Unapproved

BOTTINEAU COUNTY

COMMISSIONER PROCEEDINGS

June 3, 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, Lance Kjelshus, Andy Pederson, Rod Hiatt; and Auditor, Emily Deschamp.

Old Business:

Agenda – A motion was made to approve the amended agenda with additions of Vets in the park event, Wagner Property, and the Recorder position by Tonneson, second by Pederson. Motion carried.

Minutes – A motion was made to approve the minutes from May 6, 2025 by Kjelshus, second by Hiatt. Motion carried.

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

Bills:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Check #** | **Name** | **Amount** | **Check #** | **Name** | **Amount** |
| 51791 | Baker Taylor (5/16) | 442.26 | 51792 | CSLP (5/16) | 449.78 |
| 51793 | Courant (5/16) | 198.40 | 51794 | Kellers Briteway | 90.00 |
| 51795 | Learning Opportunities Inc | 41.80 | 51796 | Midcontinent Communication | 307.10 |
| 51797 | Midwest Tape | 25.49 | 51798 | Taste of Home | 20.00 |
| 51799 | Tecta America Dakotas LLC | 1405.00 | EFT | IRS - FICA | 63,934.22 |
| EFT | IRS - Federal Income Tax | 38,840.63 | EFT | ND State Income Tax | 1107.00 |
| EFT | NDPERS Retirement | 64069.73 | EFT | NDPERS Deferred Comp | 2,552.98 |
| EFT | NDPHIT/BCBS-ND | 130,207.09 | EFT | NDPHIT - METLIFE | 2,165.39 |
| 51800 | Aflac | 4,197.17 | 51801 | Aflac Dental | 2,848.82 |
| 51802 | Ann Monson, Co Treasurer | 2,235.83 | 51803 | Colonial Life and Accident | 823.34 |
| 51804 | Minnesota Child Support | 1,583.60 | 51805 | ND Child Support Division | 802.00 |
| 51806 | ND Fraternal Order of Police | 27.00 | 51807 | New York Life Insurance | 54.64 |
| 51808 | The Standard Life Ins Co. | 494.04 | 51809 | UNUM Life Ins | 329.60 |
| 51810 | 3D Specialties | 5,922.18 | 51811 | AFLAC Dental | 74.71 |
| 51812 | Austin Jangula | 2,300.00 | 51813 | Bank of ND | 10,000.00 |
| 51814 | Bank of ND | 32,000.00 | 51815 | FOX Construction Services | 3,000.00 |
| 51816 | Josh & Mercedes Marvig | 38.03 | 51817 | Melonie Bowers | 252.00 |
| 51818 | Ottertail Power Co | 7,672.23 | 51819 | Renville County Auditor | 1,890.88 |
| 51820 | Souris River Telephone | 581.10 | 51821 | Terry Volk | 1,785.50 |
| 51822 | Turtle Mountain Communications | 1,875.43 | 51823 | Road I-PAD | 40.02 |
| 51824 | Advanced Business Methods (5/9) | 63.49 | 51825 | Advanced Graphix, Inc | 236.40 |
| 51826 | Auto Value Bottineau | 49.69 | 51827 | Balco Uniform Co. Inc | 42.00 |
| 51828 | Bottineau Lumber Inc | 77.47 | 51829 | Bottineau Plumbing & Heating | 203.65 |
| 51830 | Burleigh County Sheriffs Dept | 210.00 | 51831 | Butler Machinery Co. | 3,732.47 |
| 51832 | CapFirst Equipment Finance | 140,000.00 | 51833 | Cass County Sheriff's Dept | 701.30 |
| 51834 | Cenex Fleet Fueling | 624.80 | 51835 | Circle Sanitation Inc | 70.50 |
| 51836 | City of Bottineau | 1,060.90 | 51837 | City of Maxbass | 88.00 |
| 51838 | City of Newburg | 38.00 | 51839 | Clear Blue Technologies | 70.00 |
| 51840 | Cole Papers | 275.74 | 51841 | Comp Cam | 624.00 |
| 51842 | Courant | 704.42 | 51843 | Creative Concepts | 164.50 |
