

BOTTINEAU COUNTY
COMMISSIONER PROCEEDINGS
JUNE 7TH, 2016
7:30 am

The Commissioner Meeting was called to order at 7:30 am by Chairman LeRoy Rude. A meeting of the Board of Bottineau County Commissioners was held in the Commissioner Room at the Courthouse with the following members present: Chairman LeRoy Rude, Vice-Chairman Dan Marquardt, Commissioners, Jeff Beyer, Charlie Adams, Lance Kjelshus, States Attorney, Swain Benson and County Auditor, Lisa Herbel.

Old Business:

Agenda – The Midway Bar was added under other business and a motion was made to approve the Agenda by Kjelshus, seconded by Marquardt. Motion carried.

Minutes - A motion was made to approve the minutes from May 3rd and May 23rd, 2016, by Adams, seconded by Beyer. Motion carried.

Consent Agenda – The monthly reports were reviewed and a motion was made to approve the consent agenda by Beyer, seconded by Adams. Motion carried.

Bills – The June bills were reviewed; 24018 Anderson Welding (5/13) 1852.20 24019 B&M Laundry 156.98 24020 City of Maxbass 45.00 24201 D&B Body Shop Inc 256.00 24022 Gates Manufacturing 1250.10 24023 Gerdau 158.72 24024 Gustafson Oil Bottineau 332.58 24025 Information Tech Dept 1947.93 24026 JLG Architects 45864.28 24027 Kelly Inn 117.60 24029 Lawson Products 550.35 24030 Lexis Nexis 117.60 24031 Lorenz Jewelry 25.20 24032 MidContinent Comm 68.71 24033 Mikkelsen Aggregates 724.00 24034 ND Telephone Co 291.38 24035 Northern Improvement Co 3906.09 24038 Redwood Toxicology Lab 175.00 24039 Rolette Co 129.45 24040 Sawmill Corner Stop 49.01 24041 ShopKo 120.48 24042 Souris River Coop 41.22 24043 Spectrum/4J's 1062.32 24044 St Andrew's Clinic 180.00 24045 Streicher's 1671.88 24046 Thomas & Thomas 75.00 24047 Tweed Co Ag 1426.02 24048 Westhope Airport 2827.05 900638 Paystubz 450.00 24049 Action Carpet Care (5/17) 482.00 24050 Bake & Taylor 300.24 24051 Demco 186.92 24052 Farmers Union Oil Westhope 107.52 24053 Gale/Cengage 93.46 24054 Good Housekeeping 12.00 24055 NDACo Wireless 14.00 24056 ShopKo 55.34 24057 Souris River Coop 42.90 24058 Turtle Mtn Comm 98.25 24059 Turtle Mtn Times 42.00 900639 ND Game & Fish 686.00 24061 Ryan Chevrolet (5/25) 15149.00 24062 (5/31) 844.97 24063 Benson Law Office 1734.66 24065 Colonial Life & Accident 1769.10 24068 Messerli & Kramer P.A. 312.62 24069 Ann Monson Bottineau Co Treasurer 2510.50 24069 Ann Monson Bottineau Co Treasurer 4111.90 24070 ND Child Support Division 540.00 24071 NDPERS-Retirement 400.00 24072 NDPERS 3457.95 NDPERS-Dakota Plan 56007.84 24074 ND Public Employee Retirement 40990.18 24075 North Dakota United 314.48 24076 New York Life Insurance 142.89 24077 O'Keefe Oil Co 2086.80 24078 Ottetail Power Co 207.76 24079 Standard Life Ins Co 1966.60 24080 UNUM Life Ins Co 286.86 900640 Internal Revenue Service (5/31)

