

**Burleigh County Weed Board Meeting Minutes**  
**February 22, 2021, City/County Building 221 N 5<sup>th</sup> St**  
**8:00 a.m.**

Members present: Dralle, Heisler, Palm, Skoglund

Absent: Nehring

Additional attendees: Dylan Ripplinger, Wayne Klein, Kathleen Jones, Pam Binder, Brad Jossart, Julie Lawyer

Chairman Heisler called the meeting to order at 8:00 a.m.

BCWB will dispense of past meeting minute approval until March board meeting

***Full Time Weed Officer***

Heisler stated; the BCWB is looking to make Dylan a full time Weed Officer and wants to know what has to be done to make this happen. The Weed Officer will also be sharing work with the Highway Department in the winter months when they need help. BCWB wants to know if this is financially possible for the board to do and if the Highway Department is willing to continue to work with them.

Jones stated; 2021 budget is set and cannot be changed. Dylan eventually becoming a full time Weed Officer is part of the overall plan. Having a full time Weed Officer would cost over \$71,000 for the Weed Board. The Weed Board needs to purchase herbicide this year and that will be a high cost out of the current budget. Further discussion and research needs to be done on the matter.

The process of creating a full time Weed Officer position is; the board will draft a job description and submit it to county HR for revisions, the board then receives a revised copy to approve and submit to the county commission to be approved to send to the company Gallagher to approve and make any needed changes. The revised document will be submitted to the commission. This process takes 3-4 months to complete.

Commissioner Jones feels there is no immediate need for a full time Weed Officer  
Preparations for Palmer Amaranth discussed

If Weed Officer is made a full time he will continue to receive all county benefits and step raises.

Currently the BCWB pays approximately \$61,000 of the Weed Officers salary and benefits. It would cost \$72,000 with full benefits full time.

On the budget it is a 58% BCWB 42% Highway split on salary and benefits.

In 2022 benefits cost may increase and salary will increase due to step raises and a COLA increase

2021 adopted Weed Board salary budget is \$47,044 with the benefits budget is \$12,768

The full time Weed Officer job description and position will be tabled until the budget can be calculated.

### ***Job Description Revision***

Weed Officer job description presented and changes are to be discussed at future meetings. The description will be adjusted according to the plans for the future and for what the budget allows. Once new job description is in place the Weed Board would like it to remain consistent with room for some flexibility. They will also work to create a contract for use between the Highway Department and the Weed Board.

Weed Board was tasked with creating a subcommittee to work with Binder to draft the new job description. The subcommittee will be created at a later date.

Grand Forks County Weed Board discussed.

### ***Education***

Education needs for Weed Officer discussed. Two day management training in Minot and two day training online information distributed. Dale Carnegie management training discussed.

Consensus of the Board is that all training opportunities should be explored.

Commissioner Jones and Binder discussed further educational opportunities.

Binder requested transcripts from Ripplinger

Colorado training has been postponed due to COVID.

**Motion to approve any education up to \$2,000 and anything above that must be submitted to board for approval. Palm seconded by Skoglund. All members present voted "Aye", motion carried.**

### ***Weed Board 3-5 Year Plan***

Ripplinger presented a 5 year outline of future equipment and education needs. The Board will be developing a future plan for the direction of the board and Weed Officer.

Commissioner Jones would like to see more sharing of equipment

### ***Other/ 12 Month Meeting***

Discussion of possible storage building to be constructed in conjunction with the Highway Department at the Highway Shop. Further discussion is needed.

**Motion for Weed Board to meet the 3<sup>rd</sup> Thursday of every month all year long. Dralle seconded by Skoglund. All members present voted "Aye", motion carried.**

Statement from Palm about Weed Board in the past and now moving forward.

### ***Website***

County website procedures discussed. All forms are available on the website. Ripplinger will now inform Mary Senger when any posting on website is done for the Weed Board.

**Next Meeting March 18<sup>th</sup> 2021 8:00 am at Burleigh County Highway Department**

**Motion to Adjourn Palm seconded by Dralle**

**Meeting Adjourned 8:55 am**

**Submitted By: Dylan Ripplinger (BCWO)**

**Burleigh County Weed Board Meeting Minutes**  
 March 18<sup>th</sup> 2021 – Burleigh County Highway Department  
 Draft – not approved yet.

Agenda Items	Discussion	Board Action	Responsible Party	Due Date
<p><b>Members Present:</b> Jim Heisler, Monte Dralle, Cory Palm, Ray Skoglund  <b>Others Present:</b> Dylan Ripplinger, Leo Vetter, Al Vietmeier, Commissioner Kathleen Jones, Wayne Klein, Brad Jossart  <b>Meeting Called to order at:</b> 8:00 am by Chairman Heisler. Roll call was taken (<b>Absent:</b> Dave Nehring) quorum was declared.</p>				
Agenda Items	Discussion	Action Taken	Responsible Party(s)	Due Date
<b>Reorganization- Election of Officers</b>				
<b>Election of Chairman, Vice Chairman, and appointment of Secretary</b>	Jim Heisler nominated for Chairman Cory Palm Nominated for Vice Chairman Dylan Ripplinger appointed as Secretary	<p><b>Motion by Dralle to nominate Heisler as Chairman, seconded by Skoglund; all members present voted “Aye”, motion carried</b></p> <p><b>Motion by Dralle to nominate Palm as Vice Chairman, seconded by Skoglund; all members present voted “Aye”, motion carried</b></p> <p><b>Motion by Dralle to appoint Ripplinger as Secretary, seconded by Palm; all members present voted “Aye”, motion carried</b></p>		
<b>Comments From Members of the Public</b>	None heard			
<b>Approval of October 15<sup>th</sup> 2021 Minutes</b>	Approved	<b>Motion by Palm to approve minutes, seconded by Dralle; all members present voted “Aye”, motion carried</b>		
<b>Approval of January 12<sup>th</sup> 2021 NDWCA Minutes</b>	Approved	<b>Motion by Palm to approve minutes, seconded by Dralle; all members present voted “Aye”, motion carried</b>		
<b>Approval of February 22<sup>nd</sup> Minutes</b>	Approved with name spelling update	<b>Motion by Dralle to approve minutes, seconded by Palm all members present voted “Aye”, motion carried</b>		
<b>Financial Report</b>	Financial Report Approved	<b>Motion by Palm to approve Financial Report, seconded by Dralle; all members present voted “Aye”, motion carried</b>		
<b>Outstanding Invoices</b>	Many outstanding invoices with townships, many townships only meet once a year. Will notify townships all bills need to be paid by December 31 <sup>st</sup> of the current year.			

