

BOTTINEAU COUNTY  
COMMISSIONER PROCEEDINGS  
September 6, 2016  
8:30 A.M.

The Commissioner Meeting was called to order at 8:30 am by Vice-Chairman Dan Marquardt 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: Vice-Chairman Dan Marquardt, Commissioners Lance Kjelshus, Jeff Beyer, Charlie Adams, States Attorney, Swain Benson and County Auditor, Lisa Herbel. Commissioner Rude was absent from the meeting.

Old Business:

Agenda – Kelly Jensen was added to the Agenda and a motion was made to approve the Agenda by Adams, seconded by Kjelshus. Motion carried.

Minutes – A motion was made to approve the minutes from August 24<sup>th</sup>, 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 Kjelshus. Motion carried.

Bills – The September bills were reviewed; 24680 Anderson Welding \$40.00 (8/12), 24682 B&M Laundry \$147.42, 24683 Bottineau Farmers Elevator \$3,546.79, 24684 Sara Clemens \$538.66, 24685 Clute Office Equipment \$238.75, 24686 Consumer Reports \$29.00, 24687 Crop Production Services \$2,335.00, 24688 Dakota Communications \$4,883.25, 24689 Mark Ekstrom \$1,380.00, 24690 Family Bakery \$8.00, 24691 Farmers Union Oil Co. M. \$27.11, 24692 Farmers Union Oil Co. W. \$2,985.46, 24693 Farden Construction \$13,099.00, 24694 Gustafson Oil \$327.68, 24695 HACTC \$10,366.60, 24696 HA Thompson & Sons \$1,823.08, 24697 Information Tech. Department \$128,172.26, 24698 JLG Architects \$6,472.40, 24700 Ketterling's Yard \$318.75, 24701 Lakeshore Lawns \$360.00, 24702 Lexis Nexis Matthew Bender \$343.96, 24703 Karla Mattson \$193.60, 24704 MidContinent Cable Co. \$77.16, 24705 Moums Tesoro \$480.65, 24706 ND Dept. of Health \$16.00, 24707 ND Telephone Co. \$291.38, 24708 Northern Technologies LLC \$1,459.00, 24709 O'Keeffe Oil \$1,523.82, 24710 Ottertail Power CO. \$560.54, 24711 Praxair \$649.35, 24712 Sawmill Corner Stop \$38.03, 24713 South Dakota Ag. Lab. \$150.00, 24714 Security Plus \$348.70, 24715 Shopko \$63.46, 24716 Souris River Coop. \$796.12, 24717 State Treasurer \$227.82, 24718 St. Andrew's Health Center \$15.00, 24719 Streichers \$369.98, 24720 Triangle Electric Inc. \$1,575.00, 24721 Uniform Center \$319.93, 24722 United Telephone Mutual Aid \$2,642.40, 24723 Visa \$7.00, 24724 Visa \$128.90, 24725 Visa \$113.41, 24726 Westhope Airport \$71.87, 900653 Paystubz \$482.00, 24727 American Lib. Association \$175.00 (8/16), 24728 Baker & Taylor \$138.03, 24729 Consumer Reports \$26.00, 24730 Fargo Glass & Paint \$300.49, 24731 Gale/Cengage \$170.39, 24732

