**BOTTINEAU COUNTY**

**COMMISSIONER PROCEEDINGS**

**April 1, 2025**

**7:30 a.m.**

The Commissioner Meeting was called to order at 7:30 a.m. 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, Andy Pederson, Rod Hiatt, and Auditor, Emily Deschamp. Commissioner Lance Kjelshus attended via phone.

**Old Business:**

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

Minutes – A motion was made to approve the minutes from March 6th, 2025, and March 27th, 2025 by Tonneson, second by Pederson. Motion carried.

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

**Bills:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Check #** | **Name** | **Amount** | **Check #** | **Name** | **Amount** |
| EFT | Ann Monson, Co Treasurer (3/17) | 881.78 | EFT | Creative Planning Services | 1,266.64 |
| EFT | Verizon | 2,062.41 | 50332 | Aflac | 3,945.53 |
| 50333 | Aflac Dental | 2,474.42 | 50334 | Ann Monson, Co Treasurer | 2,437.46 |
| 50335 | Colonial Life and Accident | 458.00 | EFT | IRS - FICA | 67,292.54 |
| EFT | IRS - Federal Income tax Withholding | 40,829.49 | 50336 | Minnesota Child Support Payment | 1,527.40 |
| 50337 | ND Child Support Division | 802.00 | 50338 | ND Fraternal Order of Police | 27.00 |
| EFT | ND State income tax | 1,146.00 | EFT | NDPERS Retirement | 68,665.39 |
| EFT | NDPERS Deferred Comp | 4,672.98 | EFT | NDPHIT/BCBS-ND | 137,393.91 |
| EFT | NDPHIT - METLIFE | 2,303.72 | 50339 | New York Life Insurance | 54.64 |
| 50340 | The Standard Life Ins Co. | 777.52 | 50342 | Bank of ND | 10,000.00 |
| 503434 | Bank of ND | 32,000.00 | 50344 | Ottertail Power Co | 10,159.50 |
| 50345 | Renville County Auditor | 1,890.88 | 50346 | Turtle Mountain Communications | 1,844.85 |
| 50365 | Advanced Business Methods (4/4) | 63.49 | 50366 | Advanced Graphix, Inc | 237.00 |
| 50367 | Anderson Welding LLC | 89.49 | 50368 | Ann Monson, Co Treasurer | 21.50 |
| 50369 | Ashley Pedie | 48.00 | 50370 | Auto Value Bottineau | 2,194.98 |
| 50365 | Advanced Business Methods | 63.49 | 50366 | Advanced Graphix, Inc | 237.00 |
| 50367 | Anderson Welding LLC | 89.49 | 50368 | Ann Monson, Co Treasurer | 21.50 |
| 50369 | Ashley Pedie | 48.00 | 50370 | Auto Value Bottineau | 2,194.98 |
| 50378 | Cenex Fleet Fueling | 749.11 | 50379 | Circle Sanitation Service | 70.50 |
| 50380 | City of Bottineau | 486.40 | 50381 | City of Maxbass | 88.00 |
| 50382 | City of Newburg | 76.00 | 50383 | Cole Papers | 543.47 |
| 50384 | Courant | 2,177.14 | 50385 | D and L Storage | 300.00 |
| 50386 | Dakota Business Solutions | 471.99 | 50387 | Dakota Fire Extinguishers | 24.56 |
| 50388 | David Berge | 23.80 | 50389 | DMC Wear Parts LLC | 21,059.90 |
| 50390 | Drive Chevrolet | 67,741.54 | 50391 | Electric Solutions | 711.00 |
| 50392 | Farmers Union Oil WC | 2,566.14 | 50393 | Farmers Union Oil WSB | 6,221.24 |
| 50394 | Fireside Office Solutions | 199.76 | 50395 | Gooseneck Implement | 399.48 |
| 50396 | Guardian Fleet Safety | 3,507.88 | 50397 | Guardian RFID | 3,639.00 |
| 50398 | Information Technology Dept | 5,329.19 | 50399 | JB Express | 295.00 |
| 50400 | Klingbeils Body & Glass | 7,778.38 | 50401 | Klingbeils Body & Glass | 457.56 |
| 50402 | Lawson Products, Inc | 622.71 | 50403 | Lemay Trucking | 465.00 |
| 50404 | Leroy Rude | 26.80 | 50405 | Linde Gas & Equipment | 103.60 |
| 50406 | Lyle Gravseth | 42.20 | 50407 | Myers Parts of Bottineau | 95.23 |
| 50408 | Nardini Fire Equipment | 1,058.00 | 50409 | Nathaniel Buynak | 1,439.07 |
| 50410 | NDDOT | 18,487.70 | 50411 | NDDOT | 7,611.07 |
| 50412 | NDDOT | 2,329.83 | 50413 | North Central Electric Coop | 794.04 |
| 50414 | North Dakota Township Officers Assoc. | 8,800.00 | 50415 | O'Keefe Oil | 3,027.21 |
| 50416 | Ottertail Power Co | 71.22 | 50417 | Parkland USA (Farstad Oil) | 1,246.43 |
| 50418 | Paul Johnson | 8.40 | 50419 | Pomps Tire Service | 5,651.78 |
| 50420 | ProIT LLC | 5,708.00 | 50421 | ProTech Integrations LLC | 2,337.65 |
| 50422 | Quadient Finance USA | 2,500.00 | 50423 | Reliance Telephone | 1,400.00 |
| 50424 | Runnings Supply Inc | 1,139.78 | 50425 | Savey Customs | 180.00 |
| 50426 | Souris Basin Planning Council | 7,241.00 | 50427 | Souris River Telephone | 611.10 |
| 50428 | Spectrum | 81.00 | 50429 | State Treasurer | 2,096.44 |
| 50430 | Subway of Bottineau | 144.00 | 50431 | Swanston Equipment Corp | 1,285.52 |
| 50432 | Tanya Weiler | 1,250.00 | 50433 | TBA Supply | 18.28 |
| 50434 | Terry Volk | 16.80 | 50435 | The Sidwell Company | 5,968.00 |
| 50436 | The Spyglass Group, LLC | 82.54 | 50437 | The Standard LLC | 502.88 |
| 50438 | Tyler Technologies | 3,245.00 | 50439 | United Laboratories, Inc | 671.52 |
| 50440 | United States Treasury | 0.33 | 50441 | Verizon | 40.02 |
| 50442 | Wallaceburg Bookbinding | 145.86 | 50443 | Western Agency | 3,919.00 |
| 50444 | Wold Engineering | 764.50 | 50445 | Wold Engineering | 13,965.50 |
| 50446 | Wold Engineering | 37,383.00 |  | Payroll (4/30) | 354,211.20 |
|  |  |  |  | **Total** | **1,023,929.23** |