<b>Agenda Items</b>	<b>Discussion</b>	<b>Board Action</b>	<b>Responsible Party</b>	<b>Due Date</b>
<b>Approval of Bills</b>	Bills were presented with a total of \$2,903.85.	<b>Motion by Dralle to approve the bills as presented, seconded by Skoglund; all members present voted “Aye”, motion carried.</b>		
<b>Old Business</b>				
<b>Corteva Postcards</b>	Corteva will still be working with BCWB on postcards. 9100 landowners on mailing list			
<b>Storage Update</b>	No new updates on constructing a building			
<b>Weed Officer Position</b>	Working on new job description for full time Weed Officer		Weed Board	
<b>CDL</b>	Have Weed Officer obtain a CDL license to better assist with Highway Department in winter months and to utilize larger equipment with weight restrictions.	<b>Motion by Dralle to approve the Weed Officer to obtain a CDL, seconded by Skoglund; all members present voted “Aye”, motion carried.</b>	Weed Officer	
<b>Cost Share Rates</b>	New cost share rates discussed. Proposed new cost share program rate of 50% across the board with a \$1,500 cap. And basing all herbicide prices on the ND Weed Control Guide.	<b>Motion by Dralle to approve a new cost share rate of 50%, seconded by Palm; all members present voted “Aye”, motion carried.</b>		
<b>Education Opportunities</b>	Get as much education as possible within the next 3 years; BSC Administrative management, Dale Carnegie classes in the future, Colorado training in 2022,			
<b>Other Old Business</b>	None presented			
<b>New Business</b>				
<b>Herbicide Bid Letter</b>	No changes required			
<b>Weed Management Plan For Developers</b>	Contract for developers to control weeds on land.	<b>Motion by Palm to approve Plan for Developers, seconded by Dralle; all members present voted “Aye”, motion carried.</b>	Weed Officer	
<b>Revised Forms</b>	All forms updated for the current season, more revisions are needed with updated cost-share prices.	<b>Motion by Palm to amend cost share motion to include herbicide pricing to be rounded to the nearest whole number, seconded by Dralle; all members present voted “Aye”, motion carried</b>  <b>Motion by Dralle to approve changes to all forms, seconded by Palm; all members present voted “Aye”, motion carried</b>		
<b>Price Comparison</b>	Palm requested a price comparison between last year’s cost share program and the new proposed program with last year’s sales numbers, for next meeting.		Weed Officer	4/15/21

<b>Agenda Items</b>	<b>Discussion</b>	<b>Board Action</b>	<b>Responsible Party</b>	<b>Due Date</b>
<b>Fertilawn Contract</b>	Spraying contract renewed for season with Fertilawn. New contract will be drafted for next season. 4 year contract possibility discussed.	<b>Motion by Palm to renew spraying contract with Fertilawn for 2021 season, seconded by Dralle; all members present voted “Aye”, motion carried.</b>		
<b>Data Logger Quote</b>	Quote for data logger with wire harness for UTV and pickup for Weed Board use \$3,625.00. Purchasing more Data Loggers in the future for contractor discussed.	<b>Motion by Palm to purchase one Data Logger for Weed Board use at quoted price, seconded by Skoglund; all members present voted “Aye”, motion carried.</b>		
<b>ND Game and Fish Contract</b>	Possible cost sharing opportunities with Game and Fish. 50/50 cost split, NDGF will be renewing contract for 2021 Request Bill Haase to come speak at next meeting.		Weed Officer	
<b>Weed Seed Free Forage Program</b>	Have Weed Officer become WSFF certified on behalf of the BCWB.	<b>Motion by Skoglund to approve the Weed Officer becomes WSFF certified through the State, seconded by Dralle; all members present voted “Aye”, motion carried.</b>		
<b>Other New Business</b>	Jossart expressed concerns about multiple distributors delivering at different times.			
<b>Weed Officer Report</b>				
<b>TAG Reallocation</b>	Possible more grant money available			
<b>Landowner Updates</b>	Ripplinger updated the board on landowners			
<b>Upcoming Meeting and Trainings</b>	Ripplinger presented upcoming meetings and trainings. Will be attending Dickenson sprayer school.			
<b>Other</b>				
<b>Next Meeting</b>	The next meeting currently scheduled for April 15, 2021 at 7:30 am			4/18/2021
<b>Meeting adjourned at</b>	With no further business the meeting was adjourned at 10:45 am	<b>Motion by Dralle to adjourn meeting, Seconded by Palm; All Members Present Voted “Aye”, Motion Carried</b>		

Submitted by: Dylan Ripplinger (BCWO)

**Burleigh County Weed Board Meeting Minutes**  
 April 22<sup>nd</sup> 2021 – Burleigh County Highway Department

<b>Agenda Items</b>	<b>Discussion</b>	<b>Board Action</b>	<b>Responsible Party</b>	<b>Due Date</b>
<p><b>Members Present:</b> Jim Heisler, Monte Dralle, Cory Palm, Ray Skoglund  <b>Others Present:</b> Dylan Ripplinger, Commissioner Kathleen Jones, Brad Jossart, Bill Walker (Nutrien), Jeremy Corrigan (Arborchem), Casey Quale (Harriet/Lien Twp.)  <b>Meeting Called to order at:</b> 7:30 am by Chairman Heisler. Roll call was taken (<b>Absent:</b> Dave Nehring) quorum was declared.</p>				
<b>Agenda Items</b>	<b>Discussion</b>	<b>Action Taken</b>	<b>Responsible Party(s)</b>	<b>Due Date</b>
	Chairman Heisler apologized for rescheduling the meeting, he asked Vice Chairman Palm to run meeting.	<b>Vice Chairman Palm assumed leadership of meeting</b>		
<b>Comments From Members of the Public</b>	None heard			
<b>Approval of March 18<sup>th</sup> 2021 Minutes</b>	Approved	<b>Motion by Dralle to approve minutes, seconded by Skoglund; all members present voted “Aye”, motion carried</b>		
<b>Herbicide Bid Opening</b>	Board members reviewed herbicide bids from; Nutrien, Van Diest, and Arborchem. Jeremy Corrigan described Arborchem and their products to the board.	<b>Bids Awarded to companies on a per product basis. Nutrien was awarded the bids for; Tordon, 24-D, Aquatic Roundup, Plateau, NIS, and Colorant. Van Diest was awarded the bids for; MSO, and Graslan. Arborchem was awarded the bid for Roundup. Nutrien, Van Diest, and Arborchem were awarded equal shares of Vastlan and Milestone. Duracor bid will be reviewed by board through Corteva to validate the bid received by Arborchem.</b>		
<b>Financial Report</b>	Financial Report Approved Budget Balance \$412,357.80 Investment Balance \$580,477.49	<b>Motion by Heisler to approve Financial Report, seconded by Dralle; all members present voted “Aye”, motion carried</b>		
<b>Outstanding Invoices</b>	\$7460.21, Harriet/Lien Township outstanding bills discussed. Possible forgiveness of outstanding balance depending on landowners responsible.			
<b>Approval of Bills</b>	Bills were presented with a total of \$4,080.62	<b>Motion by Dralle to approve the bills as presented, seconded by Skoglund; all members present voted “Aye”, motion carried.</b>		
<b>Old Business</b>				
<b>Cost Share Price Comparison</b>	Ripplinger presented cost share price comparison between old cost share program and new program. In 2020 the benefit to the Weed Board would be \$9,108.00			

