BOTTINEAU COUNTY

COMMISSIONER PROCEEDINGS

July 6th, 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 with the additions of Fair Board Budget, Veterans Memorial Budget, and Carbury Internet Service by Marquardt, second by Buynak. Motion carried.

Minutes - A motion was made to approve the minutes from June 7th, 2022 by Buynak, second by Beyer. Motion carried.

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

Bills –

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Check # | Name | Amount | Check # | Name | Amount |
| 901161 | Monson, Ann Co Treasurer (6/16) | $6,528.32 | 901162 | ND Game and Fish | $112.00 |
| 901163 | Paystubz | $599.59 | 901164 | Verizon Wireless | $1,829.36 |
| 901165 | JP Morgan | $11,585.23 | 36844 | 4Imprint | $321.53 |
| 36845 | Action Carpet Care | $482.00 | 36846 | Baker & Taylor | $738.62 |
| 36847 | Courant | $86.11 | 36848 | Gerdau | $436.40 |
| 36849 | Gustafson Oil | $196.60 | 36850 | Information Technology Dept. | $4,996.69 |
| 36851 | Jason's Super Foods | $221.33 | 36852 | Keller Briteway | $80.00 |
| 36853 | Library Journal | $157.99 | 36854 | Longrider Books | $2,447.70 |
| 36855 | McHenry County Auditor | $18,640.17 | 36856 | Midwest Tape | $272.40 |
| 36857 | Minot Daily News | $260.00 | 36858 | M.K. Electric | $195.96 |
| 36859 | Nutrien Ag Solutions | $34,200.00 | 36860 | Oriental Trading | $286.25 |
| 36861 | Pierce County Auditor | $13,195.86 | 36862 | Renville County Farmer | $35.00 |
| 36863 | Spectrum | $25.90 | 36864 | Turtle Mountain Times | $38.00 |
| 36867 | Myers Parts of Bottineau (6/24) | $13.48 | 36866 | Shannon Goodwin | $63.72 |
| 36870 | American Family Ins (6/30) | $4,687.79 | 36871 | Argus Dental & Vision | $2,077.53 |
| 36872 | Bank of ND | $36,000.00 | 36873 | Bank of ND | $10,000.00 |
| 36874 | Colonial Life Accidental | $1,273.07 | 36875 | Monson, Ann Co Treasurer | $3,720.47 |
| 36876 | Monson, Ann Co Treasurer | $3,215.82 | 36877 | ND Child Support Division | $1,550.00 |
| 36878 | North Dakota United | $91.84 | 36879 | New York Life Ins | $54.64 |
| 36880 | Ottertail | $6,177.31 | 36881 | Renville County | $1,776.05 |
| 36882 | Rodenburg Law Firm | $744.95 | 36883 | Standard Life Ins. | $544.36 |
| 36884 | Turtle Mountain Comm. | $1,772.51 | 36885 | UNUM Life Ins. | $308.98 |
| 901166 | First National Bank | $6,902.38 | 901167 | Internal Revenue Service | $50,620.14 |
| 901168 | Internal Revenue Service | $30,193.27 | 36886 | Advanced Business Methods (7/8) | $491.68 |
| 36887 | Auto Value | $363.49 | 36888 | Basin Service | $1,890.00 |
| 36889 | Berts Truck Equip of Moorhead | $52.09 | 36890 | Mark Bercier | $28.89 |
| 36891 | Border Ag & Energy | $2,199.50 | 36892 | Border Ag & Energy | $3,922.16 |
| 36893 | Bottineau Clinic Pharmacy | $88.28 | 36894 | Brock White Company LLC | $75.00 |
| 36895 | Burleigh Co Sheriff | $49.00 | 36896 | Butler Machinery | $80,948.62 |
