

BOTTINEAU COUNTY  
 COMMISSIONER PROCEEDINGS  
 FEBRUARY 1<sup>st</sup>, 2022  
 8:00 am

The Commissioner Meeting was called to order at 8:00 am by Chairman LeRoy Rude. A meeting of the Board of Bottineau County Commissioners was held in the Commissioner Room at the Courthouse with the following members present: LeRoy Rude, Chairman, Commissioners, Dan Marquardt, Nathaniel Buynak, Jeff Beyer, Auditor, Emily Deschamp and Lance Kjelskus, Vice-Chairman attended via phone.

Old Business:

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

Minutes - A motion was made to approve the minutes from January 4<sup>th</sup>, 2022, and January 11<sup>th</sup>, 2022 by Buynak, second by Beyer. Motion carried.

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

Bills – A motion was made to approve the bills by Marquardt, seconded by Beyer. Motion carried.

Check #	Name	Amount						
			36199	Clute Office Equipment	\$ 230.59	36233	Pedie, Ashley	\$ 248.33
			36200	Clute Office Equipment	\$ 163.10	36234	Pederson, Ryan	\$ 10.00
901106	JP Morgan	\$ 10,950.79	36201	Condit, James	\$ 100.00	36235	Peglow, Roger	\$ 159.98
901107	Monson, Ann	\$ 3,830.09	36202	Condit, Tim	\$ 70.00	36236	Pollman, James	\$ 30.00
901108	Paystubz	\$ 599.59	36203	Courant	\$ 469.20	36237	Pomps Tire Service	\$ 3,107.50
36157	Baker & Taylor	\$ 191.07	36204	DMC Wear Parts	\$ 16,484.50	36238	Pro IT LLC	\$ 3,884.50
36158	Book Systems Inc	\$ 1,725.00	36205	Drive Chev Buick	\$ 2,662.35	36239	Puklich Chevrolet	\$ 260.99
36159	Bottineau County Road Dept	\$ 3,913.25	36206	Haas, Donny	\$ 200.00	36240	Quadient Leasing	\$ 183.33
36160	Gumdrop	\$ 1,839.07	36207	Hahn, Shawn	\$ 70.00	36241	Rice Signs	\$ 1,412.40
36161	Jasons Super Foods	\$ 41.66	36208	Heisler Auto	\$ 26.94	36242	Runnings Supply	\$ 1,091.59
36162	Junior Library Guild	\$ 2,483.60	36209	HH Trucking	\$ 9,210.34	36243	SMP Health St Andrews	\$ 565.60
36163	Midwest Tape	\$ 135.94	36210	JB Express	\$ 385.00	36244	Sodexo Inc Affiliates	\$ 2,526.25
36164	Monson, Ann	\$ 1,561.05	36211	Johnson Controls	\$ 29,000.00	36245	Souris River Telephone	\$ 506.52
36165	Mouse River Journal	\$ 40.00	36212	JS Wholesale Vending	\$ 310.14	36246	Spectrum	\$ 59.61
36166	ND Game & Fish	\$ 2,975.91	36213	Judys Mowing	\$ 200.00	36247	State Treasurer	\$ 23,017.32
36167	NDLA	\$ 80.00	36214	Keller, Darrel	\$ 200.00	36248	Take 5	\$ 37.40
36168	Ottertail Power Co	\$ 11,637.69	36215	Ketterlings Yard	\$ 100.00	36249	Tangsrud, Jason	\$ 10.00
36169	Turtle Mtn Star	\$ 38.00	36216	Kippen, Taylor	\$ 81.25	36250	TK Elevator Corporation	\$ 983.61
36170	Kinetic Leasing	\$ 25,905.00	36217	Larocque, Bud	\$ 70.00	36251	Turnkey Corrections	\$ 136.79
36171	Souris River Coop	\$ 1,248.68	36218	Lawson Products	\$ 146.19	36252	Turtle Mountain Communicatic	\$ 1,852.97
36184	Accuuate Controls	\$ 507.50	36219	Lexipol	\$ 960.00	36253	Verizon	\$ 40.02
36185	Allard, Tim	\$ 100.00	36220	Mk Electric	\$ 1,875.00	36254	Verizon Connect NWF Inc	\$ 324.31
36186	Auto Value Bottineau	\$ 173.96	36221	Moen, Scott	\$ 200.00	36255	Wallwork Truck Center	\$ 76.52
36187	Balco Uniform	\$ 237.41	36222	Motorola Solutions	\$ 9,526.00	36256	WM Corporate Services	\$ 1,062.67
36188	Basin Service Company	\$ 508.00	36223	Myers Parts of Bottineau	\$ 41.96	36257	Westlie Motor Company	\$ 2,152.21
36189	Border Ag & Energy	\$ 243.21	36224	ND Association of Counties	\$ 1,855.30	36258	Western Agency	\$ 1,711.00
36190	Bottineau Clinic Pharmacy	\$ 148.62	36225	ND Dept of Transporation	\$ 63,958.40	36259	Wieler, Tanya	\$ 2,000.00
36191	Bottineau Plumbing & Heating	\$ 814.54	36226	North Dakota One Call	\$ 16.25	36260	Wold Eng	\$ 11,620.00
36192	Bottineau County Road Dept	\$ 1,943.65	36227	NDSU EXT	\$ 12,986.20	36277	Peoples State Bank	\$ 12,936.00
36193	Butler Machinery Co	\$ 16,082.68	36228	NDSU EXT	\$ 25.00	901113	NDPers- Dakota Plan	\$ 83,834.58
36194	Cenex Fleet Fueling	\$ 758.94	36229	ND Sheriffs & Deputies Assoc	\$ 400.00	901114	NDPers	\$ 5,416.00
36195	Circle Sanitation Service	\$ 68.75	36230	North Central Electric Coop	\$ 860.94	901115	ND Public Retirement	\$ 46,711.18
36196	Antler, City of	\$ 93.00	36231	O'keeffe Oil	\$ 13,678.08		Total	\$ 466,478.55
36197	Bottineau, City of	\$ 557.56	36232	Ottertail Power Co	\$ 338.43		Payroll	\$ 254,499.16
36198	Maxbass, City of	\$ 174.00					Total	\$ 720,977.71