<b>Agenda Items</b>	<b>Discussion</b>	<b>Board Action</b>	<b>Responsible Party</b>	<b>Due Date</b>
<b>Updated Spray Request Form</b>	Ripplinger proposed to change cost share form prices to be rounded to nearest \$5 instead of nearest \$1	<b>Motion by Heisler to amend the \$1 price rounding to \$5, seconded by Dralle; all members present voted "Aye", motion carried.</b>		
<b>Other Old Business</b>	Data Logger received, Ripplinger will demonstrate after meeting.			
<b>New Business</b>	None presented			
<b>Weed Officer Report</b>				
<b>Landowner Updates</b>	Ripplinger updated the board on landowners, Ripplinger will be sending out mailings tomorrow.			
<b>BCWOW</b>	Burleigh County War on Weeds has been postponed due to low registration numbers. Ripplinger will be meeting with extension to discuss options.			
<b>WSFFP</b>	NDDOA has been contacted and certification process has been started.			
<b>Other</b>				
<b>Next Meeting</b>	The next meeting currently scheduled for May 20 <sup>th</sup> , 2021 at 7:30 am			4/18/2021
<b>Meeting adjourned at</b>	With no further business the meeting was adjourned at 8:40 am	<b>Motion by Dralle to adjourn meeting, Seconded by Heisler; All Members Present Voted "Aye", Motion Carried</b>		

Submitted by: Dylan Ripplinger (BCWO)

**Burleigh County Weed Board Meeting Minutes**  
 May 20<sup>th</sup> 2021 – Burleigh County Highway Department

Agenda Items	Discussion	Board Action	Responsible Party	Due Date
<b>Members Present:</b> Jim Heisler, Monte Dralle, Cory Palm, Dave Nehring <b>Others Present:</b> Dylan Ripplinger, Commissioner Kathleen Jones, Brad Jossart <b>Meeting Called to order at:</b> 7:30 am by Chairman Heisler. Roll call was taken ( <b>Absent: Skoglund</b> ) quorum was declared.				
Agenda Items	Discussion	Action Taken	Responsible Party(s)	Due Date
Comments From Members of the Public	None heard			
Approval of April 22 <sup>nd</sup> 2021 Minutes	Approved	Motion by Palm to approve minutes as presented, seconded by Dralle; all member present voted “Aye”, motion carried		
Financial Report	Financial Report approved Budget Balance \$405,493.11 Investment Balance \$578,903.46	Motion by Palm to approve the financial report as presented, seconded by Nehring; all members present voted “Aye”, motion carried		
Outstanding Invoices	Outstanding invoices discussed, All parties will be responsible for paying bills in full. Outstanding Invoices total \$6,960.21 Ripplinger will contact all landowners with outstanding invoices.		Ripplinger	
Approval of Bills	Bills were approved as presented with a total of \$838.06	Motion by Nehring to approve bills as presented, seconded by Dralle; all members present voted “Aye”, motion carried		
Old Business				
Herbicide Bids				
Duracor Bid	Arborchem retracted bid on Duracor herbicide Duracor will be awarded to Nutrien and Van Diest	Motion by Dralle to award Duracor bid to Nutrien and Van Diest, seconded by Palm; all members present voted “Aye”, motion carried		
Future Herbicide Bids	Multiple options discussed for future herbicide bids, issue tabled until states attorney can be contacted		Heisler will contact states attorney	
<b>Skoglund arrived to meeting at 7:50am</b>				
Harriet/Lein Township	Harriet/Lein will be responsible for full bill of 25% of landowner cost for the 2020 spray season			
Other Old Business				



Agenda Items	Discussion	Board Action	Responsible Party	Due Date
<b>New Business</b>				
<b>Top Soil, Gravel, Scoria, and Sand Certification</b>	Ripplinger presented forms and contracts for a certification program for disturbed areas for Weed Board review and possible program adoption. New program and documents discussed and approved with yearly certifications	<b>Motion by Palm to adopt the Top Soil, Gravel, Scoria, and Sand Certification as presented, seconded by Nehring; all members present voted “Aye”, motion carried</b>		
<b>Alternate Sprayer Permission</b>	Landowner requested cost share for use of another company, stated unhappy with Fertilawn results from a prior year. Discussion was had between Fertilawn and the board. The board would like the landowner to give Fertilawn a chance to spray. Alternate Sprayer Cost Share denied. Ripplinger will contact landowner	<b>Motion by Palm to deny Bridwell alternate sprayer cost share permission, seconded by Skoglund; all members present voted “Aye”, motion carried</b>	Ripplinger	
<b>Other New Business</b>				
<b>Weed Officer Report</b>				
<b>Landowner Updates</b>	Elk Ridge Developers at Hawktree subdivision will be utilizing program			
<b>Herbicide Delivery</b>	Received Nutrien and Van Diest herbicide delivery			
<b>Herbicide Sales</b>	1 gal. of Plateau, 7qts of Milestone to date			
<b>Cost Share Applications</b>	43 applications to date			
<b>Trainings and Events</b>	Leadership training in Minot and Mandan Ag Day were both attended by Ripplinger, Ripplinger asked to attend Minot Sprayer school instead of Dickenson WSFF certification training attended by Ripplinger			
<b>Other</b>	Ripplinger started spraying Burnt Creek Floodway New Palmer Amaranth protocol discussed,  Commissioner Jones suggested having a news interview about the BCWB and CS program with the Weed Officer and Weed Board, possible news options discussed  Commissioner Jones informed board about upcoming budget meeting and county pay scale change			
<b>Next Meeting</b>	The next meeting currently scheduled for June 17th , 2021 at 7:30 am			
<b>Meeting adjourned</b>	With no further business the meeting was adjourned at 8:30 am	<b>Motion by Dralle to Adjourn meeting</b>		

Submitted by: Dylan Ripplinger (BCWO)

