BOTTINEAU COUNTY

COMMISSIONER PROCEEDINGS

October 1st, 2024

7:30 am

The Commissioner Meeting was called to order at 7:30 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, and Auditor, Emily Deschamp.

Not present, Lance Kjelshus.

Old Business:

Agenda –A motion was made to approve the agenda by Beyer, second by Hiatt. Motion carried.

Minutes –A motion was made to approve the minutes from September 3rd and September 18th, 2024 by Hiatt, 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 Beyer. Motion carried.

Bills –

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Check # | Name | Amount | Check # | Name | Amount |
| 40728 | Ambulance Service (9/16) | 1232.63 | 40729 | Baker & Taylor | 15.00 |
| 40730 | Baker & Taylor | 423.35 | 40731 | Consumer Reports | 35.00 |
| 40732 | Courant | 68.20 | 40733 | Demco | 392.55 |
| 40734 | Famers Union Oil WSB | 895.30 | 40735 | Library Journal | 179.00 |
| 40736 | Midwest Tape | 315.95 | 40737 | Online Dakota Information Net | 85.00 |
| 40738 | Slotto, David | 432.20 | 40739 | Slotto, Dwight | 432.20 |
| 40740 | Asphalt Surface Tech Corp (9/17) | 643139.32 | 40741 | American Family Insurance  (9/30) | 3962.46 |
| 40742 | Argus Dental & Vision | 2418.19 | 40743 | Colonial Life & Accident | 520.79 |
| 40744 | Monson, Ann Co. Treas | 1403.85 | 40745 | Monson, Ann Co. Treas | 2470.79 |
| 40746 | ND Child support Division | 802.00 | 40747 | ND Fraternal order of police | 27.00 |
| 40748 | New York Life Insurance | 54.64 | 40749 | Renville Co | 1890.88 |
| 40750 | Standard Life Insurance Co. | 450.52 | 40751 | UNUM Life Insurance Co | 323.65 |
| 90125 | Internal Revenue Service | 57132.85 | 901526 | Internal Revenue Service | 32549.14 |
| 901527 | NDPHIT/BCBS-ND | 116579.28 | 901528 | NDPHIT- Metlife | 1870.36 |
| 40752 | Advanced Business Methods (10/4) | 63.49 | 40753 | All Seasons Water users | 2217.25 |
| 40754 | Anderson Welding | 90.00 | 40755 | Asphalt Surface Tech Corp | 19890.10 |
| 40756 | Asphalt Surface Tech Corp | 33988.19 | 40757 | Bank of North Dakota | 10000.00 |
| 40758 | Bank of North Dakota | 32000.00 | 40759 | B and M Laundry Service | 330.89 |
| 40760 | Bob Barker Co | 175.68 | 40761 | Border Ag & Energy | 472.33 |
| 40762 | Bottineau Clinic Pharmacy | 17.25 | 40763 | Butler Machinery Co | 6654.66 |
| 40764 | Cenex Fleet Fueling | 461.30 | 40765 | Circle Sanitation Service | 342.00 |
| 40766 | City of Bottineau | 530.07 | 40767 | City of Maxbass | 87.50 |
| 40768 | City of Newburg | 38.00 | 40769 | Clemens, Sara | 301.50 |
| 40770 | Cole Papers Inc | 66.15 | 40771 | Courant | 475.96 |
