

BOTTINEAU COUNTY  
COMMISSIONER PROCEEDINGS  
NOVEMBER 1ST, 2016  
8:30 A.M.

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 County Auditor, Lisa Herbel.

Discussion was held with Swain Benson, States Attorney, regarding the construction of the jail's entrance canopy and if there is any liability to the contract managers or the architects. Discussion was also held with Swain regarding the possibility of being the bond issuer for the road project in Roland Township.

Old Business:

Agenda – Rick Hummel, panic buttons, Christmas holidays, Steve Plorin, and Northwest Landowners was added to other business and a motion was made to approve the Agenda by Marquardt, seconded by Beyer. Motion carried.

Minutes - A motion was made to approve the minutes from October 4<sup>th</sup> and October 19<sup>th</sup>, 2016 after a couple of minor changes were made, by Beyer, seconded by Adams. Motion carried.

Consent Agenda – A motion was made to approve the consent agenda by Marquardt, seconded by Kjelshus. Motion carried.

Brad Robertson, Wold Engineering, gave an update on the County Projects –

-Lake Metigoshe Bike Path has been completed with only the warning panels left to install. The contractors were beyond their scheduled completion date so they will be assessed accordingly.

-COIB-0005(035) – Bridge project – a final inspection will need to be completed.

-COIB-0506 (056) – Westhope West Project – Commissioner Kjelshus reported there are some spots in the road where the asphalt has let go and there are divots. Brad will check out the road before a final inspection is done.

-Brad provided a map of the traffic counts on the roads in the County.

-Ritchie Gimbel and Brad visited with the Commissioners about the microsurfacing planned for 2017. The plan is to combine all the projects into one to get the most done for our money. Ritchie is asking that Wold Engineering get this project shelf ready so we are ready to go to bid if federal funding is received.

Clif Issendorf, Tiffany Sathre and Bill Artz, from the Bottineau County Water Board were in attendance to request that the County hire Kevin Deschamp to run the drainage ditch machine. The Water Board is requesting \$20.00 an hour, family health insurance and retirement. Salary and benefits would be fully reimbursed through the Bottineau County Water Board. A motion was made to enter into an agreement with the Bottineau County Water Board to hire an employee to be fully reimbursed by Bottineau County Water Board by Adams, seconded by Kjelshus. Motion carried.

Jason Flack, Comstock Construction, and Eric Hoffer, JLG Architects, met with the Commissioners to give an update on the jail expansion/renovation. Masonry has started and the electricians and the plumbers are continuing to work. A motion was made to install a regular sprinkler system throughout the courthouse by Kjelshus, seconded by Beyer. Motion carried. Installment #4 in the amount of \$439,666.40 was presented for payment to Comstock Construction and a motion was made to pay installment #4 by Beyer, seconded by Marquardt. Motion carried. Discussion was held on what direction the County wanted to take in regards to finishing or changing the sheriff's department canopy.

Department Head meeting – Lisa gave an update on the meeting and the department heads gave an update on their office activity. Two Bottineau County Sheriff Department deputies gave an update on the time they served assisting with the Morton County with the pipeline protest. Discussion was also held regarding the Christmas holidays and according to the personnel policy, the Courthouse will be closed December 23<sup>rd</sup> and 26<sup>th</sup>.

David Geiszler met with the Commission to give an update on the Garrison Diversion Grant they received for the Horse Arena Project. The committee will be a meeting next week and will be requesting bids this winter. Dirt work is being done on the grounds at this time.

Discussion was held with Rick Hummel, Emergency Manager, about relocating his office to the district court area. A request was made by Kelly Jensen, Director of Social Services, that each office in her department be given a panic button that would alert the Sheriff's office if a client presented a threat.

Matt Miller from Butler Machinery met with the Commission and spoke about the benefits of being a member of the National Joint Powers Alliance.

The meeting adjourned for lunch at 1:25 pm.

The meeting reconvened at 2:30 pm.

Chairman Rude received a phone call from Steve Plorin who again requested the County pay for his windshield replacement and the consensus of the Board was to direct Steve to contact NDIRF, the county's insurance carrier.

Discussion was held with Ritchie Gimbel, Road Superintendent, about purchasing the right of way on County Road 6 from Burlington Northern Railroad. Ritchie is going to take care of the 2017 traffic counts for the NDDOT. TAP funding is also available for 2017, so discussion was held on applying a grant for to do a double chip seal on the Carbury Road. Safety funds are also available and could be used on the guard rail on the County Road 6 bridge and the curves on the Gardena road.

A letter was received from the North Dakota Department of Health regarding the Maxbass landfill.

Information was also received on the benefits of being a member of National Association of Counties.

There is a North Dakota Landowners meeting coming up and Commissioner Kjelshus is planning on attending.

A motion was made to give the employees a \$30.00 gift card for their year of service by Beyer, seconded by Adams. Motion carried.

A motion was made to request our first draw from the Bank of North Dakota for \$447,618.42 for the jail renovation/remodel project by Kjelshus, seconded by Adams. Motion carried.