**Burleigh County Weed Board Meeting Minutes**  
June 17th 2021 – Burleigh County Highway Department

Agenda Items	Discussion	Board Action	Responsible Party	Due Date
<b>Members Present:</b> Jim Heisler, Monte Dralle, Cory Palm, Dave Nehring, Raymond Skoglund <b>Others Present:</b> Dylan Ripplinger, Commissioner Kathleen Jones, Brad Jossart, Doug Schmidt <b>Meeting Called to order at:</b> 7:30 am by Chairman Heisler. Roll call was taken ( <b>All Members Present</b> ) quorum was declared.				
Agenda Items	Discussion	Action Taken	Responsible Party(s)	Due Date
<b>Comments From Members of the Public</b>	Doug Schmidt from Misty Waters HOA described Leafy Spurge problem at Misty Waters Subdivision on empty lots and HOA owned property. Dylan and Fertilawn will work together to control the infestation. The entire bill for all landowners sprayed will be sent to the HOA.		Ripplinger	
<b>Approval of May 20th 2021 Minutes</b>	All members reviewed minutes and no changes made, minutes approved	<b>Motion by Palm to approve minutes as presented, seconded by Nehring; all members present voted “Aye”, motion carried</b>		
<b>Financial Report</b>	Financial Report approved Budget Balance \$393,876.36 Investment Balance \$103,204.65	<b>Motion by Palm to approve the financials as presented, seconded by Dralle; all members present voted “Aye”, motion carried</b>		
<b>Outstanding Invoices</b>	Ripplinger contacted all parties with outstanding bills.			
<b>Approval of Bills</b>	Bills were approved as presented with a total of \$19,748.31	<b>Motion by Nehring to approve the bills as presented, seconded by Palm; all members present voted “Aye”, motion carried</b>		
<b>Old Business</b>				
<b>Herbicide Contract Update</b>	Heisler updated the board about the herbicide contract; he has been in contact with the states attorney. Jones suggested hiring a lawyer.			
<b>Presort Plus Quote</b>	Ripplinger presented the quote provided by Presort Plus; the board agreed that using this service for the beginning of the year mailing would be beneficial.			
<b>Burnt Creek Floodway</b>	Ripplinger described the spraying of BCFW and has completed the spraying of the edges; he also presented a contact for a helicopter company for the BCWRD to use.			
<b>WSFFP</b>	The board discussed the Joint Powers Agreement with the State of North Dakota for the Weed Seed Free Forage Program	<b>Motion by Palm to accept and sign the JPA for the WSFFP, seconded by Nehring; all members present voted “Aye” motion carried</b>		
<b>Other Old Business</b>	Ripplinger’s PIP discussed by the board			
<b>New Business</b>				
<b>2022 Budget</b>	2022 budget request reviewed, the board will work on spending down reserves 3-5 year expense plan, only foreseeable large expense would be 3 Dataloggers	<b>Motion by Nehring to accept to proposed 2022 budget request, seconded by Palm; all members present voted “Aye” motion carried</b>		

<b>Agenda Items</b>	<b>Discussion</b>	<b>Board Action</b>	<b>Responsible Party</b>	<b>Due Date</b>
<b>Misty Waters</b>	Discussed earlier			
<b>Wing Township Spraying</b>	Jossart questioned about cost share spray limit in Wing township and for other landowners. The board clarified that even though Wing township covers the cost of spraying for landowners, each landowner will only receive county cost share up to \$1500 total cost. They will be responsible for the full amount for any spraying done over the \$1500 mark. That rule also stands for all landowners in Burleigh County. Fertilawn will notify landowners if that limit will possibly be reached.			
<b>Alternative Sprayer Permission</b>	Jossart discussed concerns with any alternate sprayer permission. Weed Board consensus was they need to protect the contractor. VanBrocklin Alternative Sprayer Permission form discussed and denied	<b>Motion by Nehring to deny the alternate spray request form for VanBrocklin, seconded by Dralle; all members present voted "Aye" motion carried</b>		
<b>Other New Business</b>	Palm notified Ripplinger of more spraying requested on Fox island for the BCWRD, Palm will give Ripplinger contact information and spray location		Ripplinger	
<b>Weed Officer Report</b>	Ripplinger reported 70+ complaint calls and landowner inspections so far Also has received a complaint against Schultz and Dunbar, land has been inspected and have been in contact with them. Topsoil inspection done			
<b>Landowner Updates</b>	Ripplinger is currently working on contacting residents of Hogue Island to get Leafy Spurge controlled			
<b>Herbicide Sales</b>	2 gal of plateau and 50 qts of milestone sold to date			
<b>Cost Share Applications</b>	99 cost share applications received to date			
<b>Trainings and Events</b>	Ripplinger attended sprayer school in Minot and updated board, and will also be attending LS beetle day in Grant County			
<b>Other</b>				
<b>Next Meeting</b>	The next meeting currently scheduled for July 15 <sup>th</sup> , 2021 at 7:30 am			
<b>Meeting adjourned</b>	With no further business the meeting was adjourned at 9:10 am	<b>Motion by Dralle to Adjourn meeting</b>		

Submitted by: Dylan Ripplinger (BCWO)

**Burleigh County Weed Board Meeting Minutes**  
July, 15<sup>th</sup> 2021 – Burleigh County Highway Department

Agenda Items	Discussion	Board Action	Responsible Party	Due Date
<p><b>Members Present:</b> Jim Heisler, Monte Dralle, Dave Nehring, Raymond Skoglund  <b>Others Present:</b> Dylan Ripplinger, Commissioner Kathleen Jones, Brad Jossart, Pam Binder  <b>Meeting Called to order at:</b> 7:32 am by Chairman Heisler. Roll call was taken (<b>Palm Absent</b>) quorum was declared.</p>				
Agenda Items	Discussion	Action Taken	Responsible Party(s)	Due Date
<b>Comments From Members of the Public</b>	None Presented			
<b>Approval of Minutes</b>				
<b>Approval of May 20<sup>th</sup> 2021 Minutes</b>	All members reviewed minutes and no changes made, minutes approved	<b>Motion by Nehring to approve minutes as presented, seconded by Skoglund; all members present voted “Aye”, motion carried</b>		
<b>May/June Bills Revision</b>	Revision of the June meeting bills from a total of \$19,748.31 to a total of \$27,325.81. Change due to calculation error.	<b>Motion by Nehring to amend the bills spreadsheet presented at the June meeting, seconded by Dralle; all members present voted “Aye”, motion carried</b>		
<b>Financial Report</b>	Financial Report approved Budget Balance \$344,083.07 Investment Balance \$103,205.99	<b>Motion by Dralle to approve the financials as presented, seconded by Nehring; all members present voted “Aye”, motion carried</b>		
<b>Outstanding Invoices</b>	Outstanding invoices discussed. Glenview will be paying balance, Wing balance is still being worked on, Harriet/Lein minutes presented with policy change from 2016. Hiring an attorney to assist was discussed. Placing outstanding balances on property taxes of landowners discussed.	<b>Motion by Nehring for Ripplinger to contact Al Vietmeier, to inquire about placing outstanding bills on to property taxes and to send landowners notice by mail, seconded by Skoglund; all members present voted “Aye”, motion carried</b>		
<b>Approval of Bills</b>	Bills were approved as presented with a total of \$ 8,673.18 Fertilawn bill approved with a total of \$ 30,165.00	<b>Motion by Nehring to approve the bills as presented, seconded by Dralle; all members present voted “Aye” , motion carried</b>		
<b>Old Business</b>				
<b>Herbicide Contract Update</b>	Heisler informed the board about conversation with states attorney. Ripplinger also informed the board about the conversation with the states attorney. The board can change the herbicide bid contract as long as the board is not discriminating against a specific company. Ripplinger should have documents from the attorney at the next meeting.			
<b>Misty Waters Spraying</b>	Ripplinger presented map of Misty Waters HOA owned land that was sprayed with E-2 herbicide. Landowners will be sprayed in fall.			
<b>Fox Island Spraying</b>	Ripplinger was asked to spray some land on Fox Island for the Water Board but still has not been told where. Commissioner Jones suggested contacting Dennis Reap.			
<b>Other Old Business</b>	None Presented			