| 40772 | Courant | 210.00 | 40773 | D & L Storage | 300.00 |
| 40774 | DMC Wear parts LLC | 3585.00 | 40775 | Drive Chevrolet | 1191.37 |
| 40776 | Election Systems | 2501.46 | 40777 | Farmers union oil WC | 14.48 |
| 40778 | famers Union Oil WSB | 24408.90 | 40779 | Farden Constriction | 23500.34 |
| 40780 | 5th N Main | 3836.16 | 40781 | Fireside Office Solutions | 195.48 |
| 40782 | Goodwin, Shannon | 28.24 | 40783 | Gustafson Oil Bottineau | 116.00 |
| 40784 | H3M | 4179.39 | 40785 | Information Technology Dept | 5293.89 |
| 40786 | Information Technology Dept | 5315.09 | 40787 | J and K Property Services LLC | 425.00 |
| 40788 | JB Express | 290.00 | 40789 | Johnson Controls | 2100.00 |
| 40790 | Lakeshore Lawns | 760.00 | 40791 | Lawson products Inc | 634.80 |
| 40792 | L-Tron corporation | 812.50 | 40793 | Magic City Garage Door Co | 132.00 |
| 40794 | Midcontinent Communications | 270.66 | 40795 | Mikkelsen Aggregates LLC | 38270.00 |
| 40796 | Mikkelsen Aggregates LLC | 14295.00 | 40797 | Monson, Ann Co. Treas | 77530.03 |
| 40798 | Motorola Solutions | 27204.30 | 40799 | Myers Parts of Bottineau | 13.69 |
| 40800 | ND Association of Counties | 153.43 | 40801 | ND Association of Counties | 100.00 |
| 40802 | North Dakota One Call | 22.50 | 40803 | Nelson, Don | 180.00 |
| 40804 | Newman Signs | 711.60 | 40805 | North Central Electric Coop | 1132.93 |
| 40806 | Normat Equipment | 180.59 | 40807 | Okeeffe Oil | 6444.90 |
| 40808 | Ottertail Power Co | 5099.28 | 40809 | Parkland USA | 761.24 |
| 40810 | ProIt LLC | 14561.50 | 40811 | Quadient Finace USA Inc | 2500.00 |
| 40812 | Quadient Leasing | 2500.00 | 40813 | Rice Signs LLC | 274.12 |
| 40814 | Runnings supply Inc | 1096.88 | 40815 | Sawmill Corner LLC | 263.35 |
| 40816 | Senger, Haylee | 105.86 | 40817 | SMP Health | 2584.30 |
| 40818 | Soltis Sportswear | 1379.21 | 40819 | SRT | 553.86 |
| 40820 | Source One Supply Inc | 816.44 | 40821 | Spectrum | 25.00 |
| 40822 | State Treasurer | 314.01 | 40823 | St Andrews Clinic | 1566.00 |
| 40824 | Standard | 28.00 | 40825 | Titus, Kristy | 278.72 |
| 40826 | True North Chiropractic | 125.00 | 40827 | Turnkey Corrections | 199.93 |
| 40828 | Turtle Mountain Communications | 1883.67 | 40829 | Tyler tech | 5499.46 |
| 40830 | Underground Vaults Storage | 501.60 | 40831 | Vanguard | 11775.00 |
| 40832 | Verizon | 40.02 | 40833 | Wallwork Truck Center | 275.84 |
| 40834 | Walkers Lawncare | 27938.61 | 40835 | Wieler, Tanya | 1250.00 |
| 40836 | Wolfe, Donald | 1533.00 | 50785-50883 | Payroll (10/31) | 305727.35 |
|  | Total | 10332529.88 |  |  |  |