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

**New Business:**

Emily presented the board with raffle permits for Thunder Mountain Speedway. A motion was made to approve the permits for the Thunder Mountain Speedway by Tonneson, second by Hiatt. Roll call vote unanimous. Motion carried.

Commissioner Buynak updated the board on the wake concerns from residents of Bottineau County Lakes. Commissioner Buynak talked with North Dakota Game and Fish about the concerns and they notified him that Bottineau County has zero decision making authority over bodies of water in Bottineau County.

Emily presented the board with Gaming Site Authorization for American Legion Post #42. A motion was made to approve the gaming site authorization for the American Legion Post #42 by Kjelshus, second by Pederson. Roll call vote unanimous. Motion carried.

Discussion was held about making July 2, 2025 Lawrence Welk Day. A motion was made to sign the resolution to make July 2, 2025 for Lawrence Welk Day by Hiatt, second by Tonneson. Roll call vote unanimous. Motion carried.

Commissioner Kjelshus left the meeting.

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

* Project BRC-0520 (058) Kramer Bridge-Seth updated the board on the project.
* Project BRJ-0005(061)-Tied Aluminum Box Culverts Renville Corner-Nothing to update at this time.
* Project CP-0527(025)-Landa Road Cement Stabilization-Kent presented the contract for construction from Allstates Pavement, Recycling, & Stabilization. A motion was made to sign the contract for construction from Allstates Pavement, Recycling, & Stabilization by Tonneson, second by Pederson. Roll call vote Hiatt yes, Pederson yes, Tonneson yes, and Buynak yes. Motion carried.

Emily presented the board with the County Federal Aid Contract agreement from the Department of Transportation for project BRJ-0005(061) structure replacements between Farden Construction and Bottineau County. A motion was made to sign the Federal Aid Contract with Farden Construction by Pederson, second by Hiatt. Roll call vote unanimous. Motion carried.