Agenda Items	Discussion	Board Action	Responsible Party	Due Date
<b>New Business</b>				
<b>LAP Submission</b>	Ripplinger Submitted information for the 2021 LAP grant. Numbers were lower this year due to the drought.			
<b>Landowner Reimbursement Requests</b>	Landowners requesting reimbursement for herbicide approved. Clark Brown \$ 178.88 and Larry Buchholtz \$31.54. Wayne Martineson from 2020 for \$111.18	<b>Motion by Skoglund to approve reimbursement for Brown and Buchholtz, seconded by Nehring; all members present voted “Aye”, motion carried</b>  <b>Motion by Nehring to approve Martineson reimbursement from 2020, seconded by Dralle; all members present voted “Aye”, motion carried</b>		
<b>Alternative Sprayer Permission</b>	Rick Sorch, Micheal Ward, Steve Mariner, and Doug Morris alternate sprayer permission discussed. All denied. Forms must be submitted and approved before any spraying done every year.	<b>Motion by Nehring to deny all alternate sprayer permission forms presented, seconded by Skoglund; all members present voted “Aye”, motion carried</b>		
<b>Other New Business</b>				
<b>Weed Officer Report</b>	Burnt Creek Flood Way spraying bill done Sheriff’s department herbicide bill presented Park board herbicide Bill presented Dunbar complaint in compliance New complaint against Ron Knutson LS Beetles released throughout the county and given to landowners Ordered herbicide from all 3 companies WSFFP paperwork is completed, we can now do inspections 20 ticket books were ordered from Image Printing			
<b>Landowner Updates</b>	Large spraying job down on Moffit Rd. Ripplinger suggested sending a Notice to Control to Howard. He was contacted in 2020 and did not control, he was then sent a letter in 2021 and Ripplinger spoke to him and there has still been no control.	<b>Motion by Nehring to send Howard a Notice to Control, seconded by Dralle; all members present voted “Aye”, motion carried</b>		
<b>Herbicide Sales</b>	8 gal of Plateau and 193 qts of Milestone sold to date			
<b>Cost Share Applications</b>	122 cost share applications received to date			
<b>Trainings and Events</b>	Training at NDDOT wed July 28			
<b>Other</b>	Discussion by Weed Board and Burleigh County HR about Weed Officer job description and employment over winter months. As it stands now Ripplinger will be laid off from November 1 to April 1 The board requested that Ripplinger calculate how many hours of work are in the winter months.		Ripplinger	
<b>Next Meeting</b>	The next meeting currently scheduled for August 19th , 2021 at 7:30 am			
<b>Meeting adjourned</b>	With no further business the meeting was adjourned at 9:30 am	<b>Motion by Dralle to Adjourn meeting</b>		

Submitted by: Dylan Ripplinger (BCWO)

**Burleigh County Weed Board Meeting Minutes**  
August 19<sup>th</sup> 2021 – Burleigh County Highway Department

Agenda Items	Discussion	Board Action	Responsible Party	Due Date
<b>Members Present:</b> Jim Heisler, Monte Dralle, Dave Nehring, Raymond Skoglund, Cory Palm <b>Others Present:</b> Dylan Ripplinger, Commissioner Kathleen Jones, Brad Jossart, <b>Meeting Called to order at:</b> 7:30 am by Chairman Heisler. Roll call was taken ( <b>All Members present</b> ) quorum was declared.				
Agenda Items	Discussion	Action Taken	Responsible Party(s)	Due Date
<b>Comments From Members of the Public</b>	None Presented			
<b>Approval of Minutes</b>				
<b>Approval of June 15th 2021 Minutes</b>	All members reviewed minutes and no changes made, minutes approved	<b>Motion by Palm to approve minutes as presented, seconded by Dralle; all members present voted “Aye”, motion carried</b>		
<b>Financial Report</b>	Financial Report approved Budget Balance \$296,087.66 Investment Balance \$103,185.47	<b>Motion by Dralle to approve the financials as presented, seconded by Skoglund; all members present voted “Aye”, motion carried</b>		
<b>Outstanding Invoices</b>	Outstanding Invoices total \$10,404.71 Letters were sent to all landowners with a 90 day or more outstanding bill, stating the balance would be placed on their property taxes if the bill has not been payed within 30 days. A certified letter will be sent to each unpaid landowner before the bill is placed on the landowner’s property taxes.	<b>Motion by Skoglund to authorize the Weed Officer to work with the Auditors office to place delinquent bills on to property tax bills, seconded by Nehring ; all members present voted “Aye”, motion carried</b>		
<b>LAP Funds Received</b>	LAP grant check received from the NDDA in the amount of \$19,269.28			
<b>Approval of Bills</b>	Bills were approved as presented with a total of \$ 22,043.60 Fertilawn bill approved with a total of \$ 24,960.00	<b>Motion by Palm to approve the bills as presented, seconded by Nehring; all members present voted “Aye” , motion carried</b>		
<b>Old Business</b>				
<b>Weed Officer Winter Hours</b>	Heisler informed the board that a new Weed Officer job description must be drafted with Burleigh County HR before determining the amount of time the Weed Officer will be laid off in the winter months. Commissioner Jones suggested that the board submit all hours worked from previous years to HR as well. Insurance options discussed for the lay off period. Heisler voiced concerns about weed control in subdivisions within the county, and the need for a larger education program for those landowners. Jones also discussed putting an advert on Dakota Access TV Jones suggested developing a new challenges and opportunities plan			
<b>Other Old Business</b>	None Presented			

