

BOTTINEAU COUNTY
COMMISSIONER PROCEEDINGS
SEPTEMBER 8TH, 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 – A motion was made to approve the agenda by Kjelshus, seconded by Adams. Motion carried.

Minutes - A motion was made to approve the minutes from August 4th, 2020 by Rude, seconded Marquardt. Motion carried.

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

Bills – The September bills; 900936 ND Game & Fish (8/17) \$96, 900937 Paystubs \$593.39, 900938 Ann Monson Co Treas \$7,047.69, 33594 Baker & Taylor (8/19) \$393.48, 33595 Consumer Reports \$30, 33596 Jason's Super Foods \$37.03, 33597 Keller's Briteway \$80, 33598 Library Journal \$157.99, 33599 McCall's Quilting \$21.98, 33600 Midwest Tape \$368.48, 33601 National Geographic \$67, 33602 ODIN \$128, 33603 Turtle Mtn Communications \$108.75, 33607 American Family Ins (8/31) \$3,901.81, 33608 Bank of ND \$35,000, 33609 Colonial Life & Accident \$1,587.31, 33610 Credit Collections Bureau \$701.63, 33611 Ann Monson Co Treas \$3,082.50, 33612 Ann Monson Co Treas \$4,398.14, 33613 ND United \$123.50, 33616 NY Life Ins \$86.14, 33617 The Standard Life Ins \$3,027.04, 33618 UNUM Life Ins \$312.06, 33619 Terry Volk \$2,101.80, 900940 IRS \$50,802.63, 900941 IRS \$31,426.36, 900941 NDPERS Dakota Plan (9/8) \$88,730.88, 900942 NDPERS \$5,430, 900943 ND Public Employee Retirement \$47,886.01, 33620 Applied Concepts (9/9) \$15,755, 33621 ASTECH \$7,842.75, 33622 The Attic \$1,167, 33623 Auto Value \$106.94, 33624 B&M Laundry \$339.69, 33625 Bob Barker \$604.07, 33626 Border Ag & Energy \$4,055.76, 33627 Bottineau Lumber \$159.50, 33628 Bottineau Co Road Dept \$650.27, 33629 Business Radio Licensing \$190, 33630 Butler Machinery \$1,208.51, 33631 Cenex Credit Card \$1,800.02, 33632 Circle Sanitation \$68.75, 33633 City of Bottineau \$493.99, 33634 City of Maxbass \$74, 33635 City of Newburg \$36, 33636 Clute Office Equip \$673.86, 33637 Clute Office Equip \$106.86, 33638 Courant \$1,100.82, 33639 Dakota Fire Extinguishers \$81.95, 33640 Erika Davidson \$499, 33641 DMC Wear Parts \$3,745.58, 33642 Drive Chevrolet Buick \$310.41, 33643 Farmer's Union Oil-W \$24,655.25, 33644 Farmer;s Union Oil-WC \$1,607.52, 33645 Farden Const \$32,844.50, 33646 First District Health \$10,722.92, 33647 Shannon Goodwin \$118.01, 33648 Gustafson Oil \$90.26, 33649 Haas Tire \$325,

33650 ITD \$51,768.16, 33651 Jason's Super Foods \$222.73, 33652 JB Express \$60, 33653 JS Wholesale \$354.27, 33654 Ken Radtke Painting \$5,000, 33655 Ketterling's Yard \$654, 33656 Kinetic Leasing \$116,629.32, 33657 Lakeshore Lawns \$1,350, 33660 Matthew Bender & Co \$167.90, 33661 Mayo Const \$10,552.73, 33662 Midco Communications \$206, 33663 Mikkelsen Aggregates \$7,222.49, 33664 M&J Enterprises \$8,313.75, 33665 MK Electric \$250.99, 33666 Moum's Tesoro \$378.14, 33667 ND Assoc of Counties \$50, 33668 ND Assoc of Counties Superintendents \$50, 33669 ND Telephone Co \$256.06, 33670 Don Nelson \$450, 33671 Nodak Store \$1,952.73, 33672 North Central Electric \$1,274.72, 33673 O'Keeffe Oil \$3,448.74, 33674 Troy Olson \$109.25, 33675 OtterTail \$259.75, 33676 Polar Communications \$89.26, 33677 Praxair \$1,166.35, 33678 ProIT \$3,959.93, 33679 Productivity Plus Account \$1,248.34, 33680 Quadient Finance \$5,000, 33681 Quadient Leasing \$877.71, 33682 Ramkota Hotel \$86.40, 33683 Redwood Toxicology Lab \$256.64, 33684 Renville County \$3,467.68, 33685 Sawmill Corner Stop \$72.20, 33686 Katie Saykally \$109.25, 33687 Security Plus \$433.24, 33688 Share Corp \$112.68, 33689 Sodexo Inc & Affiliates \$4,2169, 33690 SRT \$740.07, 33691 State Treasurer \$4,418.28, 33692 St. Andre's Health Center \$10,525.12, 33693 St. Andrew's Clinic \$1,435, 33694 The Standard \$286.80, 33695 Tecta America \$3,895, 33696 Thomas Law Firm \$112.50, 33697 Kristy Titus \$656.99, 33698 TransUnion \$200.30, 33699 True North Chiropractic \$100, 33701 TurnKey Corrections \$385.80, 33702 Turtle Mtn Communications \$1,874.73, 33703 Tweed Country Ag \$408.83, 33704 ULINE \$833.35, 33705 Underground Vaults & Storage \$462, 33706 Uniform Center \$1,676.82, 33707 Verizon Wireless \$1,588.78, 33708 Verizon Connect \$324.61, 33709 Visa \$1,504.42, 33710 Visa \$204.37, 33711 Visa \$83.99, 33712 Visa \$112.98, 33713 Warner Chemical \$66.78, 33714 Waste Management \$909.21, 33715 West Shore Services \$1,755, 33716 Wex Bank \$990.76, 33717 Tanya Wieler \$2,000, 33718 Lori Witteman \$666, 33719-33724 Social Services \$946.10, 900944 Ann Monson Co Treas (9/15) \$6,833.18, 900945 Paystubz \$600.69, 45963-46057 Payroll (9/30) \$253,697.28, Total: \$935,900.14, were reviewed and a motion was made to approve paying the bills by Marquardt, seconded by Rude. Motion carried.

