BOTTINEAU COUNTY

COMMISSIONER PROCEEDINGS

July 6th, 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 additions of Maxbass shop and Antler Memorial Park by Hiatt, second by Buynak. Roll call vote unanimous. Motion carried.

Minutes –A motion was made to approve the minutes from June 6th, June 7th, and June 27th, 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 Tonneson, second by Buynak. Roll call vote unanimous. Motion carried.

Bills:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Check #** | **Name** | **Amount** | **Check #** | **Name** | **Amount** |
| VOID38703 | Nutrien Ag Solutions (6/20) | 12,700.00 | 38705 | American Family Ins | $4,966.72 |
| 38706 | BND | 38,000.00 | 38707 | BND | $10,000.00 |
| 38708 | Colonial Life & Accident | 797.77 | 38709 | McHenry County Auditor | $18,640.17 |
| 38710 | MN Child Support | 577.00 | 38711 | Monson, Ann Co. Treas | $1,724.49 |
| 38712 | Monson, Ann Co. Treas | 2,133.98 | 38713 | ND Child Support | $1,550.00 |
| 38714 | NY Life Insurance | 54.64 | 38715 | OtterTail Power Co | $6,397.49 |
| 38716 | Pierce Co Auditor | 13,195.86 | 38717 | ProIt | $6,988.97 |
| 38718 | Renville Co | 1,821.52 | 38719 | The Standard Life Ins | $474.40 |
| 38720 | Turtle Mtn Communications | 1,891.18 | 38721 | UNUM Life Ins | $291.96 |
| 38722 | Verizon Wireless | 40.02 | 901352 | First National Bank | $6,902.38 |
| 901353 | IRS Social Security | 58,380.30 | 901354 | IRS-Federal Withholding | $36,202.54 |
| 901355 | BCBS of ND | 104,609.97 | 901356 | Metlife | $1,549.40 |
| 38723 | Advanced Business Methods (7/7) | 592.38 | 38724 | Auto Value | $71.98 |
| 38725 | Axon Enterprise Inc. | 525.30 | 38726 | Basin Service Co | $9,378.65 |
| VOID38727 | Bee Line Services | 125.00 | 38728 | Border Ag & Energy | $349.85 |
| 38729 | Bottineau Clinic Pharmacy | 862.00 | 38730 | Bottineau Plumbing & Heating | $1,963.65 |
| 38731 | Butler Machinery | 1,821.40 | 38732 | CapFirst Equip Finance Inc | $46,812.54 |
| 38733 | Cenex Fleet Feuling | 637.31 | 38734 | Circle Sanitation Inc. | $70.50 |
| 38735 | City of Antler | 101.00 | 38736 | City of Bottineau | $554.61 |
| 38737 | City of Maxbass | 87.50 | 38738 | Clemens, Sara | $257.40 |
| 38739 | Clute Office | 93.32 | 38740 | Clute Office | $20.24 |
| 38741 | Cole Papers | 532.74 | 38742 | Courant | $1,273.68 |
| 38743 | Dakota Fire Extinguishers | 1,621.29 | 38744 | Dallman Services Co | $10,373.04 |
| 38745 | D & L Storage | 300.00 | 38746 | Drive Chevrolet | $239.36 |
| 38747 | DSM Inc. | 724.50 | 38748 | eschedule | $1,175.00 |
| 38749 | Farmers Union Oil - W | 16,778.68 | 38750 | Farmers Union Oil - WC | $42.96 |
| 38751 | Farden Construction | 16,673.00 | 38752 | Fiberglass Specialties | $1,784.00 |
| 38753 | First National Bank & Trust | 50.00 | 38754 | Gooseneck Implement | $3,200.40 |