Emily presented the board with the final estimate for Project BRP-0005(060) Sheflo Bridge. A motion was made to sign Project BRP-0005(060) and pay North Dakota Department of Transportation in the amount of $7,611.07 by Tonneson, second by Pederson. Roll call vote Hiatt yes, Pederson yes, Tonneson yes, and Buynak yes. Motion carried.

Emily presented the board with Progress Estimate 1 Project BRC-0520(058) Kramer Bridge. A motion was made to pay the Progress Estimate 1 Project BRC-0520(058) Kramer Bridge in the amount of $18,487.70 by Pederson, second by Tonneson. Roll call vote Hiatt yes, Pederson yes, Tonneson yes, Buynak yes, Roll call vote unanimous. Motion carried.

Randy Fyllesvold and Jared Peterson with Sherman Township, met with the board to discuss roads in the township.

Ritchie Gimbel, Road Superintendent, met with the board to discuss the road department activities. Ritch updated the board on some excess property that the Road Department would like have on an upcoming county sale, it was the consensus of the board to have an excess property sale.

Jeremy Tofteland, Bottineau County Sheriff, gave an activity update for the Sheriff’s Department.

Joe Haider, Fargo Paint & Glass, met with the board to discuss the replacement of some of the windows within the Courthouse. Joe will meet with the commissioners and go over the windows that need to be changed due to leaking in the coming months.

10:00 a.m. – A motion was made to open the bids for 2013 T590 Skid Steer by Tonneson, second by Pederson. Roll call vote unanimous. Motion carried. A motion was made at 10:30 a.m. to close the bids by Tonneson, second by Hiatt. A motion was made to accept the highest bid in the amount of $18,001.00 for the 2013 T590 Skid Steer by Kjelshus, second by Tonneson. Roll call vote unanimous. Motion carried.

10:10a.m. Commissioner Kjelshus joined the meeting.

Discussion was held on the purchase of tractor for the Road Department. A motion was made to purchase a 2025 Massey by Hiatt, second by Pederson. Roll call vote Hiatt yes, Pederson yes, Kjelshus yes, Tonneson no, and Buynak yes. Motion carried.

10:30a.m. Commissioner Kjelshus left the meeting.

Department Head meeting – Chairman Buynak gave an update on the commissioner meeting and the department heads gave an update on their office activity. Bobbi Milbrath, Recorder, presented the board with a letter of recommendation to appoint Stephnie Hardy as the County Recorder in August of 2025.

Ashley Pedie, Tax Director, met with the board to discuss the District 2 Planning and Zoning Board appointment. A motion was made per the recommendation of the Planning and Zoning Board to be appoint Michael Vandal from District 2 by Tonneson, second by Pederson. Roll call vote unanimous. Motion carried. Ashley presented the board with abatement application and a Farm Residence Exception from Scandia Township. A motion was made to approve the abatement and farm residence credit application by Pederson, second by Hiatt. Roll call vote unanimous. Motion carried. Ashley presented the board with a re-zoning and permit application from Tyler & Mos Prestwich in Dalen Township. A motion was made to approve the application per the recommendation from Planning and Zoning Board by Hiatt, second by Pederson. Roll call vote unanimous. Motion carried.

Seymour Jordan, States Attorney, met with the board to discuss his office activity. Discussion was held about the verbiage in the advertisements for bids on road projects. Discussion was held about the letter drafted by Seymour to be sent to Allstates Pavement, Recycling, & Stabilization Inc. It was the consensus of the board to proceed with the sending of the letter presented by Seymour.

Kristy Titus, Emergency Manager, met with the board to discuss the County Fire Emergency and Burn Restrictions Declaration for the 2025-2026 year. Also present was Lake Metigoshe Fire Chief Jeff Soland. A motion was made to approve the Burn Restriction Declaration with recommended amendments made by Pederson, second by Buynak. Roll call vote unanimous. Kristy presented a resolution for the Multi-Hazard Mitigation Plan. A motion was made to sign the Multi-Hazard Mitigation Plan for Bottineau County by Tonneson, second by Pederson. Roll call vote unanimous. Motion carried.

As there was no further business, a motion was made to adjourn the meeting at 1:06p.m. by Hiatt, second by Pederson. Motion carried.

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Nathaniel Buynak, Chairman

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Emily Deschamp, Auditor