BOTTINEAU COUNTY

COMMISSIONER PROCEEDINGS

August 2nd, 2022

7:30 am

The Commissioner Meeting was called to order at 7:30 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, Lance Kjelshus, Vice-Chairman, Commissioners, Jeff Beyer, Dan Marquardt, Nathaniel Buynak, and Auditor, Emily Deschamp.

Old Business:

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

Minutes - A motion was made to approve the minutes from July 6th, 2022, July 13th, 2022 and July 20th, 2022 by Marquardt, second by Buynak. Motion carried.

Consent Agenda –The monthly reports were reviewed and a motion was made to approve the consent agendas by Kjelshus, second by Beyer. Motion carried.

Bills –

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Check #** | **Name** | **Amount** | **Check #** | **Name** | **Amount** |
| 901172 | Job Service ND (7/15) | $18.32 | 901173 | JP Morgan | $30,023.62 |
| 901174 | ND Game and Fish | $78.00 | 901175 | ND Tax Commissioner | $9,569.66 |
| 901176 | Paystubz | $614.91 | 901177 | Verizon Wireless | $1,829.09 |
| 901178 | Monson, Ann Bo. Co. Treas. | $1,582.38 | 36976 | Baker and Taylor (7/18) | $694.38 |
| 36977 | Courant | $64.58 | 36978 | Jason’s Super Foods | $356.64 |
| 36979 | Kellers Briteway | $80.00 | 36980 | Midwest Tape | $345.37 |
| 36981 | Naylor, Cliff | $18.95 | 36982 | Mayo Construction (7/19) | $1,854,798.03 |
| 36983 | Mikkelson Aggregates (7/26) | $21,000.00 | 36984 | American Family Insurance | $4,508.52 |
| 36985 | Argus Dental & Vision | $2,043.88 | 36986 | Bank of North Dakota | $10,000.00 |
| 36987 | Bank of North Dakota | $37,000.00 | 36990 | Ann Monson, Co. Treasure | $3,713.75 |
| 36991 | Ann Monson, Co Treasure | $2,982.28 | 36992 | ND Child Support Division | $1,550.00 |
| 36993 | North Dakota United | $91.84 | 36994 | New York Life Insurance | $54.64 |
| 36995 | Ottertail Power Company | $5,848.37 | 36996 | Renville County | $1,776.05 |
| 36997 | Rodenburg Law Firm | $744.95 | 36998 | Standard Life Insurance Co. | $544.36 |
| 36999 | UNUM Life Insurance Co. | $285.68 | 37000 | Terry Volk | $2,417.50 |
| 901179 | Internal Revenue Service | $50,289.10 | 901180 | Internal Revenue Service | $30,238.04 |
| 901181 | First National Bank | $6,902.38 | 37001 | Allard, Kevin (8/4) | $12,924.00 |
| 37002 | Anderson Welding | $90.00 | 37003 | Auto Value Bottineau | $49.94 |
| 37004 | Basin Service Company Inc | $911.25 | 37005 | Bee Line Service | $110.00 |
| 37006 | Erin Berentson | $151.80 | 37007 | B and M Laundry Service | $1,056.64 |
| 37008 | Bob Barker Company Inc | $52.01 | 37009 | Border Ag Energy | $4,333.75 |
| 37010 | Bottineau Plumbing and Heating | $94.99 | 37011 | Bottineau County Road Dept. | $6,526.27 |
| 37012 | Bottineau Ambulance Service | $2,727.70 | 37013 | Brock White Company LLC | $777.38 |
| 37014 | Business Radio Licensing | $110.00 | 37015 | Butler Machinery CO | $24,118.94 |
| 37016 | Caterpillar Financial Services | $86,125.36 | 37017 | Cenex Fleet Fueling | $1,109.80 |
| 37018 | CHI St Alexius Health EAP | $466.83 | 37019 | Circle Sanitation Service | $70.50 |
| 37020 | City of Antler | $95.00 | 37021 | City of Bottineau | $514.77 |
| 37022 | City of Maxbass | $87.00 | 37023 | City of Newburg | $34.00 |
| 37024 | City of Willow City | $552.00 | 37025 | Clute Office Equipment | $214.57 |
| 37026 | Clute Office Equipment | $84.68 | 37027 | Cole papers Inc | $472.32 |
| 37028 | DMC Wear Parts Inc | $1,292.00 | 37029 | Drive Chevrolet Buick | $2,402.78 |
| 37030 | DS Solutions | $737.10 | 37031 | Election Systems Software | $6,882.98 |
| 37032 | Envision Cooperative | $51.65 | 37033 | Family Bakery | $17.00 |
