

November 6th 2018
Finley ND

The Steele County Park Board meeting was called to order at 8:06 am. Present were Chairman Russell Walcker, Richard Strand, Ted Johnson, Randy Richards, Brian Tuite, Matt Roller, Brandon Krueger and Jake Dickson.

An update on the campground project was discussed. The electrical and plumbing are not completed yet due to wet weather conditions.

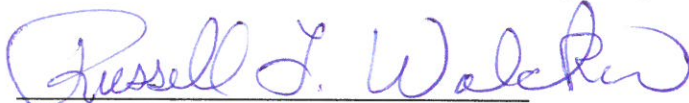
Dickson provided an update on Golden Lake Acres. Dickson plans to be open the remainder of the year on weekends only. It was discussed that Dickson did not need to maintain snow removal for the campground during the winter and that the county shop will handle the snow removal for the parking lot of the store. Dickson will also get the hoods in the kitchen cleaned. There was discussion regarding the water heater bill. Dickson will ask Josh Kolenda with Kolenda heating and cooling to attend the December meeting to discuss that bill.

Auditor Emily Wigen provided a list of eight campers that have not yet paid the winter deposit. These parties are not guaranteed a spot in the campground for 2019.

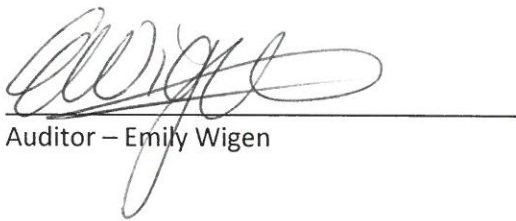
A motion was made by Richards and seconded by Roller to approve the lease lot transfer from Hegg to Qualheim. All members voted yes. Motion carried.

It was noted that Dickson should provide Paul Kroeplin with a list of items that need repaired

A motion was made by Roller and seconded by Krueger to adjourn the meeting.



Chairman – Russell Walcker



Auditor – Emily Wigen

November 6th 2018
Finley ND

The Steele County Commission meeting was called to order at 8:04am. Present were chairman Brian Tuite, Commissioners Russell Walcker, Richard Strand, Ted Johnson and Randy Richards. Also present were Matt Roller, Brandon Krueger and Jake Dickson.

A motion was made by Commissioner Walcker and seconded by Commissioner Strand to approve the October 2018 minutes as presented. All members voted yes. Motion carried.

The Steele County Commissioner meeting was recessed for the Steele County Park Board meeting at 8:06 am. The Steele County Commission meeting reconvened at 8:32am.

Steele County Road Superintendent Reed Oien met with the board. There was discussion regarding the culverts Oien ordered for the Westfield Township project. Oien ordered two eight foot pipes which will not accommodate enough flow for that area. Options were reviewed as the project is still slated for this fall. The board will get an opinion from Mike Bassingthwaite with Interstate Engineering later in the meeting. Oien provided a department update including mowing, new employees and CDL's. Brent Johnson requested to speak to the board regarding the possibility of the county blading roads in Riverside Township. The board expressed that they do not wish to take on any new townships. Johnson also had concerns regarding the safety of the bridge on County Road 5. The board advised him that they do have plans to look at that bridge in the future, however, in the meantime the bridge does get inspected and is safe for use. Oien discussed the Hefty seed plant project and has been in contact with the parties involved.

A motion was made by Commissioner Walcker and seconded by Commissioner Johnson to sign the NDDOT maintenance certification. All members voted yes. Motion carried.

A motion was made by Commissioner Johnson and seconded by Commissioner Walcker to approve an hourly rate of \$15 for the election poll workers. All members voted yes. Motion carried.

Auditor Wigen updated the board on some recent electrical issues within the courthouse. The current contractor working on the issue has been very busy and unable to complete the project. The board advised Wigen to contact another vendor as the issue cannot wait.

There was a brief discussion by Wigen regarding the use of the chairman's signature stamp. It was decided that the stamp will not be used unless authorization has been confirmed.

Wigen provided the board with the annual workforce safety training and sign off documents including their designated provider forms.

Mike Bassingthwaite with Interstate Engineering joined the meeting and updated the board on several projects.

Bassingthwaite updated the board on some bump grinding work Knife River recently performed on the County Road 23 east project as well as recent correspondence received from them. In a letter received November 2nd Knife River officially submitted a claim for \$82,322 in costs incurred. The board discussed liquidated damages from last fall, the punch list items that have not been completed and the defective

work clause in the contract. Additional engineering costs that have been incurred due to the defective work are estimated at \$80,000 were also discussed.