| 38755 | Guardian RFID | 38.19 | 38756 | Gustafson Oil | $55.90 |
| 38757 | Hauf, Anthony | 640.50 | 38758 | Hellenbrand, Tanner | $735.00 |
| 38759 | HR Collaborative | 100.00 | 38760 | Jason's Superfoods | $69.92 |
| 38761 | JB Express | 260.00 | 38762 | John Deere Financial | $4,750.00 |
| 38763 | Ketterling Yard | 900.00 | 38764 | Kihles Greenhouse | $499.33 |
| 38765 | Kittleson Truck Repair | 2,793.00 | 38766 | Lakeshore Lawns | $960.00 |
| 38767 | Lawson Products | 689.86 | 38768 | Linde Gas & Equipment Inc. | $37.45 |
| 38769 | Loon Lake Services | 9,149.04 | 38770 | Mayo Construction | $436,273.64 |
| 38772 | Minot Daily News | 273.00 | 38771 | Milbrath, Bobbi | $49.88 |
| 38773 | M K Electric | 1,210.90 | 38774 | Monson, Ann Co. Treas | $25.76 |
| 38775 | Myers Parts of Bottineau | 46.98 | 38776 | ND Assoc of Counties | $60.26 |
| 38777 | NDAAO | 420.00 | 38778 | ND Game & Fish | $5,794.49 |
| 38779 | ND State Radio Communications | 480.00 | 38780 | Nelson, Don | $430.00 |
| 38781 | North Central Electric Coop | 1,158.40 | 38782 | Northern Diesel & Tire | $306.00 |
| 38783 | Nutrien Ag Solutions | 13,940.00 | 38784 | O'Keeffe Oil | $9,746.04 |
| 38785 | Ottertail Power Co | 257.89 | 38786 | Parkland USA Corp | $756.25 |
| 38787 | Penguin Management Inc. | 2,280.00 | 38788 | Pomp's Tire Service | $675.52 |
| 38789 | ProIt | 4,836.35 | 38790 | RDO Equipment | $878.48 |
| 38791 | Romfo Auto Repair & Sales | 1,050.10 | 38792 | Runnings | $1,792.62 |
| 38793 | Sawmill Lumber & Hardware | 21.97 | 38794 | SMP Health-St Andrews | $4,538.35 |
| 38795 | SRT | 1,202.69 | 38796 | St Andrews Clinic | $325.00 |
| 38797 | St Michel Furniture | 499.42 | 38798 | Subway of Bottineau | $2,040.00 |
| 38799 | Swanston Equipment | 21,000.00 | 38800 | Talk Point Technologies Inc | $193.90 |
| 38801 | TBA Supply | 129.95 | 38802 | Tritech Software Systems | $398.92 |
| 38803 | TrueNorth Steel | 39,474.97 | 38804 | TrueNorth Chiropractic | $125.00 |
| VOID-38805 | Turnkey Corrections | 385.95 | 38806 | Turtle Mountain Motors LLC | $250.00 |
| 38807 | Tweed Country Ag | 506.87 | 38808 | United Laboratories | $319.84 |
| 38809 | Uniform Center | 71.23 | 38810 | Vanguard Appraisals Inc | $2,480.00 |
| 38811 | Volk, Terry | 1,505.06 | 38812 | Ward Co. Sheriff's Dept | $96.00 |
| 38813 | Western Agency | 14,959.00 | 38814 | Wieler, Tanya | $1,250.00 |
| 38815 | Wold Engineering | 36,900.00 | 901358 | JP Morgan (7/14) | $16,643.13 |
| 901360 | Monson, Ann Co. Treas | $409.12 | 901362 | Paystubz | $709.48 |
| 38828 | Baker & Taylor | $330.07 | 38830 | Jason Superfoods | $53.73 |
| 38832 | Midwest Tape | $306.11 | 38834 | National Geographic | $79.00 |
| 38836 | ProIt | $790.00 | 49303-49405 | Payroll | $311,775.79 |
|  | **TOTAL** | **$1,413,175.34** |  |  |  |

