BOTTINEAU COUNTY

COMMISSIONER PROCEEDINGS

August 1st, 2023

7:30 am

The Commissioner Meeting was called to order at 7:30 am by Chairman Kjelshus. A meeting of the Board of Bottineau County Commissioners was held in the Commissioner Room at the Courthouse with the following members present: Chairman, Lance Kjelshus, Vice-Chairman, Nathaniel Buynak, Commissioners, Ben Tonneson, Jeff Beyer, Rod Hiatt, and Auditor, Emily Deschamp.

Old Business:

A motion was made to approve the agenda with the addition of Township Levy and step program by Tonneson, second by Buynak. Roll call vote unanimous. Motion carried.

Minutes –A motion was made to approve the minutes from July 6th, 2023 and July 24th, 2023 by Buynak, second by Tonneson. Roll call vote unanimous. Motion carried.

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

Bills –

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| --- | --- | --- | --- | --- | --- |
| **Check #** | **Name** | **Amount** | **Check #** | **Name** | **Amount** |
| 901364 | NDPERS- Deferred Comp. (7/18) | $5,328.00 | 38839 | American Family (7/31) | $5,057.87 |
| 38840 | Argus Dental | $2,811.27 | 38841 | Bank of ND | $38,000.00 |
| 38842 | Bank of ND | $10,000.00 | 38843 | Colonial Life | $772.31 |
| 3884 | Ann Monson, Co Treasurer | $294.31 | 38845 | Ann Monson, Co Treasurer | $2,018.31 |
| 28846 | Ann Monson, Co Treasurer | $1,717.32 | 38847 | ND Child Support | $1,550.00 |
| 38848 | New York Life Ins. | $54.64 | 38849 | OtterTail Power Co. | $5,606.23 |
| 38850 | Renville County | $1,821.52 | 38851 | Standard Insurance | $474.40 |
| 38852 | Turtle Mountain Comm. | $1,666.22 | 38853 | Unum Life Ins. | $261.66 |
| 901366 | First National Bank | $6,902.38 | 901367 | Internal Revenue Service | $60,361.59 |
| 901368 | Internal Revenue Service | $40,457.57 | 901369 | NDPHIT/BCBS-ND | $108,210.39 |
| 901370 | NDPHIT-Metlife | $1,531.59 | 38854 | Advanced Business Methods(8/4) | $51.53 |
| 38855 | Auto Value Bottineau | $51.98 | 38856 | Balco Uniform | $414.11 |
| 38857 | Basin Service Co. | $285.00 | 38858 | Berentson, Erin | $850.32 |
| 38859 | B&M Laundry | $386.62 | 38860 | Border Ag & Energy | $1,816.89 |
| 38861 | Bottineau Lumber | $38,862.00 | 38862 | Bottineau Co Road Dept. | $10,045.52 |
| 38863 | Bowers Construction | $800.00 | 38864 | Butler Machinery | $5,082.79 |
| 38865 | Cenex Fleet Fueling | $563.51 | 38866 | Circle Sanitation | $217.00 |
| 38867 | City of Bottineau | $526.85 | 38868 | City of Maxbass | $87.50 |
| 38869 | City of Newburg | $78.00 | 38870 | City of Willow City | $552.00 |
| 38871 | Clemens, Sara | $467.28 | 38872 | Clute Office Equipment | $276.27 |
| 38873 | CNH Industrial Accounts | $435.53 | 38874 | Cole Papers | $539.89 |
| 38875 | Courant | $1,133.43 | 38876 | Dakota Agronomy Partners | $225.00 |
| 38877 | Deschamp, Emily | $345.93 | 38878 | D&L Storage | $150.00 |
| 38879 | Envision | $95.54 | 38880 | Farmer Union Oil-W | $18,450.95 |
| 38881 | Farmers Union Oil-WC | $3,701.87 | 38882 | Farden Construction | $22,692.00 |
| 33883 | Guardian Fleet | $2,595.94 | 38884 | His&Hers Garage Doors | $190.00 |
| 38885 | I Design | $487.68 | 38886 | Information Tech Dept. | $5,212.34 |
