

North Dakota Township Officers Association
Board of Directors
Approved Minutes

2025 #4

December 7, 2025 / 4:00 PM Central
Ramada Inn, Bismarck ND

Call to order: Lee called the meeting to order at 4:10 PM

Call of the roll: All directors were present, Roger via Zoom. Mark Verke and Jayme Tenneson were also present. Larry was absent due to a vehicle issue.

Consideration of minutes: September 25, 2025

Dale moved to approve the minutes of the September 25th meeting as presented. 2nd by Leon. Motion carried.

Treasurer's report: : Barb presented a printed report as of December 6, 2025. (for the year beginning 11-1-2025)

Assets: \$304,571.78

Year-to-date income: \$5,093.59

Year-to-date expenses: \$12,144.50

Year to date net income (loss): \$(7,050.97)

Barb reported getting \$2,000 from Dakota Community Bank to sponsor the convention.

Not all counties are fully paid up on dues for their townships.

Tim moved to approve the Treasurer's Report. 2nd by Tom W. Motion carried.

Attorney's report: (Jayme) Numerous calls on section lines, fences, drainage, and ditches, especially in eastern ND.

- Drafted bylaws and constitution changes; working on RFP for audit services.
- Zoning issues: Data center zoning, sample ordinances for townships/cities/counties in progress.
- Extraterritorial jurisdiction (ETA): Distance depends on city size (1 mile <5,000; 2 miles 5,000–25,000; 4 miles >25,000).
- Local disputes over ETA boundaries and city annexations; examples from Bismarck and Fargo/Harwood.
- Logs of legal calls maintained as possible; section line disputes are most common and persistent.
- Section line issues: Road/trail placement, survey responsibility (landowner vs. township), easement by prescription (15 years).
- Liability for obstructions (e.g., targets, rocks, pumps) within 33 feet of right-of-way discussed; township liability depends on notice and permanence.
- Case law: Township held liable for known hazards (e.g., washouts) if not addressed.
- Permitting and liability for lay-flat hoses, pumps, and water transport for fracking; differences in county permitting and fees for freshwater vs. saltwater.
- Need for clear permitting and liability policies for temporary and permanent obstructions.

Audit Committee: The board viewed the audit report which will be presented to the membership on December 8th.

Budget Committee: Lee presented the budget proposal to the board.

The budget includes two attorneys as no formal action has been taken on which will be retained.

The budget does not include an outside auditor as no formal action has been taken to retain one.

Dale moved to present the proposed budget to the annual meeting of the membership on December 8th for their approval. 2nd by Leon. Motion carried.

Standing committee reports:

Convention Committee: More people have signed up for this convention than ever before, how many will actually attend depends on the weather.

Neither the Governor nor Lieutenant Governor will be able to attend the convention.

Awards: Plaques are all set to go.

Legislative: Townships are looking for action on the budget hearing requirement, perhaps it can be eliminated by the special session.

There was a suggestion from Richland County to move the township annual meetings to September so there would not be a need for a second meeting. (Will combines stop to attend a township annual meeting?)

Nominating: Up for election - President, Vice President, and Directors for Districts 1, 3, 5

Committee met prior to this meeting; several names considered for officer positions.

*Votes are unanimous unless otherwise indicated
(*indicates abstaining from vote)*

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Tom Wheeler for District 1; Jason Johnston for District 3; Gerald Miller for District 5; Rod Meyer for vice president; Tim Geinert for president

The committee had not been able to come to an agreement on that list.

The Committee is to meet again after the current meeting to attempt to reach a consensus.

If the committee cannot reach an agreement nominations will need to come from the floor.

Resolutions: Some resolutions have been submitted; if possible, they will be printed for handout otherwise they can be displayed on the screen .

Workshop: There was discussion about the number to be held, possibly reducing the number to 12, two in each district.

Reducing the number of workshops will increase the distance township officers would need to travel, reducing attendance.

There was discussion about the dates for the workshops. Workshop decisions were left to the reorganization meeting on Tuesday.

Handbook: No action taken, left for the reorganization meeting on Tuesday.

Communications: A Williams County township is considering incorporating as a city to get more of the Gross Production Tax.

Could large-population townships get increased funding based on population over just maintained miles?

Old business: Barb asked if there has been any follow-up on the sponsorship pledges for the multistate.

Tom Wheeler stated that he has not had time to pursue the matter through harvest and the fall, will work on it now.

New business: None

Next meeting: Reorganization, December 9, 2025, after the convention concludes.

Adjournment: Todd moved to adjourn. 2nd by Tim. Motion carried.

Lee adjourned the meeting at 7:59 PM.

Respectfully Submitted,

Larry A Syverson

NDTOA Executive Director

Approved: February 27, 2026