BOTTINEAU COUNTY

COMMISSIONER PROCEEDINGS

November 10th, 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 addition of Bottineau Winter Park by Marquardt, second by Beyer. Motion carried.

Minutes - A motion was made to approve the minutes from October 11th, 2022 by Beyer, second by Buynak. Motion carried.

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

Bills –

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Check #** | **Name** | **Amount** | **Check #** | **Name** | **Amount** |
| 901208 | North Dakota Game & Fish (10/17) | $30.00 | 901209 | Ann Monson Co Treasurer | $3,284.03 |
| 901210 | Paystubz | $645.16 | 901211 | Job Service North Dakota | $3,242.71 |
| 901212 | Verizon Wireless | $1,836.70 | 37486 | Kinetic Leasing (10/24) | $100,399.00 |
| 37487 | Northern Plains Equipment | $110.62 | 37488 | Quadient Finance  | $59.32 |
| 37489 | Take 5 Water Store | $200.00 | 37490 | American Family Insurance (10/31) | $4,193.66 |
| 37491 | Argus Dental & Vision | $2,111.17 | 37492 | Bank of North Dakota | $37,000.00 |
| 37493 | Bank of North Dakota | $10,000.00 | 37494 | Bedlion, Charlotte | $25.00 |
| 37495 | Colonial Life & Accident | $1,153.49 | 37496 | Jensen, Kelly | $422.40 |
| 37497 | Ann Monson Co Treasurer | $3,483.09 | 37498 | Ann Monson Co Treasurer | $3,182.48 |
| 37499 | ND Child Support Division | $1,550.00 | 37500 | North Dakota United | $91.84 |
| 37501 | New York Life Insurance | $54.64 | 37502 | Ottertail Power Company | $6,737.40 |
| 37503 | Renville County | $1,776.05 | 37504 | Standard Life Insurance Co | $1,088.72 |
| 37505 | UNUM | $282.14 | 37506 | Cale, Tawny (11/8) | $182.00 |
| 37507 | Satander Consumer USA Inc. | $407.01 | 901216 | NDPERS Dakota Plan | $81,751.82 |
| 901217 | ND Public | $46,023.14 | 901218 | NDPERS  | $5,416.00 |
| 37508 | Advance Business Methods (11/10) | $501.53 | 37509 | Amkota LLC | $691.20 |
| 37510 | Applied Concepts Inc | $2,340.00 | 37511 | Berenston, Erin | $775.68 |
| 37512 | Beyer, Jeff | $237.60 | 37513 | B and M Laundry Service | $661.78 |
| 37514 | Bob Barker Company Inc | $193.86 | 37515 | Border Ag Energy | $735.53 |
| 37516 | Bottineau Clinic Pharmacy | $29.98 | 37517 | Bottineau Plumbing & Heating | $622.58 |
| 37518 | Bottineau County Road Dept | $10,431.00 | 37519 | Brock White Company LLC | $6,462.50 |
| 37520 | Butler Machinery Co | $15,698.92 | 37521 | Capfirst Equipment Finance | $46,812.54 |
| 37522 | Caterpillar Financial Service | $87,942.24 | 37523 | Cenex Fleet Fueling | $522.17 |
| 37524 | CHI St. Alexius Health EAP | $502.74 | 37525 | Circle Sanitation Service | $70.50 |
| 37526 | City of Bottineau | $490.13 | 37527 | City of Maxbass | $87.00 |
| 37528 | City of Newburg | $38.00 | 37529 | Clemens, Sara | $318.12 |
| 37530 | Clute Office Equipment | $347.59 | 37531 | Cole Papers Inc | $355.52 |
| 37532 | Courant | $1,369.52 | 37533 | Drive Chevrolet Buick | $2,250.85 |
| 37534 | Election Systems & Software | $1,970.59 | 37535 | Envision Cooperative | $170.99 |
| 37536 | Evans Trucking & Aggregate | $16,992.00 | 37537 | Farmers Union Oil Westhope | $21,538.75 |
| 37538 | Farmers Union Oil WC | $47.95 | 37539 | Farden Construction | $10,546.80 |
| 37540 | Fargo Glass and Paint Co. | $1,251.00 | 37541 | Gooseneck Implement | $742.79 |
| 37542 | Hellenbrand, Tanner | $130.28 | 37543 | Information Tech. Dept | $5,021.14 |
| 37544 | JB Express | $580.00 | 37545 | Johnson, Angelina | $102.96 |
| 37546 | Jordan Law Office | $8,991.00 | 37547 | Kittlesons Truck Repair | $1,186.00 |
| 37548 | Lakeshore Lawns | $400.00 | 37549 | Lawson Products Inc | $368.93 |
| 37550 | Linde Gas & Equipment | $34.77 | 37551 | Marquardt, Dan | $285.12 |
| 37552 | McHenry County Auditor | $1,896.00 | 37553 | Mikkelsen Aggregates | $21,188.28 |
| 37554 | Monson, Ann Co Treasurer | $11.50 | 37555 | Motorola Solutions | $28,836.18 |
| 37556 | Myers Parts of Bottineau | $21.37 | 37557 | ND Assoc. of Counties | $1,540.00 |
| 37558 | NDAE4-HYW | $100.00 | 37559 | ND Dept of Transportation | $6,194.68 |
| 37560 | ND Dept of Environ. Quality | $315.00 | 37561 | ND Game and Fish | $4,068.25 |
| 37562 | NDSU Ext. Service | $11,307.41 | 37563 | ND State Radio Communications | $480.00 |
| 37564 | NDSU  | $25.00 | 38565 | North Central Electric | $703.11 |
| 37566 | Northern Exposure Sign Co | $21.00 | 37567 | O'keeffe Oil | $8,450.36 |
| 37568 | One Call Concepts | $18.20 | 37569 | Ottertail Power Company | $202.71 |
| 37570 | Parkland USA Corp. | $557.70 | 37571 | Pedie, Ashley | $843.48 |
| 37572 | Pharm Chem | $1,203.90 | 37573 | Pomps Tire Service Inc | $6,991.88 |
| 37574 | Pro IT Inc | $3,913.50 | 37575 | Quadient Finance  | $2,500.00 |
| 37576 | Quadient Leasing | $183.33 | 37577 | Radisson Hotel Bismarck | $172.80 |
| 37578 | Rice Signs | $499.98 | 37579 | Robertson, Cayla | $102.96 |
| 37580 | Romfo Auto Repair | $160.64 | 37581 | Runnings Supply Inc | $474.58 |
| 37582 | Sea Change | $462.54 | 37583 | Sodexo Inc Affiliates | $7,582.25 |
| 37584 | Souris River Telephone | $523.88 | 37585 | Spectrum | $14.00 |
| 37586 | State Treasurer | $3,959.34 | 37587 | Swanston Equipment | $1,274.11 |
| 37588 | Talk Point Tech | $176.80 | 37589 | Team Electronics | $1,217.84 |
| 37590 | Thompson, Heather | $320.74 | 37591 | Thomas, Roberts | $100.00 |
| 37592 | Titus, Kristy | $489.72 | 37593 | TK Elevator Corp. | $1,015.87 |
| 37594 | Tofteland, Jeremy | $91.00 | 37595 | True North Steel Inc. | $42,548.50 |
| 37596 | Turtle Mountain Communication | $1,996.02 | 37597 | Uniform Center | $376.50 |
| 37598 | Verizon  | $40.02 | 37599 | Verizon Connect NWF Inc | $324.61 |
| 37600 | Visa | $534.62 | 37601 | Waste Management Serv. | $359.43 |
| 37602 | Western Agency | $237.00 | 37603 | Whitteron TWP | $50.00 |
| 37604 | Wieler, Tanya | $1,000.00 | 37605 | Wold Engineering | $78,771.88 |
| 901220 | North Dakota Game & Fish (11/15) | $27.00 | 901221 | Paystubz | $645.16 |
| 901222 | Verizon Wireless | $1,947.36 | 901223 | North Dakota Tax Commissioner | $9,472.45 |
| 901224 | Monson, Ann Co Treasurer | $1,231.60 |  |  |  |

