BOTTINEAU COUNTY

COMMISSIONER PROCEEDINGS

DECEMBER 19th, 2023

9:00 am

The Special Commissioner Meeting was called to order at 9:00 am by Chairman Buynak. A meeting of the Board of Bottineau County Commissioners was held in the Commissioner Room at the Courthouse with the following members present: Chairman Nathaniel Buynak, Vice-Chairman, Ben Tonneson, Commissioners, Jeff Beyer, Rod Hiatt, Lance Kjelshus, and Auditor, Emily Deschamp.

Old Business:

Agenda – A motion was made to approve the agenda with the addition of Gross Production Tax allocation and time clock issues by Kjelshus, second by Hiatt. Motion carried.

Bills –

|  |  |  |  |
| --- | --- | --- | --- |
| **Check #** | **Name** | **Amount** | **Date** |
| 39524 | Affinity Global Solutions | 495.00 | 12/20/2023 |
| 39525 | Auto Value of Bottineau | 111.01 | 12/20/2023 |
| 39526 | Baker & Taylor | 349.55 | 12/20/2023 |
| 39527 | Ben Tonneson | 250.80 | 12/20/2023 |
| 39528 | Bonnell Industries Inc | 3562.43 | 12/20/2023 |
| 39529 | Book Systems Inc | 1725.00 | 12/20/2023 |
| 39530 | Border Ag | 2672.94 | 12/20/2023 |
| 39531 | Nathaniel Buynak | 1089.00 | 12/20/2023 |
| 39532 | Caterpillar Financial Services | 345030.00 | 12/20/2023 |
| 39533 | City of Maxbass | 87.50 | 12/20/2023 |
| 39534 | Clemens, sara | 471.24 | 12/20/2023 |
| 39535 | Cole Papers Inc | 524.13 | 12/20/2023 |
| 39536 | Courant | 392.64 | 12/20/2023 |
| 39537 | Dakota Fire Extinguishers | 41.99 | 12/20/2023 |
| 39538 | Demco | 190.17 | 12/20/2023 |
| 39539 | Electric Solutions | 545.80 | 12/20/2023 |
| 39540 | Farden Construction | 390.00 | 12/20/2023 |
| 39541 | Governsoft | 13990.00 | 12/20/2023 |
| 39542 | Guardian Fleet Safety | 24495.51 | 12/20/2023 |
| 39543 | Gumdrop Books | 3158.06 | 12/20/2023 |
| 39544 | Information tech dept | 5243.99 | 12/20/2023 |
| 39545 | JB Express | 100.00 | 12/20/2023 |
| 39546 | Johnson Controls | 35997.00 | 12/20/2023 |
| 39547 | Kellers Briteway | 90.00 | 12/20/2023 |
| 39548 | Lance Kjelshus | 550.44 | 12/20/2023 |
| 39549 | Learning Opportunities Inc | 1017.03 | 12/20/2023 |
| 39550 | Midwest Tape | 177.42 | 12/20/2023 |
| 39551 | Miranda Cahalin | 272.30 | 12/20/2023 |
| 39552 | Motorola Solutions Inc | 19905.79 | 12/20/2023 |
| 39553 | Myers parts of Bottineau | 41.52 | 12/20/2023 |
| 39554 | National Association of Counties | 450.00 | 12/20/2023 |
| 39555 | ND Association of Counties | 157.20 | 12/20/2023 |
| 39556 | ND Dept of Transportation | 26574.33 | 12/20/2023 |
| 39557 | North Dakota Horizons | 28.00 | 12/20/2023 |
| 39558 | Otter Tail Power Co | 7387.27 | 12/20/2023 |
| 39559 | Pomps Trie Service Inc | 1937.72 | 12/20/2023 |
| 39560 | Quadient Finance USA Inc | 2578.47 | 12/20/2023 |
| 39561 | Rod Hiatt | 270.60 | 12/20/2023 |
| 39562 | Turtle Mtn Communications | 1902.09 | 12/20/2023 |
| 39563 | Tyler Tech | 865.00 | 12/20/2023 |
| 39564 | United Laboratories | 935.28 | 12/20/2023 |
| 49792-49878 | Payroll | 305671.86 | 12/29/2023 |
| 39576 | American Family Insurance | 4873.47 | 12/29/2023 |
| 39577 | Argus Dental | 2511.95 | 12/29/2023 |
| 39578 | Bank of ND | 10000.00 | 12/29/2023 |
| 39579 | Bank of ND | 132000.00 | 12/29/2023 |
| 39580 | Bottineau Co Dive & Rescue | 3484.69 | 12/29/2023 |
| 39581 | Colonial Life | 555.46 | 12/29/2023 |
| 39582 | Ann Monson, Co. Treas | 2154.27 | 12/29/2023 |
| 39583 | Ann Monson, Co. Treas | 2133.98 | 12/29/2023 |
| 39584 | ND Child Support Division | 1550.00 | 12/29/2023 |
| 39585 | New York Life Insurance | 54.64 | 12/29/2023 |
| 39586 | Renville County | 1821.52 | 12/29/2023 |
| 39587 | The Standard Life | 303.68 | 12/29/2023 |
| 39588 | Unum Life Ins | 303.34 | 12/29/2023 |
| 901427 | First National Bank | 6902.38 | 12/29/2023 |
| 901428 | IRS- social security | 59707.81 | 12/29/2023 |
| 901429 | IRS-Federal withholding | 40197.01 | 12/29/2023 |
| 901430 | NDPHIT/BCBS-ND | 113246.94 | 12/29/2023 |
| 901431 | NDPHIT/Metlife | 1800.28 | 12/29/2023 |
|  | Total | 1195327.50 |  |

