

BOTTINEAU COUNTY
COMMISSIONER PROCEEDINGS
OCTOBER 6TH, 2020
7:30 am

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

Old Business:

Agenda – McHenry County Dispatch was added to the agenda and a motion was made to approve the agenda by Kjelshus, seconded by Adams. Motion added.

Minutes - A motion was made to approve the minutes from September 8th, 2020 by Adams, seconded by Marquardt. Motion carried.

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

Bills – The October bills were reviewed; 33725 City of Antler (9/16) \$10, 33726 Lake Metigoshe RSD \$2,000, 33727 OtterTail Power Co \$6,205.69, 33728 Quadient \$10, 33734 ARSL \$50, 33730 Baker & Taylor \$482.77, 33730 Jason’s Super Foods \$25.68, 33732 Midwest Tape \$127.42, 33733 Turtle Mountain Communications \$ 50.73, 33734 Drive Chevrolet Buick (9/18) \$41,056.50, 33735 American Family Insurance (9/30) \$3,742.82, 33736 Bank of ND \$35,000, 33737 Colonial Life & Accidental \$1,558.16, 33738 Ann Monson, Co Treas \$2,917.92, 33739 Ann Monson, Co Treas \$4,398.14, 33740 ND Child Support Division \$1,550, 33741 ND United \$123.50, 33742 NY Life Insurance \$86.14, 33743 The Standard Life Insurance \$2,921.12, 33744 UNUM Life Insurance \$288.55, 900946 IRS \$29,681.96, 900947 IRS \$48,979.87, 900948 (10/17) \$86,529.84, 900949 NDPERS \$5,405, 900950 ND Public Employee Retirement \$47,986.28, 33745 Charlie Adams \$24.80, 33745 All Seasons Water District \$1,864.91, 33747 A Rifkin Co \$300.44, 33748 Lisa Atkinson \$255, 33749 The Attic \$339.80, 33750 Auto Value \$662.94, 33751 Border Ag & Energy \$1,033.23, 33752 Bottineau Clinic Pharmacy \$140.39, 33753 Bottineau Lumber Inc \$159.50, 33754 Butler Machinery \$7,865.71, 33755 Cenex Credit Card \$1,937.37, 33756 City of Antler \$93, 33757 City of Bottineau \$521.72, 33758 City of Maxbass \$74, 33759 City of Newburg \$36, 33760 Clute Office Equip \$400.19, 33761 Clute Office Equip \$145.17, 33762 Dakota Fire Ext. \$79.97, 33763 Dakota Business Solutions \$312.99, 33764 Dept of Environmental Quality \$286.01, 33765 D&L Storage \$260, 33766 DMC Wear Parts \$2,485.37, 33767 Drive Chevrolet Buick \$1,598.46, 33768 ES&S \$753.36, 33769 Family Bakery \$24, 33770 Farstad Oil \$612.70, 33771 Farmer’s Union Oil-W \$11,693.54, 33772 Farmer’s Union Oil-WC \$141.62, 33773 Farden Construction \$11,340, 33774 Fargo Glass & Paint \$70.75, 33775 Galls \$83.48, 33776 Gooseneck Implement \$373.90, 33777 Shannon Goodwin \$31.96,

