BOTTINEAU COUNTY

 COMMISSIONER PROCEEDINGS

August 6th, 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, Lance Kjelshus, and Rod Hiatt, and Auditor, Emily Deschamp.

Old Business:

Agenda –A motion was made to approve the agenda with the addition of Wagner Property by Beyer, second by Tonneson. Motion carried.

Minutes –A motion was made to approve the minutes from July 2nd, 2024, by Kjelshus, second by Hiatt. Roll call vote unanimous. Motion carried.

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

Bills –

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Check # | Name |  Amount  | Check # | Name |  Amount  |
| 40424 | American Family Insurance (7/31) | 4811.11 | 40425 | Argus Dental & Vision | 2403.24 |
| 40426 | Bank of North Dakota | 10000.00 | 40427 | Bank of North Dakota | 32000.00 |
| 40428 | Colonial Life & Accident | 555.46 | 40429 | Monson, Ann. Co Treas | 2419.97 |
| 40430 | Monson, Ann. Co Treas | 2670.79 | 40431 | ND Child Support Division | 802.00 |
| 40432 | ND Fraternal Order of Police | 27.00 | 40433 | New York Life Insurance | 54.64 |
| 40434 | Ottertail Power Co | 5330.49 | 40435 | Renville County | 1890.88 |
| 40436 | The Standard Life Ins | 450.52 | 40437 | UNUM Life Insurance Co | 320.05 |
| 901506 | NDPHIT/BCBS-ND | 115824.91 | 901507 | NDPHIT- Metlife | 1891.81 |
| 901504 | Internal Revenue Service | 67504.38 | 901505 | Internal Revenue Service | 45498.01 |
| 40438 | Advanced Business Methods (8/8) | 57.20 | 40439 | Advanced Graphix Inc | 50.00 |
| 40440 | Asphalt Surface Tech Corp | 171244.73 | 40441 | Asphalt Surface Tech Corp | 571894.59 |
| 40442 | ATCO International | 2386.20 | 40443 | Auto Value Bottineau  | 6.49 |
| 40444 | Berenston, Erin | 249.24 | 40445 | Bisbee, Taylor | 4.72 |
| 40446 | B&M Laundry | 515.98 | 40447 | Border Ag & Energy | 2612.54 |
| 40448 | Bottineau Clinic Pharmacy | 40.54 | 40449 | Bottineau Plumbing | 1339.65 |
| 40450 | Bottineau Plumbing | 3059.86 | 40451 | Bottineau Plumbing | 4251.84 |
| 40452 | Bottineau Co Rd Dept | 20448.42 | 40453 | Butler Machinery Co | 5806.95 |
| 40454 | Campbell, Marlene | 30.00 | 40455 | Cenex Fleet Fueling | 422.82 |
| 40456 | Circle Sanitation Service | 70.50 | 40457 | City of Antler | 103.00 |
| 40458 | City for Bottineau | 576.38 | 40459 | City of Maxbass | 87.50 |
| 40460 | City for Newburg | 38.00 | 40461 | City of Willow City | 552.00 |
| 40462 | Clemens, Sara | 479.72 | 40463 | Cole Papers Inc | 745.06 |
| 40464 | The Computer Store | 129.00 | 40465 | Courant | 1048.74 |
| 40466 | Courant | 93.00 | 40467 | Courant | 266.60 |
| 40468 | Dallmann Services | 11244.33 | 40469 | D&L Storage | 450.00 |
| 40470 | DMC Wear parts LLC | 2985.00 | 40471 | Drive Chevrolet | 10634.74 |