Kelly Jensen, Zone Director, presented a request from an employee to take unpaid leave for an additional 30 days beyond her 12 weeks FMLA, which would include the County paying her health insurance which the County Personnel Policy allow if approved, and a motion was made to approve the request by Adams, seconded by Kjelskus. Motion carried.

The Pat Now Grant was discussed and it was the consensus of the board to pursue the free playground equipment that may be available through the Central School and wait to pursue the Pat Now Grant at a later time.

The estimated tax notice cost was discussed and a motion was made to send a yearly bill to recover the partial cost of the notices, to the taxing districts that have a budget of \$100,000.00 or greater, by Adams, seconded by Marquardt. Motion carried.

Lisa reported that CARES Funding, in the amount of \$368,902.77, which is the cost of payroll and benefits for the licensed officers for March through July, 2020, was received from the State

of North Dakota. Discussion was held on how the County and the taxpayers would receive the greatest benefit from the funding and further discussion was tabled until the October meeting.

Dwane Getzlaff met with the Commission to request the speed limit reduction of 40 mph on the Lake Loop Road, be left as it stands. Dwane submitted a petition and signatures opposing a reduction. Darol Bonebrake also spoke supporting the reduction of the speed limit 30 mph.

Brad Robertson and Kent Indvik, Wold Engineering, met with the Board to give an update on the county projects –

-HEC-0500(004), guardrail and spall repair, east of Westhope, Kent submitted certification letters for approval and a motion was made to sign the certification letters by Rude, seconded by Adams. Motion carried.

-CP-0527(020), Landa Road chip seal, Kent presented Progressive estimate #2 from ASTECH in the amount of \$7,842.75 for permanent striping, with just the retainage left to pay, and a motion was made to pay the estimate by Kjelshus, seconded by Adams. Motion carried. Commissioner Marquardt expressed concern about the bog spots and Ritchie explained that the bog spots are there but he feels the improvements have extended the life of the road until the County has the funding available to put an overlay on the road.

-CP-0526(020), Lansford East paving, Kent presented the final estimate in the amount of \$10,552.83 from Mayo Construction and a motion was made to pay the estimate and issue the final acceptance letter to Mayo Construction, by Adams, seconded by Marquardt. Motion carried.

-HLC-0500(003), County wide safety project, the solar lighting is the only item remaining and should be installed by the end of September.

-HEC-0549(002), Lake Road project, there is a need for additional seeding, mulch and fertilizing for erosion that has occurred due to a heavy rain event and Kent asked for approval for the change order in the amount of \$32,521.56, which the county would be responsible for 10% of the cost, and a motion was made to approve the change order by Marquardt, seconded by Rude. Motion carried.

-BRO-0005(054), Reinforced bridge culvert, 3 miles south and 3 miles west of Maxbass, there is a possibility that Gladen Construction will not have the project finished prior to completion date. The penalty that occurs for non-completion is \$1100.00 per day. It was the consensus of the board deny an extension if the project is not completed by the deadline date and Kent will relay the decision to the contractor.

-Discussion was held regarding whether the Kramer bridge preliminary survey and design engineering should begin so the project is shelf ready to bid and a motion was made to proceed with the preliminary engineering for the bridge, with the cost to be paid at the time of bid, by Kjelshus, seconded by Adams. Motion carried.

Kent Indvik introduced Seth Demontigny to the board. He was recently hired by Wold Engineering to focus on structures and hydraulics.