| 37034 | Farstad Oil Inc | $3,389.10 | 37035 | Farmers Union Oil Westhope | $36,422.01 |
| 37036 | Farmers Union Oil Willow City | $1,699.71 | 37037 | Farden Construction | $4,261.25 |
| 37038 | Gooseneck Implement | $1,881.65 | 37039 | Guardian Fleet Safety | $38,825.00 |
| 37040 | Lisa Herbel | $225.00 | 37041 | JB Express | $245.00 |
| 37042 | Johnson Controls | $5,980.87 | 37043 | Paul Johnson | $129.99 |
| 37044 | Jordan Law Office PLLC | $17,642.27 | 37045 | Ketterling Yard | $290.00 |
| 37046 | Kittlesons Truck Repair | $8,747.00 | 37047 | Klingbeils Body Glass | $11,301.22 |
| 37048 | Lady Brambleton | $13.50 | 37049 | Lakeshore Lawns | $760.00 |
| 37050 | Lawson Products Inc | $272.47 | 37051 | Linde Gas and Equipment | $1,241.67 |
| 37052 | Loon Lake Services | $17,531.00 | 37053 | Mayo Construction  | $463,411.54 |
| 37054 | Mikkelsen Aggregates | $55,007.00 | 37055 | Ann Monson, Co. Treasure | $255,360.00 |
| 37036 | Ann Monson, Co Treasure | $11.50 | 37057 | Moyer, Val | $989.00 |
| 37058 | Myers Parts of Bottineau | $16.38 | 37059 | ND Association of Counties | $84.00 |
| 37060 | ND Dept of Transportation | $401,631.31 | 37061 | Nelson Repair | $218.00 |
| 37062 | Don Nelson | $470.00 | 37063 | North Central Electric Coop | $1,188.80 |
| 37064 | O Keefe Oil | $6,621.50 | 37065 | One Call Concepts VOIDED | -$322.20 |
| 37066 | Ottertail Power Company | $196.58 | 37067 | Ashley Pedie | $36.30 |
| 37068 | Pomps Tire Service Inc | $322.20 | 37069 | Pro IT LLC | $3,943.50 |
| 37070 | Quadient Finance USA Inc | $2,500.00 | 37071 | Roland Township | $100,000.00 |
| 37072 | Running Supply Inc | $632.80 | 37073 | SMP Health St Andrews | $3,915.00 |
| 37074 | Sodexo Inc Affiliates | $4,288.00 | 37075 | Souris River Telephone | $495.40 |
| 37076 | State Treasurer | $3,633.70 | 37077 | St Andrews Clinic | $880.00 |
| 37078 | TKE Elevator Corporation | $3,526.57 | 37079 | Turtle Mtn. Communications | $1,671.25 |
| 37080 | Tweed Country Ag | $857.12 | 37081 | United Laboratories | $599.52 |
| 37082 | Uniform Center | $1,040.97 | 37083 | Verizon Wireless | $80.04 |
| 37084 | Verizon Connect NWF Inc | $324.61 | 37085 | Watch Guard Video | $11,492.46 |
| 37086 | Wallaceburg Bookbinding & MF | $151.07 | 37087 | WM Corporate Services | $1,117.17 |
| 37088 | Western Agency | $957.00 | 37089 | West Shore Services Inc | $1,755.00 |
| 37090 | Tanya Wieler | $1,000.00 | 37091 | Lori J Witteman | $140.00 |
| 37092 | Wold Engineering PC | $35,937.75 | 68141 | Westhope Ambulance | $257.96 |
| 68142 | Mohall Ambulance | $288.73 | 68143 | City of Antler | $423.55 |
| 901185 | NDPERS (8/08) | $5,531.00 | 901186 | ND Public Employee Retire. | $45,462.37 |
| 901187 | NDPERS  | $84,569.30 | 901182 | North Dakota Game and Fish (8/15) | $19.00 |
| 901183 | Paystubz | $637.88 | 901184 | Verizon Wireless | $1,831.82 |
| 901188 | Ann Monson, Co. Treasure | $4,405.26 | 48247-337 | Payroll (8/31) | $270,295.43 |
|  | Total | $4,168,072.13 |  |  |  |

A motion was made to approve the August bills by Marquardt, second by Buynak. Roll call vote unanimous. Motion carried.

New Business:

Ryan Ackerman, Souris River Joint Board, met with the board to update the board on the Souris River Joint Board projects. Discussion was held about the bridge on County Road 20.

Commissioner Rude presented the signage for the land that was donated to the county by Les Wagner. A motion was made to purchase the sign and have the road department install the sign by Kjelshus, second by Buynak. Roll call vote unanimous. Motion carried.

Emily discussed the North Dakota Association of Counties Annual Conference and who would be attending for the county.

