

**COUNTY BOARD OF COMMISSIONERS
NOVEMBER 17, 2014**

The Richland County Board of Commissioners met on November 17, 2014 at the Richland County Courthouse with Commissioners Sid Berg, Tim Campbell, Perry Miller and Dan Thompson. Commissioner Jason Heitkamp was absent. Also present were Administration Personnel DeVal; States Attorney McBeth; Visitor Rollie Ehlert and a Daily News Reporter.

EMERGENCY MANAGEMENT REPORT

Semi Roll Over on County Road 16 - on November 4th. The truck was loaded with 34 head of cattle, 3 were killed and the rest were put in a barn on the edge of the City of Great Bend. Lambrecht will work with Dr. Matz from Dakota Veterinary Hospital on some long term planning for any future critical incidents.

FEMA Projects -

- Received \$169,618.70 for the Hasse Road in Moran Twsp - in the process of rebidding it this week.
- Meeting with Elma Twsp today at 1:00 PM re - 2010 Audit Receipts

Upcoming Meetings -

- Richland-Wilkin Emergency Preparedness Meeting today at 10:00 AM
- Salvation Army Meeting November 19 at 1:00 PM in the LEC

MISC/CORRESPONDENCE

A motion was made by Berg to approve a Special Event Liquor Permit for Econo Wine & Spirits; motion seconded by Miller. Vote was unanimous.

A motion was made by Miller to approve an Agreement with Burleigh County for Boarding Prisoners; motion seconded by Campbell. Vote was unanimous.

Thompson reported he and Berg attended a meeting in Jamestown regarding road funding; several other Counties also attended, as well as representatives from the ND Assn of Counties. The purpose of the meeting was to lobby for more money for non-oil counties. Another meeting will be held as not all counties were notified.

Lambrecht informed the Board they may be contacted by Steve Ehli of Grant Twsp regarding water issues; Lambrecht just spoke with Damon DeVillers regarding this; he will look into it in the next several weeks.

Campbell reported that the Sheriff Dept will be storing their recently acquired military vehicle in Breckenridge in cold storage - there will be no charge for storing it.

HIGHWAY DEPARTMENT

Highway Personnel in attendance was Lowell Bladow. Also present was Damon DeVillers from Interstate Engineering.

Co Hwy 22 Project - The slopes have been fixed and the culverts changed out; the painting at the railroad crossing still needs to be completed.

Bridge 126-30 - The guard rail was put on last week, will be stripping forms off the deck this week, it is not open to traffic yet; when complete, will begin removal of the bridge 1-1/2 miles south.

Request to Advertise for Engineering - At the last Board meeting Bladow presented a request for proposals for Engineering Services for if the State Aid funding becomes available; if we are not ready when the funding becomes available - we will not get the funding.

Projects have been prioritized and Bladow requested the Board approve the Request to Advertise for Engineering. (Copy attached to minutes)

A motion was made by Campbell to advertise for Engineering Services as requested; motion seconded by Berg. Miller was absent during the vote. The remainder voted Yes and the motion carried.

2014-2015 Federal Aid Projects - Bladow reported the projects for next year's plan include the following:

- CR 1 from CR16 to CR 15 Hankinson
- CR 1 from SH 13 to CR 16
- CR 3 from SH 13 to CR 16 Mantador

Bladow said no motion is needed from the Board as this is just a Plan, however the Plan will require Chairman Thompson's signature.

Safety Funds - Bladow will submit an application for Safety Funds for the intersection of 2N & 81 at Christine. If approved, our participation would be 10% and the Federal portion would be 90%.

Berg reminded Bladow that he had recommended two flashing stop signs at two intersections be included in the budget each year. He suggested the next priority area as Co Rd 10 & 81 at Dwight.

Request from DOT - Bladow received a letter from the DOT requesting County participation in a LED flashing light upgrade for a railroad signal in Hankinson. The estimated cost is \$25,481 and the local share would be 10% or approximately \$2500. A motion was made by Campbell to approve the request from the DOT for participation in the cost of flashing lights upgrade at the RR crossing; motion seconded by Berg. Miller was absent during the vote. The remainder voted Yes and the motion carried.

CR 8 Project - A motion was made by Campbell to approve payment to Cynthia Krause for easements for the CR 8 project; motion seconded by Berg. Vote was unanimous.

CR 1 by Ethanol Plant - Thompson asked about the weight limits on CR 1 off of Hwy 11 by the ethanol plant. Bladow replied we were waiting until CR 22 was completed, which is at 105,500 as federal funding made it mandatory. Campbell commented that it was discussed some time ago by the Board, but no action was ever taken by the Board on changing the limit.

Following discussion a motion was made by Berg to sign CR 1 up to 105,500 just to the ethanol plant entrance only; motion seconded by Campbell. Vote was unanimous.

Bridge on CR 4 - Berg asked about mud jacking; DeVillers replied this had been done several times already but it needs to be done again next year.