The December end of year bills were reviewed and a motion was made to pay the bills by Tonneson, second by Kjelshus. Motion carried.

New Business:

Discussion was held about the tower at Lake Metigoshe that is currently leased by Souris River Telephone. Souris River Telephone has sold the tower lease to CTI Towers Inc. Discussion was held about the current lease agreement and the cost to the leaser.

Emily presented the 2024 primary and general election polling locations for Bottineau County to the board. A motion was made to have polling locations at the Lansford Mall, Gateway Motel in Westhope and the Bottineau County Courthouse by Kjelshus, second by Beyer. Roll call vote unanimous. Motion carried.

A motion was made to approve the precincts as established for Bottineau County with no changes to the precinct lines by Kjelshus, second by Beyer. Roll call vote unanimous. Motion carried.

Commissioner Buynak updated the board on Souris Basin Planning Council livestock grant.

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

- Project BRC-0506(057) -Souris Box Culvert- Kent gave the board a final contract amount of $70,441.52 for the box culvert. A motion was made to approve and pay the final estimate in the amount of $70,441.52 to Gladen Construction by Tonneson, second by Hiatt. Roll call vote unanimous. Moton carried.

Project BRJ-0005(061) -Tied Box Culverts Mohall-Seth updated the board on the bid dates for these projects.

-Project BRP-0005(060)-Overly/Scheflo Box Culverts- Seth gave an update on the status of the projects. An April 2023 bid opening is set for this project.

Discussion was held about the letter from the Department of Transportation for the bridge inspections. A motion was made to approve and pay the BRC-0099(012)- Bridge Inspection in the amount of $17,685.68 by Kjelshus, second by Beyer. Roll call vote unanimous. Motion carried.

Emily presented the final estimate for Project BRO-0005(059) from the Department of Transportation in the amount of $2,891.23. A motion was made to pay the final estimate to the Department of Transportation by Tonneson, second by Buynak. Roll call vote unanimous. Motion carried.

A motion was made to open the bids for 2018 motor graders by Kjelshus, second by Beyer. Roll call vote unanimous. Motion carried. A motion was made to accept the bid for the 2018 160 motor grader for $215,000.00 from Farden Construction and $185,000.00 for the 2018 140 motor grader from Dakota Iron LLC by Beyer, second by Tonneson. Roll call vote unanimous. Motion carried.

Discussion was held about the excess Gross Tax Production. A motion was made to distribute $125,000.00 to the County Road and Bridge, contingent on funding, by Beyer, second by Tonneson. Roll call vote unanimous. Motion carried.

A motion was made to move $100,000.00 of excess Gross Production Tax to the principal of the Bank of North Dakota loan payment for the Jail, contingent on funding, by Beyer, second by Kjelshus. Roll call vote unanimous. Motion carried.

Emily presented the board with the recommendation from the Oak Creek Water Board to appoint Troy Olson to the Oak Creek water Board. A motion was made to appoint Troy Olson to the Oak Creek Water Board by Kjelshus, second by Hiatt. Roll call vote unanimous. Motion carried.

Ritchie Gimbel, Road Superintendent, met with the board and presented the letter from the Department of Transportation for our Federal Aid Program for 2024. A motion was made to sign the 2024 Federal Aid letter by Tonneson, second by Buynak. Roll call vote unanimous. Motion carried. Ritch presented an invoice for the demolition of the Mouse River Church; it was the consensus of the board to have Ritch send the invoice to the Mouse River Church. Ritch updated the board on the mower for the Antler Memorial Park, it was the consensus of the board to continue using the current mower. Ritch discussed an application he received and asked the board for their input on the application.

The board discussed the time clock issues dealing with the clocking in and out. It was the consensus of the board to table this until the January meeting.

As there was no further business, a motion was made to adjourn the meeting at 11:26am by Kjelshus, second by Tonneson. Motion carried.

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Nathaniel Buynak, Chairman

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Emily Deschamp, Auditor