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

New Business:

Discussion was held about the Lake Metigoshe pickleball court. A motion was made to donate $2,500.00 for the third pickleball court at Lake Metigoshe by Beyer, second by Kjelshus. Roll call vote unanimous. Motion carried.

A motion was made to place the Gross Production Tax for November in the General Fund by Kjelshus, second by Marquardt. Roll call vote unanimous. Motion carried.

Discussion was held about the years of service awards and the health insurance coverage that is being given to the county employee benefits for 2023 budget.

Commissioner Rude discussed a letter of support that was presented to the board about naming an unnamed lake located in Section 34-163N-75W in Homen Township. It was the consensus of the board to table the discussion until the County seeks legal counsel. No action was taken.

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

-Project BRO-005 (059)-Tied box culverts Souris and Willow City- Kent updated the board on the project. Farden Construction has completed the projects except for the seeding that needs to be completed at both sites. Project will be left open until seeding is completed in the spring of 2023.

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

-Project BRC-0506(057)-Box Culvert East of Souris. Kent updated the board there will be a March 2023 bid opening for this project.

-Long Lake and Russell Paving- Kent updated the board on the project. Wold will have the plans shelf ready for the Prairie Dog Funding.

Ritchie Gimbel, Road Superintendent, gave an update on the Road Department activity. Discussion was held about the bridges that are being closed in the county due to the inspections by the Department of Transportation. Ritch updated the board on the Narrows Boat Landing at Lake Metigoshe, the project is now complete. The Road Department will be placing a 2008 motor grader up for bids. Ritch updated the board on the resignation of Kelsey Fulsebakke as the Administrative Officer for the road department.

A motion was made to sign the Maintenance Certification from the Department of Transportation by Kjelshus, second by Buynak. Roll call vote unanimous. Motion carried.

 The Appraisal Hearing values, for property that has been forfeited for non-payment of taxes, was reviewed and a motion was made to follow the value recommendations for the Tax Foreclosure Sale, by Beyer, second by Kjelshus. Motion carried.

Emily discussed with the board the increase in property coverage value from NDIRF for some of the buildings that are under covered through the counties policy. It was the consensus of the board to table until the December meeting.

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

Emily updated the board on the county’s 2021 audit and let the board know the county will be doing a 2-year audit for 2021 and 2022 in early 2023.

Commissioner Kjelshus discussed the Bottineau Winter Park and the funding for the T-Bar lift.

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

A motion was made to adjourn the meeting at 10:15am by Marquardt, second by Buynak. Motion carried.

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LeRoy Rude, Chairman

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Emily Deschamp, Auditor