Agenda Items	Discussion	Board Action	Responsible Party	Due Date
<b>New Business</b>				
<b>Landowner Reimbursement Requests</b>	Landowner requesting reimbursement for herbicide \$ 224.50 approved.	<b>Motion by Palm to approve the landowner reimbursement request for Hogue, seconded by Nehring; all members present voted “Aye”, motion carried</b>		
<b>Other New Business</b>	Herbicide deals from Van Diest and Nutrien discussed. No additional herbicide is needed at this time.			
<b>Weed Officer Report</b>	Ripplinger discussed test plots for Duracor herbicide and Milestone with E2 herbicide at county shop Method herbicide discussed Purple Loosestrife spraying has started and will continue for the next few weeks			
<b>Landowner Updates</b>	NTC landowner is now in compliance. All written complaints received to date, have been resolved Todd pasture west of Driscoll discussed			
<b>Herbicide Sales</b>	11 gal of Plateau and 220 qts of Milestone sold to date			
<b>Cost Share Applications</b>	138 cost share applications received to date			
<b>Trainings and Events</b>	Ripplinger attended one day seminar in Bismarck about public speaking Ripplinger informed the board about Corteva inviting weed officers to Colorado to view test plots on noxious weeds. Corteva will cover all expenses. Dale Carnegie training in September and October discussed. The cost would be \$1,995.00	<b>Motion by Nehring to allow Ripplinger to attend the Dale Carnegie training, seconded by Skoglund; all members present voted “Aye”, motion carried</b>  <b>Motion by Palm to allow Ripplinger to travel to the Corteva test plots in Colorado, seconded by Dralle; all members present voted “Aye”, motion carried</b>		
<b>Other</b>	Palm informed Ripplinger about Fox Island spraying location to be sprayed for the BCWRD			
<b>Next Meeting</b>	The next meeting currently scheduled for September 16th , 2021 at 7:30 am			
<b>Meeting adjourned</b>	With no further business the meeting was adjourned at 8:45am	<b>Motion by Dralle to Adjourn meeting</b>		

Submitted by: Dylan Ripplinger (BCWO)

**Burleigh County Weed Board Meeting Minutes**  
September 16<sup>th</sup> 2021 – Burleigh County Highway Department

Agenda Items	Discussion	Board Action	Responsible Party	Due Date
<p><b>Members Present:</b> Jim Heisler, Monte Dralle, Dave Nehring, Raymond Skoglund,  <b>Others Present:</b> Dylan Ripplinger, Commissioner Kathleen Jones, Brad Jossart,  <b>Meeting Called to order at:</b> 7:30 am by Chairman Heisler. Roll call was taken (<b>Cory Palm Absent</b>) quorum was declared.</p>				
Agenda Items	Discussion	Action Taken	Responsible Party(s)	Due Date
<b>Comments From Members of the Public</b>	None Presented			
<b>Approval of Minutes</b>				
<b>Approval of August 19th 2021 Minutes</b>	All members reviewed minutes and no changes made, minutes approved	<b>Motion by Nehring to approve minutes as presented, seconded by Skoglund; all members present voted “Aye”, motion carried</b>		
<b>Financial Report</b>	Financial Report approved Budget Balance \$254,807.61 Investment Balance \$103,166.91	<b>Motion by Dralle to approve the financials as presented, seconded by Skoglund; all members present voted “Aye”, motion carried</b>		
<b>Outstanding Invoices</b>	Outstanding Invoices total \$20,005.20			
<b>Past Due invoices Update</b>	<p>4 remaining outstanding landowner invoices from previous years. Sheldon, Waldron, and Spitzer bills will be place on the appropriate tax bills.</p> <p>McPeak spray bills discussed. Leased land was sprayed for McPeak that he doesn’t own, because of this, the full bill cannot be placed on his property taxes.</p> <p>Commissioner Jones requested all documents on McPeak. She will then bring this issue to the state attorney. She also suggested sending a letter to the Association of Counties to possibly get laws changed regarding this issue. Heisler suggested bringing the issue to Dave Bliss because of the long wait time with the state attorney.</p> <p>The board made the decision to contact Dave Bliss to see if he will take on the issue.</p> <p>Commissioner Jones also suggested voting on making Dave Bliss the Attorney of Record for the Weed Board</p>	<b>Motion by Nehring to utilize David Bliss to pursue legal action against McPeak for outstanding balance, seconded by Skoglund; all members present voted “Aye” motion carried</b>	<b>Heisler</b>	
<b>Approval of Bills</b>	Bills were approved as presented with a total of \$ 2,516.72 Fertilawn bill approved with a total of \$ 19,180.00 Ripplinger informed the board that the Highway Department had an issue with the fuel report for the month. It will be added onto next month’s bills.	<b>Motion by Dralle to approve the bills as presented, seconded by Nehring; all members present voted “Aye” , motion carried</b>		



Agenda Items	Discussion	Board Action	Responsible Party	Due Date
<b>Old Business</b>				
<b>Sprayer Contract Revisions</b>	Revisions discussed for the 2022 sprayer contract. The revisions that were discussed include, Spraying dates, contractor attending meetings, purple looestrife spraying, data loggers, local operation, from shoulder to top of ditch capabilities, termination terms, providing water, and contract term. The Weed Board asked Ripplinger to draft a new contract with the requested changes to be approved by the board and the board will then bring it to Bliss to review.		Ripplinger	10/21/21
<b>Weed Officer Job Description Update</b>	<p>Jones stated 8 months of employment is currently approved. The Weed Board is discussing 10 months. The winter work averages to 2.5 hours a day. 9 months will be a possibility. She is not sure if the Weed Board can get any more approved.</p> <p>Heisler stated more public education and training is needed during the winter.</p> <p>Growing the County Weed Control program to have more towards education of landowners and developers is a great use of time for the Weed Officer.</p> <p>Ripplinger gave a copy of the new job description draft to Pam Binder at Burleigh HR. Binder has not been able to review it yet.</p> <p>Nehring stated that 12 month out of the year the Weed Officer has things that need to be dealt with on a timely basis and only having a weed officer for 9 months out of the year limits that potential.</p> <p>Heisler stated that the Weed Officer needs flexibility to come in and deal with issues whenever it is necessary. Possibly a part time position in the winter.</p> <p>Jones stated the commission will have issues with the Weed Officer doing work that a less costly employee could do and that it is taking time away from the Weed Officer to do more education programs. She suggested the Board makes a plan and possibly hosts a workshop to educate other commissioners.</p>			
<b>Other Old Business</b>	Weed Officer PIP discussed. Heisler and Ripplinger met to discuss improvement plan and Heisler determined that the Weed Officer satisfactorily completed his performance improvement plan on August 26 <sup>th</sup> .	<b>Motion by Nehring to accept the Weed Officer Personal Improvement Plan and submit it to Burleigh County Human Resources, seconded by Dralle; all members present voted “Aye”, motion carried</b>		

