

Regular Meeting

Date / Time, Location of Scheduled:	11,25,2025 7:00 p.m. Burleigh County Highway Department		
Date / Time of Call to Order:	7:00 p.m.	Date / Time of Adjournment:	8:20 p.m.

1. Call to Order at 7:00 p.m. by Bruce Schirado. Members present – Bruce Schirado, Paul Gjellstad, Heidi Schirado, Gerald Miller, Debbie Staloch and Tim Fast.

- Guests – Dave Helland.

2. Attendance (Roll Call): Quorum consists of two elected supervisors (Board of Supervisors - BoS), and the township clerk or the appointed clerk of the meeting.

Position	Name	Date Elected / Appointed (initial)	Current Term Period
Supervisor Chairperson: (3-yr Term)	Bruce Schirado	2025	2025-2026
Supervisor: (3-yr Term)	Paul Gjellstad	2025	2025-2028
Supervisor: (3-yr Term)	Gerald Miller appointed on 9/30/25		
Deputy Clerk: (2-yr Term)	Deb Staloch	2022	2022-2026
Treasurer: (3-yr Term)	Heidi Schirado	2022	2022-2026
Assessor: (3-yr Term)	Allan & Kimberly Vietmeier	N/A	Contracted *
Overseer of Highways:	Tim Fast	2025	Appoint:
Weed Board Rep:			Appoint:
Bis/Man Zoning Board Rep:			Appoint:

- Approval of the Minutes from the previous Meeting

Motion by Paul and Second by Gerald to approve the minutes from 9/30/2025 meeting.
Motion passed.

- Clerk Report

North Dakota State Bonding Fund Renewal is due. The Bonding Fund Application for coverage was completed and returned.

- Treasurer's Report – Account Balances -report by Heidi Schirado.

Checking - \$133,000.00
Savings - \$ 48,000.00
Savings -\$161,000.00
2 CD's - \$271,000.00

Bills	\$2,800.86	
	\$3,484.64	2025 Township Dust Control
	\$2,428.58	Culvert Separation
	\$ 801.04	Road repairs and Patching Shoal Drive
	\$ 104.16	Township patching
		Cost share mailings

Motion to pay bill by Gerald Miller and Second by Paul Gjellstad. Motion passed.

Discussion on moving money to a high yield savings account. The interest rate would be 3.05% and in order to stay at 3.05% interest rate you would have to maintain a balance of \$50,000.00. If the balance falls under \$50,000.00 the interest rate goes down.

Motion by Paul Gjellstad to pull the money out of Starion and Dakota Community Bank and place it into Gate City Bank high yield savings account. Second by Gerald Miller. Motion passed.

Motion to approve the Treasurer report by Paul and 2nd by Gerald. Motion passed.

- Area Reports

Hay Creek Township contacted Tim inquiring about off road vehicles riding in the ditches. See Gibbs Township website addressing Off-Road vehicle riders in the Right-of-Way. gibbsburleightownship.org

- Old Business

The NDTOA (North Dakota Township Officers Association) 2025 Convention will be held in Bismarck on December 8th and 9th 2025

Flex Fund Grant Application results, No news or updates at this time.

- New Business

Received a survey from Upper Great Plains Transportation Institute. The survey was concerning Gibbs Township's roads. (Gravel, pavement etc.)

- Next Meetings at the Burleigh County Highway Department

- December 15, 2025 at 7:00 p.m.

- Adjournment

- Meeting was adjourned at 8:20 p.m.
 1. Motion to adjourn by Gerald Miller, Second by Paul Gjellstad.