BOTTINEAU COUNTY

COMMISSIONER PROCEEDINGS

June 4th, 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 Sawmill Corner Store Liquor License and Souris Basin Planning by Beyer, second by Kjelshus. Motion carried.

Minutes –A motion was made to approve the minutes from May 7th, 2024, 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 Beyer. Motion carried.

Bills –

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Check # | Name | Amount | Check # | Name | Amount |
| 901478 | Creative Planning Services (5/15) | 1109.13 | 901479 | JP Morgan | 21906.94 |
| 901480 | Monson, Ann Co. Treas | 2409.89 | 901481 | NDPERS Retirement (5/15) | 58428.65 |
| 901482 | NDPERS Deferred Comp. | 4830.00 | 901483 | Verizon | 1883.09 |
| 40166 | Baker& Taylor | 549.46 | 40167 | Kellers Briteway | 90.00 |
| 40169 | Minot Daily News | 273.00 | 40170 | American Family Ins (5/31) | 4859.62 |
| 40171 | Argus Dental & Vision | 2508.07 | 40172 | Bank of North Dakota | 32000.00 |
| 70173 | Bank of North Dakota | 10000.00 | 40174 | Capfirst Equipment finance | 93739.44 |
| 40175 | Colonial Life & Accident | 555.46 | 40176 | Credit Bureau of Bismarck Inc | 853.56 |
| 40177 | Monson, Ann Co. Treas | 1500.00 | 40178 | Monson, Ann Co. Treas | 2254.13 |
| 40179 | ND Child support division | 802.00 | 40180 | ND Fraternal order of police | 27.00 |
| 40181 | New York Life Insurance | 54.64 | 40182 | Ottertail Power Co | 7544.00 |
| 40183 | Renville County | 1890.88 | 40185 | UNUM Life Insurance Co | 309.65 |
| 901484 | Internal Revenue Service | 33912.61 | 901485 | Internal Revenue Service | 57097.19 |
| 901486 | NDPHIT/BCBS-ND | 115824.91 | 901487 | NDPHIT-Metlife | 1885.16 |
| 40186 | Advanced Business Methods (6/5) | 57.20 | 40187 | Auto Value Bottineau | 76.17 |
| 40188 | Axon Enterprise, Inc. | 8803.88 | 40189 | Balco Uniform | 156.82 |
| 40190 | Berenston, Erin | 222.44 | 40191 | B&M Laundry | 386.62 |
| 40192 | Bottineau Plumbing | 493.80 | 40193 | Bottineau Ambulance Dist. | 1022.50 |
| 40194 | Bowers, Robin | 85.56 | 40195 | Burleigh Co | 158.00 |
| 40196 | Butler Machinery Co | 14280.71 | 40197 | Cass CO Sheriffs Dept | 165.30 |
| 40198 | Circle Sanitation Service | 70.50 | 40199 | City of Antler | 101.00 |
| 40200 | City of Bottineau | 563.69 | 40201 | City of Maxbass | 87.50 |
| 40202 | City of Newburg | 38.00 | 40203 | Clemens, Sara | 762.46 |
| 40204 | Clute office Equip | 90.09 | 40205 | CompCam | 498.00 |
| 40206 | Courant | 1492.18 | 40207 | Courant | 1007.96 |
| 40208 | Courant | 80.60 | 40209 | Creative Concepts | 164.50 |
| 40210 | Dakota Fire Extinguishers | 346.70 | 40211 | Dakota Business Solutions | 995.00 |
| 40212 | Dakota Agronomy | 435.00 | 40213 | D & H Full service | 72.24 |
| 40214 | Drive Chevrolet | 1782.67 | 40215 | Drive Chevrolet | 54238.00 |
| 40216 | Election Systems | 9668.34 | 40217 | Farmers Union Oil Westhope | 21194.81 |
| 40218 | Farden Constriction | 7318.75 | 40219 | 5th N Main | 2717.28 |
| 40220 | First National Bank | 238.55 | 40221 | Four Seasons inn | 242.00 |
| 40222 | Gooseneck Implement | 1554.02 | 40223 | Goodwin, Shannon | 119.60 |
| 40224 | Grand forks Co Sheriff | 50.00 | 40225 | Guardian Fleet Safety | 941.52 |
| 40226 | Haas Tire | 120.00 | 40227 | His and hers garage doors | 450.00 |
| 40228 | JB Express | 370.00 | 40229 | Johnson Controls | 661.65 |
| 40230 | John Deere Financial | 5250.00 | 40231 | Kinetic Leasing Inc | 92907.00 |
| 40232 | Lakeshore Lawns | 570.00 | 40233 | Lawson products Inc | 382.10 |
| 40234 | LeMay Trucking | 1395.00 | 40235 | Lexipol, LLC | 10061.60 |
| 40236 | Magnum Electronics Inc (VOID) | -95.43 | 70237 | Midco | 151.18 |
| 40238 | Monson, Ann Co. Treas | 11.50 | 40239 | Myers Parts of Bottineau | 114.51 |
| 40240 | ND Association of Counties | 214.40 | 40241 | NDACS | 50.00 |
| 40242 | ND Game and Fish | 14491.20 | 40243 | ND School Boards Assoc | 200.00 |
| 40244 | ND Sheriffs and Deputies Assoc | 50.00 | 40245 | NDSU | 92.50 |
| 40246 | Nelson, Don | 180.00 | 40247 | North Central Electric Coop | 722.68 |
| 40248 | Nutrien Ag solution | 23103.00 | 40249 | O'Keeffe Oil | 3627.54 |
| 40250 | Pomps Tire Service | 377.00 | 40251 | Pro IT LLC | 5050.00 |
| 40252 | Quadient Leasing | 941.49 | 40257 | sawmill lumber | 45.98 |
| 40258 | Souris River Telephone | 540.76 | 40259 | Source One Supply Inc | 285.55 |
| 40260 | State Treasurer | 2893.19 | 40261 | The Standard Life Ins | 396.00 |
| 40262 | Turtle Mountain Communications | 1901.00 | 40263 | Tyler tech | 120.00 |
| 40264 | Uniform Center | 157.97 | 40265 | Verizon | 40.02 |
| 40266 | Volk, Terry | 1826.88 | 40267 | Ward Co sheriff | 226.18 |
| 40268 | Westlie Motor Co | 169.58 | 40269 | Western Agency | 849.00 |
| 40270 | Wieler, Tanya | 1250.00 | 40271 | Wolf, Donald | 648.50 |
| 40272 | Bottineau Clinic Pharmacy | 259.25 | 40273 | Farmers Union oil | 3311.83 |
| 40274 | Mikkelsen Aggregates LLC | 19678.60 | 50350-50469 | Payroll | 314221.99 |
|  | Total | 1102149.64 |  |  |  |