Agenda Items	Discussion	Board Action	Responsible Party	Due Date
<b>New Business</b>				
<b>Alternate Sprayer Permission Request</b>	Alternate Sprayer Permission application for Sorch discussed. No prior approval was given and receipt was illegible. Application was Denied	<b>Motion by Dralle to deny the Alternate Sprayer Application for Bob Sorch, seconded by Skoglund; all members present voted “Aye”, motion carried</b>		
<b>LAP and TAG Grants for 2021-2022</b>	Notice of Award for LAP grant for the amount of \$17,661.59 and the TAG grant for the amount of \$5,000.00, for the 2021-2022 season			
<b>Public Education</b>	<p>Discussion on perusing developers and subdivisions to control noxious weeds is a much needed issue, and to educate and empower them to control their own Noxious Weeds.</p> <p>Jones Suggested contacting James Saddler, the president of the Bismarck/Mandan Builders Association.</p> <p>Discussion had about adding a new line item in the yearly budget for public education. Jones suggested putting in a line item titled “Public Programs” and to place \$5,000 to \$7,500 for the budget. Commissioner Jones informed the Board that the budgeting form for next year will use the Association of Counties budgeting form. The form will be entirely different from previous years.</p> <p>Any expenses for the rest of the year for public education will come out of the chemical budget.</p> <p>Ripplinger contacted Dakota Media Access inquiring about placing an ad. There are two options, a banner on the bulletin board that will periodically scroll through between programs or a short power point slide show. There will be no cost to the Weed Board.</p> <p>In the future an interview segment may be possible.</p>	<b>Motion by Nehring to add a Public Programs line item to the budget and place \$7,500 in it for the 2022 fiscal year, seconded by Skoglund; all members present voted “Aye”, motion carried</b>		
<b>Other New Business</b>	<p>Winter meeting times discussed. 7:30 am start time will continue through October 2021</p> <p>Discussion about payment for board members doing additional work outside of meetings.</p> <p>It was decided that mileage for extra meetings and extra hours will be submitted at board meetings through expense forms.</p> <p>Board Member submitted expenses will be placed in the Miscellaneous section in the budget for 2021</p>			
<b>Weed Officer Report</b>				

Agenda Items	Discussion	Board Action	Responsible Party	Due Date
<b>Landowner Updates</b>	Some Complaints about herbicide not working as well due to drought. Misidentification of weeds by landowners has been an issue. Ripplinger sprayed Fox island lot for the Water Resource District. A lot of Purple Loosestrife this year, due to low water. Yellow Toadflax has been found in Regan and Baldwin this year. This is a new noxious weed to Burleigh County. Misty Waters will be sprayed Tuesday Rock pile on highway 10 sprayed			
<b>Herbicide Sales</b>	21 gal of Plateau and 226qts of Milestone sold to date Heisler inquired about selling herbicides to townships at cost for control of volunteer trees.			
<b>Cost Share Applications</b>	140 cost share applications received to date			
<b>Trainings and Events</b>	Dale Carnegie Training will be all day on Wednesdays for 3 weeks.			
<b>Corteva Test Plots</b>	Ripplinger presented pictures and information about the test plots in Colorado and the herbicide used. Corteva has asked to do test plots in Burleigh County and they will be done south of Bismarck in the spring of 2022. Corteva will supply the herbicide if the Weed Board will spray the plots.			
<b>Other</b>				
<b>Next Meeting</b>	The next meeting currently scheduled for October 21st 2021 at 7:30 am			
<b>Meeting adjourned</b>	With no further business the meeting was adjourned at 9:25 am	<b>Motion by Dralle to Adjourn meeting</b>		

Submitted by: Dylan Ripplinger (BCWO)

Burleigh County Weed Board Meeting Minutes

November 18, 2021

Approved – December 15, 2021

Agenda Items	Discussion	Board Action	Responsible Party	Due Date
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**Present:** Jim Heisler, Cory Palm, Monte Dralle, Dave Nehring, Ray Skoglund, Kathleen Jones, Burleigh County Commissioner, and Wendy Egli, Fronteer Payroll Services

**Others Present:** None

Chairman Heisler called the meeting to order at 8:00 am. Roll call was taken noting all members present and a quorum was declared.

	Discussion	Action Taken	Responsible Party(s)	Due Date
<b>Approval of 10/21/2021 Minutes:</b>	No Discussion	<b>Mgr. Palm motion to approve minutes, Mgr. Nehring 2<sup>nd</sup>. Motion carried</b>		
<b>Comments from Members of the Public</b>	None noted.			
<b>Financial Reports</b>				
<b>Balance Sheet and Profit &amp; Loss</b>	As of 10/31/2021 the board has \$170,613.10 left in their 2021 budget.	<b>Mgr. Dralle motioned to approve and Mgr. Skoglund 2<sup>nd</sup>. Motion carried by unanimous vote.</b>		
<b>Past Due Outstanding Invoices</b>	Two invoices have been turned over to the county to be added to their tax bills. Chairman Heisler discussed incorrect invoicing that was done regarding Todd McPeak and Harriet/Lein Township. Mgr. Dralle made motion to clear debt for Harriet/Lein Township and Todd McPeak as of 2021.	<b>Mgr. Dralle made motion to clear debt for Harriet/Lein Township and Todd McPeak as of 2021. Mgr Nehring 2<sup>nd</sup>. Motion carried by unanimous roll call vote.</b>  <b>Motion was made by Mgr. Palm to reimburse Harriet/Lien Township \$153.80 for error made. Mgr. Dralle 2<sup>nd</sup>, motion carried by unanimous roll call vote.</b>		
<b>Approval of bills</b>	Discussion was had about whether to keep the tablet going, it was decided to continue use.	<b>Mgr. Nehring made motion to approve bills. Mgr. Palm 2<sup>nd</sup>, motion carried by unanimous roll call vote.</b>		
<b>Old Business</b>				
<b>Sprayer Contract</b>	Chairman Heisler read notice of bids for a 4 year contract. Discussion was held. Remove Dylan’s name and change to weed officer and remove email address.	<b>Mgr. Nehring made motion to appoint Mgr. Palm as interim weed officer, Mgr. Dralle 2<sup>nd</sup>, motion carried by unanimous roll call vote (Mgr Palm abstained from vote.)</b>  <b>Mgr. Palm made motion to approve notice of bids with corrections, Mgr. Nehring 2<sup>nd</sup>. Motion Carried by unanimous voice vote.</b>		