30081.08 900641 Internal Revenue Service 40658.53 900642 Pitney Bowes (6/2) 2500.00 24081 Ag Communications (6/7) 15.00 24082 Anderson Welding 188.13 24083 Lisa Atkinson 214.92 24085 AT&T 310.60 24086 644.80 24087 Auto Value 9.99 24088 B&M Laundry 160.22 24089 Basin Service 1098.00 24090 Bottineau Hometown Market 296.19 24091 Bottineau Farmers Elevator 1909.64 24092 Bottineau Lumber 24093 Bottineau Heating & Plumbing 781.63 24094 Bottineau Co Road Dept 1175.50 24095 Bottineau County Fair 45.00 24096 Butler Machinery 8116.87 24097 Cass Co Sheriff Dept 53.50 24098 Cenex Credit Card 1334.45 24099 Century Link 502.40 24100 Circle Sanitation 57.50 24101 City of Antler 89.00 24102 City of Bottineau 531.33 24103 City of Bottineau 27.27 24104 City of Newburg 32.50 24105 Clute Office Equipment 83.82 24106 The Computer Store 2057.94 24107 Courant 298.60 24108 Crop Production Services 20397.50 24109 Deere & Company 1027.50 24110 DS Solutions 150.00 24111 Election System & Software 1589.25 24112 Equipment Blades Inc 7763.48 24113 Family Bakery 905.00 24114 Farmers Union Oil Westhope 2038.82 24115 Farmers Union Oil –WC 19.31 24116 Farden Construction 3632.95 24117 Farden Construction 600.00 24118 Farden Construction 4070.00 24119 Farden Construction 690.50 24120 Farden Construction 116573.75 24121 First District Health Unit 44.00 24122 Kelsey Fulsebakke 24123 Gates Manufacturing 260.25 24124 Gerald Grann 70.20 24125 Gustafson Oil 280.36 24126 HACTC 4200.00 24127 Handy Hitch 79.98 24128 H.A. Thompson & Sons 2240.00 24129 Julie Hoffman 24130 Rick Hummel 18.19 24131 I Design 522.25 24132 Information Tech Dept 817.55 24133 JS Wholesale 631.89 24135 Lori Keller 291.62 24136 Kelly Inn 560.70 24137 Ketterling’s Yard 24138 Lakeshore Lawns 270.00 24139 Rhonda Langehaug 497.82 24140 Lawson Products 3184.43 24141 Mavo Systems 11480.00 24142 MidContinent Comm. 69.55 24143 MK Electric 342.80 24144 MoJo Roast 24145 Ann Monson Bottineau Co Treasurer 10.00 24146 Ann Monson 313.44 24147 Moums Tesoro 369.50 24148 Myers Parts of Bottineau 202.87 24149 ND Assoc. of Counties 2278.64 24150 ND Game & Fish 29522.00 24151 ND Newspaper Assoc 63.92 24152 ND Telephone Co 291.38 24153 Newman Traffic Signs 1204.23 24154 Nodak Store 2937.45 24155 Northern Fuel 6809.97 24156 North Central Electric 527.51 24157 Normont 15944.03 24158 Northern Pumping Service 269.00 24159 Office of the Attorney General 1065.00 24160 O’Keeffe Oil 551.70 24161 Pitney Bowes 801.39 24162 Pro IT LLC 12551.91 24163 Production Plus Account 58.89 24164 RDO Equipment 503.12 24165 Sidwell 5480.00 24167 Souris River Telephone 1448.84 24168 Spectrum/4J’s 2398.16 24169 Spectrum /4J’s 12.58 24170 State Treasurer 505.57 24171 The Standard 274.20 27172 Team Lab 1423.25 24173 Theels Inc 2909.23 24174 Thomas & Thomas 75.00 24175 Turtle Mtn Comm 1732.47 24176 ULine 610.75 24177 United Telephone Mutual Aid 5206.80 24178 Verizon 49.08 24179 Visa 546.49 24180 Visa 670.84 24181 Visa 240.30 24182 Terry Volk 122.89 24183 Waste Management 454.49 24184 Westlie Motor Co 59.94 24185 Wex Bank 912.03 24186 Tanya Wieler 1000.00 24187 Wold Engineering 40076.25 24188-24206 Social Service (6/7) 3342.38 41391-41472 Payroll (5/31) 206055.98 Total 838306.28 and a motion was made to approve paying the bills by Beyer, seconded by Kjelshus. Motion carried.

Discussion on the jail expansion/renovation included informing the board about contracting with Wells to do the precasting.

There was a general budget discussion as Lisa will begin the process in July. It was noted that revenues have decreased from previous forecasts by the State and this will factor in significantly when budgeting for 2017.

Discussion was held regarding remodeling the courtroom jury room seating and it was the consensus to ask Comstock if they would be interested in giving an estimate as they will be working on the jail.

The Midway Bar was discussed and Commissioner Beyer questioned Swain Benson of how best to handle the transfer of liquor licenses. Lisa will contact the Attorney General's Office to get further information.

Brad Robertson, Wold Engineering, gave an update on the county's road projects.

Project COIB-0506(056), Westhope West, work began on May 23rd, 2016.

Project COIB-0537(053) Souris North Road Project, Wold Engineering prepared a letter for the Commissioner's approval for the purchase of the right of way acquisition. It was the consensus of the board to send the letter to the land owners.

The Forfar and the Landa roads will be chip sealed beginning the end of June by ASTECH.

An email was received from Bryon Fuchs from the NDDOT regarding the possibility of obtaining federal funding for micro surfacing the Willow City to Towner road. Bryon is asking for an estimate on cost and the project will be considered if the funding becomes available. Micro milling with micro surfacing was suggested as a method for repairing the road. Culverts will be replaced by the County as soon as possible. Wold was asked to submit cost estimates to the NDDOT and there would be a bid opening in 2017 if the County is approved for funding.

