

Burleigh County Weed Board Meeting Minutes
September 15, 2022

Agenda Items	Discussion	Board Action	Responsible Party	Due Date
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Present: David Nehring, Denise Brown, Larry Falkenstein, Jim Heisler, Greg Anderson, Kathleen Jones, Burleigh County Commissioner, and Wendy Egli, and Russell Ford Fronteer Professional Services

Others Present: Robin Grenz, Burleigh County; Brad Jossart, Fertlawn; Seth Hanson, Weed Officer,

Mgr Nehring called the meeting to order at 7:30 am. Roll call was taken noting 4 members present and a quorum was declared.

Discussion	Action Taken	Responsible Party(s)	Due Date
<p>Approval of 07/19/2022 Minutes:</p> <p>Approval of 08/18/2022 Minutes:</p>	<p>Amendment of adding Mgr Nehring to who is present at the start of meeting.</p>	<p>Mgr. Anderson motioned to approve and Mgr. Falkenstein 2nd. Motion approved by unanimous voice vote</p> <p>Mgr. Heisler motioned to approve and Mgr. Anderson 2nd. Motion approved by unanimous voice vote</p>	
Financial Reports			
Budget Balance/Asset Balance	Total of bills - \$36,743.29 .	Mgr. Falkenstein motioned to accept, Mgr. Anderson 2nd. Motion approved by unanimous roll call vote	
Outstanding Invoices	No comments or additions		
Approval of bills		Mgr. Anderson motioned to approve bills, Mgr. Falkenstein 2nd. Motion approved by unanimous roll call vote.	
Commissioner Jones Budget/Funding Update	<p>Commissioner Jones- Mentions budget hearing on the 21st of September at 6PM and suggests a board member attend.</p> <p>Mentions our budget is stable but possible chemical costs from fall chemicals could change budget. Requests board members keep an eye on the budget.</p>		
Contracts/Agreements			
County Office/Storage	Seth-Executed agreement, office in good shape.		
Weed Officer Report	<p>Seth – has found Spurge in the area but is not yet flowering but could change with he wet weather incoming.</p> <p>Missouri river area almost finished spraying.</p> <p>Talk possibility of what can be added for equipment to help spray the river area.</p>		

Agenda Items	Discussion	Board Action	Responsible Party	Due Date
	Will start to talk with the Morton county board and ND game and fish to team up to spray the river properly. Salt Cedar has been seen around Missouri River Area and is dangerous for the water supply, Seth and fertilawn will keep watch on the Salt Cedar.			
Current Chemical Sales	Milestone-312 quarts, Plateau-53 gallons, Opensight – 1.25lbs, Tordon-22.5 gallons, 24-D-10 gallons, Duracor-1 gallon, Highnoon-15 Gallons, Venue-1 quart, Liberate-12.5 Gallons Fall Chemical Order-Highnoon-200Gallons Tordon-100Gallons			
Cost Share Update	122 Total cost share applications in 2022. 12 out of 18 complaints have been resolved.			
Old Business				
LAP/TAG report	LAP was checked and what was budgeted for this year, no overlap, Seth will talk with Richard about the TAG as there is no time limit at the moment.			
Nominations for new board member	Mgr. Heisler has 4 names are ready to be brought to board.			
Training Opportunities	Seth mentions Western Weed Society training/ meeting in Boise Idaho. Looking for someone to attend or talk with society to see if ND can join.			
New Business	No new business			
Other	Mgr Nehring brings up nominating and voting in new chairman and Vice chair- Mgr Nehring was nominated to Chair the Weed Board Denise Brown nominated for Vice Chair of board Chairman Nehring requests Russell bring copies of Agenda book for board members with current issues with email and internet services. Russell agrees and will comply.	Mgr. Falkenstein motioned to elect Nehring and Mgr. Heisler 2nd. Motion approved by unanimous voice vote Mgr. Falkenstein motioned to Elect Denise and Mgr. Heisler 2nd. Motion approved by unanimous voice vote		
Next Meeting	The next meeting is currently scheduled for October 20 th , 2022 at 7:30 AM in the Tom Baker Room at the City/County Building at 221 N 5 th St.			

With no further business the meeting adjourned at 8:55 A.M..