The valuations that the Tax Director's office put on the forfeited property were reviewed and a motion was made to accept the valuations by Beyer, seconded by Kjelshus. Motion carried.

Kenny Rogers invited the Commissioners to attend the Assiniboine Joint Board meeting in Minot on November 9<sup>th</sup> and 10<sup>th</sup> at the Riverside Holiday Inn.

A motion was made to apply for a Court Facilities Improvement Grant to replace the jury seating in the large courtroom, by Marquardt, seconded by Adams. Motion carried.

The Weed Board is requesting water for the weed board shop and it was suggested to run a water line from the county road shop to the weed board shop. Terry will contact Ritchie to see if the County can do the work.

The Oak Creek Water Board appointment was discussed and it was decided to invite Dwane Getzlaff and Keith Fulsebakke to the December meeting before an appointment was made.

The November bills were reviewed; 900664 Paystubz \$456.00 (10/14), 900666 ND Game & Fish \$293.50 (10/18), 25058 Ag Week \$64.00 (10/18), 25059 ATCO International \$540.00, 25060 B&M Laundry \$147.42, 25061 Baker & Taylor \$596.31, 25062 Basin Service \$1,098.00, 25063 Swain Benson, Bottineau Co. States Attorney \$519.23, 25064 Bottineau Hometown Market \$163.33, 25065 Border Ag & Energy \$3,291.48, 25066 Bottineau Co. Fair \$280.10, 25067 Bottineau Plumbing & Heating \$2,169.11, 25068 City of Maxbass \$45.00, 25069 City of Newburg \$32.50, 25070 Clute Office Equipment \$83.82, 25071 Courant \$825.97, 25072 Courant \$133.10, 25073 Crop Production Services \$5,785.00, 25074 EPSILON SIGMA PHI \$60.00, 25075 Family Bakery \$8.00, 25076 Farmers Union Oil Co. Mohall \$144.95, 25077 Farmers Union Oil Co. W. \$1,120.68, 25078 Farmers Union Oil Co. W. \$63.08, 25079 Farmers Union Oil Co. WC \$1,521.68, 25080 Farden Construction \$21,069.75, 25081 First District Health Unit \$22.00, 25082 Gale/Cengage Learning \$78.42, 25083 VOID, 25084 House Beautiful \$25.94, 25085 Information Tech Dept. \$3,545.51, 25086 Lawson Products \$1,069.52, 25087 Marie Clair \$6.00, 25088 MidContinent Communication \$77.16, 25089 NACCTFO \$75.00, 25090 NDACO Resource Group \$14.00, 25091 ND Surplus Property \$2,062.00, 25092 ND Telephone Co. \$128.03, 25093 Northern Fuel Partners \$15,679.02, 25094 Northern Fuel Partners \$217.30, 25095 Northern Tech. LLC \$323.00, 25096 Northern Pumping Service \$239.00, 25097 O'Keeffe Oil \$2,978.94, 25098 Oriental Trading \$73.86, 25099 Ottertail Power Co. \$3,246.92, 25100 Ramada \$178.00, 25101 Redwood Toxicology Lab \$25.00, 25102 Sawmill Corner Stop \$59.00, 25103 Shopko \$49.95, 25104 Shopko \$47.93, 25105 Spectrum \$49.46, 25106 Spectrum \$87.73, 25107 St. Andrews Health Center \$15.00, 25108 St. Andrews Clinic \$185.00, 25109 Stevenson's Towing \$850.00, 25110 Take Point \$1,135.00, 25111 Teen Vogue \$20.00, 25112 Turtle Mtn. Communications \$95.30, 25113 Tweed Co. Ag. \$1,234.36, 25114 Varitech Industries \$1,067.40, 25115 Visa \$300.00, 25116 Wex Bank \$841.92, 25120 American Family Insurance \$844.97 (10/31), 25121 Benson Law Office \$1,734.66, 25123 Colonial Life & Accident \$1,769.10, 25126 Messerli & Kramer P.A. \$349.34, 25127 Ann Monson, Co. Treasurer \$4,111.90, 25127 Ann Monson, Co. Treasurer \$2,619.54, 25128 ND Child Support Division \$540.00, 25129 NDPERS Retirement \$400.00, 25130 NDPERS \$3,457.95, 25131 NDPERS-Dakota Plan \$55,184.48, 25132 ND Public Employee Retirement \$41,765.75, 25133 North Dakota United \$326.69, 25314 New York Life Insurance \$142.89, 25135 Ottertail Power Co. \$188.71, 25136 Spectrum \$1,613.31, 25137 The Standard Life Ins. Co. \$2,009.76, 25138 UNUM Life Ins. Co. \$294.24, 900667 IRS \$31,425.03 (10/31), 25140 Lisa Atkinson \$268.92 (11/7), 25141 AT&T Mobility \$646.45, 25142 AT&T Mobility \$324.71, 25143 Auto Value \$31.99, 25144 David Berge \$78.36, 25145 Best Western Ramkota \$1,346.60, 25146 Bottineau Hometown Market \$154.03, 25147 Border Ag & Energy \$300.00, 25148 Bottineau Lumber \$3,882.68, 25149 Bottineau Co. Road Dept. \$2,650.00, 25150 Bottineau Co. Road Dept. \$4,150.00, 25151 Butler Machinery \$3,851.13, 25152 Cenex Credit Card \$1,874.40, 25153 Circle Sanitation \$57.50, 25124 City of Bottineau \$329.45, 25155 City of Newburg \$32.50, 25156 Sara Clemens \$129.60, 25156 Sara Clemens \$222.28, 25157 Clute Office Equipment \$77.90, 25158 Clute Office Equipment \$83.82, 25159 Comstock Construction \$439,666.40, 25160 James Condit \$17.28, 25161 Courant \$252.48, 25162 D&L Storage \$260.00, 25163 Dakota Business Solutions Inc. \$305.00, 25164 Dakota Communications \$154.55, 25165 DS Solutions \$150.00, 25166 Election Systems Software \$1,769.26, 25167 Family Bakery \$8.00, 25168 Farmers Union Oil Co. W. \$2,252.79, 25169 Farmers Union Oil Co. WC \$48.97, 25170 Farden Construction \$3,255.00, 25171 GARD Specialists Co. \$89.46, 25172 Gates Manufacturing \$310.00, 25173 Gooseneck Implement \$4,352.01, 25174 Lyle Gravseth \$92.40, 25175 Gustafson Oil \$634.89, 25176 H&H Trucking \$1,661.99, 25177 HACTC \$3,570.00,