Ritchie Gimbel, Road Superintendent, met with the Board to discuss CMC routes. It was the consensus of the board that the County take over the maintenance of CMC roads (Farm to Market). A letter will be written to all the townships.

County Equalization Meeting – A motion was made to open the meeting at 10:00 am by Kjelshus, seconded by Marquardt. Motion carried. Lisa Atkinson, Tax Director, and Addie Berg, Deputy Tax Director, were in attendance to answer questions.

Testimony - Cities – no one from the Cities in the County was present.

Testimony - Townships -

Sherman Township – Darwin Peterson spoke on behalf of the Township and as a landowner. Darwin expressed his concerns about the taxation process on the old properties and stated its driving people out of the Township. Lisa Atkinson informed the Board and Darwin that she is simply following State Laws regarding the taxation process and any changes made would have to be addressed by the Legislators.

Whitteron Township – Donovan and Shawna Allard expressed their concern about their valuation and their taxes being too high. Lisa Atkinson will look at the square footage and also noted that the budgets from the taxing entities are what drives the taxes and explained that they do have the right to question the taxing entities regarding their budgets.

Lisa gave a summary of the current activity for values for agricultural, commercial and residential properties in Bottineau County to bring Bottineau County within States mandated sales ratio tolerance levels for 2016.

A motion was made to approve Lisa Atkinson's recommendations on 2016 values by Kjelshus, seconded by Adams. Motion carried. As there was no further business, the County equalization meeting adjourned.

A request was received from North Dakota One Call for a fee reduction on our GIS files and it was the consensus of the board to leave the fees the same.

Don Boll and Allen Kluth met with the Commissioners to thank the board for their donation of the land for the pickleball court at the VFW Park. Don asked the Commission for assistance in paying a bill from Field Services \$2750.00, and from Sawmill Lumber for \$4035.00. A motion was made to pay the Field Services and Sawmill Lumber bills, with the stipulation the group continues to seek funding to pay the County back the \$6785.00, by Marquardt, seconded by Beyer. Roll call, Marquardt, yes, Kjelshus, yes, Beyer, yes and Adams, no. Motion carried.

Department Head meeting – an update was given on the meeting by Chairman Rude. Offices gave an update on their office's activity. The new NDSU Agricultural Agent, Sarah Clemens, was introduced to the commission. Karla Monson also advised that Marietta Good is retiring in July. Rhonda Langehaug, Clerk of Court, talked about the possibility redoing the jury seating. Ann Monson, Treasurer, also shared that the State is implementing a new motor vehicle registration system.

A motion was made to call for bids on two motor graders by Beyer, seconded by Adams. Motion carried.

Ritchie discussed the condition of Butte St. Paul. The State needs to be contacted regarding the condition of the Park and the road. The road department will clean up the brush on the road and try to get the road widened so it's passable.

Ritchie also discussed the water truck and proposed to use the truck to offer dust control services to townships at .25 a foot.

Discussion on the new Courthouse parking lot design was held. It was the consensus of the board that the new west parking lot will be designated just for employees and the east parking lot will be used for customers.

The meeting was adjourned at 1:00 pm.

The meeting reconvened at 2:00 pm.

A \$2000.00 request was received from the Lake Metigoshe Improvement Association to help with a \$9500.00 upgrade to the basketball ball court and a motion was made to approve the request with the stipulation that the court have multiple uses, by Kjelshus, seconded by Marquardt. Motion carried.

Appointments for the Zoning, Library and Social Service boards was tabled until the July meeting.

A motion was made to sign the funding agreement for Clerk of Court services for 2017-2019 by Kjelshus, seconded by Adams. Motion carried.

Discussion was held on putting a sales tax on the November General Election ballot and a decision was tabled until the July meeting.

A raffle permit request was received from Shepherd's Hill at the Crossroads and a motion was made to approve the permit by Beyer, seconded by Marquardt. Motion carried.

The airport is looking for a vehicle and Swain Benson, States Attorney, advised that due to the anti-gifting law, the airport will need to bid on a vehicle, if they are interested, when the vehicles are put out for bids.

Commissioner Rude relayed that Willow City would like an election polling site. Consideration cannot be given to fulfill this request as polling sites need to be established the December prior to the election year.

Dwight Nahinurk's medical leave was discussed.

A motion was made to adjourn the meeting at 3:30 pm by Marquardt, seconded by Kjelshus. Motion carried.

LeRoy Rude, Chairman

Lisa Herbel, Auditor