| 51844 | Creative Planning | 772.32 | 51845 | Creekside Bar n' Grill | 609.39 |
| 51846 | D & L Storage | 150.00 | 51847 | Dakota Business Solutions | 1,065.00 |
| 51848 | Dakota Fire Extinguishers | 360.03 | 51849 | Don Nelson | 180.00 |
| 51850 | DSM, Inc | 207.00 | 51851 | Farden Construction | 323.10 |
| 51852 | Farden Construction | 37,020.00 | 51853 | Farden Construction | 7,468.00 |
| 51854 | Farmers Union Oil | 2,595.55 | 51855 | Farmers Union Oil WSB | 442.32 |
| 51856 | Farmers Union Oil WSB | 18,812.57 | 51857 | Fireside Office Solutions | 94.71 |
| 51858 | First National Bank | 257.95 | 51859 | Gerdau | 174.30 |
| 51860 | Guardian Fleet Safety | 16,009.02 | 51862 | Information Technology Dept | 5,339.34 |
| 51861 | Haylee Senger | 5.36 | 51864 | John Deere Financial | 5,625.00 |
| 51863 | JB Express | 85.00 | 51866 | Klingbeils Body & Glass | 10,467.54 |
| 51865 | Kinetic Leasing | 92,907.00 | 51868 | Lawson Products | 1,263.72 |
| 51867 | Lady Brambleton | 7.20 | 51870 | Leroy Rude | 26.80 |
| 51869 | LeMay Trucking Inc | 387.50 | 51872 | McHenry Co. Sheriff | 176.00 |
| 51871 | Linde Gas & Equipment | 444.85 | 51874 | Myers Parts of Bottineau | 24.43 |
| 51873 | Medical Priority Consultants, Inc. | 19,900.00 | 51876 | NDDOT | 115,163.11 |
| 51875 | ND Association of Counties | 2,990.34 | 51878 | Nelson Repair | 360.00 |
| 51877 | NDSBA | 200.00 | 51880 | Nutrien Ag Solutions | 12,523.50 |
| 51879 | North Central Electric Coop. | 716.64 | 51882 | Ottertail Power Co | 71.27 |
| 51881 | O'Keefe Oil | 642.18 | 51884 | Pomps Tire Service | 24.11 |
| 51883 | Parkland USA (Farstad Oil) | 693.74 | 51886 | Quadient Leasing | 924.33 |
| 51885 | Pro IT LLC | 5,708.00 | 51888 | Rice Signs LLC | 93.17 |
| 51887 | Renville County Farmer | 271.20 | 51890 | Ron Beckman Masonry | 5,220.00 |
| 51889 | Rice Signs LLC | 206.25 | 51892 | Sherman Township | 7,447.50 |
| 51891 | Runnings Supply Inc | 3,903.56 | 51894 | Souris River Telephone | 3.47 |
| 51893 | Source One Supply | 153.32 | 51896 | Spray Sync | 400.00 |
| 51895 | Spearfish OilField Supply | 54.95 | 51898 | Swanston Equipment Corp | 11,729.02 |
| 51897 | State Treasurer | 612.46 | 51900 | Turtle Mountain Floral | 49.99 |
| 51899 | True North Steel | 92,843.20 | 51902 | Ward County Sheriff | 749.83 |
| 51901 | Tyler Technologies | 5,700.00 | 51904 | Western Asphalt | 15,000.00 |
| 51903 | West Shore Services Inc | 2,157.25 | 51928 | B&M Laundry (6/11) | 478.99 |
| 51905 | Wold Engineering | 78,665.62 | 51930 | Bottineau Clinic Pharmacy | 118.89 |
| 51929 | Border Ag & Energy | 358.57 | 51932 | Bottineau Plumbing & Heating | 2,182.89 |
| 51931 | Bottineau Lumber Inc | 618.24 | 51934 | Mikkelsen Aggregates | 14,553.90 |
| 51933 | Drive Chevrolet | 878.01 | 51936 | Pro It LLC | 133.16 |
| 51935 | Pro It LLC | 3,144.48 | EFT | Creative Planning Services (6/13) | 772.32 |
| EFT | Ann Monson, Co Treasurer | 4,689.63 | EFT | JP Morgan | 16,394.61 |
| EFT | Verizon | 1,917.01 | EFT | Payroll (6/30) | 366,070.02 |
|  | Total | 1,536,512.05 |  |  |  |