| 36897 | Cap First Equipment | $46,812.54 | 36898 | Cass Co Sheriffs Dept | $132.00 |
| 36899 | Cenex | $2,079.08 | 36900 | Central Square Technologies | $1,417.50 |
| 36901 | Circle Sanitation | $68.75 | 36092 | City of Bottineau | $556.62 |
| 36903 | City of Maxbass | $87.00 | 36904 | City of Newberg | $37.00 |
| 36905 | Clemens Sara | $287.76 | 36906 | Clute | $342.04 |
| 36907 | Cole Papers | $653.83 | 36908 | Comp Cam | $499.00 |
| 36909 | Courant | $4,116.99 | 36910 | Creative Product Source | $339.67 |
| 36911 | Drive | $367.56 | 36912 | DSM Inc | $724.50 |
| 36913 | Envision | $24.66 | 36914 | Family Bakery | $8.50 |
| 36915 | Farmers Union Westhope | $32,388.38 | 36916 | Farmers Union WC | $4,341.30 |
| 36917 | Farden Construction | $14,639.00 | 36918 | Forensic Store Inc | $8,710.00 |
| 36919 | Gooseneck Implement | $6,495.57 | 36920 | Guardian | $2,217.53 |
| 36912 | Hardy Stephanie | $278.52 | 36922 | Herbel Lisa | $675.00 |
| 36923 | Information Technology Dept | $4,996.69 | 36924 | IB Express | $75.00 |
| 36925 | Johnson Controls | $38,485.25 | 36926 | Ketterlings Yard | $1,275.00 |
| 36927 | Lance Kjelshus | $333.96 | 36928 | Lakeshore Lawns | $670.00 |
| 36929 | Lawson Products | $173.40 | 36930 | Linde | $35.30 |
| 36931 | LS Law Group | $625.00 | 36932 | Mid States | $1,012.50 |
| 36933 | Minot Daily News | $260.00 | 36934 | M.K. Electric | $1,232.52 |
| 36935 | Myers Parts of Bottineau | $220.67 | 36936 | NDAAO Secretary/Treasurer | $280.00 |
| 36937 | ND State Radio | $480.00 | 36938 | Don Nelson | $300.00 |
| 36939 | North Central Electric | $941.69 | 36940 | Office of State Auditor | $4,000.00 |
| 36941 | O'Keeffe Oil | $15,641.25 | 36942 | OK Tire | $924.80 |
| 36943 | Parkland USA Corps/ Farstad Oil | $2,255.00 | 36944 | Pedie Ashley | $847.96 |
| 36945 | Pembina Co Sheriff | $44.00 | 36946 | Pomps Tire Service | $3,669.96 |
| 36947 | Pro IT | $3,943.50 | 36948 | Rice Signs | $54.56 |
| 36949 | Romfo | $310.94 | 36950 | Rough Rider Industries | $1,520.00 |
| 36951 | Runnings | $1,362.92 | 36952 | The Sidewell Company | $8,654.00 |
| 36953 | SMP Health | $1,448.00 | 36954 | Souris River Telephone | $541.13 |
| 36955 | State Treasurer | $3,955.31 | 36956 | St Andrews Clinic | $325.00 |
| 36957 | Robert S Thomas | $125.00 | 36958 | Titus Kristy | $415.80 |
| 36959 | Turnkey | $87.73 | 36960 | Turtle Mt Floral | $44.99 |
| 36961 | Tweed Country Ag | $525.75 | 36962 | Verizon Connect | $324.61 |
| 36963 | Volk Terry | $1,893.48 | 36964 | Ward Co Sheriffs Dept | $72.77 |
| 36965 | Western Agency | $9,431.00 | 36966 | Wieler Tanya | $1,000.00 |
| 36967 | Witteman Lori | $590.00 | 36968 | Wold | $234,537.91 |
| 48140-48246 | Payroll (7/29) | $260,199.30 |  | Total | 1,088,309.98 |
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A motion was made to approve the July bills by Marquardt, second by Buynak. Roll call vote unanimous. Motion carried.