Agenda Items	Discussion	Board Action	Responsible Party	Due Date
		<b>Mgr. Nehring made motion to approve spraying contract, Mgr. Dralle 2<sup>nd</sup>. Motion carried by unanimous voice vote.</b>		
<b>Weed Officer Contract</b>	Discussion was had about the contract for the weed officer. The weed officer will be an independent contractor. Retainer is \$50,000.00 plus additional compensation billed by contractor per project as approved by board.  Plan is to have Fronteer Payroll cut checks to contractor and bill the board.  Board would like county changed to county weed board.	<b>Mgr. Nehring motions to approve with changes, Mgr. Dralle 2<sup>nds</sup>. Motion approved by unanimous voice vote.</b>		
<b>Meeting Dates/Locations</b>	Meetings will continue to be on third Thursday of the month but will eventually be moving to the County Extension Service.			
<b>Data Loggers</b>	Mgr. Heisler has 3 loggers and 4 wire harnesses in his possession.			
<b>NDIRF</b>	Kathleen has talked to NDIRF, Dylan is approved to use county equipment for an additional \$50 per year in additional insurance.			
<b>Landowner Reimbursement Requests</b>	Mgr. Heisler has one for \$804.15, the board will pay 50%, so \$402. There are two others that are incomplete. Mgr. Palm will reach out to the landowners to get the additional information.	<b>Mgr. Palm motioned to approve payment of the completed request and Mgr. Nehring 2<sup>nd</sup>. Motion approved by unanimous voice vote.</b>		
<b>End of Year Reports</b>	We used a lot less chemical. We increased cost of chemical resulting in a \$6000 gain.			
<b>ND Weed Control Association Meeting</b>	The ND Weed Control Association annual meeting is being held January 4, 5, 6, and 7. The fee is \$150 and would need to be paid up front but would be reimbursed from the county upon request.			
<b>Township Letters</b>	Discussion was had on sending a letter to all townships asking them to notify the county of all changes.	<b>Mgr. Palm made a motion to send the letter to all parties on the list, Mgr. Dralle 2<sup>nd</sup>. Motion approved by unanimous voice vote.</b>		
<b>Next Meeting</b>	The next meeting is currently scheduled for December 16 <sup>th</sup> at 8AM at the Burleigh County Highway Building.			12/16/2021

Agenda Items	Discussion	Board Action	Responsible Party	Due Date
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With no further business the meeting adjourned at 9:58 a.m.

Wendy Egli, BCWB Admin. Secretary

Burleigh County Weed Board Meeting Minutes

December 16, 2021

Approved – January 20, 2022

Agenda Items	Discussion	Board Action	Responsible Party	Due Date
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**Present:** Jim Heisler, Cory Palm, Monte Dralle, Dave Nehring, Ray Skoglund, Kathleen Jones, Burleigh County Commissioner, and Wendy Egli, Fronteer Payroll Services

**Others Present:** None

Chairman Heisler called the meeting to order at 8:04 am. Roll call was taken noting all members present and a quorum was declared.

	Discussion	Action Taken	Responsible Party(s)	Due Date
<b>Approval of 11/18/2021 Minutes:</b>	No Discussion	<b>Mgr. Palm motion to approve minutes, Mgr. Dralle 2<sup>nd</sup>. Motion carried by unanimous voice vote</b>		
<b>Comments from Members of the Public</b>	None noted.			
<b>Financial Reports</b>				
<b>Balance Sheet and Profit &amp; Loss</b>	As of 11/30/2021 the board has \$164,650.70 left in their 2021 budget. The board has until January 15 <sup>th</sup> to clear out 2021 bills. After that date, bills are applied to 2022 budget.	<b>Mgr. Palm motioned to approve and Mgr. Nehring 2<sup>nd</sup>. Motion carried by unanimous voice vote.</b>		
<b>Outstanding Invoices</b>	Discussion was had on who owes and when they would pay. Wing Township has a meeting coming up and should pay at that time. Harriet/Lien owes 1285.83. NDDOT owed 8716.90. The rest owe roughly \$4000 collectively and most are under 30 days. These were sprayed October 31.			
<b>Approval of bills</b>	Fertilawn, AT&T, Fronteer.	<b>Mgr. Palm motioned to pay all bills presented with the exception of the AT&amp;T bill until corrections are made. Mgr. Skoglund 2<sup>nd</sup>. Motion approved by unanimous roll call vote.</b>		
<b>Old Business</b>				
<b>Sprayer Contract Bid</b>	Contract Bid went out on the 4 <sup>th</sup> .			
<b>Unfinished Cost Share Apps</b>	One was already completed and the other was determined to be too far in the past.			
<b>Weed Officer Contract</b>	Hourly rate for projects approved by the board is set at \$25. Contractor has the right to counter with adjustments if needed. Kathleen will take the contract to the commission on Monday, December 20 <sup>th</sup> . Dylan has until January 10 <sup>th</sup> to accept.	<b>Mgr. Skoglund made motion to accept the contract as written with a January 10<sup>th</sup> deadline for Dylan to accept. Mgr. Dralle 2<sup>nd</sup>. Motion passed by unanimous voice vote.</b>		

Agenda Items	Discussion	Board Action	Responsible Party	Due Date
<b>Moving of Weed Office</b>	<p>First choice of move dates is January 14<sup>th</sup>, 2<sup>nd</sup> is January 10<sup>th</sup>. Kathleen will call movers.</p> <p>January meeting will be at the Burleigh County building at 221 N 5<sup>th</sup> St. First floor to your left.</p> <p>Rent will be \$4800 per year with a cleaning bill of \$175/month at this time.</p> <p>Kathleen will pick up a card to change the mail address to 3715 E Expressway and get it changed on the website.</p> <p>No chemical storage is allowed at new location.</p>			
<b>Other New Business</b>	Discussion was had about raising the minimum charge for chemical to \$40. Something to think about for future.			
<b>Chemical Ordering</b>	Discussion was had about ordering what we need now for chemical due to expected price increase and availability issues	<b>Mgr. Palm motioned to purchase 7 cases of milestone quarts from each of 3 vendors in the fiscal year of 2021. 2<sup>nd</sup> by Mgr. Nehring. Motion approved by unanimous voice vote.</b>		
<b>Next Meeting</b>	The next meeting is currently scheduled for January 20th at 8AM at the City/County Building Meeting Room at 221 N 5 <sup>th</sup> St.			1/20/2022

With no further business the meeting adjourned at 9:58 a.m.

Wendy Egli, BCWB Admin. Secretary