BOTTINEAU COUNTY

COMMISSIONER PROCEEDINGS

February 4, 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 the additions of County Road 6, lakes in Bottineau County and the March meeting date, by Tonneson, second by Hiatt. Motion carried.

Minutes – A motion was made to approve the minutes from January 7, 2025, by Pederson, second by Kjelshus. Motion carried.

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

**Bills:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Check #** | **Name** | **Amount** | **Check #** | **Name** | **Amount** |
| 50097 | Citizens State Bank - Mohall (1-23) | 46088.37 | 50098 | First National Bank | 51127.39 |
| 50099 | Kinetic Leasing | 29543.79 | 50100 | Kinetic Leasing | 134963.6 |
| 50101 | Mayo Construction | 167817.32 | 50102 | People State Bank | 12547.3 |
| 50103 | Aflac (1-31) | 3,865.33 | 50104 | Aflac Dental | 2,347.23 |
| 50105 | Ann Monson, Co Treasurer | 2,437.46 | 50106 | Colonial Life and Accident | 458.00 |
| 50107 | Minnesota Child Support Payment | 1,527.40 | 50108 | ND Child Support Division | 802.00 |
| 50109 | ND Fraternal Order of Police | 27.00 | 50110 | New York Life Insurance | 54.64 |
| 50111 | The Standard Life Ins Co. | 777.52 | 50112 | UNUM Life Ins | 348.85 |
| 50113 | Bank of ND | 10,000.00 | 50114 | Bank of ND | 32,000.00 |
| 50115 | Duane Drader | 60.20 | 50116 | Ottertail Power Co | 8,996.22 |
| 50117 | Pro It LLC | 5,708.00 | 50118 | Renville County | 1,890.88 |
| 50119 | Turtle Mountain Communications | 1,850.02 |  | Ann Monson, Co Treasurer | 1,232.00 |
|  | Internal Revenue Service | 67,498.28 |  | Internal Revenue Service | 42,157.85 |
|  | NDPHIT/BCBS-ND | 133,638.39 |  | NDPHIT - METLIFE | 2,304.50 |
| 50120 | Advanced Business Methods (2/7) | 63.49 | 50121 | Ann Monson, Co Treasurer | 2.00 |
| 50122 | Antler Community Hall | 50.00 | 50123 | At Scene LLC | 5,225.00 |
| 50124 | Auto Value Bottineau | 418.52 | 50125 | Bonnell Industries | 3,649.87 |
| 50126 | Border Ag and Energy | 3,277.80 | 50127 | Bottineau Clinic Pharmacy | 24.25 |
| 50128 | Bottineau Co. Rd Dept. | 2,525.00 | 50129 | Bottineau County Rd. Dept | 3,982.50 |
| 50130 | Bottineau Lumber | 173.80 | 50131 | Bottineau Plumbing & Heating | 138.00 |
| 50132 | Bottineau Sedation Dentistry | 1,786.00 | 50133 | Butler | 18,478.30 |
| 50134 | Cenex Fleet Fueling | 394.86 | 50135 | Circle Sanitation | 322.00 |
| 50136 | City of Bottineau | 634.86 | 50137 | City of Maxbass | 88.00 |
| 50138 | City of Newburg | 38.00 | 50139 | City of Rugby | 25,000.00 |
| 50140 | Cole Papers | 919.15 | 50141 | Courant | 673.37 |
| 50142 | Creative Planning Payroll | 3,320.00 | 50143 | Dakota Agronomy Partners | 168.03 |
| 50144 | Dakota Fire Extinguishers | 127.72 | 50145 | DMC Wear Parts LLC | 3,858.55 |
| 50146 | Drive Chevrolet | 2,259.92 | 50147 | Electric Solutions | 1,882.50 |
| 50148 | Envision Coop. | 18.99 | 50149 | Erin Berentson | 26.60 |
| 50150 | Farden Construction | 143,810.00 | 50151 | Farmers Union-WC | 2,020.52 |
| 50152 | Farmers Union -W | 25,485.16 | 50153 | Federal Licensing | 195.00 |
| 50154 | Fireside Office | 377.95 | 50155 | Gooseneck Implement | 1,055.18 |
| 50156 | gWorks | 1,766.00 | 50157 | His & Hers Garage Doors | 1,000.00 |
| 50158 | Information Technology Dept. | 5,327.19 | 50159 | iSolved Inc. | 75.12 |
| 50160 | JB Express | 275.00 | 50161 | Jordan Law | 6,016.00 |
| 50162 | Kinetic Leasing | 32,000.00 | 50163 | Kittlesons Repair | 508.00 |
| 50164 | Lawson Products | 589.03 | 50165 | McHenry Co. Auditor | 13,881.29 |
| 50166 | Midcontinent | 141.18 | 50167 | Midstates Wireless | 963.29 |
| 50168 | Mikkelsen Aggregates | 250.00 | 50169 | Myers Parts of Bottineau | 82.56 |
| 50170 | ND Assoc. of Counties | 1,367.10 | 50171 | ND County Recorders Assoc. | 500.00 |
| 50172 | ND Game and Fish | 7,020.61 | 50173 | ND Sheriffs & Deputies Assoc. | 400.00 |
| 50174 | NDAAO | 85.00 | 50175 | ND Assoc. of County Tribal VSO | 170.00 |
| 50176 | NDSU Center for 4-H Youth Devel. | 453.97 | 50177 | NDSU Ext. | 11,432.53 |
| 50178 | Newburg Community Center | 100.00 | 50179 | North Central Electric | 889.17 |
| 58180 | ND League of Cities | 60.00 | 50181 | ND One Call Concepts | 4.50 |
| 50182 | O'Keefe Oil | 7,943.95 | 50183 | Office of the Adjutant General | 1,392.24 |
| 50184 | Ottertail Power Co | 87.06 | 50185 | Parkland USA | 2,754.44 |
| 80186 | People State Bank | 1,944.55 | 50187 | Pierce County Auditor | 9,737.63 |
| 50188 | Pomps Tire | 1,425.45 | 50189 | Pro It LLC | 405.50 |
| 50190 | Quadient Leasing | 707.73 | 50191 | Runnings | 1,091.33 |
| 50192 | Source One Supply | 153.32 | 50193 | SRT | 553.15 |
| 50194 | Spearfish Oilfield Supply | 337.08 | 50195 | State Treasurer | 32,880.44 |
| 50196 | Surplus Property | 175.00 | 50197 | Tanya Wieler | 1,250.00 |
| 50198 | Tanya Wieler | 1,250.00 | 50199 | Tyler Technologies | 10,680.00 |
| 50200 | Verizon | 40.02 | 50201 | Western Agency | 2,938.00 |
| 50202 | Westlie Motor Company | 277.86 | 50203 | Wold Engineering | 4,087.00 |
|  | Ann Monson, Co Treasurer (2/14) | 1,572.38 |  | Creative Planning Services | 825.51 |
|  | NDPERS - RETIREMENT | 67,358.14 |  | NDPERS - DEFERRED COMP | 4,722.98 |
|  | Verizon | 2,326.10 |  | Verizon | 2,029.36 |
|  | JP Morgan | 14,226.22 |  | Payroll (2/28) | 347,509.21 |
|  | Total | 1,622,579.62 |  |  |  |