Emily discussed with the board how the County would like to observe the Juneteenth holiday. Discussion was held and it was the consensus of the board to follow Bottineau County Policy in observing the Juneteenth holiday.

Discussion was held about the deputy pay comparison from the surrounding counties, it was the consensus of the board to wait until the pay evaluation for all county employee's is completed by Tanya Weiler, Human Resource Consultant.

Emily notified the board of some liquor/beer licenses that stated on sale for Sawmill Corner Store. A motion was made to correct the 2022 license for Sawmill Corner Stop to state just off sale and not on and off sale by Marquardt, second by Buynak. Roll call vote unanimous. Motion carried.

The signage at Lake Metigoshe was discussed and it was the consensus of the board to not move forward with this matter.

Emily discussed the cancelation of taxes for the E 102' of Lots 7 thru 9 Blk 3 White's Addition Bottineau and the E 102' of Lots 10 thru 12 Blk 3 White's 2<sup>nd</sup> Addition City of Bottineau. A motion was made to cancel the taxes in the amount of \$1,650.95 by Beyer, second by Marquardt. Roll call vote unanimous. Motion carried.

Ritchie Gimbel, Road Superintendent, met with the board to discuss the road department activities. Ritch discussed the 2 bridge projects that were accepted by the Department of Transportation with the Bridge Rehabilitation Project funding. A motion was made to accept the Bridge Rehabilitation Project funding for the Scheflo bridge and 1 mile west and 3 miles south of Overly bridge from the Department of Transportation by Beyer, second by Buynak. Roll call vote unanimous. Motion carried. Ritch discussed with the board the submission of the ND Game and Fish application to update the boat ramp at the Narrows at Lake Metigoshe. Roland township has agreed to contribute \$7,500.00, Lake Metigoshe Rec Service contributed \$3,000.00 and the County applied for the Garrison Diversion Grant and received \$6,625.00 and for the boat ramp project.