Interstate Engineering Billings - Engineer DeVillers answered questions on how Interstate Engineering bills the County for services. Campbell asked what the County Engineer did that we are now paying Interstate Engineering to do. DeVillers replied - design of bridge railing, plans for an overlay on 2N, small hydraulic studies, review of applications. The Board briefly discussed if it is costing the taxpayers more money by not having an Engineer.

Minn-Dak Lease Agreement - A motion was made by Miller to approve a lease agreement with Minn-Dak for commercial garage space; motion seconded by Campbell. Vote was unanimous. The lease is for parking the County T-3 Snow Plow Truck at Minn-Dak for 7 months.

MISC/CORRESPONDENCE continued

- Portfolio Sheets were distributed and will be assigned at the December 1st Meeting

- Miller gave a brief report for the Health Department -

- they purchased a 4-wheel drive vehicle for the department
- the Tobacco Prevention Coordinator has resigned
- a Chronic Disease grant award for \$26,000 was received
- a Cancer grant award of \$7,000 was received to continue Worksite Wellness for Richland County employees

- Miller recommended the Board consider a full-time grant writer to be administered by the County. Brief discussion followed - the individual could be available to cities and schools, etc. Thompson commented that Extension, Emergency Management, Social Services and the Health Department have done well at writing grants and have knowledge of what is available to them.

- Board Members thanked Miller for his Years of Service to the County.

UPCOMING MEETINGS

November

- 17 JDA Meeting in Hankinson
- 18 Tax Sale 10:00 AM
- 18 Weed Board 7:00 PM
- 25 Township Officers Meeting 7:00 PM

December

- 1 Board Meeting (Re-organizational Meeting)
- 15 Board Meeting
- 15 Christmas Party 3:30 - 5:00 PM

Being there was no further Business, the meeting adjourned at 9:35 A.M.

ATTEST: Harris Bailey
Harris Bailey
Auditor/Administrator

Dan Thompson CHAIRPERSON
Dan Thompson
Board of Richland County Commissioners

- File Copy

RICHLAND COUNTY REQUEST FOR PROPOSALS FOR ENGINEERING SERVICES

Richland County is requesting proposals from qualified firms interested in providing engineering services for the following projects:

1. Preliminary and Construction Engineering Services for a Hot Bituminous Overlay and Incidentals project on CMC Route 3917 located on County 1 from County 16 north to ND 13. Project No. 3917(059)
2. Preliminary and Construction Engineering Services for a Hot Bituminous Overlay and Incidentals project on CMC Route 3913 located on County 3 from County 16 north to ND 13.
3. Preliminary and Construction Engineering Services for a Mill & Hot Bituminous Overlay and Incidentals project on CMC Route 3917 located on County 21 from ND 11 south and west to West Ridge Road.
4. Preliminary and Construction Engineering Services for a Hot Bituminous Overlay and Incidentals project on County Road 21E from County 21 east to ND 11.
5. Preliminary and Construction Engineering Services for a Grading, Mine & Blend & Hot Bituminous Overlay and Incidentals project on County 21 from the Junction of County 21(pit road) south and west to County 21W.
6. Preliminary Engineering Services for a bridge replacement project BRO-0039(042). Bridge No. 39-123-24.3 replacement project and Incidentals project located 9 Miles west and 1.5 miles north of Wahpeton over the North Branch of Antelope Creek.

Proposals from interested firms should provide the following information.

A. Firm Capability

1. Resumes of key personnel with particular reference to similar projects. Indicate the role and involvement that would be anticipated for each personnel during this project.
2. Firms previous experience with North Dakota Department of Transportation and Federal Highway Administration Projects and Guidelines.
3. In house Survey expertise, both Data Collection and Construction Staking.
4. Willingness and ability to meet time schedules and budget requirements.
5. Current and projected workload.
6. Recent and current work for the Richland County.

B. Record & Performance

1. Submit a list of five (5) projects of similar work completed that demonstrates experience with these types of projects. (List owner, type of work, and the construction costs).
2. Submit references of four (4) clients and/or individuals.
3. Resume of planning, design and construction personnel with brief description of project roles.

C. General Information

1. Ownership of firm, verify if minority owned.
2. Proximity to project, identifying location of firm's headquarters and location of office where work would be performed and from which expenses and mileage would be charged.
3. Name and phone number of consultant's contact person.

Each firm will be evaluated on the basis of the information shown above. Proposals shall be limited to no more than 20 pages. Upon completion of the evaluation process, the firms will be ranked in order of qualifications. It is anticipated that one firm will be selected to perform the Preliminary and Construction Engineering for all of the listed projects. The County reserves the right to prioritize the list of projects as funding becomes available. Those firms not selected will be advised in writing.

Fees shall be negotiated with the successful firm. If the fee cannot be agreed upon, the County reserves the right to terminate negotiations, and then negotiate with the second and third ranked firms in order, if necessary, until a satisfactory contract has been negotiated.

All costs associated with proposal preparation shall be borne by the proposer. The County reserves the right to reject any and/or all proposals and to not award contracts for any and/or all projects.

Proposals will be accepted until 9:00 A.M., Monday, December 15, 2014 at the office of the County Auditor. Questions can be directed to Lowell Bladow at (701) 642-7810.