Wendy Egli, BCWB Admin. Secretary

Burleigh County Weed Board Meeting Minutes
August 18th, 2022

Agenda Items	Discussion	Board Action	Responsible Party	Due Date
<p>Present: Dave Nehring, Larry Falkenstein, Jim Heisler, Greg Anderson Kathleen Jones, Burleigh County Commissioner, and Wendy Egli, and Russell Ford Fronteer Professional Services Others Present: Robin Grenz, Burleigh County; Brad Jossart, Fertilawn; Seth Hanson, Weed Officer, Tyler Kalacek, NDSU Extension Mgr Nehring called the meeting to order at 7:32 am. Roll call was taken noting 4 members present and a quorum was declared.</p>				
	Discussion	Action Taken	Responsible Party(s)	Due Date
Approval of 07/16/2022 Minutes:	No Discussion noted	Mgr. Heisler motioned to approve and Mgr. Anderson 2nd. Motion approved by unanimous voice vote		
Financial Reports				
Budget Balance/Asset Balance	221187.46 total spent .	Mgr. Anderson motioned to accept, Mgr. Heisler 2nd. Motion approved by unanimous roll call vote		
Outstanding Invoices	There is a \$40 invoice from Langer that is past due. A motion was made to write off this invoice.	Mgr. Heisler motioned to approve, Mgr Falkenstein 2nd. Motion approved by unanimous roll call vote.		
Approval of bills		Mgr. Anderson motioned to approve bills, Mgr. Falkenstein 2nd. Motion approved by unanimous roll call vote.		
Commissioner Jones Budget/Funding Update	Discussion was had about Dakota Access Recording meeting and possibly changing meeting times. The Board agreed mornings will be best and Kathleen will talk with Dakota Access. Currently 4 people have applied to be on the board. We must appoint new Board member by Sept 7 th , Kathleen will see about extension.			
Contracts/Agreements				
County Office/Storage	No updates			
Weed Officer Report				
Current Chemical Sales	Motion was made for Chris and Seth to meet and decide what chemical will need to be ordered for fall.	Mgr. Heisler motions to buy more Chemicals for fall, Mgr. Anderson 2nd. Motion approved by unanimous roll call vote.		
Cost Share	Currently 85 of the 115 signed up have been received.			

Agenda Items	Discussion	Board Action	Responsible Party	Due Date
Update				
Old Business	None to report			
2023 Budget	2023 Budget has been presented to the county commission and everything is in order.			
New Business				
Right of way Spray	17 out of 46 townships are done so far as of last week. Some are reporting wormwood on county highways that is now getting into hay.			
Submitting of Bills	Bills now need submitted by Friday before Meeting			
Cost Sharing Reimbursement	None applied			
Nominations for New Board Members	Commissioner Jones to investigate an extension of the deadline to nominate a new board member			
Training Opportunities	Washburn Symposium-Seth to Attend I am a Leader Training in Bottineau- Seth to Attend Aug 30 th -31 st Becoming a Presentation Pro- Sept 13 th -15 th Commissioner Jones suggests some Winter Training classes also			
County Commercial Application Form	The application is working well so far. Seth will ask for other counties forms to compare.			
Ag - Alert	Poisonous Hemlock Spotted In ND- Warning PSA sheet			
Other	Fertilawn received a call regarding spraying CRP land, CRP spraying cannot be run through cost sharing program.			
Next Meeting	The next meeting is currently scheduled for September 15th 2022 at 7:30 AM in the Tom Baker Room at the City/County Building at 221 N 5 th St.			

With no further business the meeting adjourned at 8:55 A.M..

Wendy Egli, BCWB Admin. Secretary

Burleigh County Weed Board Meeting Minutes

July 19th, 2022

Approved August 18, 2022

Agenda Items	Discussion	Board Action	Responsible Party	Due Date
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Present: Cory Palm, Larry Falkenstein, Jim Heisler, Greg Anderson Kathleen Jones, Burleigh County Commissioner, and Wendy Egli, and Russell Ford Fronteer Professional Services

Others Present: Robin Grenz, Burleigh County; Brad Jossart, Fertiland; Seth Hanson, Weed Officer

Chairman Palm called the meeting to order at 7:30 am. Roll call was taken noting 4 members present and a quorum was declared.

	Discussion	Action Taken	Responsible Party(s)	Due Date
Approval of 06/16/2022 Minutes:	No Discussion noted	Mgr. Heisler motioned to approve and Mgr. Falkenstein 2nd. Motion approved by unanimous voice vote		
Financial Reports				
Balance Sheet and Profit & Loss	No Discussion Noted	Mgr. Heisler motioned to accept, Mgr. Anderson 2nd. Motion approved by unanimous voice vote		
Outstanding Invoices	Current outstanding \$5618.18 majority is owed by NDDOT	Mgr. Heisler motioned to approve, Mgr. Falkenstein 2nd. Motion approved by unanimous voice vote.		
Approval of bills	First total \$53,186.40 Amended total - \$54,425.66 Added Fronteer payroll bill and 2 reimbursements	Mgr. Falkenstein motioned to approve bills, Mgr. Anderson 2nd. Motion approved by unanimous roll call vote. Mgr. Heisler motions to approve amendment, Mgr. Falkenstein seconds, Motion approved by unanimous roll call vote.		
Contracts/Agreements				
County Office/Storage	Waiting for Julie Lawyer to look over the lease			
ND Game & Fish	Cost sharing in effect until December 2022			
Clarification of Signing	Everything needs to be signed by the Board – Seth or Cory			
Weed Officer Report	53 completed sprays out of cost shares. 2 of 6 complaints completed. 2 cost share reimbursements added to budget.			
Current Chemical Sales	Everything going well			
Beetle Update	2 landowners picked up beetles			