A motion was made to sign a Disaster Declaration for Bottineau County by Kjelshus, second by Buynak. Roll call vote unanimous. Motion carried.

A motion was made to open the bids for gravel, bridge material, culverts and machine hire by Marquardt, seconded by Beyer. Roll call vote unanimous. Motion carried. A motion was made to accept all the submitted bids by Beyer, second by Marquardt. Roll call vote unanimous. Motion carried.

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

-Kent discussed with the board the 2 structures that were selected by the Department of Transportation to utilize the BRP Funding. A motion was made to proceed with the preliminary engineering for the projects of by Buynak, second by Marquardt. Roll call vote unanimous. Motion carried.

-February 11<sup>th</sup> is the DOT box culvert, March 11<sup>th</sup> is Kramer to Russell bid opening.

A motion was made to open bids for Project CP-0520(022) Maxbass to Russell by Beyer, second by Buynak. Roll call vote unanimous. Motion carried. A motion was made to accept the bid from Mayo Construction in the amount of \$2,083,377.52 by Marquardt, second by Buynak. Roll call vote unanimous. Motion carried.

A motion was made to sign the Final Department of Transportation Certification of Local Match for Project BRO-0005(054) in the amount of \$2,289.00 by Kjelshus, second by Buynak. Roll call vote unanimous. Motion carried.

A motion was made to sign the Final Department of Transportation Certification of Local Match for Project CVD-0500(021) in the amount of \$2,811.79 by Beyer, second by Marquardt. Roll call vote unanimous. Motion carried.

A motion was made to sign Project BRC-BRS-0099(008) PCN22815 the Certification of Local Match for Bridge Inspections/load rating in the amount of \$58,856.98 by Marquardt, second by Buynak. Roll call vote unanimous. Motion carried.

Steve Watson, Bottineau County Sheriff, gave activity update for the Sheriff's Department. Steve notified the board that they hired a Deputy he will start on February 14<sup>th</sup>, 2022.

Emily notified the board of the approval of the Clerk of Court Grant and the Energy Saving Grant.

Ann Monson, Bottineau County Treasurer, met with the board to discuss adding the school district to our GIS mapping system. It was the consensus of the board to have Ann budget the layer in her 2023 budget.

Commissioner Kjelshus discussed the concern from residents at Loon Lake about their 911 address and if the fire and ambulance services would be able to locate their residence.

Department Head meeting – Chairman Rude gave an update on the Commissioner meeting and the department heads gave an update on their office activity.

Emily notified the board of the Garrison Diversion Grant application that is due March 1<sup>st</sup>, 2022. Emily asked the board if they were aware of any projects that the County could apply for through this grant. Discussion was held and Emily will look into edging and sand for the

playground equipment located at Carbury Dam Campground and submit the application to Garrison Diversion for the project.

Emily discussed with the board the ARPA funds and the discussion that was held at the Elmer Jesme meeting that was held on January 25<sup>th</sup> in Minot. Emily notified the board that the funds up to 10 million can be determined as revenue loss for the county. The county had not spent any of the ARPA funds at this point due to the lack of clarification on what the monies could be spent towards and if the county could show a loss in revenue.

Discussion was held about the Department Evaluations and the exit surveys that Tanya Weiler, Human Resource Consultant, set up for the county to utilize in conducting evaluations going forward. Commissioner Buynak discussed each Commissioner would do a portfolio for each department.

A motion was made to sign the 2022 police contract for the outlying cities by Beyer, second by Kjelshus. Roll call vote unanimous. Motion carried.

As there were no further business, a motion was made to adjourn the meeting at 12:20 pm by Kjelshus. Seconded by Buynak. Motion carried.

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LeRoy Rude, Chairman

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Emily Deschamp, Auditor