Library Journal \$157.99, 24733 Moum's Tesoro \$51.00, 24734 NDACo-Wireless \$14.00, 24735 Odin Online Services \$877.14, 24736 Shopko \$111.63, 24737 Turtle Mtn. Communications \$96.76, 900657 ND Game & Fish \$125.00, 24741 American Family Insurance \$844.97 (8/31), 24742 Benson Law Office \$1,734.66, 24744 Colonial Life & Accident \$1,769.10, 24746 Messerli & Kramer P.A. \$349.34, 24747 Ann Monson, Co Treasurer \$2,692.69, 24747 Ann Monson, Co. Treasurer \$3,866.90, 24748 ND Child Support Division \$540.00, 24749 ND Emergency Management \$60.00, 24750 NDLA \$180.00, 24751 NDPERS Retirement \$400.00, 24752 NDPERS \$3,457.95, 24753 NDPERS-Dakota Plan \$55,184.48, 24754 ND Pubic Employee Retirement \$41,442.62, 24755 North Dakota United \$314.48, 24756 New York Life Insurance \$142.89, 24757 O'Keefe Oil \$3,463.75, 24758 Ottertail Power Co. \$29,926.58, 24760 The Standard Life Ins. Co. \$2,009.76, 24761 UNUM Life Ins. Company \$291.04, 900658 IRS \$32,285.24, 900659 IRS \$41,416.34, 24762 Acqui Sign LLC \$125.00 (9/8), 24763 Ag Communications \$7.25, 24764 Anderson Welding \$360.00, 24765 Arnston Stewart Wegner PC \$2,567.94, 24766 Lisa Atkinson \$502.74, 24767 AT&T Mobility \$646.45, 24768 AT&T Mobility \$311.28, 24769 Ben Aufforth \$25.00, 24770 Auto Value \$82.62, 24771 Basin Service \$732.00, 24772 BeeLine Service \$545.47, 24773 Addie Berg \$305.00, 24774 Bottineau Hometown Market \$113.95, 24775 Border States Paving Inc. \$2,709,742.18, 24776 Bowers Construction \$1,200.00, 24777 Brock White Co. LLC \$4,625.90, 24778 Butler Machinery \$4,434.13, 24779 Cenex Credit Card \$1,594.08, 24780 Circle Sanitation \$57.50, 24781 City of Bottineau \$334.21, 24781 City of Bottineau \$30.22, 24783 City of Maxbass \$62.50, 24784 City of Newburg \$32.50, 24785 City of Upham \$4.00, 24786 Clute Office Equipment \$400.94, 24787 Comfort Inn \$560.00, 24788 Comstock Construction LLC \$316,636.71, 24789 John Cook \$75.76, 24790 Courant \$729.11, 24791 Crop Production Services \$18,867.00, 24792 Dakota Communications \$475.00, 24793 Equipment Blades Inc. \$3,082.00, 24794 Family Bakery \$16.00, 24795 Farmers Union Oil Co. WC \$1,880.28, 24796 Farden Construction \$3,165.00, 24797 Farstad Oil \$1,789.10, 24798 First District Health Unit \$22.00, 24799 Gustafson Oil \$323.18, 24801 HA Thompson & Sons \$2,240.00, 24803 Rod Hiatt \$35.80, 24804 Intoximeters \$85.00, 24805 Information Tech. Dept. \$3,358.51, 24806 Johnson Oil Co. \$1,941.60, 24807 JS Wholesale & Vending \$503.21, 24808 Steve Keller \$25.00, 24809 Ketterling's Yard \$587.50, 24810 Kinetic Leasing \$85,977.60, 24811 Lawson Products \$869.32, 24812 Locators Supplies Inc. \$51.64, 24814 Daniel Marquardt \$393.15, 24815 MidContinent Communications \$186.90, 24816 Mikkelsen Aggregates \$30,855.50, 24817 M.K. Electric \$234.68, 24818 MoJo Roast Inc. \$181.20, 24819 Ann Monson, Co. Treasurer \$414,600.20, 24820 Moum's Tesoro \$468.86, 24821 Dwight Nahinurk \$40.00, 24822 National Association of Co. Engineers \$200.00, 24823 ND Assoc. of Counties \$650.00, 24824 NDAAO \$220.00, 24825 NDSU Extension Pesticide Program \$65.00, 24826 Don Nelson \$200.00, 24827 Nero Funeral Home \$1,737.51, 24828 Nodak Store \$15,429.43, 24829 Northern Fuel Partners \$15,023.45, 24830 North Central Electric \$818.60, 24831 Northern Pumping Service \$370.00, 24832 Office of Attorney General \$650.00, 24833 O'Keefe Oil \$452.03, 24834 Prairie Express \$24.00, 24835 Pro IT, LLC \$3,346.00, 24836 Pro It, LLC \$349.99, 24837 Productivity Plus Account \$375.75, 24838 Beth Reitan \$86.40, 24839 Rice Signs \$419.07, 24840 Rolette Co. \$1,279.60, 24841 Sawmill Corner Stop \$381.74, 24842 Security Plus \$303.98, 24843 SGS North America Inc. \$150.00, 24844 Shopko \$41.46, 24845 Souris River Telephone \$1,453.21, 24846 Spectrum \$1,756.99, 24847 Stat Treasurer \$345.34, 24848 St. Andrew's Clinic \$185.00, 24849 The Standard \$717.37, 24850 Stevenson's Towing \$350.00, 24851 Tennyson Garage \$60.28, 24852 Theels Inc. \$483.88, 24853 Thomas & Thomas \$75.00, 24854 True North Steel \$168.66, 24855 Turtle Mtn. Communications \$1,732.52, 24856 Tweed Co. Ag. \$712.47, 24857 United