25178 Lisa Herbel \$199.80, 25179 Rick Hummel \$216.00, 25180 Information Tech. Dept. \$4,358.51, 25181 JLG Architects \$7,952.02, 25182 Paul Johnson \$66.48, 25184 Lakeshore Lawns \$360.00, 25185 Rhonda Langehaug \$191.16, 25186-25208 LAP Cost Share Fall 2016 \$21,796.14, 25209 Lawson Products \$1,908.16, 25211 Karla Mattson \$207.52, 25212 May Construction \$49,262.50, 25213 Bobbi Milbrath \$86.40, 25214 Minic Industries Limited \$1,051.92, 25215 MK Electric \$2,313.51, 25216 Modern Marketing \$221.28, 25217 Ann Monson \$86.40, 25218 Jeff Monson \$900.00, 25219 Moums Tesoro \$324.84, 25220 Myers Parts of Bottineau \$12.99, 25221 Dwight Nahinurk \$410.64, 25222 ND Assoc. of Counties \$17.60, 25223 ND Newspaper Association \$320.96, 25224 ND One Call \$8.00, 25225 Don Nelson \$100.00, 25226 Nodak \$2,974.59, 25227 North Central Electric \$782.00, 25228 Northern Pumping Service \$1,364.00, 25229 Stephanie Oakland \$24.00, 25230 Office of State Auditor \$15,200.00, 25231 O’Keeffe Oil Co. \$1,879.65, 25232 Polar Communications \$316.72, 25233 Pride Dairies \$46.00, 25234 Pro It, LLC \$900.00, 25235 Pro IT, LLC \$3,346.00, 25236 Productivity Plus Account \$6,906.42, 25237 R&B Supply Co. Inc. \$372.60, 25238 Ramada \$240.30, 25239 Earl Roland \$75.12, 25240 Gene Siercks \$200.00, 25241 Soltis Sportswear \$588.30, 25242 Souris River Telephone \$1,434.58, 25243 State Treasurer \$613.38, 25244 The Standard \$287.941, 25245 Tennyson Garage \$18.09, 25216 Theels Inc. \$967.71, 25247 Thorsrud Supply Co. \$248.59, 25248 Thyssenkrupp Elevator Corp. \$835.66, 25249 Turtle Mtn. Communication \$2,390.43, 25250 Turtle Mtn. Floral \$58.85, 25251 Tweed Co. Ag. \$1,199.93, 25252 United Laboratories \$611.52, 25253 Verizon \$49.08, 25254 Terry Volk \$319.82, 25255 Waste Management \$452.89, 25256 Wex Bank \$1,085.23, 25258 Tanya Wieler \$1,000.00, 25258 Zuercher Technologies \$4,875.00, 41836-41949 Payroll \$210,693.66 (10/31), Total \$1,059,466.65 and a motion was made to pay the November bills by Beyer, seconded by Marquardt. Motion carried.

Discussion was held with Judge Benson regarding office space in the District Court area.

Further discussion was held on the sheriff’s department canopy and a motion was made to choose Comstock proposal request #7, Canopy Option #2 by Beyer, seconded by Marquardt. Motion carried.

A motion made to adjourn the meeting at 5:00 pm by Marquardt, seconded by Kjelshus. Motion carried.

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LeRoy Rude, Chairman

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Lisa Herbel, Auditor