| 38887 | Jasons Superfoods | $62.94 | 38888 | JB Express | $255.00 |
| 38889 | Johnson Controls Fire Protect. | $3,671.62 | 38890 | Kittleson Repair | $165.00 |
| 38891 | Kitzman, Kyleen | $15.00 | 38892 | Kjelshus, Lance | $489.06 |
| 38893 | Klingbeil's Body Shop | $5,436.00 | 38894 | Lakeshore Lawns | $760.00 |
| 38895 | Lawson Products | $520.94 | 38896 | Linde Gas & Equipment | $111.64 |
| 38897 | Loon Lake Services | $7,464.00 | 38898 | Mayo Construction | $2,215,662.89 |
| 38899 | Midco | $109.13 | 38900 | Mikkelsen Aggregates | $54,277.06 |
| 38901 | Minot Daily News | $688.50 | 38902 | Motorola Solutions | $130.00 |
| 38903 | ND Association of Counties | $63.00 | 38904 | NDACo & Tribal Veteran Service | $120.00 |
| 38905 | ND Dept of Transportation | $3,841.59 | 38906 | ND Game & Fish | $3,932.07 |
| 38907 | ND One Call | $19.50 | 38908 | NDSU Extension | $15,830.66 |
| 38909 | North Central Electric | $1,002.30 | 38910 | Northern Improvement | $10,763.82 |
| 38911 | Nutrien Ag Solutions | $5,293.00 | 38912 | Nxtec USA LLC. | $265.50 |
| 38913 | Office of State Auditor | $4,800.00 | 38914 | O'Keeffe Oil | $1,858.26 |
| 38915 | OtterTail Power Co. | $217.49 | 38916 | Peace Office Standard Training | $150.00 |
| 38917 | PRO IT | $4,046.35 | 38918 | Pyramid Health | $340.22 |
| 38919 | Quadient Finance USA | $2,500.00 | 38920 | Renville County Farmer | $242.00 |
| 38921 | Rice Signs | $535.55 | 38922 | Romfo Auto Repair | $1,226.10 |
| 38923 | Runnings Supply | $585.53 | 38924 | Sirchie Acquisition Co. | $6.93 |
| 38925 | SMP Health Center | $4,223.80 | 38925 | Souris River Telephone | $1,180.26 |
| 38927 | Source One Supply | $162.07 | 38928 | Spearfish Oilfield Supply | $129.89 |
| 38929 | ND State Treasurer | $3,495.00 | 38930 | St. Andrew's Clinic | $325.00 |
| 38931 | Subway of Bottineau | $1,878.50 | 38932 | Swanston Equipment | $839.86 |
| 38933 | Tofteland, Jeremy | $350.00 | 38934 | TrueNorth Steel | $15,941.86 |
| 38935 | Turtle Mountain Comm. | $225.26 | 38936 | Turtle Mountain Pickleball Club | $2,558.82 |
| 38937 | Tweed Country Ag | $475.20 | 38938 | Verizon Wireless | $40.02 |
| 38939 | Western Asphalt | $2,420.00 | 38940 | Western Dakota Energy Assoc. | $4,500.00 |
| 38941 | Weiler, Tanya | $1,250.00 | 38942 | Wold Engineering | $144,112.39 |
| 901371 | ND PERS | $52,441.88 | 901372 | ND PERS | $5,313.00 |
| 38955 | Four Seasons (8/9) | $62.50 | 38956 | Klingbeil's Body Shop | $250.00 |
| 38957 | OtterTail Power Co. | $44.28 | 38958 | Consumer Reports (8/14) | $30.00 |
| 38959 | Collaborative Summer Library | $321.45 | 38960 | HGTV Magazine | $49.97 |
| 38961 | Kellers Briteway | $90.00 | 38962 | Midwest Tape | $279.62 |
| 38963 | Reitan, Beth | $296.60 | 38964 | Baker & Taylor | $592.76 |
| 901373 | JP Morgan |  | 901374 | Monson, Ann Co. Treasurer | $2,984.94 |
| 901375 | Paystubz | $685.36 | 901376 | Verizon Wireless | $1,935.50 |
| 38966 | Norbys Work Perks | $5,944.20 | 38967 | ProIt LLC | $790.00 |
| 49406-49501 | Payroll (8/31) | $304,893.69 |  | Total | $3,321,141.18 |

The August bills were reviewed and a motion was made to pay the August bills by Tonneson, second by Hiatt. Roll call vote unanimous. Motion carried.