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

*-*Project CP-0520(022)- Maxbass to Russell Paving- Kent updated the board on the project and informed them of that everything has been completed. Kent presented the contractor estimate from Mayo Construction in the amount of $15,845.28. A motion was made to pay Mayo Construction in the amount of $15,845.28 by Kjelshus, second by Buynak. Roll call vote unanimous. Motion carried.

-Project SC-0520(059)- Russell to Kramer Paving- Kent updated the board on the progress of the project and notified the board that the project is completed.

-Truck Route 2 miles- Kent updated the board that the project is complete and Mayo will be back to complete the permanent stripping later this week. A motion was made to pay the estimate of $447,556.28 and the engineering from Wold up to $600,000.00 out of the county ARPA funds by Marquardt, second by Beyer. Roll call vote unanimous. Motion carried.

Lake Metigoshe bike path by Dockside and Sawmill to Highland road- Kent discussed the bike paths. Kent and Ritch have been working on the applications for TAP funding.

-Project BRO-005 (052)- Willow city/Souris Box Culvert-. Kent updated the board that Farden will be out there the 3 or 4th week of August.

Ritchie Gimbel, Road Superintendent, gave an update on the Road Department activity. The Railroad crossing on north end of Main Street in Bottineau was discussed, construction will not take place until 2023 and it will be paid for by all federal funds. The boat landing is 98% complete, a sign will be placed at the location for the Garrison Diversion grant. Ritch updated the board on the blade operators, he has hired 2 applicants, one will be station in Newburg and the other will work out of Landa.

Commissioner Kjelshus discussed the Bernstein gravel pit; in order to utilize the services from that pit a bid will need to be submitted for 2023.

A motion was made to discuss the Gross Production Tax monies on a monthly basis and where to distribute the excess by Beyer, second by Kjelshus. Roll call vote unanimous. Motion carried.

A motion was made to Gross Production Tax for July and August be placed in the Certificate Fund by Marquardt, second by Buynak. Roll call vote unanimous. Motion carried.

Steve Watson, Sheriff, gave an update on the Sheriff Department activity.

Ashley Pedie, Tax Director met with the board to discuss the recommendation for the zoning board members. District 2 Andy Pederson and District 4 Whitney Gonitzke were the recommendations from the Zone Board. A motion was made to accept the recommendation from the zone board to appoint Andy Pederson to represent District 2 on the Zoning board by Beyer, second by Kjelshus. A motion was made to accept the recommendation from the zone board to appoint Whitney Gonitzke for District 4 to the Zoning board by Kjelshus, second by Buynak. Motion carried.

A motion was made to appoint Joe Donnally to the Bottineau County Park Board by Buynak, second by Kjelshus. Motion carried.

A motion was made to appoint Sara Backman, Mikayla Derr, and Melissa Kornkven per recommendation from the Library Board by Marquardt, second by Buynak. Motion carried.

Whitney Gonitzke, with the EDC, Dan Fett and Ryan Henry, Bottineau Winter Park, met with the board to discuss the T-Bar lift at the winter park. Discussion was held about the county assisting through a EDC grant. It was the consensus of the board for Emily to move forward with the submission of the Garrison Diversion Grant application for the T-Bar lift at the Winter Park.

Emily presented the board with a special event permit from the A-Frame to be transferred to the Event Center at Lake Metigoshe on August 13th, 2022. A motion was made to transfer the A-Frames license to the Event Center by Kjelshus, second by Beyer. Roll call vote unanimous. Motion carried.

Emily presented the board with a special event permit from the A-Frame to be transferred to the Event Center at Lake Metigoshe on October 1st,2022. A motion was made to transfer the A-Frames license to the Event Center by Kjelshus, second by Beyer. Roll call vote unanimous. Motion carried.

Al Wondrasek met with the board to discuss the 2023 budget for the Veteran’s Memorial.

Department Head Meeting - Chairman Rude gave an update on the meeting and asked the department heads to give an update on their office activity.

Tanya Weiler, Human Resource Consultant, met with the board to discuss her 2023 contract and pay scales. Discussion was held about the amount of annual leave that is over and above the carrier over amount allowing the employees to transfer a percent into sick leave.

Seymour Jordan, State’s Attorney, discussed a resolution that he had put together for the board for the loading dock area at the narrows at Lake Metigoshe.

Emily presented the board with the 2023 preliminary budget. A motion was made to pass the preliminary budget with the 4% COLA and a step if desired by department by Beyer, second by Buynak. Roll call vote unanimous. Motion carried.

A motion was made to adjourn the meeting at 1:55pm by Kjelshus, second by Buynak. Motion carried.

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LeRoy Rude, Chairman

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Emily Deschamp, Auditor