33778 HA Thompson & Sons \$13,234.86, 33779 ITD \$3,943.20, 33780 Jason's Super Foods \$165.80, 33781 JB Express \$330, 33782 JS Wholesale \$396.51, 33783 Keller's Briteway \$320, 33784 Ketterling's Yard \$50, 33785 Lakeshore Lawns \$860, 33786 Lakeshore Lawns \$1,350, 33787 Lawson Products \$270.24, 33788 Marco Technologies \$925.98, 33789 Michael Todd & Company \$165, 33788 Marco Technologies \$925.98, 33790 Mikkelsen Aggregates \$49,066.30, 33791 Ann Monson, Co Treas \$12.50, 33792 Moum's Tesoro \$276.44, 33793 ND State Radio \$480, 33794 Newman Signs \$250, 33795 NoDak Store \$1,267.58, 33796 North Central Electric Coop \$1,202.29, 33797 Nutrien \$4,532.00, 33798 O'Keeffe Oil \$1,703.44, 33799 OtterTail Power Co \$188.13, 33800 Polar Communications \$89.26, 33801 ProIT \$3,541, 33802 Quadient Financial \$2,500, 33803 Redwood Toxicology Lab \$56.66, 33804 Rice Signs \$44.50, 33805 Sawmill Lumber \$50, 33806 Seachange \$3,481.45, 33807 Share Corp. \$837.95, 33808 Sodexo Inc & Affiliates \$6,844, 33809 SRT \$1,302.69, 33810 Source One Supply \$116.62, 33811 Spectrum \$4,831.26, 33812 Spectrum \$12.40, 33813 State Treasurer \$4,201.68, 33814 The Standard \$809.04, 33815 Trans Union \$100, 33816 True North Steel \$500, 33817 Turtle Mountain Communications \$1,806.71, 33818 Turtle Mountain Floral \$169.99, 33819 Tweed County Ag \$18.98, 33820 United Laboratory \$1,179.32, 33821 Uniform Center \$53, 33822 Vanguard Appraisals \$8,725, 33823 Verizon Wireless \$1,697.66, 33824 Verizon Connect \$324.61, 33825 Visa \$412.31, 33826 Visa \$101.44, 33827 Visa \$605.36, 33828 Ward County Sheriff Dept. \$775.50, 33829 Waste Mgmt \$906.43, 33830 Western Agency \$554, 33831 Wex Bank \$828.79, 900951 ND State Tax Commissioner \$8,631.45, 33831-33842 Social Services \$1,785.49, 900952 Job Service ND Unemployment \$1,641.26, 900953 Ann Monson, Co Treas \$3,834.75, 900954 ND Game & Fish \$302, 900955 Paystubz \$593.39, 46058-46159 \$251,250.61, Total: \$763,960.20 and a motion was made to approve paying the bills by Marquardt, seconded by Adams. Motion carried.

Chairman Beyer discussed the possibility of the McHenry County Sheriff asking Bottineau County to contract with their County to provide dispatch services.

The Cares funding was discussed and a motion was made to decrease the General Fund by two mills thereby benefiting every taxpayer county wide and the remaining dollar amount will help with the loss of revenue due to Covid-19, by Kjelshus, seconded by Marquardt. Motion carried.

The Gross Production Tax distribution was discussed and a motion was made to deposit the remainder of October and November's distribution into the General Fund, once the road fund's budget amount has been fulfilled, by Rude, seconded by Adams. Motion carried.

The construction material contract for the VFW Park bathroom was received from Sawmill Lumber in the amount of \$37,083.72 and a motion was made to sign the contract by Kjelshus, seconded by Marquardt. Motion carried.

A Bottineau County delegate request was received from the North Dakota State Fair and a motion was made to reappoint Sara Clemens by Adams, seconded by Kjelshus. Motion carried.

Fraudulent unemployment claims against Bottineau County was discussed by Mike McIntee, States Attorney. Mike sent a letter to the Attorney General's Office and the Attorney General has sent a letter to Job Service so hopefully the issue will get resolved.

Kent Indvik, Seth Demontigny and Brad Robertson, Wold Engineering, gave an update on the County projects –

-HCL-0500(003), County Safety Project - a project update was given by Kent who stated that all destination lighting has been installed, but there are some adjustments that still need to be made. Striping has been completed.

-BRO-0005(054), -RCB at Maxbass project, Kent gave an update – the contractor is hoping to start October 12th. Gladen is aware that liquidated damages are occurring daily because the project is behind schedule.

-HEC-0549(001), Lake Road project, Kent gave an update - Mayo is hoping to complete the project next week. The signs will remain in place until the project is completed.

-BRC-0528(058), Kramer Bridge project, Kent presented an Engineering Contract and a motion was made to sign the contract by Rude, seconded by Kjelshus. Motion carried. The State Water Commission will be involved with the design of the bridge.

-BRO-0005(052), 2 miles W & 3 Miles S of Omemee, Kent advised that the NDDOT is anticipating bidding the project in November 2021; and anticipating bidding the box culvert SE of Maxbass in July, 2021. Both structures have been added to our Federal Aid project worksheet. Beaver Creek Archaeology will cost \$5000.00 for both bridges and Engineering contracts were presented for signature and a motion was made to sign the contracts by Rude, seconded by Adams. Motion carried.

A motion was made to sign the Federal Aid Project Worksheet by Marquardt, seconded by Adams. Motion carried.

Ritchie Gimbel, Road Superintendent, advised the board that a check was received from the Arthur Peason Foundation that was submitted by the Antler Outlaws, and the State Water Commission, to help with the cost of repairing the Antler Dam.

Bottineau County received notification that TAP Funding is available for the federal fiscal year 2023-2024, and a motion was made to apply for a TAP grant to connect the Bike Trail from Sawmill Lumber corner to Highland Road, by Marquardt, seconded by Rude. Motion carried.

The Lordsburg Township contract for road services was presented and a motion was made to sign the contract by Rude, seconded by Marquardt. Motion carried.

