

BOTTINEAU COUNTY  
COMMISSIONER PROCEEDINGS  
MARCH 1, 2016  
8:30 AM

The Commissioner Meeting was called to order at 8:30 am by Chairman LeRoy Rude following the Social Service meeting. 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 Lance Kjelshus, Jeff Beyer, Charlie Adams, States Attorney, Swain Benson and Auditor Clerk, Miranda Brandt.

Old Business:

Agenda - A motion was made to approve the Agenda by Commissioner Beyer, seconded by Marquardt. Motion carried.

Minutes- A motion was made to approve the minutes from the February 2<sup>nd</sup>, 2016 meeting by Commissioner Kjelshus, seconded by Beyer. Motion carried.

Bills – The March bills were reviewed; 23443 Anderson Welding \$252.49 (2/12), 23445 Bottineau Plumbing & Heating \$79.98, 23446 City of Maxbass \$45.00, 23447 City of Newburg \$32.50, 23448 Courant \$743.84, 23449 Farmers Union Oil Co. Mohall \$71.37, 23450 Farmers Union Oil Co. W. \$972.48, 23451 Gustafson Oil \$55.17, 23452 HACTC \$5,670.00, 23453 MidContinent Cable Co. \$68.71, 23455 Myers Parts of Bottineau \$390.23, 23456 ND Assoc. of Counties \$822.15, 23457 ND Telephone Co. \$291.38, 23458 Newburg Sand & Gravel \$12,885.50, 23459 Northern Fuel Partners \$3,664.37, 23460 Office of Attorney General \$1,550.00, 23461 Ottertail Power Co. \$5,901.57, 23462 Redwood Toxicology Lab \$63.50, 23463 Shopko \$64.06, 23464 Souris River Coop. \$683.30, 23465 Tri-County Meals \$48,141.43, 23466 Underground Storage \$35.34, 23467 United Telephone Mutual Aid \$2,680.70, 23468 Visa \$435.39, 900626 Paystubz \$474.00 (2/16), 23469 Baker & Taylor \$322.99 (2/17), 23470 Creative Product Source \$174.62, 23471 Farmers Union Oil Westhope \$35.75, 23472 Gale/Cengage \$68.77, 23473 Grand Forks Herald \$166.00, 23474 Keller’s Briteway \$80.00, 23475 Long Rider Books \$1,478.02, 23476 Midwest Tape \$509.75, 23477 Moums Tesoro \$76.50, 23478 NDA Co Wireless \$14.00, 23479 The Penworthy Co. \$180.74, 23480 Spectrum/4J’s \$234.47, 23481 TEI Landmark Audio \$91.75, 23482 Turtle Mountain Comm. \$98.32, 23484 ND Chapter of APCO \$180 (2/23), 23486 Tim Klabo \$100.80 (2/24), 23489 American Family Insurance \$766.16 (2/29), 23490 Benson Law Office \$1,734.66, 23491 Bottineau Co. Fair \$146,434.00, 23493 Colonial Life & Accident \$1,704.61, 23495 First District Health Unit \$69,475.57, 23496 Messerli & Kramer P.A. \$312.62, 23497 Ann Monson, Co. Treasurer \$2,737.93, 23497 Ann Monson, Co. Treasurer \$4,101.54, 23498 ND Child Support Division \$540.00, 23499 NDPERS Retirement \$400.00, 23500 NDPERS \$3,397.95, 23501 NDPERS-Dakota Plan \$54,844.88, 23502 ND Public Employee Retirement \$41,023.06, 23503 North Dakota United \$314.48, 23504 New York Life Insurance \$142.89, 23505 O’Keeffe Oil \$907.42, 23506 Ottertail Power Co. \$369.95, 23507 Sawmill Corner Stop \$44.56, 23508 The Standard Life Ins. Co. \$1,582.52, 23509 Kevin Statema Construction \$850.00, 23510 UNUM Life Ins. Co. \$296.95, 900627 IRS \$32,842.31 (2/29), 900628 IRS \$41,873.97, 23511 Ag Communications \$216.00 (3/8), 23512 Anderson Welding LLC \$968.89, 23513 ATCO International \$258.75, 23514 Lisa Atkinson \$365.04, 23515 AT&T Mobility \$312.71, 23516 AT&T Mobility \$644.80, 23517 Auto Value \$135.96, 23518 B&M Laundry \$440.64, 23519 Swain Benson, State’s Attorney \$447.90, 23520 David Berge \$438.36, 23521 Addie Berg \$277.40, 23522 Addie Berg \$405.00, 23523 Best Western