Agenda Items	Discussion	Board Action	Responsible Party	Due Date
Cost Share Update	53 completed sprays out of cost share, 2 of 6 complaints have been completed.			
Old Business				
Dakota Access Info	PSA's are being worked on			
Local Noxious Weed List	Added Koshia at last meeting			
LAP/TAG Reporting	We qualify for just over \$17,000, we submitted a grand total of \$27,817.94. There is a possibility we will get more than we qualified for if others do not submit.			
New Business	<p>Motion to make all bills to be submitted 3 business days prior to next meeting.</p> <p>Cost Sharing reimbursement will not pay for labor. New board member nominations in by November 1st.</p>	Mgr. Heisler motioned to approve submission of bills before meetings, Mgr Falkenstein 2nd. Motion approved by unanimous voice vote.		
Submitting of Bills	All bills must be submitted 3 days prior to meeting			
Cost Sharing Reimbursement	Cost share contracts from last meeting have not paid. Robin has removed the labor and will get them paid now that the board has been notified of the correction. Cost share does not include labor.			
Nominations for New Board Members	Nominations are due November 1			
Training Opportunities	<p>2 new trainings coming up in Washburn and Minot Seth will take training.</p> <p>Washburn - \$250 per person Minot - \$50 per person</p>			
Other	<p>Contract Changes</p> <p>Current Sprayer Contract to be Amended giving Fertilawn has first right of refusal of any spray jobs in Burleigh county.</p> <p>Motion to update contract for Alternative Sprayer Permission. Amend as follows: Preapproved Sprayers to be paid 50% for labor costs.</p>	<p>Mgr. Falkenstein motions to approve contract amendment, Heisler seconds, motion carried by roll call vote.</p> <p>Mgr. Heisler motions to approve contract change, Mgr. Anderson seconds, Motion approved by Roll call vote.</p>		

Agenda Items	Discussion	Board Action	Responsible Party	Due Date
Other	Mgr. Heisler talks about locations covered in wormwood and will give Seth landowner Info and to decide what to do about these locations Seth looking for location for Beetle Testing			
Next Meeting	The next meeting is currently scheduled for August ,18th 2022 at 7:30 AM in the Tom Baker Room at the City/County Building at 221 N 5 th St.			

With no further business the meeting adjourned at 9:33 A.M..

Wendy Egli, BCWB Admin. Secretary

Burleigh County Weed Board Meeting Minutes

June 16th, 2022

Approved July 19, 2022

Agenda Items	Discussion	Board Action	Responsible Party	Due Date
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Present: Cory Palm, Dave Nehring, Larry Falkenstein, Jim Heisler, Greg Anderson, Kathleen Jones, Burleigh County Commissioner, and Wendy Egli and Russell Ford, Fronteer Professional Services

Others Present: Robin Grenz, Burleigh County; Brad Jossart, Fertilawn; Seth Hanson, Weed Officer

Palm called the meeting to order at 7:34 am. Roll call was taken noting members present and a quorum was declared.

	Discussion	Action Taken	Responsible Party(s)	Due Date
Introduction of new Board member	Greg Anderson			
Approval of 05/19/2022 Minutes:	No Discussion noted	Mgr. Nehring motioned to approve and Mgr. Heisler 2nd. Motion approved by unanimous voice vote		
Financial Reports:				
Spray Tickets	Spray tickets must be turned in to Seth by end of month to be approved for payment at first County Commission meeting of the next month	Motion by Mgr. Nehring, second by Mgr. Heisler. Motion approved by unanimous voice vote		
Balance Sheet and Profit & Loss	No Discussion Noted	Mgr. Heisler motioned to accept, Mgr. Falkenstein 2nd. Motion approved by unanimous roll call vote		
Outstanding Invoices	No Discussion Noted			
Approval of bills	Bills totaling \$44,335.88 have been submitted Cost Share Request- Tyler Fischer-\$3000 Burnt Creek Group- \$1022.30 Tyler Coulee- \$624.32 Bis North Developers- \$770 RBK Ventures- \$1187.60 R+RN Hawktree- \$1325.20 = \$7929.42	Mgr. Nehring motioned to approve bills, Mgr. Heisler 2nd. Motion approved by unanimous roll call vote. Mgr Nehring motioned to approve, Mgr Heisler 2ND. Motion approved by unanimous roll call vote.		
Weed Officer Report	Seth will get a press release to Mary Senger regarding weed board and weed issues of the year. All forms for cost share reimbursement are available online. Chemical will be sold on Thursdays, or by appointment on other days.			