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

Emily updated the board on the North Dakota Association of Counties Annual Conference. The conference will be held October 20-22, 2024 at the Bismarck Event Center.

Emily notified the board on the 2023 Workers Compensation reimbursement to the county in the amount of $15,700.90.

Matt Schimetz, with Bureau of Criminal Investigation, met the board to discuss a drug task force that would include the counties of Bottineau, McHenry, Rolette, and Pierce and the Rugby Police Department. A motion was made to approve that Bottineau County joins the drug task force by contributing $25,000.00 for a 1-year contract by Kjelshus, second by Hiatt. Roll call vote unanimous. Motion carried.

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

Project BRP-0005(060)-Overly Box Culvert Project-Seth updated the board, the box is being completed. Completion date set for the middle of October.

Project BRP-0005(060)-Scheflo Bridge Project- Seth updated the board. Completion is set for the end of June beginning of July.

Truck Route Paving-Kent updated the board on the paving, it will be completed mid-August or the beginning of September.

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 6.5 miles of chip seal at Lake Metigoshe he received a change order for $107,000.00 that will be due this year and the other $100,000.00 due in January of 2025 to Astech.

Emily notified the board that Bottineau County did not receive the funding for the 2025 Recreational Trails Program Grant for toilets at Carbury Dam. The next application will be in spring of 2025, Emily and Ritch will apply for the grant at that time again.

Commissioner Buynak updated the board on the Souris Basin Planning meeting that was held on May 28th, 2024.