Plus Ramkota \$300.00, 23524 Bottineau Hometown Market \$344.71, 23525 Diane Block \$75.60, 23526 Bottineau Clinic Pharmacy \$57.69, 23527 Bottineau Farmers Elevator \$635.39, 23528 Bottineau Lumber \$274.79, 23529 Butler Machinery \$5,133.78, 23530 Canad Inns \$80.10, 23531 Cenex Credit Card \$1,041.11, 23532 Century Link \$502.44, 23533 Circle Sanitation \$57.50, 23534 City of Bottineau \$481.38, 23535 City of Maxbass \$45.00, 23536 City of Newburg \$32.50, 23537 Clute Office Equipment \$652.24, 23538 Clute Office Equipment \$433.77, 23539 Comfort Inn \$160.00, 23540 Computer Store \$36.99, 23541 Comfort Suites \$80.00, 23542 Courant \$773.30, 23543 D&B Body Shop Inc. \$2,745.98, 23544 D&L Storage \$260.00, 23545 Elmer Jesme Conference of Counties \$125.00, 23546 Equipment Blades Inc. \$3,782.60, 23547 Family Bakery \$3,109.50, 23548 Farmers Union Oil Co. W. \$649.07, 23549 Farmers Union Oil Co. WC \$1,262.79, 23550 Farden Construction \$2,124.00, 23551 Farstad Oil Inc. \$1,431.30, 23552 GCR Tires & Services \$2,742.49, 23553 Lyle Gravseth \$152.40, 23554 Gustafson Oil \$215.49, 23555 H&H Trucking \$2,120.55, 23556 HACTC \$2.99, 23557 HA Thompson & Sons \$2,240.00, 23558 HA Thompson & Sons \$2,437.50, 23559 Lisa Herbel \$260.20, 23560 IDC Servco \$781.76, 23561 Paul Johnson \$326.84, 23562 JS Wholesale & Vending \$264.36, 23563 Karen Keller \$272.30, 23564 Kinetic Leasing \$37,336.95, 23566 Lawson Products \$721.91, 23567 Karla Mattson \$140.40, 23568 MidContinent Cable \$68.71, 23569 MK Electric \$2,131.42, 23570 Myers Parts of Bottineau \$195.72, 23571 NDACS \$50.00, 23572 ND Dept. of Transportation \$360.56, 23573 ND Dept. of Transportation \$18,806.62, 23574 ND Dept. of Transportation \$2,330.76, 23575 ND Dept. of Transportation \$1,043.44, 23576 ND Telephone Co. \$291.38, 23577 ND Weed Control Association \$275.00, 23578 Nodak Supply \$1,352.34, 23579 Northern Fuel Partners \$6,948.62, 23580 North Central Electric \$631.36, 23581 Darwin Peterson \$168.60, 23582 Pro IT, LLC \$300.00, 23583 Pro It, LLC \$3,293.00, 23584 R&B Supply Co. Inc. \$259.00, 23585 Earl Roland \$135.12, 23586 Sawmill Corner Stop \$208.78, 23587 Shopko \$16.72, 23588 Souris River Communications \$1,466.31, 23589 Souris River Coop. \$836.16, 23590 Spectrum/4J's \$2,239.71, 23591 Spectrum/4J's \$28.47, 23592 St. Andrews Health Center \$339.00, 23593 St. Andrews Clinic \$261.00, 23594 State Bank of Bottineau Ins. \$233.00, 23595 The Standard \$466.14, 23596 St. Michel Furniture \$735.37, 23597 Streicher's \$89.99, 23598 Team Lab \$147.00, 23599 Theels Inc. \$2,400.47, 23600 Thomas & Thomas \$75.00, 23601 Carlie Trafton \$271.44, 23602 Turtle Mtn. Communication \$1,751.34, 23603 Turtle Mtn. Vet \$113.25, 23604 Tweed Co. Ag. \$2,223.97, 23605 United Laboratories \$623.28, 23606 Uniform Center \$980.00, 23607 Verizon \$49.08, 23608 Visa \$315.73, 23609 Terry Volk \$760.60, 23610 Waste Management \$443.77, 23611 Westlie Truck Center \$1,775.89, 23610 Wex Bank \$793.49, 23613 Tanya Wieler \$1,000.00, 23614 Donald Wolfe \$6,000.00, 23615-23628 Social Services \$3,368.33 (3/8), 23629 ND Game & Fish \$30,846.00, 41155-41235 Payroll \$210,399.25 (2/29), Total \$888,101.28 and a motion was made to approve paying the March bills by Marquardt, seconded by Adams. Motion carried.