The June bills were reviewed, and a motion was made to pay the June bills by Hiatt, second by Kjelshus. Roll call vote unanimous. Motion carried.

New Business:

Miles O’Keefe and Ross Anderson met with the board to discuss a property in Blaine township that was sold at the May 6, 2025 commissioner meeting.

Discussion was held about the Recorder position and how the board will move forward in filling the position.

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. Swigen Construction will be pouring the deck of the bridge between June 18-25.

• Project CP-0500(024)-Bottineau County Bituminous Chip Seal. Kent updated the board on the schedule for the projects. The project will begin June 10 with a completion date set for June 30, 2025.

• Project CP-0527(025) – Landa Road Cement Stabilization. Allstates Pavement Recycling & Stabilization are set to start this project mid-July.

Ritchie Gimbel, Road Superintendent, met with the board to discuss the road department activities. Discussion was held about 2026 projects for the road department. Ritch hired a blade operator for the Maxbass location. The 7 miles of highway east of Willow City was discussed with the board for 2026 budget. Discussion was held about the property the county was interested in; it was the consensus of the board to not move forward with this property.

Tyler Berbue, Butler Machinery, met with the board to discuss the 2026 Motor Grader purchases for October.

Jeremy Tofteland, Bottineau County Sheriff, gave an activity update for the Sheriff’s Department. Discussion was held about the 2 deputies moving into the sergeant positions at their current step.

Discussion was held about the 2026 budget. It was the consensus of the board to have department heads meet with the board to discuss their 2026 budgets starting at 1:00pm at the July 1, 2025 meeting.

Emily notified the board that the North Dakota Association of Counties Conference dates have been set for October 26-28, 2025 in Bismarck at the Event Center.

Commissioner Buynak discussed the donation of bicycles for the Vets in the Parks Turtle Mountains. Consensus of the board to not move forward with the donations.

Commissioner Hiatt updated the board on the Wagner land located west of Bottineau. The parking lot has been completed by the road department.

Department Heads – Chairman Buynak gave an update on the commissioner meeting and the department heads gave an update on their office activities.

10:00 am – A motion was made to open the County Equalization meeting by Kjelshus, second by Pederson. Roll call vote unanimous. Motion carried. Ashley Pedie, Tax Director, provided a synopsis on her findings for 2025 for residential, agricultural, and commercial values.

Stephanie Hardy, City of Bottineau, voiced concern about the lot/land value, and questioned why commercial properties were not increased within the City of Bottineau.

LeRoy Rude discussed a quarter land (160 acres) that went up 37% in 2024.

John Bullinger discussed PI (Productivity Increase) on his parcels in Roland and Pickering Townships.

Brenda Kittleson, Homen Township, questioned soil type and the PI for her property in Homen Township.

Kristy Brooks, Homen Township, concerned about property increase to her property.

Kelly Albertson, City of Bottineau, is concerned about the inconsistency in the city values and addressed her concern about the increase to her property value within the City of Bottineau.

Addie Berg, Roland Township, discussed value changes and the criteria that has to be met in order to change a value of property.

David O’Connell, Elms Township, discussed the value increases to his property.

Bobbi Milbrath, City of Bottineau, discussed the increase in the value to her property in the City of Bottineau.

Michael Seiffert, Richburg Township, concerned about the assessment to his property.

A motion was made to adjourn the equalization meeting at 11:20 am by Kjelshus, second by Tonneson. Roll call vote unanimous. Motion carried. Bottineau County has to follow the State Board of Equalization tolerance levels with increases in residential values of 60,205,100 commercial value increase of 5,471,833 and a decrease in agricultural values decrease of 940,575. A motion was made to except the Tax Director’s recommendation to increase values to meet the state criteria by Tonneson, second by Kjelshus. Roll call vote Hiatt yes, Kjelshus yes, Pederson, yes, Tonneson yes, Buynak yes. Roll call vote unanimous. Motion carried.

11:30am-A motion was made to open bids for Project SRF-0005(067) Hot Bituminous Carbury Dam Road NDSH 14 thence west 1.0 miles by Hiatt, second by Pederson. Roll call vote unanimous. Motion carried. A motion was made to close the bids for SRF-0005(067) by Kjelshus, second by Pederson. Roll call vote unanimous. Motion carried. A motion was made to accept the bid from Mayo Construction in the amount of $403,483.20 by Pederson, second by Hiatt. Roll call vote unanimous. Motion carried.

Al Wondrasek, Bottineau County Veteran, met with the board to discuss the amount that is levied for the Veteran’s Memorial and updated the board on the Veteran Memorial activity. Al discussed levying the mill amount of $30,000 for the next 5 years against a loan for updates to the Veteran Memorial Hall the Vets will cover the interest. A motion was made to proceed with the levy amount of $30,000 towards the loan and the Veteran will pay the interest for the next 5 years by Kjelshus, second by Tonneson. Roll call vote unanimous. Motion carried.

Darel Bonebrake, resident of Lake Metigoshe, presented the board with a lake loop road highway safety petition. It was the consensus of the board to table the discussion until the July meeting.

Seymour Jordan, States Attorney, met with the board to discuss his office activity.

Ashley Pedie, Tax Director, presented the board with an abatement in Roland township for SE1/4SW1/4 22-163-75, for 40 acres that qualifies for farm residence exception for 2024 per the recommendation of the townships. A motion was made to approve the abatement for Roland in township in the amount of $1,942.36 for 2024 taxes by Pederson, second by Tonneson. Roll call vote unanimous. Motion carried.

Ashley Pedie, Tax Director, presented the board with a re-zoning and permit application from Adam & Chelsea Nathan in Dalen Township. A motion was made to approve the application per the recommendation from Planning and Zoning Board by Hiatt, second by Tonneson. Roll call vote unanimous. Motion carried.

As there was no further business, a motion was made to adjourn the meeting at 1:15p.m. by Kjelshus, second by Pederson. Motion carried.

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Nathaniel Buynak, Chairman

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Emily Deschamp, Auditor