Brad discussed the Lake Loop Road speed limits that were put in place following federal guidelines and Wold Engineering has reviewed the speed limits. Brad recommended the 40 mph speed zones be reduced to 30 mph from May 15th through September 15th and reduced speed limit signs ahead should be installed following the same dates.

The 4-way stop south of Gardena was discussed with Wold Engineering and how the funding of the project requires the NDDOT guidelines be followed. The lighting should be up by the end of September and the project should be finalized by the end of November or December. Further discussion was held.

Alan Cote, Lordsburg Township, met with the board to discuss their unpaid township road bill. Alan stated that the Township only wants the roads bladed twice a year and is willing to pay \$14,091.00 for blading and \$6218.25 for culverts for 2017-2020 for the two times per year, as requested. It was requested a written agreement be drawn up that states Lordsburg Township only wants their roads graded two times a year. A motion was made to forgive \$10,000.00 from the Lordsburg Township bill and a contract be drawn up for approval, moving forward, by Rude, seconded by Marquardt. Adams voted no. Motion carried. Taylor Kippen, Tax Director, will start assessing the Township once again.

9:30 am – A motion was made to open the budget hearing by Adams, seconded by Marquardt. Motion carried. There was no one from the public in attendance. Lisa noted that an explanation for the mill levy increase was included with the estimated tax notices. A motion was made to close the budget hearing by Marquardt, seconded by Rude. Motion carried.

Judy Downs, met with the board to request more gravel be placed on the township road going into her property, but because the road is township road, it is a Roland township decision. Commissioner Rude advised Judy that the matter will be discussed at the next Roland Township meeting.

Steve Watson, Sheriff, gave an update on the Sheriff department activity. Commissioner Marquardt asked Steve for comments about the speed reduction on the Lake Loop Road.

Commissioner Rude gave Mike McIntee, States Attorney, information about an individual who is relocating to Bottineau and is interested in being a States Attorney for Bottineau County.

Lisa informed the board that a denial letter has been received from the ND Parks and Recreation for funding assistance for the Lake Metigoshe multi-use trail – Oak Creek Crossing. Lisa also gave an update on the NDACo board meeting that was held in August and encouraged the board and the employees of the County to attend the virtual NDACo conference as it's an excellent opportunity to participate in the workshops for a minimal cost to the County. Discussion was also held regarding the SIRN and the Bank of ND loans and it was the consensus of the board to use cash reserves until November and then request the loans be processed.

Mark Jorgensen, Antler Outlaws, met with the board to discuss the pump house that is located on the City of Antler land. The City of Antler is willing to donate the land and the pump house to the County to be a part of the Antler Memorial Park. A motion was made to acquire the one acre of land and the pump house for the sum \$10.00 from the City of Antler, by Adams, seconded by Marquardt. Motion carried.

Shana Forester, Center Director from the Minot NDSU Office, met with the board to discuss the seed conditioning facility that has been built in Minot. \$750,000.00 was received from the State Legislature, but an additional \$350,000.00 is needed to finish the facility and Shana requested funding from Bottineau County to assist with finishing the facility. There are 12 Ag producing counties in the region that will be served by the facility. It was the consensus of the board that a decision be tabled until the October meeting as the budget has been approved and cannot be increased.

Kristy Titus, Emergency Manager, met with the Commission to present a Memorandum of Understanding between Renville and Bottineau Counties for Emergency Management services, so it can be reviewed prior to the October meeting. Kristy advised the board that she will be starting to work on the Multi-Hazard Mitigation Plan and will be conducting meetings virtually. Kristy also gave an update on the COVID testing and the increase in cases in the County. DCB students will be tested bi-weekly. If students test positive and they are from other areas and they are going to school in Bottineau County, they will be counted as Bottineau County positives. Chairman Beyer requested Kristy give her thoughts on what should be happening in courthouses in regards to COVID. Wearing masks in the courthouse was discussed.

Jeff Waagen met with the board to read a statement he had prepared.

Brian Kraft, RDO, met with the board to distribute information on the new G-Series Motor Graders that are available through John Deere. Ritchie will work with Brian on test driving the motor graders.

Ritchie Gimbel, Road Superintendent, gave an update on the road department activity. Ritchie discussed the three bridges that have been closed by the contractors that are inspecting the bridges for the NDDOT. Ritchie expressed his concerns about closing the bridges and does not feel the bridges need to be closed. The road department is able to fix one of the three bridges. Ritchie also discussed the voids in Chatfield Township that have been showing up in the pavement where there are culverts.

Fraudulent Job Service Unemployment claims were discussed and it was the consensus of the board that Mike McIntee, States Attorney, look into the claims against the County.

The speed limit on the Lake Loop Road was discussed further. Installing a flashing light at the crosswalk at the Event Center was suggested. Jeff is going to meet with the Improvement Association to see if there are funds available for a flashing light.

As there was no further business, a motion was made to adjourn the meeting at 12:40 pm by Kjelshus, seconded by Marquardt. Motion carried.

Jeff Beyer, Chairman

Lisa Herbel, Auditor