Agenda Items	Discussion	Board Action	Responsible Party	Due Date
Contractor Report	Hwy 86, Hwy 83, and Old 10 complete. I-94 in process and Hwy 1804 partially complete. Landowners are now priority.			
Old Business				
Location for weed officer, office, and storage	All are located at the Burleigh County Highway Building on 43 rd .			
Televising Meetings	For the time being board meetings will not be televised. Discussion will be had in the future about moving the meeting back to the highway department once construction is completed on 43 rd .			
New Business				
LAP/TAG Reporting	Fiscal year ends end of May. We have reached our limit of \$17,000.00 with \$18,856.59 currently eligible.			
Training comments from the Weed Board.	Positive Comments about Seth- May be Training opportunities beginning in August.			
Office/Equipment Highway Dept/Credit Card	Good on office equipment this month Still working on Card			
Current Local Noxious Weeds	Discussion was had about adding Kochia to a local noxious weed list. Burleigh does not currently have their own list, they use the states. Motion to sell chemical at \$90/lb or \$112.50 per bottle with a limit of 7 bottles	Mgr Heisler motions to classify Kochia as a noxious weed. Mgr. Falkenstein 2nds. Motion carried by unanimous voice vote. Mgr Heisler motions to sell chemicals at price listed, Mgr Falkenstein 2nd. Motion approved by unanimous roll call vote.		
2023 Budget Review	The current proposed budget includes an increase to \$445,200 which is an increase from last year. Let Mgr. Palm if any adjustments are needed before June 22 nd .			
Other				
River Road Weed Control	Discussion was had about hiring Pro Ag to spray river road (county owned portion)	Mgr Falkenstein motions to approve hiring of Pro Ag, Mgr. Anderson 2nd. Motion approved by unanimous roll call vote with Mgr Palm Abstaining and Nehring no longer in attendance.		

Agenda Items	Discussion	Board Action	Responsible Party	Due Date
Commissioner Jones	Commissioner Jones made a comment about internet being tough and go with the high winds. Suggestion is to follow up important emails with a phone call.			
Next Meeting	The next meeting is currently scheduled for July 19, 2022 at 7:30 AM in the Tom Baker Room at the City/County Building at 221 N 5 th St.			

With no further business the meeting adjourned at 9:30 A.M..

Wendy Egli, BCWB Admin. Secretary

Burleigh County Weed Board Meeting Minutes

May 19, 2022

Approved June 16, 2022

Agenda Items	Discussion	Board Action	Responsible Party	Due Date
<p>Present: Cory Palm, Dave Nehring, Larry Falkenstein, Jim Heisler, Ray Skoglund. Kathleen Jones, Burleigh County Commissioner, and Wendy Egli, Fronteer Professional Services</p> <p>Others Present: Robin Grenz, Burleigh County; Brad Jossart, Fertilawn; Richard Weise, ND Ag Department; Seth Hanson, Weed Officer</p> <p>Palm called the meeting to order at 7:35 am. Roll call was taken noting 5 members present and a quorum was declared.</p>				
	Discussion	Action Taken	Responsible Party(s)	Due Date
Introduction of New Weed Officer	Seth Hanson was introduced as new weed officer.			
Approval of 04/21/2022 Minutes:	No Discussion noted	Mgr. Nehring motioned to approve and Mgr. Heisler 2nd. Motion approved by unanimous voice vote		
Financial Reports				
Balance Sheet and Profit & Loss	No Discussion Noted	Mgr. Heisler motioned to accept, Mgr. Skoglund 2nd. Motion approved by unanimous voice vote		
Outstanding Invoices	There is \$92.35 of Accounts Receivable: Discussion whether to write off the write off outstanding invoices; Question whether to add the amount to their property tax – Robin stated it would primarily be administrative cost. Robin will send out another notice adding if not paid it will be added to their assessment.	Mgr. Heisler motioned to approve, Mgr Skoglund 2nd. Motion approved by unanimous voice vote.		
Approval of bills	Adding to the \$3,850 from Agenda Book total add Fertilawn \$700.00 for mailings, Nutrien \$1,676.25 for chemical totaling \$6,226,25	Mgr. Heisler motioned to approve bills, Mgr. Falkenstein 2nd. Motion approved by unanimous roll call vote.		
Old Business				
Location for Weed Officer, Office and Storage	A 10 x 14 area at the Burleigh County Shop is set aside for the Weed Officer which includes space for his pickup, 4x4, chemicals etc. Rent is \$400/month which is budgeted in. Robin will do a one time transfer and will inquire if the amount can be prorated for unused months.			
New Business				
Televising of Meetings	Commissioner Jones reported that due to staff shortages, Dakota Media Access cannot televise the Weed Board Meetings. Discussion as whether it would be beneficial for Seth and Tyler do a short segment covering any topic of benefit to	Mgr. Heisler motioned to move forward with Seth doing a PSA; Mgr. Skogland 2nd. Motion approved by unanimous voice vote.		