Laboratories \$901.44, 24858 Uniform Center \$93.50, 24859 Verizon Wireless \$49.08, 24860 Visa \$663.75, 24861 Visa \$174.59, 24862 Visa \$210.68, 24863 Volk, Terry \$49.99, 24864 Warne Chemical & Equipment \$207.80, 24865 Waste Management \$449.79, 24866 Wex Bank \$1,210.88, 24867 Wold Engineering \$553.75, 24868 Wold Engineering \$114,849.48, 24869-24883 Social Services \$2,537.65 (9/8), 41655-41745 Payroll \$220,500.36 (8/31), Total \$4,426,847.65 and a motion was made to approve paying the September bills by Adams, seconded by Beyer. Motion carried.

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

-COIB-0506(056) – Westhope West – Estimate #3 was received for the pipe replacement, milling, curb and gutter and chip sealing for \$2,709,742.18 and a motion was made to pay estimate #3 to Border States Paving by Adams, seconded by Kjelshus. Motion carried. Lance questioned whether there should be some additional gravel placed on the slopes and suggested the commissioners look at the road. Brad will get a price from the contractors. Discussion was also held on shoulder widening for future projects.

COIB-0005(035) – box culvert project - Riley Brothers will be starting on the box culvert project today, September 6<sup>th</sup>, and should take three weeks.

TAC-0005(051) – Lake Metigoshe Bike Trail project – should be completed this fall.

Federal Aid Project - SC-0551(004) – Four miles west of Willow City South – culverts have all been redone and the road is in good shape. Ritchie Gimbel, Road Superintendent, suggested using rubber sealant on the road using our federal aid dollars.

9:15 am - Budget Hearing – Discussion was held on how to further cut the budget so there was no tax increase in the Bottineau County taxes. A motion was made to table the hearing to talk to Ryan Ackerman, from the Souris River Joint Water Board about their budget, by Adams, seconded by Kjelshus. Motion carried.

The County has received copies of letters from the ND Department of Health regarding the Souris, Westhope and Lansford landfills.

A request was received from KC's Dockside Bar & Grill Inc. to transfer their liquor license to Annie's House and a motion was made to approve this request by Beyer, seconded by Adams. Motion carried.

A letter of recommendation was received from Tanya Wieler, Human Resource Consultant, that the County participate in the Village's training as it is available free to the County under our Contract.

9:45 am - CHS Sunprairie Hearing – a public hearing was held to determine whether the NE1/4 and a portion of SE1/4 lying north of the Northern Plains Railroad, Section 31, Township 160 North, Range 82 West, Bottineau County, change from an agricultural district to an industrial district as requested by CHS Sunprairie. The zoning board has approved this request with the stipulation that there was an agreement in writing between CHS Sunprairie and Brad Iverson. Brad Iverson stated that they have reached an agreement with CHS Sunprairie. Brad Haugeburg, the project manager from CHS, provided a diagram of the proposed facility. A motion was made to change the NE1/4 and a portion of the SE1/4 lying north of the Northern Plains Railroad, Section 31, Township 160 North, Range 82 West, from an agricultural district to an industrial district by Adams, seconded by Kjelshus. Motion carried.

Motor grader bids – A motion was made to purchase two 140M3AWD caterpillar motor graders from Butler Machinery by Beyer, seconded by Adams. Motion carried. Financing for the motor graders will be provided by Kinetic Financing and a motion was made to sign the Kinetic Financing documents for the two motor graders by Adams, seconded by Kjelshus. Motion carried.