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

New Business:

Emily notified the board of the North Dakota Association of Counties Annual Conference to be held October 9th through the 11th at the Bismarck Event Center.

Emily presented the board with a raffle permit from Dakota College at Bottineau. A motion was made to approve the raffle permit from Dakota College at Bottineau by Beyer, second by Buynak. Roll call vote unanimous. Motion carried.

Erin Berentson, Family and Consumer Wellness, met with the board to discuss the 2023 National Extension Association of Family and Consumer Sciences conference September 11th through the 14th and travel expenses to Providence, Rhode Island. A motion was made to approve the travel expenses for the NEAFCS Conference by Beyer, second by Buynak. Roll call vote unanimous. Motion carried.

Lisa Coffman, Community Service Coordinator, met with the board to update them on office activity.

Commissioner Beyer updated the board on the city police meeting that was held on June 27th, 2023.

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

Project CMC-0526-Lansford west 4 miles to County line-Kent updated the board on the project. The project has been completed.

Project CP-0500 (022) and CP-0527(023)-Russell and Long Lake paving project-Kent updated the board on the projects. Russell will be complete on June 6th and the Long Lake is set to be completed in the coming weeks weather permitting. A motion was made to approve the Contractor’s Progressive Estimate in the amount of $231,273.64 by Buynak, second by Beyer. Roll call vote unanimous. Motion carried.

Project BRP-0005(060)-Scheflo and Overly Bridge Project-Was bid on June 9th through the Department of Transportation. Kent updated the board on the bids. The bid came in from Industrial Builders at $3,736,963.95. A motion was made to sign the Resolution for the Department of Transportation by Buynak, second by Hiatt. Roll call vote unanimous. Motion carried.

Discussion was held about the Landa Road and what the cost to the County would be if it were to go back to a gravel road or if in the future the County widen the shoulder and pave the road.

Ritchie Gimbel, Road Superintendent, met with the board to discuss the road department activities. Ritch updated the board on the City of Antler and the pipe that the road department helped repair, it was the consensus of the board to do the work as in kind for the City of Antler. Northern Plains Railroad repaired the crossing at Russell and plan to do a complete replacement of the crossing in the future. Ritch updated the board on the courthouse parking lot paving project, the project will begin on July 17th with weather permitting completion the beginning of August. Township mowing has begun and Ritch is going to place an advertisement in the paper about the township mowing. Discussion was held about the maintaining of the public roads that are open to public use to billed at a township rate instead of private. A motion was made for maintaining of the public roads that are open to public use will be billed at township rate by Buynak, second by Hiatt. Roll call vote unanimous. Motion carried.

Jeremy Tofteland, Bottineau County Sheriff, Matt Schimetz, Chief Deputy, met with the board and gave an activity update for the Sheriff’s Department. Jeremy updated the board on the Land o Live concert, Antler Rodeo and Kramer Street dance. The board was updated on staffing of the sheriff office. Jeremy notified the board on schooling he will be attending August 6th thru the 12th and the 21st through the 25th. Discussion was held about the Education Allowance Agreement that allows each employee that goes to deputy schooling through Bottineau County Sheriff Office. The agreement is to be signed prior to the start of schooling if the county is to pay the employee’s salary while attending the schooling.

10:00 am -A motion was made to open the excess property bids by Beyer, second by Buynak. Roll call vote unanimous. Motion carried. A motion was made to except all of the high bids for excess property by Beyer, second by Tonneson. Roll call vote unanimous. Motion carried.

Discussion was held about the board appointment for District 4 Zoning Board. A motion was made to re-appoint Whitney Goniztke per the recommendation of the Zoning Board to District 4 by Hiatt, second by Tonneson. Roll call vote unanimous. Motion carried.

Commissioner Buynak discussed the Maxbass shop. Steve Farden has reached out to the county about leasing a storage condo in the future. Ritch will meet with Steve and discuss the cost.

Commissioner Kjelshus discussed the Antler Memorial Park and the possibility of the county helping fund a new mower, after discussion the park will utilize the mower that the county currently has as a spare and will budget a mower in the 2024 budget for Antler Memorial Park.

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

Seymour State’s Attorney met with the board to discuss his office activity, the State’s Attorney’s 2024 budget and the City Police contract with the City of Bottineau for 2024 and 2025. A motion was made to remove the $80.00 for prisoner board charge to the City Bottineau police contract by Tonneson, motion died for lack of second. A motion was made to present the 2024/2025 Police Contract to the City of Bottineau with the updates from the State’s Attorney by Buynak, second by Hiatt. Roll call vote unanimous. Motion carried.

Department Heads met with the county commissioners to discuss the 2024 budget process for each of their departments.

As there were no further business, a motion was made to adjourn the meeting at 5:45pm by Tonneson, second by Buynak. Motion carried.

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Lance Kjelshus, Chairman

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Emily Deschamp, Auditor