

Morton County Road Commission Agenda

Morton County Highway Department, 2916 37th St NW, Mandan ND

19 June 2024 @ 9:00 am

Call to order

Roll Call

Approval of Agenda

Approval of minutes for the previous meeting

1. Kevin or Kristina Miller – Appealing their temporary approach permit denial;
2. Discuss Policies;
3. Discuss the sale of used equipment;
4. Discuss advertisement for culvert bids;
5. Monthly Updates:
 - a. Design Projects
 - b. Construction Projects
 - c. Culvert Replacements
 - d. Budget Update
 - e. Update on Bid Bond Graf Bridge

Morton County Road Commission Meeting
Morton County Highway Department, 2916 37th St NW, Mandan, ND 58554
May 15, 2024

Commission members Present: Ron Leingang, Jackie Buckley, Kyle Kirchmeier, Roger Hille, Steve Tomac

Commission members Absent: None

Others present: John Saiki, Chad Schneider, Leo Kraft, Todd Roth

The meeting was called to order at 9:00 am by Chair Jackie Buckley

Kyle made a motion to approve the amended agenda. The agenda was amended to remove item number 1 Kevin or Kristina Miller appeal and add item 7 Radios. Steve 2nd. Motion carried.

Roger made a motion to approve the minutes from the previous meeting. Kyle 2nd, motion carried.

1. Kevin or Kristina Miller – Appealing their temporary approach permit denial. Deleted and will be added to the agenda for the June Meeting.
2. Discuss the Fence Line in Timmer – Leo Kraft – The Road was platted when the town was platted, grass is growing since this is not maintained and it is not a Section Line. Leo Kraft would like to split the Right of Way in half with a new fence down the center, to graze cattle. To remove the roadway the land would have to be re-platted as one property rather than numerous lots. Recommendation of the Road Commission is either replat, or rather than spending the money for a replat, but a fence at each end of the roadway and allow the cattle to graze.
3. Garbage Bids – reviewed the bids. Waste Management is the low bidder, over Eco-sanitation and Trans-trash. The Road Commission agreed to remain with Waste Management.
4. Chuck Mork's Trees – This item was discussed and no action was taken.
5. Discuss Tokach Timberhaven Road – Discussed Gregg Greenquists letter and the road maintenance requests he outlined. The work he has requested will be paid by Special Assessment. A letter will be sent outlining the Special Assessment process and include a copy of the approved Special Assessment Procedure. There will have to be local work regarding contacting residents to determine a scope of work before an estimate and petition can be generated. That work will have to be completed by a resident.

Jackie Buckley asked Todd Roth if he had business before the board or observing. He said he was observing and would like to get information regarding getting the roads in his subdivision re-graveled. Engineer Saiki will prepare some documents for a special assessment for the subdivision and send them to Mr. Roth.

6. Monthly Updates – a & b. Design Projects and Construction projects – Bridges near Flasher and St Anthony are under contract with APEX, bidding in January 2025. Structure type has been selected. Bridge South of Almont (Sauber Engineering) selected Alignment, Bidding January 2026. Little Heart Bridge – Work complete. Bridge North of Mandan (Mork) with (KLJ), Road Commission agreed to straighten out road. Survey will start this month. The bridge near Danzig Dam (SRF), received information from SRF that the COE will not approve a permit for a project that fills the channel, such as an RCB. The replacement bridge will have to be a bridge that is at least as long as the existing bridge. Design of this project has been paused indefinitely. Bridge North of Glen Ullin on the frontage road, NDDOT working on easement options since a portion of one of the wing walls will be on NDDOT (I-94) right of way. Bismarck District sent the permit to FHWA for review and concurrence. Starck Bridge project is progressing. Swingen Construction has completed setting the girders on the Starck Bridge. Decking has started.
 - c. Culvert Replacements – Chad reviewed the plans for the summer. Knife River started contract hauling May 14, 2024.
 - d. Budget Update – No large overages like last year. There is money in the Contractor line item and County Bridge line item, enough to cover the Remainder of the Starck Bridge, the match for the overlay on CR 139 and replacement of the Graf Bridge, north of the truck stop. We will proceed with bidding these two projects.
7. Radios – The base stations in the office no longer work. Rather than invest money in repairs, we will prepare an estimate for replacing the two way radios in the vehicles. We will eventually have to change over and 2025 would be a good time since the reimbursement for each unit is still available. This will be included in our proposed 2025 budget.