Agenda Items	Discussion	Board Action	Responsible Party	Due Date
	the public. This segment could be aired at a specified time on the DMA channel.			
Richard Weise, ND Ag Dept : Update on available programs	Richard gave an overview of available programs. Most notably, Landowners Assistance Program (LAP). This is a cost share program which ends on 6/30/2022-funds need to be appropriated by that date. Commissioner Jones will check the remaining balance of unused funds. The Targeted Assistance Grant (TAG) program aids in noxious weed control. Each county receives \$5K and unused funds can carry over to a new year. These monies can be used for equipment, software, tires, parts, but no infrastructure.			
Training comments from the Weed Board.	Discussion was had for Richard to train Seth on the programs. Area wide training programs are in different parts of the state, but the content is the same. If Seth can be onboarded into the state system on Monday, he will attend training in Minot or Valley City.	Mgr. Heisler makes a motion to send Seth to training next week; Mgr. Skoglund 2nd. Motion is approved by unanimous voice vote.		
Office/Equipment Highway Dept/Credit Card	Several items at the Sheriff's department have to be moved to Hwy department as soon as possible. Hwy department is set up to accept credit card payments, Mgr Palm asked if Seth's laptop could be set up with a card reader. This is being looked into. Discussion on whether to give Seth a credit card with a set limit of \$1K.	Mgr. Skoglund motioned to go forward with getting Seth's laptop set up with a card reader. Falkenstein 2nd. Motion approved with a unanimous voice vote. Mgr Nehring motions to approve a credit card with a \$1K limit for Seth; Skoglund 2nd, motion approved by a unanimous roll call vote.		
New Email Address	Mgr Palm stated there is a new email address for the Weed Board. It is burleighcweed@nd.gov .			
2023 Budget Review	June 22, 2022 at 1:00 Mgr Palm and Mgr Nehring will present the budget in the Tom Baker Room. Discussion was had on making sure we are in compliance with the LAP program requirements.			
Next Meeting	The next meeting is currently scheduled for June 16, 2022 at 7:30 AM in the Tom Baker Room at the City/County Building at 221 N 5 th St.			

With no further business the meeting adjourned at 9:03 A.M..

Wendy Egli, BCWB Admin. Secretary

Burleigh County Weed Board Meeting Minutes

April 21, 2022

Approved May 19, 2022

Agenda Items	Discussion	Board Action	Responsible Party	Due Date
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Present: Cory Palm via phone, Dave Nehring, Larry Falkenstein, Jim Heisler, Ray Skoglund. Kathleen Jones, Burleigh County Commissioner, and Wendy Egli, Fronteer Professional Services

Others Present: Robin Grenz, Burleigh County; Brad Jossart, Fertilawn; William Walker, Nutrien Solutions; Nathan Stittleburg, Nyhus Law Firm

Nehring called the meeting to order at 8:02 am. Roll call was taken noting 5 members present and a quorum was declared.

	Discussion	Action Taken	Responsible Party(s)	Due Date
Approval of 03/17/2022 Minutes:	No Discussion noted	Mgr. Heisler motioned to approve and Mgr. Skogland 2nd. Motion approved by unanimous voice vote		
Herbicide Bid Opening, Discussion and Awarding of Chemical Bids - 2022	Copies of bids received from Nutrient Solutions and Van Diest Supply were emailed. A short recess was called to look over the bids. Reconvened at 8:17am.	Mgr Palm motioned to split the award between the two entities. All branded products are to be split 50/50 between entities. All remainder except Rodeo (Van Diest) will be from Nutrien. Mgr Heisler 2nd. Motion approved by unanimous roll call vote.		
Financial Reports				
Balance Sheet and Profit & Loss	No Discussion Noted	Mgr. Heisler motioned to accept budget and balance, Mgr. Skoglund 2nd. Motion approved by unanimous roll call vote		
Outstanding Invoices	Current balance is \$132.35. Commissioner Jones mentioned that one payment has been received since printing. Balance is now \$92.35.			
Approval of bills	In addition to the bills in the packet, Palm emailed law firm invoice for \$325.00.	Mgr. Heisler motioned to approve bills, Mgr. Falkenstein 2nd. Motion approved by unanimous roll call vote.		
ND States Attorney	Burleigh County states attorney is ill. Move to old business and put on May agenda.			
Old Business				
Weed Officers Contract Discussion	BC Commissioner Jones said there was an interview and offer made at the May 2 Commission meeting. The candidate has two weeks to accept offer. We will need to set up a training schedule. This person would be employed by Burleigh County.			
Listing For Applications for Weed Officer Position	Table this item unless he does not accept. Candidate could possibly start May 15, if in need of housing may have to push to end of May.			