Social Service Director Kim Jacobson met with the board to seek approval on some changes to the proposed district plan.

A motion was made by Commissioner Richards and seconded by Commissioner Walcker to approve the changes as presented to the Agassiz Valley Social Services District plan. All members voted yes. Motion carried.

A motion was made by Commissioner Strand and seconded by Commissioner Johnson to approve the 2019 Agassiz Valley Social Services District budget. All members voted yes. Motion carried.

A motion was made by Commissioner Strand and seconded by Commissioner Johnson to approve the transfer of \$10,861.34 from the Social Service Foster Care fund to the Social Service General Fund to correct a department error. All members voted yes. Motion carried.

Steele County States Attorney Charlie Stock met with the board and advised he will draft a letter responding back to Knife River's notice of claim for the next meeting. Stock and Bassingthwaite will get confirmation that Knife River believes they are done with the required work.

Bassingthwaite updated the board on the Central Specialties project including some dirt work by Hope to repair some damage from a truck recently, as well as dips in the road.

A motion was made by Commissioner Strand and seconded by Commissioner Johnson to approve the Pay Estimate for Central Specialties in the amount of \$2,259,137.11. All members voted yes. Motion carried.

Bassingthwaite noted that engineering costs on that project have gone over by approximately \$22,000 as well. Bassingthwaite provided an opinion regarding the culvert size needed to manage the flow for the Westfield Township project. Bassingthwaite will work with Strand to order proper culverts for the project. The two ordered by Oien will remain on hand. Steele County's Highway Safety Impact project was discussed. Steele County is scheduled to do a striping project estimate at \$400,000 which will be a 90/10 funding match, leaving the county responsible for approximately \$40,000.

Sheriff Wayne Beckman recommended revising the smoking ordinance for county property if measure 3 passes.

A motion was made by Commissioner Walcker and seconded by Commissioner Strand to approve the building permit present for American Tower/T-Mobile. All members voted yes. Motion carried.

Auditor Wigen presented the board with eight abatements filled by Bruce Neva on behalf of Tax Director Ben Gates. Neva paid taxes in 2017 as a result of an office error.

A motion was made by Commissioner Strand and seconded by Commissioner Johnson to approve all eight abatements for Neva. All members voted yes. Motion carried.

A motion was made by Commissioner Richards and seconded by Commissioner Walcker to approve and sign a 5-year license and software contracts with Vanguard Appraisals – payable in 2019. All members voted yes. Motion carried.

A motion was made by Commissioner Strand and seconded by Commissioner Walcker to approve and sign the 2 year GIS maintenance contract with Sidwell from April 1, 2019 to March 31st 2021. All members voted yes. Motion carried.

The board reviewed information provided in advance by Gates regarding upcoming grant availability, projects that would benefit from these grants, and costs involved with the projects. The board approved Gates moving forward and applying for the grants. The board reviewed a request by Gates to purchase a new Microsoft Surface computer. It was decided that Gates will hold off due to budget constraints as he is not due to upgrade for another couple years. The board will look at a possible increase to the technology budget next year.

The courthouse bathroom remodel project was discussed. Auditor Wigen will have Bobbi Hepper-Olson attend the December commissioner meeting and provide comparable projects, and provide a list of references including contact phone numbers.

The sale prices for the November 2018 tax sale were reviewed. No objections were made.


A motion was made by Commissioner Strand and seconded by Commissioner Johnson to approve and sign the 2018-19 policy manual. All members voted yes. Motion carried.

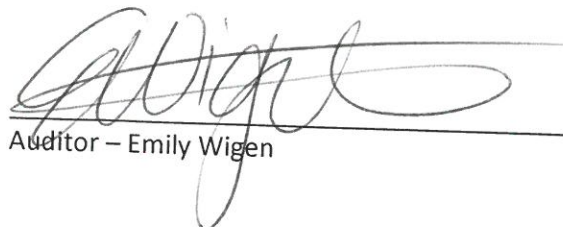
The Commission discussed the open Public Health Nurse position. Auditor Wigen updated the board on the applicants and interview times.

A motion was made by Commissioner Strand and seconded by Commissioner Walcker to approve the transfer of \$296,470.47 from the Highway Tax Distribution account to the County Road and Bridge account. All members voted yes. Motion carried.

Auditor Wigen provided an update on the 2018 audit, 2019 meeting schedule, and office updates.

A motion was made by Commissioner Walcker and seconded by Strand to adjourn the meeting.


Chairman – Brian Tuite


Auditor – Emily Wigen