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

**New Business:**

Ryan Ackerman, Souris River Joint Board, met with the board to update them on the 2025 projects.

Emily discussed the Garrison Diversion Grant and the March 1, 2025 application for a vault toilet at the Carbury Dam Recreation Area. A motion was made for Bottineau County to apply for the Garrison Diversion Grant in March of 2025 for the Carbury Dam Recreation Area by Kjelshus, second by Buynak. Roll call vote unanimous. Motion carried.

Emily presented the board with an application to sell alcoholic beverages from Dockside Lounge. A motion was made to approve the liquor license for Dockside, contingent on the sale of said business, by Tonneson, second by Pederson. Discussion was held. Roll call vote unanimous. Motion carried.

Emily presented a Gaming Site Authorization for the American Foundation for Wildlife at Dockside Lounge. A motion was made to approve the gaming site authorization at Dockside Lounge by Hiatt, second by Pederson. Roll call vote unanimous. Motion carried.

Discussion was held about the March meeting date. It was the consensus of the board to move the meeting to March 6, 2025 at 7:30 a.m.

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

* Kent presented an updated 2025 Chip seal engineers’ opinion to the board. The bids will be opened at the March 6, 2025 commissioner meeting.
* Box Culverts west and north of Renville corner will be bid through Department of Transportation on February 7, 2025.
* Project BRC-0520 (058) Kramer Bridge-Kent updated the board on the project.
* Commissioner Kjelshus discussed County Road 6 with Wold Engineering and the board.

Ritchie Gimbel, Road Superintendent, met with the board to discuss the road department activities. Ritch presented invoices from 2019 and 2021 to the Chairman for tax payers that have not been paid. It was the consensus of the board to have the States Attorney look into the invoices. Discussion was held about the days that the Courthouse is closed due to snow.

Jeremy Tofteland, Bottineau County Sheriff, gave an activity update for the Sheriff’s Department. Discussion was held about when the Courthouse closes for snow days.

9:30 a.m. – A motion was made to open the bids for gravel, bridge material, culverts, and machine hire by Kjelshus, second by Hiatt. Roll call vote unanimous. Motion carried. A motion was made at 10:00 a.m. to close the bids by Tonneson, second by Pederson. A motion was made to accept all the submitted gravel and machine hire bids by Pederson, second by Hiatt. There were no bids submitted for culvert or bridge material.

Commissioner Hiatt informed the board that Larry Bullinger would like to meet with the board at the March meeting to discuss water rights on lakes in Bottineau County.

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

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

Emily presented the board with a Special Event Permit for Smokin Gun to transfer their alcohol license to Annie’s Place at the Bottineau Winter Park. A motion was made to approve the special event permit for Smokin Gun by Kjelshus, second by Pederson. Roll call vote unanimous. Motion carried.

As there was no further business, a motion was made to adjourn the meeting at 11:15 a.m. by Tonneson, second by Hiatt. Motion carried.

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Nathaniel Buynak, Chairman

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Emily Deschamp, Auditor