Agenda Items	Discussion	Board Action	Responsible Party	Due Date
Location for Weed Officer, Office and Storage	Mgr Palm stated the landowner has been contacted. Nathan is working on a contract, has put together a lease and working through provisions. Jones stated this would need BCC approval. Hwy department will be available and would have no oversight but will have equipment maintenance. The weed board would oversee the officer.	After discussion, Mgr. Nehring asked to table this until the May meeting, Mgr. Palm concurs. Mgr. Heisler made motion to approve, 2nd by Falkenstein. Motion carried by unanimous voice vote.		
New Business				
Spray Contract Discussion	Everything is in order and Fertilawn is ready to proceed.			
Televising of Meetings	Commissioner Jones will attend their meeting on April 24 th and report back. This meeting was cancelled due to storm. No update.			
Develop a weed ordinance and weed control plan for developers and construction sites	Mgr Palm tabled this until new officer is in place to get them involved. Commissioner Jones said county is working on new home rule charter.			
Next Meeting	The next meeting is currently scheduled for May 19 at 7:30 AM in the Tom Baker Room at the City/County Building at 221 N 5 th St.			5/19/2022

With no further business the meeting adjourned at 8:43 A.M..

Wendy Egli, BCWB Admin. Secretary

Burleigh County Weed Board Meeting Minutes

March 17th, 2022

Approved April 21, 2022

Agenda Items	Discussion	Board Action	Responsible Party	Due Date
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Present: Cory Palm, Dave Nehring, Larry Falkenstein, Jim Heisler, Kathleen Jones, Burleigh County Commissioner, and Wendy Egli, Fronteer Professional Services

Others Present: Robin Grenz, Burleigh County; Leo Vetter, Burleigh County Auditor; Brad Jossart, Fertilawn

Chairman Palm called the meeting to order at 8:03 am. Roll call was taken noting 4 members present and a quorum was declared.

	Discussion	Action Taken	Responsible Party(s)	Due Date
New Board Member	Mr. Falkenstein was in attendance and was officially appointed to the board.			
Approval of 02/24/2022 Minutes:		Mgr. Nehring motioned to approve and Mgr. Heisler 2nd. Motion approved by unanimous voice vote		
Financial Reports				
Balance Sheet and Profit & Loss	We are currently at 1.3% of our current budget.	Mgr. Heisler motioned to accept budget and balance, Mgr. Falkenstein 2nd. Motion approved by unanimous roll call vote		
Outstanding Invoices	Current balance is \$132.35. The county will send out reminders. Some discussion was had about whether a due date can be added to the invoices stating that after that date the amount will be added to specials. There is already somewhat of a due date per the county.			
Approval of bills	Current bills are from Fronteer Professional Services (\$850.00), NRG (\$1331.52), and 2 bills from Chairman Palm for February and March contract fee (\$1500 each)	Mgr. Nehring motioned to approve bills, Mgr. Heisler 2nd. Motion approved by unanimous roll call vote.		
Old Business				
Listing For Applications for Weed Officer Position	Currently 1 applicant for position. Posting closes on the 22 nd . Discussion was had about extending the posting.	Mgr. Heisler made a motion to extend the posting an additional two weeks if there remains on 03.17y 1 applicant on the 22nd. Mgr. Falkenstein 2nd. Motion approved by unanimous voice vote.		
Location for Weed Officer, Office and Storage	Mgr. Heisler and Chairman Palm have found a couple of good locations. First location is off Old Highway 10 for \$1,000 per month. There is an option to rent office space from Fertilawn or remain at the High Dept.	After discussion, Mgr. Nehring moves to execute a lease starting May 1st for the property east of town on Old Highway 10. Mgr. Heisler 2nd. Motion approved by unanimous roll call vote.		
Spray Contract Discussion	Everything is in order and Fertilawn is ready to proceed.			