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

New Business:

Commissioner Buynak discussed the Commissioner Caucus held and Souris River Joint Board meeting that was held for Region 2 on September 26th, 2024.

Discussion was held about the November meeting date. Due to the election being held on the first Tuesday, the November meeting will be held on the 7th of November at 7:30am.

Emily presented the board with a letter from North Dakota State University in regards to the financial partnership for Extension Services. A motion was made to continue the financial partnership with NDSU for Extension Services by Tonneson, second by Hiatt. Roll call vote unanimous. Motion carried.

Commissioner Kjelshus joined the meeting at 8:25am.

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

Project BRP-0005(060)- Overly Box Culvert-Seth updated the board on the project. Gladen Construction plans to have the project completed tentatively by October 4th, 2024.

Kent updated the board on County 28B, discussion was held and Kent said Rolette County will not be updating County Road 28B in the future.

Bottineau Truck Route Project-Kent updated the board on the project and notified them that the project is set to start on October 7th, 2024.

Project CP-0500(024)-Chip seal for the Lake Road to Sawmill Corner and Hwy 83 W 7 miles through Lansford to the county line. Kent notified the board that the project has been completed. Kent presented the board with the Contractors Progressive Estimate change order in the amount of $19,890.10 and the Progressive Estimate in the amount of $33,988.19 from Astech Corporation by Kjelshus, second Beyer. Roll call vote unanimous. Motion carried.

Kent and Ritch discussed the falling weight deflectometer proposal from Braun Intertec.

Ritchie Gimbel, Road Superintendent, met with the board to discuss the road department activities. Ritch updated the board on the bridges that were closed within the County. Ritch discussed the solicitations that he received from Department of Transportation for the TAP funding in the year 2026 and the SRF funding for the Carbury Dam Road for 2025 or 2026, and to improve railroad crossing in Bottineau County. The Road Department is continuing township mowing.

Jeremy Tofteland, Bottineau County Sheriff, met with the board and gave an activity update for the Sheriff’s Department. Jeremy updated the board on the jail audit, the jail will be closed for 3 weeks due to correction officer training.

Discussion was held about the Gross Production Tax. A motion was made to place the $100,000.00 of the Gross Production Tax in the 911 Fund and the remainder of the Gross Production Tax in the General Fund for September, by Kjelshus, second by Tonneson. Roll call vote unanimous. Motion carried.

10:00 am – 2025 Budget Hearing – A motion was made to open the hearing by Kjelshus, second by Tonneson. Roll call vote unanimous. Motion carried.

10:30 am- A motion was made to close the 2025 budget hearing by Kjelshus, second by Hiatt. Roll call vote unanimous. Motion carried.

10:30am- Hearing to vacate section line in Starbuck Township-A motion was made to open the hearing to vacate a portion of section line located between Section 13, Township 161 North, Range 79 West & Section 18 & 19, Township 161 North Range 78 West by Tonneson, second by Kjelshus. Roll call vote unanimous. Motion carried. A motion was made to close the hearing at 11am by Tonneson, second by Kjelshus. Roll call vote unanimous. Motion carried. A motion was made to close Section 13, Township 161 North, Range 79 West & Section 18 & 19, Township 161 North Range 78 West by Kjelshus, second by Hiatt. Roll call vote unanimous. Motion carried.

Tammy Knudson, Clerk of Court, discussed with the board she will be moving forward with the Court Facilities Improvement Grant, looking at updating cameras in the court room and Clerk of Court hallway, the application is due December 31st, 2024.

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

A motion was made to approve the 2025 Bottineau County budget by Beyer, second by Buynak. Roll call vote unanimous. Motion carried.

Ashley Pedie, Tax Director, met with the board to present an abatement for Roland Township for Disabled Veteran Credit and a variance for Long Lake. A motion was made to approve the abatement for Robert Kornkven Living Trust in Roland Township for Disabled Veteran Credit for 2023 and 2024 taxes by Tonneson, second by Beyer. Roll call vote unanimous. Motion carried. Ashley presented the board with a variance from Troy and Jessica Jensen for Lot 3 Replat of Lots 2 and 3, Shadow Bay Addition Long Lake. A motion was made to approve the variance per the recommendation of the Planning and Zoning Board, by Hiatt, second by Beyer. Roll call vote unanimous. Motion carried.

Seymour Jordan, State’s Attorney, met with the board to discuss his office activity. Discussion was held about the properties that have been deeded back to Bottineau County because of failure to pay 2021 taxes, Seymour will have the Sheriff Office serve a notice of intent to evict. A motion was made to have Seymour draw up the Notice of Intent to Evict and have the Sheriff’s Department serve the notices by Kjelshus, second by Beyer. Roll call vote unanimous. Motion carried. Discussion was held about special assessments that the cities are applying to the properties that are owned by Bottineau County.

Tanya Weiler, Human Resource Consultant, met with the board to discuss the pay scale, Bottineau County policy and procedures.

As there was no further business, a motion was made to adjourn the meeting at 1:07pm by Kjelshus, second by Tonneson. Motion carried.

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Nathaniel Buynak, Chairman

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Emily Deschamp, Auditor

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