New Business:

Ryan Ackerman, Souris River Joint Board, met with the board to update them on projects that the SRJB is working on.

Emily presented the board with a Special Event Permit for the A Frame Bar and Grill to transfer their alcohol license for the wine walk at Lake Metigoshe. A motion was made to approve the special event permit for A Frame Bar and Grill by Beyer, second by Buynak. Roll call vote unanimous. Motion carried.

The Garrison Diversion Grant has reached out to the County for the September 1st, 2023 application. Emily asked the board and Ritch if they were aware of any projects that may be utilized by this grant.

Discussion was held about the voting delegate for the North Dakota Association of Counties annual meeting. The county’s current voting delegate is Emily Deschamp, County Auditor. After discussion, it was the consensus of the board to keep Emily as the North Dakota Association Counties voting delegate for Bottineau County. A motion was made to appoint Emily as the delegate for the 2023 NDACo Conference by Hiatt, second Buynak. Roll call vote unanimous. Motion carried.

Commissioner Buynak discussed the Flexible Transportation Funding letter that all township clerks received pertaining to the 18 mills increase to township budgets that will allow for grant funding.

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

Project CP-0500 (022) and CP-0527(023)-Russell and Long Lake paving project-Kent updated the board on the projects. Russell and the Long Lake projects have both been completed. Emily presented the Contractor’s Progressive estimate in the amount of $2,209,662.89 from Mayo Construction. A motion was made to sign the contractor’s estimate and pay Mayo Construction $2,209,662.89 by Buynak, second by Beyer. Roll call vote unanimous. Motion carried.

Project BRC-0506 (057)-Souris Box Culvert- Kent updated the board with a tentative schedule and a pre-job meeting on the 14th of August.

Project BRP-0005(060)-Scheflo and Overly Bridge Project- Industrial Builders are looking to start the Scheflo bridge in September of 2023.

Project -Kramer Bridge-Seth updated the board on the project. Kramer bridge bid opening will be in March of 2024 through the Department of Transportation.

Ritchie Gimbel, Road Superintendent, met with the board to discuss the road department activities. Ritch updated the board on the railroad crossings in the City of Bottineau with construction in 2024. Ritch updated the board on his 2024 budget. Consensus of the board to spend discretionary funds to purchase a pickup plow for the road department.

Jeremy Tofteland, Bottineau County Sheriff, met with the board and gave an activity update for the Sheriff’s Department. Jeremy discussed security at Dakota College at Bottineau he was approached for police walk throughs during the school year. It was the consensus of the board to have a trial run with the college at $100.00per hour for police walk throughs at the college.

Emily presented the board with the 2024 preliminary budget. Discussion was held about the step program that Bottineau County utilizes. A motion was made to pass the preliminary budget with the 3% COLA and a step increase, years of service if desired by department by Beyer, second by Tonneson. Roll call vote unanimous. Motion carried.

Ben Jensen and Doreen Jensen met with the board to discuss a road closure in Cordelia Township. Seymour Jordan, States Attorney, stated that this is not a county issue.

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

Holly Brekhus, First District Health Unit, met with the board to discuss the 2024 budget for the First District Health Unit.

Ashley Pedie, Tax Director, met with the board to discuss a variance for David and Susan Abel at Long Lake Lot 2 Rude’s 2nd addition. A variance and a letter from the other property owner were submitted to Ashley by David and Susan Abel. Discussion was held. A motion was made to approve the variances per the recommendation of the Zoning board by Hiatt, second by Buynak. Roll call vote unanimous. Motion carried.

As there was no further business, a motion was made to adjourn the meeting at 11:56am by Beyer, second by Tonneson. Motion carried.

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Lance Kjelshus, Chairman

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Emily Deschamp, Auditor