Brad Robertson, Wold Engineering, gave an update on County Projects-

- Project COIB-0537(053) - Souris North- It was the consensus of the board to hold off on bidding the project until a later date to watch our surge funding money. Ritchie Gimbel, Road Superintendent, stated at the end of 2015, the Farm to Market fund was \$709,000.00 over what was projected so funds may be available to help with the Souris North project.
- Project COIB-0506(056) - Westhope West-Brad presented the board with revised plans to change road signs and submitted a new estimate. A motion was made to proceed with the project and set the bid opening for 9:30 am on April 5, 2015 by Commissioner Kjelshus, seconded by Adams. Motion carried.

Discussion was held with Brad Robertson regarding Wetlands Bank.

Discussion was held on some complaints the board has received on the quality of gravel being used on the county roads recently.

Lisa Atkinson, Tax Director, met with board regarding an abatement for the building formerly known as the Oak Creek Service Station owned by Susan Tam. A motion was made by Commissioner Kjelshus to follow the Tax Director's recommendation and reduce the value from \$83,600.00 to \$48,000.00 on the Oak Creek Service Station, seconded by Beyer. Motion carried.

Discussion was held on the jail expansion project. The next committee meeting is scheduled to be held on March 16<sup>th</sup>. Commissioner Beyer commented how the deputies have given good input on what they would like to see with the new jail. Ritchie Gimbel, Road Superintendent, and the road department will be in charge of demolition and removal of the old buildings.

Dave Geiszler met with the board on behalf of the Fairgrounds Complex Committee. The committee wants to get the fairgrounds in better condition and look at some possible water drainage solutions for the rodeo arena area at the fairgrounds. Brad Robertson presented a map of the fair grounds and discussed some possible solutions for the water problem. Geiszler stated they have received one grant at this time to help with funding and the rodeo club also has some funding available to help with the costs. Discussion was held on raising the elevation of the rodeo arena and to possibly drain the water south, as right now the water doesn't drain properly and pools in the rodeo arena area. Dave has had discussion with Jason Kersten as the school owns some of the land south where the water would drain. Geiszler requested receiving some support from the county with demolition/construction needs. Commissioner Beyer made the suggestion that the city's input should also be solicited. A motion was made by Beyer that the Commissioners write a letter supporting the Fairgrounds Complex Committee, seconded by Marquardt. Motion carried.

A raffle permit was submitted from the ND Elk Growers and Commissioner Kjelshus made the motion to approve the permit, seconded by Adams. Motion carried.

Discussion was held on Garrison Diversion Grant. A motion was made to apply for a grant by Commissioner Beyer, seconded by Kjelshus. Motion carried.

10:15 am - Gravel bids- A motion was made to open gravel bids by Adams, seconded by Marquardt. Motion carried. The following bids were received:

Oil Patch Support, Inc.  
Johnson Hoe Service  
Donald Wolfe  
Mikkelsen Aggregates LLC  
Stan Bergstrom Construction  
Farden Construction Inc.

Pinky's Aggregates Inc.

A motion was made to accept all gravel bids by Beyer, seconded by Marquardt. Motion carried.

The Comstock Contracts were discussed and a motion was made to sign the Comstock Contracts by the Chairman of the Board by Commissioner Kjelshus, seconded by Adams. Motion carried. A motion was made by Commissioner Kjelshus to have the Chairman of the Board of County Commissioners sign all contracts, seconded by Adams. Motion carried.

A permit for waste disposal for the City of Bottineau was discussed and a motion was made to approve the renewal of the existing permit by Beyer, seconded by Adams. Motion carried.

10:30 am – Machine hire bids - A motion was made to open machine hire bids by Marquardt, seconded by Kjelshus. Motion carried. The following machine hire bids were received:

Farden Construction Inc.  
Stan Bergstrom Construction  
Johnson Hoe Service  
Pinky's Aggregates, Inc.  
Mikkelsen Aggregates, LLC  
Mary Holen Construction

A motion was made to accept all machine hire bids by Commissioner Beyer, seconded by Marquardt. Motion carried.

Project TAC-0005(051) was discussed and a motion was made to sign the agreement with the NDDOT for Hot Bituminous Pavement Overlay for the Lake Metigoshe shared use path by Commissioner Beyer, seconded by Adams. Motion carried.