Ritchie Gimbel, Road Superintendent, met with the board to discuss the road department activities. The flex funding that the townships received was discussed and the road department will start completing these projects and updating five bridges within the county. The road department will be working with the water board on a few projects on a 60 percent water board and 40 percent county agreement. Discussion was held about adding another landing to the south side of Lake Metigoshe across from the Narrows. It was the consensus of the board to not move forward with the boat landing at this time. Ritch updated the board on the Trails program for the bike trail at Lake Metigoshe which will go to bid later this year with construction to take place in 2025. Discussion was held about the current bike path at Lake Metigoshe and some of the areas that will need updating in 2025. The Maxbass blade operator will start on June 10th, 2024.

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

Tanner Hellenbrand, Head Jailer/911 Coordinator, met with the board to discuss the maintenance contract from Johnson Controls for the controls in the jail. Discussion was held and the board would like to discuss this contract more with Johnson Controls, Emily will reach out to schedule a time for the July 2nd meeting.

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

10:00 am – A motion was made to open the County Equalization meeting by Hiatt, second by Beyer. Roll call vote unanimous. Motion carried. Ashley Pedie, Tax Director, provided a synopsis on her findings for 2024. Bottineau County has to follow the State Board of Equalization tolerance levels with increases in residential values of 47,174,500 commercial value of 11,083,199 and a decrease in agricultural values of 577,650, by Kjelshus, second by Buynak. Roll call vote unanimous. Motion carried.

Ashley Pedie, Tax Director, and Robert Bowers presented the board with an application for abatement or refund of taxes for the years 2015 through 2023 for Dalen Township. Robert Bowers requested a refund for 6 years from 2018 through 2023. A motion was made to accept the abatement for years 2018 through 2023 in the amount of $2,175.61 by Tonneson, second by Buynak. Roll call vote Buynak yes, Tonneson yes, Beyer no, Kjelshus no, Hiatt no. Motion Failed. A motion was made to allow the two years 2022 and 2023 in the amount of $765.83 according to North Dakota Century Code by Beyer, second by Kjelshus. Roll call vote, Hiatt yes, Kjelshus yes, Beyer yes, Tonneson yes, Buynak no. Motion carried.

Nancy Macbeth with Dalen Township met with the board to discuss the increase to her 2023 property taxes.

David O’Connell met with the board to discuss that he has not received an application for Farm Residence credit, also he feels that his property located in Elms Townships is overvalued.

11:21am- A motion was made to close the County Equalization meeting by Tonneson, second by Hiatt. Roll call vote unanimous. Motion carried.

Robert Bowers, resident in Dalen Township, met with the board to discuss the township and county roads.

Seymour Jordan, State’s Attorney, met with the board to discuss his office activity. Seymour updated the board on the Settlement Agreement and Mutual Release of Claims. A motion was made to sign the Settlement Agreement and Mutual Release of Claims by Tonneson, second by Kjelshus. Roll call vote unanimous. Motion carried. Seymour updated the board on an easement in Whitteron Township.

Emily notified the board that the North Dakota County Commissioners Association is requesting commissioners to sit on some standing committees.

Discussion was held about the 2025 budget. It was the consensus of the board to have department heads meet with the board to discuss their 2025 budgets starting at 1:00pm at the July 2nd, 2024 meeting.

Emily presented the board with an application for gaming site authorization from Dakota College at Bottineau for a raffle to be held on July 13th, 2024, at the Bottineau Country Club. A motion was made to approve the gaming site authorization for the Dakota College at Bottineau by Kjelshus, second by Tonneson. Roll call vote unanimous. Motion carried.

Emily notified the board of a letter that she received from the Minot Commission on Aging for the 2025 budget.

Emily presented the board with an application to sell alcoholic beverages from Sawmill Corner LLC. A motion was made to approve the application to sell alcoholic beverages for Sawmill Corner LLC by Beyer, second by Tonneson. Roll call vote unanimous. Motion carried.

Commissioner Beyer discussed the 2025 Human Resource contract and suggested to have it as a discussion item for the 2025 budget.

As there was no further business, a motion was made to adjourn the meeting at 12:40pm by Kjelshus, second by Hiatt. Motion carried.

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Nathaniel Buynak, Chairman

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Emily Deschamp, Auditor