Ritchie Gimbel, Road Superintendent, discussed the Federal Aid Program and funds available for 2017. It was decided to add \$20,000.00 for rubber sealing to the SC-0551(004) project and submit to NDDOT. Discussion was held about the quality of the gravel and it was suggested that the County request stockpile specs on our gravel bids when we bid in January. Ritchie also informed the Board that on November 9<sup>th</sup>, there is a round table discussion in Killdeer and NDLTAP is requesting Ritchie do a power point presentation on using brine on the roads. Bottineau County has also received approval and funding through the State Land Department to finish assembling the water truck. Ritchie also informed the Board that the Rosenau bridge is ready for delivery and will be put in as soon as possible.

Allan Meckle, Community Service Worker, met with the Board to give an update community service program. The County requested that Allan check with County when there are community service workers available as the majority of the time being worked has been in the cities and the County is not getting a lot of hours.

Gayle Bohl met with the Board with a replat of Bohl's First Addition to Loon Lake, requesting a signature. Lots #2 and #3 have been combined and there are now nine lots instead of ten. A motion was made to sign Bohl's addition replat by Beyer, seconded by Adams. Motion carried.

Lisa informed the Board that the precasting for the jail is scheduled to be delivered on September 12<sup>th</sup> and will take approximately two weeks to install. After the precasting is done, the roof will be installed so the jail should be enclosed by the end of September. Everything is on schedule and progressing very well. A Comstock Construction progressive payment in the

amount of \$316,636.71 was presented for payment and a motion was made to pay the payment by Kjelshus, seconded by Adams. Motion carried. A change order for \$4,206.00 for adding steel to the skylights, deleting storm piping, and adding a control sequence was also presented for approval and a motion was made to approve the change order by Kjelshus, seconded by Adams. Motion carried.

Nicki Weissman, EDC Director, gave her monthly update and explained the One Cup/One hour discussions that the Economic Development Corporation will be holding and invited the Commission to attend.

Department Head meeting – Commissioner Marquardt gave an update on the meeting. The department heads gave an update on their office's activity. The training that the Village provides was discussed and it was the consensus of the department heads that the training on harassment would be the most beneficial.

Ryan Ackerman, Souris River Joint Board, gave a quarterly update on the initiatives that are being worked on at this time –

1. Developing and implementing the SRJB Rural StARR Program.
2. Developing a revised Emergency Action Plan for the entire Mouse River Valley.
3. Securing funding from the US Army Corps of Engineers for flood control.
4. Preparing and Environmental Impact Statement for work from Burlington through Minot.
5. Design of 3 phases of flood control project in the City of Minot.
6. Construction of Phases MI-2A and MI-2B.
7. J. Clark Salyer improvements.
8. Securing funding from the State of North Dakota.

Matt Schimetz, Chief Deputy, was asked to meet with the Commission to discuss the Sheriff's Tahoe and the vehicles located in the City impound. A motion was made to call for bids for the October meeting to sell the excess property including the impounded vehicles located at the City shop by Beyer, seconded by Adams. Motion carried. Drug testing was also discussed and it was decided to discuss this with Sheriff Watson at the October meeting.

Kelly Jensen, Social Service Director, met with the Board to present a State/County Agreement that the County agrees to act in accordance with the provisions of the Food and Nutrition Act of 2008, as amended, implementing regulations and the FNS-approved State Plan of Operation and a motion was made to sign the agreement by Kjelshus, seconded by Adams. Motion carried.

2017 Budget Hearing – A motion was made to reopen the budget hearing by Adams, seconded by Beyer. Motion carried. Further cuts were made to the budget including the Water Boards and the Souris Basin Joint Water board to bring the budget to a zero increase to the mill levy and a motion was made to approve the 2017 preliminary budget by Adams, seconded by Beyer. Motion carried.

As there was no further business, a motion was made to adjourn the meeting at 12:35 pm by Beyer, seconded by Adams. Motion carried.

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Daniel Marquardt, Vice-Chairman

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Lisa Herbel, Auditor