Agenda Items	Discussion	Board Action	Responsible Party	Due Date
Per Diem Change	The Burleigh County Commission approved a Per Diem change at their last meeting. Per Diem increases from \$65 to \$85 for this meeting.			
Televising of Meetings	Dakota Media Access has to present to their board our request to televise meetings. Commissioner Jones will attend their meeting on April 24 th and report back.			
ND Game and Fish Contract	Fertilawn has already signed their contract with Game and Fish. Game and Fish will pay for 50% of spraying and the Board will pay up to \$1500 so the max bill would be \$3,000.	Mgr. Nehring moves to sign the contract with Game and Fish, Mgr. Falkenstein 2nd. Motion carried by unanimous voice vote.		
Develop a weed ordinance and weed control plan for developers and construction sites	This is an ongoing project, Chairman Palm is looking at getting in touch with electrical companies etc. The county can develop a plan but can not put an ordinance in place until after the election in November. This will allow the board time to get this in place.			
Chemical Bids	Last year the bids were done after the March meeting. They need to be sent out in the next couple weeks.			
Next Meeting	All Members will report on their portfolio for the next meeting.			
Next Meeting	The next meeting is currently scheduled for April 21 at 8AM in the Tom Baker Room at the City/County Building at 221 N 5 th St.			4/21/2022

With no further business the meeting adjourned at 9:13 a.m.

Wendy Egli, BCWB Admin. Secretary

Burleigh County Weed Board Meeting Minutes

February 24, 2022

Approved March 17, 2022

Agenda Items	Discussion	Board Action	Responsible Party	Due Date
<p>02.24.22 Present: Cory Palm, Dave Nehring, Ray Skoglund, Kathleen Jones, Burleigh County Commissioner, and Wendy Egli, Fronteer Professional Services Others Present: Robin Grenz, Burleigh County; Leo Vetter, Burleigh County Auditor; Brad Jossart, Fertilawn Chairman Palm called the meeting to order at 8:01 am. Roll call was taken noting 3 members present and a quorum was declared.</p>				
	Discussion	Action Taken	Responsible Party(s)	Due Date
New Board Member	Mr. Falkenstein should be in attendance at the next meeting for appointment			
Approval of 01/20/2021 Minutes:	Change date of next meeting to February 24 th	Mgr. Nehring motioned to approve as amended and Mgr. Skoglund 2nd. Motion approved by unanimous voice vote		
Financial Reports				
Balance Sheet and Profit & Loss	For 2021, the board used 65% of their budget coming in \$145,345.59 under budget. Bank balances are \$455,272.77.	Mgr. Skoglund motioned to accept budget and balance, Mgr. Nehring 2nd. Motion approved by unanimous roll call vote		
Outstanding Invoices	Robin handed out updated list of past due invoices. Current balance is \$132.35. The county will send out reminders.			
Approval of bills	Listed bills are from Fronteer Payroll Services and Nyhus Law. Chairman Palm has an additional one from ND Weed Control Association for \$275 and his temporary contractor fee for \$1500.00. There are also the monthly expense vouchers for the three managers in attendance.	Mgr. Nehring motioned to approve bills, Mgr. Skoglund 2nd. Motion approved by unanimous voice vote.		
Old Business				
Weed Officer Contract	The job description has been completed and Cory will be presenting it to the county commission at tonight's meeting. The goal is to get the job description approved tonight and posted immediately. Chairman Palm has a couple of opinions on who is responsible for what in regards to the weed officer hiring. All in all, it is the board's best interest to work with the county to get an officer hired. Although the board has the power to hire someone, the county commission has the authority to say that said hire can not take advantage of the county's benefits.	Mgr Skoglund made a motion to approve the job description and Mgr. Nehring 2nd. Motion approved by unanimous voice vote.		
Listing For Applications for Weed Officer Position	In the commission approves the description, HR will post immediately			

Agenda Items	Discussion	Board Action	Responsible Party	Due Date
Location for Weed Officer, Office and Storage	The board currently has a couple of options. The decision is on hold until a weed officer is hired.			
Spray Contract Discussion	New contract has been signed between Fertilawn and Burleigh County Weed Board. The Board received a letter via certified mail that Chairman Palm opened at the meeting. Walker Lawn is appealing the decision to award the bid to Fertilawn. After discussion and recommendations from Nyhus Law the decision was made to deny the appeal.	Mgr. Nehring made a motion to deny the appeal from Walker Lawn. Mgr. Skoglund 2nd. Motion carried by unanimous roll call vote.		
2023 Budget	Discussion was had about the 2022 budget. Chairman Palm mentioned that coming up in the 2023 budget the board will be asking for an increase in mills. The board currently sits at .73 mills and has the possibility of requesting up to 4 mills. Each mill is just short of a half a million dollars.			
Board Portfolios	In order to streamline and add some accountability, each member is being assigned a portfolio. They are as follows: Weed Officer – Chairman Cory Palm Townships – Jim Heisler Contractors – Ray Skoglund Programs – Dave Nehring Equipment and Collections – Larry Falkenstein			
Weed Ordinance and Weed Control Plan for developers and construction sites	The goal is to create an agreement between the developers and the board. Discussions were had with a local developer and it was discussed that the electric companies and municipalities may need to be included. The hope is to have this completed by next meeting.			
Chemical Bids	Chairman Palm discussed the possibility of adding some new chemicals that are offered. No time to add this year as bids need to be out this month. Chairman Palm will use last years a guide and send them out.			
Chemical Ordering	All chemicals ordered and have been received			
Next Meeting	The next meeting is currently scheduled for March 17th at 8AM in the Tom Baker Room at the City/County Building at 221 N 5 th St.			3/17/2022

With no further business the meeting adjourned at 9:12 a.m.