| 40472 | Evans Trucking & Aggregate | 4640.00 | 40473 | Farmers Union Oil-W | 30725.01 |
| 40474 | Farden Constriction | 33185.50 | 40475 | Farstad Oil | 2683.68 |
| 40476 | 5th N Main | 2617.38 | 40477 | Gard Specialists | 315.28 |
| 40478 | Gooseneck Implement | 2027.38 | 40479 | H3M | 3917.32 |
| 40480 | Heartland Consulting Group | 5650.00 | 40481 | Hometown Radio Group | 204.00 |
| 40482 | Horn, Robert (VOID) | 391.72 | 40483 | Horn, Robert (VOID) | 374.11 |
| 40484 | Information Technology Dept | 5291.79 | 40485 | J&K Property Services  | 425.00 |
| 40486 | JB Express | 245.00 | 40487 | Johnson Controls | 3671.62 |
| 40488 | Jordan Law Office | 8145.00 | 40489 | Kjelshus, Lance | 333.66 |
| 40490 | Klingbeils Body & Glass | 2293.93 | 40491 | Lady Brambleton | 7.20 |
| 40492 | Lakeshore Lawns | 950.00 | 40493 | Lawson Products Inc | 861.03 |
| 40494 | LeMay Trucking  | 1007.50 | 40495 | McKenzie Co Sheriff’s Office | 80.64 |
| 40496 | Mikkelsen Aggregates | 45639.60 | 40497 | Mikkelsen Aggregates | 28105.50 |
| 40498 | Motorola Solutions | 20502.00 | 40499 | NACCTFO | 100.00 |
| 40500 | ND Association of Counties | 413.00 | 40501 | NDAC Tribal Veteran SO | 120.00 |
| 40502 | ND Game and Fish | 6070.12 | 40503 | NDSU Extension  | 16986.07 |
| 40504 | North Central Electric Coop | 1152.69 | 40505 | Nutrien Ag Solution | 6005.00 |
| 40506 | O'Keeffe Oil | 9100.31 | 40507 | One Call Concepts Inc | 6.50 |
| 40508 | Ottertail Power Co | 901.30 | 40509 | Pomps Tire Service | 819.00 |
| 40510 | Pro IT  | 5659.00 | 40511 | Quadient Finance USA Inc | 2500.00 |
| 40512 | Quadient Leasing  | 707.73 | 40513 | Reliance Telephone  | 700.00 |
| 40514 | Runnings | 1369.05 | 40515 | Sawmill Lumber  | 47.94 |
| 40516 | Sawmill Corner | 607.59 | 40517 | SMP Health | 2035.00 |
| 40518 | SMP Health | 236.00 | 40519 | Souris River Telephone | 535.82 |
| 40520 | State Tax | 200.53 | 40521 | State Tax | 220.79 |
| 40522 | Titus, Kristy | 836.16 | 40523 | TK Elevator Corp | 2646.00 |
| 40524 | Tofteland, Jeremy | 89.00 | 40525 | True North Chiropractic | 125.00 |
| 40526 | Turnkey Corrections | 115.09 | 40527 | Turtle Mountain Comm. | 2294.40 |
| 40528 | Tyler Tech  | 6480.00 | 40529 | Verizon business | 40.02 |
| 40530 | Volk, Terry | 2394.78 | 40531 | Western Agency | 89.00 |
| 40532 | Western Asphalt | 10340.00 | 40533 | Western Dakota Energy Assoc. | 4750.00 |
| 40534 | Wieler, Tanya | 1250.00 | 40535 | Wold Engineering PC | 42064.21 |
| 40536 | Wolfe, Donald | 1446.00 | 901508 | Creative Planning Payroll (8/15) | 744.46 |
| 901509 | JP Morgan | 14919.18 | 901510 | Monson, Ann. Co Treas | 8431.95 |
| 901511 | NDPERS | 58737.68 | 901512 | NDPERS | 4805.00 |
| 901513 | Verizon | 1988.30 | 50575-50677 | Payroll (8/30) | 333366.27 |
|  | Total | 1867117.39 |  |  |  |