Kyle moved to adjourn, Roger 2nd. The meeting was adjourned 10:50 am.



BURLEIGH COUNTY HIGHWAY DEPARTMENT

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Pavement Policy

**Approved by the Burleigh County Engineer
(November 20, 2018)**

Burleigh County recognizes that many gravel roadways on the county and township system are carrying heavy traffic volumes and function more as collectors than local streets. Proposed/new subdivisions increase the problems that exist on adjacent gravel roads unless steps are taken at the time of construction to mitigate the problems. Any gravel roadway experiencing a moderate to high level of traffic is very difficult to maintain, despite the quality of gravel or the frequency of blading activity employed.

As a benefit to the local residents, township and county maintenance operations, the Burleigh County Engineer has established the following process to help facilitate the pavement of gravel roads and to ensure uniformity in implementing a Pavement Policy:

- 1) Pavement requirements:
 - a) Proposed platted subdivisions will include the construction and paving of all internal roadways and adjacent section line roads, and the construction and paving of at least one roadway that connects into the existing paved highway system. This will be done so that future residents of the subdivision will be able to travel from their subdivision to the existing paved highway system.
 - b) Residents of an existing subdivision wishing to pave their roads, through a special assessment district, will be required to pave all internal roadways and at least one roadway that connects into the existing paved highway system. This will be done so that residents of the subdivision will be able to travel from their subdivision to the existing paved highway system.
- 2) The roadways being paved must meet County roadway cross section standard, have adequate sight distance, minimum 4:1 inslopes and backslopes, adequate drainage and be approved by the County Engineer before paving will take place. Grading improvements necessary for a paving improvement will be the sole cost responsibility of the township/developer/residents.

- 3) **If extenuating circumstances exist, the Burleigh County Board of Commissioners may grant a variance to this policy. The County Engineer will review the request and will prepare a recommendation to the County Board of Commissioners. Applicant will need to coordinate an appearance on the County Board Agenda with the County Auditor.**

- (31) Proper form for approval by the Morton County Board of County Commissioners, with signature lines for the chair and auditor.
 - (32) Proper form for county approval, with signature lines for the County Engineer and the Zoning Administrator.
- (c) **Coordinate System Specifications:** All digital survey work submitted to any Morton County department shall be completed according to the following technical standards:

Section 7-040(c) Coordinate System Standards

Projection:	State Plane Coordinate System
Zone:	North Dakota South Zone (FIPPS 3302)
Datum:	North American Datum (NAD) 83
Units:	International Feet
Metadata (for GIS):	xml format

- (1) Notwithstanding any required standards of this section, Mean Sea Level (MSL) datum shall be used for plats within a Special Flood Hazard Area as required by NDCC Section 40-50.1.

Section 7-050 Streets

- (a) **Hard-Surface Requirement:** for the purpose of making efficient and responsible use of county resources dedicated to road maintenance and snow removal, long-form subdivisions must meet the following standards:
- (1) All internal subdivision roads must be constructed with hard-surface paving.
 - A) County shall perform crack-sealing and snow plowing for hard-surface roads that the County has accepted as public right of way. Any other structural maintenance or reconstruction on hard-surface subdivision roads shall be subject to special assessment.
 - (2) Every lot within the subdivision must have an apron that is constructed with hard-surface paving.
 - A) The apron must extend, at a minimum, from the road surface to the shared edge between the right of way and the property boundary.
 - B) Apron must be complete and approved by the County Engineer prior to issuance of an approach permit/911 address.
 - (3) At least one subdivision road must make a direct connection to a public right of way that has been hard-surfaced.
 - A) In cases where the developer wishes to locate a subdivision distant from an existing hard-surfaced public road, developer may opt, at

developer's expense, and only with County Commission approval, to reconstruct a County gravel road as a hard-surfaced road in order to connect the subdivision to an existing hard-surfaced road. In such cases, the developer must construct the road to County specifications, to the satisfaction of the County Engineer.