New Business:

Commissioner Rude discussed the Bottineau County Fair board budget for 2023.

Commissioner Beyer discussed the possibility of having internet service at Carbury Dam. Discussion was held about having the capability of having the internet access at the north and south campground it would be approximately $20,000.00 to the county. After discussion the board decided against the services at this time.

Commissioner Beyer discussed the Veterans Memorial budget. After discussion it was the consensus of the board to have Al Wondrasek with the Veteran Memorial board attend the August 2nd, 2022 meeting.

Kent Indvik and Seth Demontigny, 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. A contractor’s estimate was presented to the board. A motion was made to pay the contractor’s estimate of $1,854,798.03 with the ARPA money by Kjelshus, second by Marquardt. Roll call vote unanimous. Motion carried.

-Project SC-0520(059)- Russell to Kramer Paving- Kent updated the board on the progress of the project. Farden Construction has some work to Everything has been completed except for the permanent striping.

-Truck Route 2 miles- Kent has a call into about the time frame for the project. Estimated project start date is set for August 10th through the 15th , 2022.

Westhope guard rail project- Seth discussed the project and notified the board that he is working on closing out this project.

-Project BRO-005 (052)- Omemee Box Culvert-Is close to completion the yellow screen is just waiting to be removed.

-Project BRC-0520(058) Kramer Bridge- Seth updated the board on the project.

-Discussion was held about paving of the 4 miles at Long Lake for the 2023 budget. Ritch and Seth discussed applying for the SRF funding.

Steve Plorin, met with the board to discuss putting up gravel for 2023 and what the thoughts from the County were. The board notified Steve to put a bid in to the County in January of 2023.

Ritchie Gimbel, Road Superintendent, gave an update on the Road Department activity. Ritch presented the board a map of SE of Omemee for a control gate. Discussion was held about the County gating culverts and it was the consensus of the board that the County cannot gate culverts outside of legal drains. Discussion was held about how to monitor the fuel usage per field tanks at the county shops. Discussion was held about the mileage maps that the township completes every 2 years for road mileage. Discussion was held about the boat landing at Lake Metigoshe and charging a business an annual fee for utilizing the boat landing. Discussion was held about dust control for townships.

The Garrison Diversion Grant has reached out to the County for the September 1st 2022 application. Emily asked the board and Ritch if they were aware of any projects that maybe utilized by this grant.

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

Joan Wettlaufer, President of the Bottineau County Fair Board, met with the board to discuss the updated Bylaws of Bottineau Agricultural Society.

Emily notified the board of the North Dakota Association of Counties Annual Conference to be held October 2nd through the 4th at the Bismarck Event Center. The board discussed the meeting date for October and a motion was made to change the meeting to October 11th, 2022 by Marquardt, second by Beyer. Roll call vote unanimous. Motion carried.

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

Discussion was held about the board appointments for the Library, Zoning and Park boards. Emily notified the board that she has only been notified by one department head of a board member and that board is still waiting on two members to fill the board. It was the consensus of the board to move the board appointments to the August meeting.

Emily notified the board of the updated mileage from North Dakota Association of Counties effective July 1st, 2022. The mile went to .625 from .585 based upon the GSA rate.

Emily presented the board with an application to sell alcohol for The Birchwood Steakhouse and Grill due to change in ownership. A motion was made to accept the application to sell alcohol by Beyer, second by Kjelshus. Roll call vote unanimous. Motion carried.

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.

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

Board dismissed for lunch at 10:53am.

Meeting was called back to order at 1:00pm by Chairman Rude.

Department Heads met with the county commissioners to discuss the 2023 budget process for each of their departments.

As there was no further business, a motion was made to adjourn the meeting at 4:52pm by Marquardt, second by Kjelshus. Roll call vote unanimous. Motion carried.

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LeRoy Rude, Chairman

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Emily Deschamp, Auditor