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

New Business:

Amy Johnson, Mohall, met with the board to voice concern about calls that were made to the Bottineau County Sheriff’s Office.

Kelly Jensen, Northern Prairie Human Service Zone, met with the board.

Ryan Ackerman, Souris River Joint Board, met with the board to update them on projects that the SRJB is working on.

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

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 updated the board on the chip seal projects for Bottineau County, both have been completed. A Contractor’s progressive estimate from Astech Corp. was presented to the board in the amount of $571,894.59. A motion was made to sign the contractor’s estimate in the amount of $571,894.59 by Kjelshus, second by Beyer. Roll call vote unanimous. Motion carried. A contractor’s progressive estimated change order was presented to the board from Astech Corp. for the Lake Loop chip seal in the amount of $171,244.73. A motion was made to approve and sign the contractor’s progressive estimate in the amount of $171,244.73 from Astech by Beyer, second by Hiatt. Roll call vote unanimous. Motion carried.

Project BRP-0005(060)- Overly Box Culvert-Seth updated the board on the project. Gladen Construction plans to have the project completed in September of 2024.

Ritchie Gimbel, Road Superintendent, met with the board via phone to discuss the road department activities. Discussion was held about the updated 3-year contract with Wold engineering, Wold Engineering is willing to renew the 3-year contract without an increase to the county for the next 3 years. A motion was made to enter into a contract with Wold Engineering by Tonneson, second by Hiatt. Roll call vote unanimous. Motion carried. Ritch discussed the 6-mile stretch of the 27A Landa road and cement treating the 3 miles of the Landa road. Ritch updated the board on the sale of 2008 Motor Grader in the amount of $74,500.00 to Big D Excavating. Ritch updated the board on the Road Departments 2025 budget.

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 two resignations within the Sheriff Office.

Emily presented the board with the 2025 preliminary budget. A motion was made to pass the preliminary budget as presented by Buynak, second by Hiatt. Roll call vote unanimous. Motion carried.

Brett Debele and Katie Tamburrino, Bottineau Ambulance District, met with the board to discuss the insurance coverage through North Dakota Insurance Reserve Fund for the ambulance bay. Discussion was held and Brett and Katie agreed to move the insurance coverage from the county to the ambulance district.

Commissioner Hiatt updated the board on the Wagnar property.

Emily presented the board with a Special Event Permit for the A Frame Bar and Grill to transfer their alcohol license to Annie’s House. A motion was made to approve the special event permit for A Frame Bar and Grill by Beyer, second by Tonneson. Roll call vote unanimous. Motion carried.

Discussion was held about the voting delegate for the North Dakota Association of Counties annual meeting. The county’s current voting delegate is Emily Deschamp, County Auditor. After discussion, it was the consensus of the board to keep Emily as the North Dakota Association Counties voting delegate for Bottineau County. A motion was made to appoint Emily as the delegate for the 2024 NDACo Conference by Kjelshus, second Beyer. Roll call vote unanimous. Motion carried.

The Garrison Diversion Grant has reached out to the County for the September 1st, 2024 application. Emily asked the board and Ritch if they were aware of any projects that may be utilized by this grant. Emily notified the board that the winter park has shown interest in the grant again. Discussion was held and the board suggested the grant be applied for by the county.

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

Al Wondrasek, Bottineau County Veterans, met with the board to discuss the 2025 Veteran Memorial budget.

Holly Brekhus, First District Health Unit, met with the board to discuss the 2025 budget for the First District Health Unit.

Blayne Graber, Long Lake Association, met with the board to discuss placing speed radar signs at Long Lake. Ritch will look into funding through the Department of Transportation safety grant.

Emily presented the board with bids for Lots 1-4 Block 5 City of Maxbass and Lots 11 and 12 City of Maxbass. A motion was made to open the bids by Beyer, second by Tonneson. Roll call vote. Motion carried. A motion was made to accept the bids for the properties in the City of Maxbass by Kjelshus, second by Hiatt. Roll call vote unanimous. Motion carried.

Antler Outlaws submitted two bids from Gooseneck Implement for a lawn mower for the Antler Memorial Park. Motion was made to approve the bid for the Z950M Z Trak lawn mower in the amount of $14,550.00, by Kjelshus, second by Hiatt. Roll call vote unanimous. Motion carried.

Commissioner Buynak discussed the MOU with Renville County for the Emergency Manager Services. Discussion was held about the duties, salary and grant funding that is involved with the Emergency Manager position.

Discussion was held about the contact for controller maintenance for the jail with Johnson controls.

As there was no further business, a motion was made to adjourn the meeting at 2:30pm by Beyer, second by Tonneson. Motion carried.

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Nathaniel Buynak, Chairman

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Emily Deschamp, Auditor