All subdivisions, except for exempt divisions of land, shall meet the following standards for any streets included on the subdivision plat:

- (b) **Dedication of Streets:** All streets proposed for subdivisions shall be dedicated as public right-of-way, unless otherwise provided for under Section 7-070(f).
- (c) **General Street Design:** The arrangements, character, extent, width, grade, and location of all streets shall meet the following criteria:
 - (1) Be considered in relation to existing and planned streets, to topographical conditions, and to the proposed uses of lands to be served thereby.
 - (2) Provide for the continuance of the appropriate projection of existing streets in surrounding areas, where practical.
 - (3) Conform to the Fringe Area Road Master Plan, where applicable. This includes the dedication of right-of-way that approximates alignments of any corridors shown on the plan that are within or adjacent to land proposed to be subdivided. The applicant may request an amendment to the Fringe Area Road Master Plan, according to the amendment procedures of the plan.
 - (4) Conform to any master plan for the neighborhood or area adopted by the Board of County Commissioners to meet a particular situation where topographical or other conditions make continuance of or conformance to an existing street impractical.
- (d) **Relation to Existing Right-of-Way:** Where a subdivision abuts or contains a public right-of-way, upon which a maintained road exists or is planned to be constructed, the following standards shall apply:
 - (1) The subdivision plat shall incorporate, at a minimum, the segment of the public right-of-way that shares a boundary with the lot or lots that will be created by the subdivision. And the platted right-of-way shall conform to the standards in Section 7-050(g).
 - (2) The Planning and Zoning Commission or Board of County Commissioners may require frontage roads, reverse frontage lots, with a screen planting contained in a no-access line along the rear property lines, or with rear service alleys, or other provisions that it deems advisable to give adequate protection to residential properties and afford separation of through and local traffic.
- (e) **Non-Access Lines:** The Board of County Commissioners may require a non-access line to be recorded on the plat in certain situations wherein providing access to a lot across

Section 7-090 Street Names

- (a) **Application:** A new roadway within a subdivision shall be named if it meets at least one of the following criteria:
- (1) If three (3) or more lots are proposed that would be accessed by the roadway.
 - (2) If the roadway functions as a driveway to an existing or proposed dwelling and is longer than 500 feet.
 - (3) If the roadway is proposed to be maintained by the Morton County Highway Department.
- (b) **Naming Standards:** All names of streets within subdivisions shall meet the standards of the Morton County and City of Mandan Addressing and Street Naming Guide, in its most current version.
- (c) **Review Authority:** Morton County Department of Emergency Management will review all subdivisions for conformance with the street naming policy at the time of the preliminary plat review.

Section 7-100 Improvements

The Planning and Zoning Commission or the Board of County Commissioners may require improvements to the property as set forth in this section as a condition of final plat approval of the proposed subdivision.

- (a) **Examples of Improvements:** The improvements required as a condition for plat approval can include but shall not be limited to the following:
- (1) Street and alley grading and surfacing.
 - (2) Curbs and gutter.
 - (3) Sidewalks, crosswalks, and streetlights.
 - (4) Sanitary sewers and water mains.
 - (5) Buffers, pursuant of Section 4-020.
 - (6) Stormwater management facilities, pursuant of Article 8 | Stormwater Management.
 - (7) Survey Monuments.
- (b) **Assurances of Construction:** To ensure that the improvements have been met, no final plat may be signed by the Board of County Commissioners and recorded pursuant of Section 10-020(e) unless the improvements which have been required are:
- (1) Constructed and approved by the County Engineer; or