Wendy Egli, BCWB Admin. Secretary

Burleigh County Weed Board Meeting Minutes

January 20, 2022

Approved February, 24, 2022

Agenda Items	Discussion	Board Action	Responsible Party	Due Date
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Present: Jim Heisler, Cory Palm, Dave Nehring, Ray Skoglund, Kathleen Jones, Burleigh County Commissioner, and Wendy Egli, Fronteer Professional Services
Others Present: Jim Peluso, Burleigh County Commissioner; Ryan Walker, Walker Lawn Service; Richard Weisz, ND Dept of Agriculture; Julie Lawyer, States Attorney; Robin Grenz, Burleigh County; Leo Vetter, Burleigh County Auditor; Doug Goehring, ND Agricultural Commissioner; Brad Jossart, Fertilawn
 Chairman Heisler called the meeting to order at 8:00 am. Roll call was taken noting 4 members present and a quorum was declared.

	Discussion	Action Taken	Responsible Party(s)	Due Date
Board Reorganization	Nominations for Chairman	Mgr. Nehring nominated Mgr. Palm to serve as Chair, Mgr. Skoglund 2nd. Motion approved via unanimous roll call vote		
	Nomination for Vice-Chairman	Chairman Palm nominates Mgr. Nehring to serve as Vice-Chairman, Mgr. Heisler 2nd. Motion approved via unanimous roll call vote.		
Approval of 12/16/2021 Minutes:	No Discussion	Mgr. Nehring motion to approve minutes, Mgr. Heisler 2nd. Motion approved via voice vote		
Financial Reports				
Balance Sheet and Profit & Loss	As of 12/31/2021 the board has \$159,453.25 left in their 2021 budget.	Mgr. Heisler motioned to approve and Mgr. Nehring 2nd. Motion carried by unanimous voice vote.		
Outstanding Invoices	Outstanding balances as of December 31, 2021 is \$3786.71. There were a few payments that were not reflected on the reports. Mgr. Heisler will contact a few of the others for payment updates.			
Approval of bills	There is an additional invoice from Chairman Palm for \$1670 which includes \$170 for attending the state convention. Mgr. Heisler will have one for this convention also. There are also three invoices for chemical purchases added for \$5670, \$5670, and \$945.	Mgr. Nehring motioned to pay all bills presented. Mgr. Skoglund 2nd. Motion approved by unanimous roll call vote.		
Old Business				
Sprayer Bids	Two bids were received. One from Fertilawn and one from Walker Lawn Service. Discussion was held regarding meeting equipment requirements, rates, and storage of chemicals.	Bids closed at 8:57 am. Mgr. Heisler motioned to award contract to Fertilawn. Mgr. Nehring 2nd. Contracted awarded to Fertilawn after approval via unanimous roll call vote.		

Agenda Items	Discussion	Board Action	Responsible Party	Due Date
Weed Officer Contract	<p>Commissioner Goehring and Richard Wiesz discussed not only the importance of a weed officer but also the state law requiring a weed onctrol officer be in place.</p> <p>A new job description is being prepared showing the duties that will required and highlighting the need for a full time officer. The description will need to be presented to the County Commission for approval before listing.</p>			
Weed Ordinance and Weed Control Plan	<p>There is a 10 year plan already in place that is reviewed and revised annually. The plan is to present this to the county commission.</p> <p>A weed ordinance needs input from the weed officer so this is in progress.</p>			
Weed Office	Chairman Palm and Mgr. Heisler are currently looking for locations to house the weed officer.			
Adopt a weed board attorney	Discussion was had about retaining a lawyer for the weed board. There is no retainer fee necessary and this would cover two lawyers at \$250/Hr. The lawyer will be utilized in time sensitive issues for legal answers that are time sensitive. Nyhus Law Firm is the attorney discussed.	Mgr. Heisler motioned to adopt a weed board attorney, Mgr. Skoglund 2nds. Motion carried by unanimous roll call vote.		
Chemical Ordering	The chemical was ordered and some was received and is being stored at Fertilawn.			
Next Meeting	The next meeting is currently scheduled for February 24th at 8AM at the City/County Building Meeting Room at 221 N 5 th St.			2/17/2022

With no further business the meeting adjourned at 10:11 a.m.

Wendy Egli, BCWB Admin. Secretary