Discussion was held on the upcoming primary and general elections. Lisa Herbel had spoken with Commissioner Rude and had suggested to close the courthouse to county employees on election day due to the jail expansion construction and the sheriff's office being relocated in the community room leaving no room for the voters other than the lobby area. It was the consensus of the board to seek out another polling location and to keep the courthouse open.

10:45 am - Culvert Bids - A motion was made to open culvert bids by Commissioner Kjelshus, seconded by Beyer. Motion carried. The following culvert bids were received:

True North Steel  
Forterra

A motion was made to accept all culvert bids by Commissioner Kjelshus, seconded by Marquardt. Motion carried.

The letter from Sanford AirMed was discussed and it was tabled.

11:00 am - Bridge Material Bids - A motion was made to open the bridge material bids by Commissioner Marquardt, seconded by Kjelshus. Motion carried. The following bridge material bids were received:

Wheeler Lumber, LLC

A motion was made to accept all bridge material bids by Commissioner Beyer, seconded by Marquardt. Motion carried.

The Clerk of Court contract was discussed and a motion was made by Commissioner Beyer to continue to receive reimbursement for providing clerk services, seconded by Kjelshus. Motion carried.

Nicki Weissman, EDC Director, met with the board and said the building the EDC office is currently located in, was sold and they are looking into new location sites. Nicki stated they will be able to stay in the current location until they relocate. Nicki also stated the Assistant Director resigned so they will be advertising for that position.

The Department Heads met and each department head gave an update on their offices.

Ritchie Gimbel met with the board and requested funds from the Miscellaneous Road Fund to be moved to Highway Tax Distribution fund if needed through the year for salaries for part time employees. Revenues for the Highway Tax Distribution Fund are considerably lower from what the State had predicted. A motion was made by Commissioner Kjelshus to move funds from the Miscellaneous Road Fund to the Highway Tax Distribution Fund, as needed, seconded by Marquardt. Motion carried.

Discussion was held about insurance on vehicles and equipment for each department. A motion was made by Commissioner Beyer that each department be in charge of providing proper insurance for the department's vehicles and equipment, seconded by Kjelshus. After further discussion, Commissioner Marquardt made an amendment to the motion that the departments also do an annual review with the insurance company to review and update their policies, seconded by Adams. Motion carried. The amended motion was then voted on and passed 5-0.

North Dakota Local Training Program is doing training on March 22<sup>nd</sup> on Gravel Maintenance at the Bottineau Armory. Ritchie hopes for a good turn out and asked that some commissioners be present. Discussion was also held on some bad pot holes on the Westhope road. Ritchie said when cold mix becomes available he would work on getting them filled.

The meeting adjourned at 12:15 pm.

The meeting reconvened at 1:25 pm.

Discussion was held on the contents of the Bethania Lutheran Church in Landa. Swain Benson, States Attorney, stated that because the contents were not attached to the church, the items could be put up for bids. Ritchie will inventory all the items and get them ready for bids. A motion was made by Commissioner Kjelshus to put the Bethania Lutheran Church contents up for bids to be opened on April 5<sup>th</sup>, 2016 at 10:00 am, seconded by Marquardt. Motion carried.

Ritchie asked the board if an excess property disc mower could be sold to Lordsburg Township for \$2,055.00. A motion made by Commissioner Marquardt to sell the excess property disc mower to Lordsburg Township for \$2,055.00, seconded by Kjelshus. Motion carried.

Discussion was held on the invoice for project HEC-HRR-999(304), pavement marking and rumble strip. A motion was made to pay the project HEC-RRR-9999(304) invoice for \$2330.76 by Commissioner Adams, seconded by Kjelshus. Motion carried.

Discussion was held about appointments to the 911 Advisory Board. A motion was made to appoint Jeff Soland and Tanner Hellenbrand to the 911 Advisory Board by Kjelshus, seconded by Beyer. Motion carried.

Discussion was held on railroad expansion by Russell.

Due to the decrease in revenue from the Oil and Gas Tax Distribution, which was going to be the primary source of funding for the jail, discussion was held regarding drafting a letter to our state legislators on changing the current law on the surge money restrictions to help fund the jail expansion project. Commissioners Adams and Kjelshus will work on rough drafts and follow up with the board and Lisa.

Commissioner Marquardt made a motion to adjourn the meeting at 3:00 pm, seconded by Beyer. Motion carried.

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LeRoy Rude, Chairman

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Miranda Brandt, Clerk