- ~~(2) Assured of completion by the deposit with the County Auditor of a certified check in the amount sufficient to construct such improvements, the amount to be determined by the Board of County Commissioners; or~~
 - (3) Assured of completion by the posting of a performance bond or bonds with the County Auditor in an amount sufficient to construct such improvements, the amount to be determined by the Board of County Commissioners; such bond or bonds to be executed by a corporate surety licensed to do business in the State of North Dakota and naming Morton County as obligee, the bond or bonds shall be approved as to form and ~~to~~ insufficiency by the State's Attorney ~~or~~;
 - ~~(4) Assured of completion by the deposit with the County Auditor of an instrument of credit from one or more financial institutions subject to state and federal regulation pledging that the funds necessary to complete the improvements, as determined by the Board of County Commissioners are on deposit and guaranteed for payment for the required improvements.~~
- (c) **Construction Timeframe:** If the developer opts to provide an assurance for completion of improvements, the Board of County Commissioners shall set a timeframe and a procedure for extension of the timeframe by which the improvements must be completed by the developer. The County may utilize an amount of assured funds necessary to complete the improvements if the timeline has not been met.
- (d) **Design Standards:** The improvements so required and constructed shall conform to all applicable state and county design standards.
- (1) No improvements shall be made until all necessary plans, profiles, and specifications thereon have been submitted to and approved by the County Engineer as in compliance with all applicable design standards and conditions required by the Board of County Commissioners.
- (e) **Inspection and Approval:** The County Engineer is responsible for inspection and final approval of all required improvements.
- (1) During construction of improvements, the County Engineer may inspect construction and issue guidance to the developer for meeting applicable standards and conditions. The County Engineer may suspend all construction if he determines the construction does not conform to the plans, profiles and specifications approved by him.
 - (2) The County Engineer shall immediately notify the County Auditor that he has suspended construction. The County Auditor shall convene a meeting of the Board of County Commissioners within three (3) days of such action. The Board of County Commissioners at such meeting shall review the action of the County Engineer. The Board of County Commissioners may affirm or reverse the action of the County Engineer. If construction is suspended it shall not commence again until the objections of the County Engineer or the Board of County Commissioners have been satisfied.

- Golf Driving Range:** A limited area on which golf players drive golf balls from a central driving tee, such area to include the driving tee and other incidental activities pertaining to this activity.
- Gravel Pit:** Land used for the purpose of extracting or processing gravel, stone, sand, or another mineral resource for sale or use of that processed resource. Operations that process said materials that are not extracted from the site are still considered gravel pits.
- Grain Elevator:** Any plant or installation at which grain is unloaded, handled, cleaned, dried, stored, or loaded.
- Greenhouse:** An establishment where flowers, shrubbery, vegetables, trees, and other horticultural and floricultural products are grown both in open and enclosed buildings, all or part of which may be available for retail or wholesale on the site, unless the greenhouse is an accessory structure to a residential property.
- Gross Floor Area, non-public:** The total area of a building measured by taking the outside dimensions of the building at each floor level, including only areas intended for functions unrelated to the principal use of the property, such as storage, utilities, unused space, and other areas generally off-limits to customers or patrons.
- Gross Floor Area, public:** The total area of a building measured by taking the outside dimensions of the building at each floor level, including only areas intended for functions related to the principal use of the property and for which customers and patrons are generally given access to.
- Group Home:** A residence for up to eight (8) service-dependent or developmentally-disabled people, along with additional support staff or caretakers, that is licensed by the North Dakota Department of Human Services.
- Hard-surfaced/Hard-surface Paving:** a road or apron surface constructed to a minimum thickness of 4 inches, consisting of concrete, or hot mix asphalt with chip-seal, layered over a stabilized base.
- Hard-surfaced Road:** road that is constructed with hard-surface paving, follows a regular maintenance schedule, and is planned to retain the hard-surface paving permanently.
- Health Care Facility:** A facility or institution, whether public or private, principally engaged in providing services for health maintenance, diagnosis or treatment of human diseases, pain, injury, deformity, or physical condition, including but not limited to a general hospital, diagnostic center, treatment center, rehabilitation center, extended care center, nursing home, hospice, intermediate care facility, outpatient laboratory, or central services facility serving one or more such institutions.
- Home Occupation:** Any occupation, profession, or business activity in a home which is carried on by a resident of the premises; which is conducted in whole or part in the dwelling

NOTICE OF SALE OF USED EQUIPMENT

NOTICE IS HEREBY GIVEN that the County of Morton, North Dakota will receive bids via online from July 1st until July 17th, 2024 for the sale of the following used equipment:

- 1983 Auto Car, Model DK64B (Unit 04-061)
- 2016 Dodge Dually Box
- 2014 1329 Massey Ferguson 9-Disc Mower (Unit 11-912)
- Skid Steer Tracks
- Yale Forklift
- 14.00 R24 Caterpillar Motor Grader Tires and Rims
- 20.5x5 25 Loader Tires
- Misc. Rims
- Misc. Hydraulic Parts
- Balderson Snow Wing
- Falls Snow Wing

Bidding will be conducted via online auction at PublicSurplus.com. Interested bidders will be required to register and agree to the terms and conditions of the online auction prior to bidding. The Auction will end on July 17th, 2024.