Bottineau County received a letter from the NDDOT requesting solicitation for railroad crossing repairs and Ritchie advised that he has already submitted projects to the NDDOT.

A raffle permit was received from the Metigoshe Lions Club and a motion was made to approve the request by Kjelshus, seconded by Adams. Motion carried.

Beth Reitan, Librarian, and Emily Mercer, board member, met with the board to discuss the process to hire an assistant librarian and Beth was advised to contact Tanya Wieler, Human Resource Consultant. Commissioner Adams volunteered to assist with the interviews. Beth advised that she did receive a PPE grant of \$1800.00. There is no story hour or book mobile available at this time due to Covid. Beth is getting a quote for a buzzer system and a mirror system to help with security in the library.

Ritchie Gimbel, Road Superintendent, advised the board that the NDDOT bridge contractors have closed eight bridges and Ritchie has gotten five of those bridges re-opened with help from Bryon Fuchs at the NDDOT. Three bridges were closed and one has been fixed and has been recently re-opened. Ritchie is working on opening another other closed bridge by doing a low water crossing. One bridge will remain closed. A vault toilet will be installed at Mystical Horizons east of the parking lot, southeast of the Kiosk. The native grassland box was discussed and it was the consensus of the board be made more eye appealing. Ritchie discussed the HSIP funding that is available and Ritchie advised that all projects have been submitted and completed. Chairman Beyer discussed the section line road between Roland and Whitteron townships that is unapproved and it was determined that it is the township's responsibility. Ritchie also discussed the problem of encroaching on right of ways. Ritchie will provide the names to the States Attorney and Mike will send a letter where there are problem areas.

As the 2021 budget has been approved and cannot be increased, the board will consider contributing to the NDSU seed conditioning facility in the 2022 budget.

10:00 am – 2021 Budget Hearing – A motion was made to open the hearing by Adams, seconded by Rude. Motion carried. Hearing was tabled to allow any public that may show up, the opportunity to speak.

The Tax Deferral Program was discussed and it was decided to ask the department heads if there were any concerns that have been brought forward from the employees. As there was none, the program was not considered.

Bottineau County was advised that a county commissioner has a statutory duty to sit on the joint board of county commissioners to approve the budget of our health district and Commissioner Adams volunteered to serve on the board.

Lisa discussed the use of the Commissioner room by the Bottineau County Water Board as there have been conflicts with the Water Board and Lisa will talk to Cliff about using the Commissioner Room.

Liquor license transfer requests were received from the Birchwood to Milbrath Farms and from KC's Dockside Bar and Grill to the Event Center and a motion was made to transfer the licenses by Adams, seconded by Rude. Roll call – Adams, yes, Rude, yes, Marquardt, yes, Kjelshus, yes, and Beyer, no. Motion carried.

Kristy Titus, Emergency Manager, was contacted by telephone and Kristy gave an update on the Covid numbers in the County. Kristy reported that the majority of the cases are from Good Samaritan staff and residents and she reported that St. Andrews Hospital is also at full capacity. Essential Staff will be considered priority for receiving the vaccine when it becomes available. Chairman Beyer and Kristy Titus encouraged everyone to be as safe and careful as possible. The MOA with Renville County was also discussed with Kristy and a motion was made to sign the annual Renville County MOA for Emergency Manager services for the period October 20, 2020 through October 31, 2021, by Adams, seconded by Kjelshus. Motion carried.

Department Head meeting – Chairman Beyer gave an update on the meeting. The department heads gave an update on their office activity.

A motion was made to close the 2021 budget hearing by Marquardt, seconded by Kjelshus. Motion carried. A motion was made to approve the 2021 budget by Rude, seconded by Adams. Motion carried.

Jeff Waagen appeared before the board so he could publicly apologize to a Sheriff Deputy.

A motion was made to open the excess property bid by Kjelshus, seconded by Adams. Motion carried. A bid was received for 4 – 4 drawer metal cabinets and a motion was made to accept the bid by Marquardt, seconded by Kjelshus. Motion carried.

The HA Thompson proposal for updating the temperature control system and 2021 service contract was discussed, and it was the consensus of the board to invite Brad Mann from HA Thompson to the November meeting.

The HSIP funding grant was again discussed and the information will be passed on to the Sheriff Department as there are grant opportunities available that would benefit the Sheriff's Department.

The jail loan was discussed and a motion was made to table making a decision about the loan until November meeting, by Marquardt, seconded by Kjelshus. Motion carried.

As there was no further business, a motion was made to adjourn the meeting at 12:32 pm by Kjelshus, seconded by Rude. Motion carried.

Jeff Beyer, Chairman

Lisa Herbel, Auditor