Additional information and equipment inspection (by appointment) is available by contacting the Morton County Highway Department, 2916 37th Street NW, Mandan, ND 58554 (701-667-3346). This equipment is "sold as is, where is".

The County of Morton reserves the right to reject any and all bids, to waive technicalities or to accept such as may be determined to be in the best interest of the County.

BY ORDER OF THE BOARD OF COMMISSIONERS

MORTON COUNTY, NORTH DAKOTA

Dawn R. Rhone

Morton County Auditor

ADVERTISEMENT FOR BIDS

NOTICE IS HEREBY GIVEN that the Morton County Board of Commissioners, Morton County, North Dakota will accept bids until Tuesday July 9th, 2024 at 10:30 am (CT). Bids will be opened and read at that time in the conference room at the Morton County Shop located at 2916 37th Street NW in Mandan, North Dakota. Bid results and final disposition will be presented to the County Commission on Thursday July 11th, 2024 at 5:30 pm (CT) in the Commissioners Room located in the basement of the Morton County Courthouse for the following items:

FURNISHING OF CONCRETE, METAL & HDPE CULVERTS FOB MANDAN

Bidders shall use a supplier furnished form. Each bid must be placed in a sealed envelope plainly marked on the outside.

The mailing address is: Morton County Shop, 2916 37th Street NW Mandan, ND 58554.

The Board reserves the right to reject any and all bids; to waive technicalities or to accept such as may be determined to be in the best interest of the County.

By Order of the Board of Commissioners, Morton County, North Dakota
Dawn R. Rhone, Morton County Auditor

Morton County Bridge Priorities

Bridge #	Location	Notes	Consultant	Contact		Bid Date	Replacement a Major Structure	
Off System (100% funded)								
30-152-35.0	11 East 1 North Flasher		APEX	Troy Ripplinger	Structure Selected	January 1, 2025		
30-158-27.0	2 South 1 East of St Anthony		APEX	Troy Ripplinger	Structure Selected	January 1, 2025		
30-141-25.0	11 North 1 West Flasher		Ultelg	Mary Boechler	Field Review Completed	January 1, 2027		
On System (100 % funded)								
30-162-41.0	Solen		HDR	Craig Mizera	Design Complete, Bid 3 times, no bids	January 1, 2027	X	
On Sytem (80-20 funded)								
30-143-19.0	9 South 3 East of Judson	Stark Bridge	Sauber	John Sauber	Deck poured June 12, 2024		X	
30-128-19.0	1 South Almont		Sauber	John Sauber	Route selected use a bypass - Working on Permitting	January 1, 2026		
HB 1505 (NDDOT)								
2022	30-133-03.0	7N of New Salem	Youngtown	AE2S	Todd Norton	Bid Dec 2024 Bid Opening	December 13, 2024	X
ARPA (COVID) Funding								
2022	30-160-21.0	6N 4 E St Anthony	Little Heart	Interstate	Marla Tomac	Project Complete		X
	30-153-04.0	7N 13E of Judson	North of Truck Stop	Sauber	John Sauber	Bid Opening June 20, 2024		X
	30-156-04.1	2W 6N of Mandan	Bank Slumping	KLJ	Jennie Krause	KLJ agreed to \$35000 and continuing work		
2023								
2	30-123-05.0	9W 4N of New Salem	Danzig Dam	SIF	Ryan Blykowsky	Design on Hold due to permitting		
3	30-114-08.0	3N of Glen Ullin	Frontage Road	Apex	Troy Ripplinger	Working with NDDOT since portion of the Box on NDDOT ROW		X
4	30-128-10.0	5W 15 of New Salem	40th Street					
5	30-120-23.0	5S 8W of Almont	CO #7					
6	30-164-35.0	35 9W of Fort Rice	17th Ave					
2024								
1	30-103-06.1	City of Hebron	South Park Street		Open and Posted			
2	30-103-06.2	City of Hebron	East Fulton Ave		Closed			
3	30-129-18.1	3N of Glen Ullin	49.5 Ave		Big Bridge West of Almont			

Revised June 17, 2024