

**McLean County Commission Proceedings**  
**Tuesday, June 1, 2021**

The first regular June meeting of the Board of Commissioners was called to order at 8:30 a.m. by Chairperson Barry Suydam. Present were Commissioners Suydam, Steve Cottingham, and Steve Lee. Also present were Auditor Beth A. Knutson, Highway Superintendent Jim Grey, Deputy Auditor Diane L. Blumhagen, and Ralph Mancini of BHG News Service

Moved by Lee, seconded by Cottingham, to approve the minutes of the previous meeting as submitted. Roll Call Vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion carried.

Grey was present with an update on department operations, he reported that work on County Road 4 should be completed today and work will start on County Road 3 with adding gravel from the Meyer pit. Discussion followed regarding the 50<sup>th</sup> Avenue detour being placed soon.

Grey discussed the cost of replacing hydraulic hoses. Grey has a sales representative from Auto Value coming to discuss the cost of purchasing a machine for under \$5,000.00 that will allow the department to make replacement hydraulic hoses on site. Discussion followed.

Moved by Lee, seconded by Cottingham, to authorize the Highway Department to purchase equipment and supplies to make hydraulic hoses. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Grey discussed purchasing a portable diagnostic scanner for troubleshooting engines. Discussion followed.

Moved by Cottingham, seconded by Lee, to approve the purchase of a portable diagnostic engine scanner. Roll Call Vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion carried.

Grey discussed looking for a mini excavator and a belly dump trailer. Discussion followed.

Grey also discussed selling a single-axle dump truck and a tandem-axle dump truck at the upcoming auction sale and using the proceeds to purchase a tandem or triple-axle dump truck. Discussion followed.

Moved by Lee, seconded by Cottingham, to approve the Highway Department to purchase a tandem or triple-axle dump truck not to exceed \$30,000.00. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion Carried.

Knutson presented the previously discussed 2019-2020 Audit Report from Rath and Mehrer for approval.

Moved by Cottingham, seconded by Lee, to approve and accept the 2019-2020 Audit Report from Rath and Mehrer. Roll Call Vote: Aye: Cottingham, Lee and Suydam. Nay: None. Motion carried.

Chief Deputy Auditor Lori Foss joined the meeting.

Knutson discussed registering for the North Dakota Association of Counties conference. The Commission meeting on October 5, 2021 is at the same time as the conference. Knutson proposed moving the October 5, 2021 meeting to Thursday, October 7, 2021.

Moved by Lee, seconded by Cottingham, to approve changing the first regular meeting of October from October 5, 2021 to October 7, 2021 at the regular starting time of 8:30 a.m. Roll Call Vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion carried.

Foss presented the commissioners with the salary options for the new Patrol Deputy, Craig Ware. Ware comes to the position with significant experience and Foss requested an adjustment to his starting salary to \$49,079.05 with an increase to \$50,194.36 after successful completion of the six-month probation.

Moved by Lee, seconded by Cottingham, to approve the starting salary as recommended at \$49,079.05 with an increase to \$50,194.36 after the successful completion of the six-month probation period. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Knutson presented the commissioners with two McLean-Mercer Regional Library Board appointments with terms that will expire on June 30, 2021. The open board positions will need to be advertised in the paper for two consecutive weeks.

Moved by Cottingham, seconded by Lee, to approve advertising for two McLean-Mercer Regional Library Board members. Roll Call Vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion carried.

Knutson received an email from Bob Frohlich of the North Dakota Game and Fish (NDG&F) regarding the high water boat ramp at Sportsmen Centennial Park. The NDG&F is willing to extend the high-water boat ramp and riprap area while the water is low. The total project would be around \$12,000.00 with the park's share being \$3,000.00. Discussion followed.

Moved by Lee, seconded by Cottingham, to approve the NDG&F extending the high-water boat ramp at Sportsmen Centennial Park. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Knutson presented the commissioners a Petition to Vacate a Street, for part of Ireland Avenue located between Lakeview Estates and Lakeview Estates Third Subdivision submitted by David Lindell on behalf of Debra K. Howe and Iver J. and Marla J. Eliason. Lindell requested the hearing be set for 10:00 a.m. on July 6, 2021.

Moved by Cottingham, seconded by Lee, to set the Hearing to Vacate the Street described above for 10:00 a.m. on July 6, 2021. Roll Call Vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion carried.

Moved by Cottingham, seconded by Lee, to approve the following vouchers for payment:

CHECK#	VENDOR	DESCRIPTION	AMOUNT
304737	3D SPECIALTIES	SIGNS	6,878.00
304738	BHG INC	TIME CARDS	290.00
304739	ISTATE TRUCK CENTER	PARTS	1,461.14
304740	AXON ENTERPRISE INC	TASER CONTRACT	4,612.00
304741	BHG INC	COMMISSION MINUTES, DISPATCH AND PROPERTY APPRAISER HELP WANTED, EQUALIZATION MEETING	2,429.49
304742	CHS CREDIT CARD DEPT	GASOLINE	3,087.90
304743	CHARMTEX INC	VINYL STRONG BOX	26.90
304744	CITY OF WASHBURN	COURTHOUSE WATER AND SEWER	82.89
304745	DIRTY DEEDS EXCAVATING	PAINTED WOODS CREEK OVERFLOW GRADING AND SEEDING	7,550.00
304746	DOCS SHOP	BRAKES, OIL CHANGES, RECHARGE AIR CONDITIONER, ROTATE TIRES, REPLACE LEFT FRONT AXLE	2,483.03
304747	CALANDRIA JARBOE EDWARDS	REIMBURSE CELL PHONE	30.00
304748	ELECTRONIC COMMUNICATIONS	REMOVE AND INSTALL TWO-WAY RADIO, TRIBOND ANTENNA, LABOR, CONNECTOR	200.00
304749	CENTRAL DAKOTA FRONTIER CO	FAST BREAK DEFOAMER	202.50
304750	GARRISON DIVERSION	DISBURSE MONTHLY COLLECTIONS	1,050.27
304751	GARRISON RURAL WATER DISTRICT	CENTENNIAL PARK RURAL WATER	60.00
304752	GOETZ FUNERAL HOME	CORONER FEES	750.00
304753	GERARD GOVEN	WATER BOARD MEETINGS AND MILEAGE	578.96
304754	STEVE AND ANITA HAAKENSON	2021 DEEPWATER VAULT UPKEEP	350.00
304755	COURTNEY HOIKKALA	REIMBURSE CELL PHONE	30.00
304756	SHANNON JEFFERS	WATER BOARD MEETINGS AND MILEAGE	895.04
304757	LIGHT AND SIREN	RECESSED PANEL PARTITIONS, LAPTOP MOUNT	4,712.18
304758	MERCER MCLEAN CO COM ON AGING	2019 LEVY MONIES COLLECTED – MAY, 2020 LEVY MONIES COLLECTED – MAY	293.15
304759	MCLEAN FAMILY RESOURCE CENTER	DISBURSE MONTHLY COLLECTIONS	245.00
304760	MENARDS	COURTHOUSE FLOWERS	66.95
304761	MERKENS LAW PLLC	COURT APPOINTED COUNSEL	435.00
304762	ND ASSOCIATION OF COUNTIES	DISBURSE 10% E-911 COLLECTIONS, 2021 LEGISLATIVE WRAP UP IN-PERSON REGISTRATION FOR KNUTSON, FOSS, ANDERSON, LEE, PRE-EMPLOYMENT DRUG TESTING FEES FOR CHRISTOPHER PFLEIGER AND TRISTAN WEINFORTNER	1,077.27
304763	NITRO-GREEN	SPRAY LAWN FOR WEEKS AND FERTILIZER	115.00
304764	LYNN OBERG	WATER BOARD MEETING AND MILEAGE	1,013.88
304765	OTTERTAIL POWER COMPANY	ELECTRIC BILL FOR BUTTE SHOP, TURTLE LAKE SHOP, COURTHOUSE, MAX SHOP, WASHBURN SHOP, RADIO TOWER, LAW ENFORCEMENT CENTER	5,808.06
304766	ROUTE ONE GROUP MOBILE INTL	(6) PANASONIC TOUGHBOOKS	13,224.00
304767	SCOTTS HARDWARE	AWG CONNECTOR, VINYL TAPE, SOLID WIRE STRIPPERS, GRIND SWITCH, FILTER,	284.38

		BLAZER MOTOR TREATMENT, BLAZER TRANSMEDIC, TAURUS CARB CLEANER, (2) 48X24X72 METAL SHELVES ND STATE TREASURER DISBURSE MONTHLY COLLECTIONS	4,205.86
304768		PROPERTY APPRAISER HELP WANTED	47.50
304769	THE MCCLUSKY GAZETTE	CORONER FEES	750.00
304770	THOMPSON FUNERAL HOME INC	WATER	126.00
304771	WATER PURITY INC	PLANNING & ZONING MEETING MILEAGE	16.80
304772	GLENN EARL	REIMBURSE CELL PHONE	30.00
1174	CURT MALO	REIMBURSE TELEPHONE	30.00
1175	WILLIAM CARLSON	REIMBURSE MILEAGE	62.16
1176	NOELLE KROLL	REIMBURSE CELL PHONE	30.00
1177	RYAN OBERG		
MAY PAYROLL		A detailed list of payroll funds expended is available for public inspection anytime during regular business hours in the McLean County Auditor's office.	368,143.21

**P-CARD FUNDED PURCHASES**

VENDOR	DESCRIPTION	AMOUNT
CIRCLE SANITATION SERVICE	GARBAGE AT GARRISON & WASHBURN SHOPS	459.75
NORTHERN STATES SUPPLY, INC	PARTS	19.67
RESERVATION TELEPHONE COOP	TELEPHONE	147.75
WRT	PHONE & DSL	103.25
PRAXAIR DISTRIBUTION INC	WELDING SUPPLIES	831.01
BUTLER MACHINERY	AIR FILTERS	244.68
MCLEAN ELECTRIC	ROSEGLLEN SHOP	45.00
	UNDERWOOD SHOP	58.00
	GARRISON SHOP	423.00
AMAZON.COM	12-PACK OF 2" 3-RING BLACK BINDERS	49.32
AMAZON.COM	(4) 5-PACK OF 128 GB THUMB FLASH DRIVES	168.79
AMAZON.COM	(2) 5-PACK OF 32 GB THUMB FLASH DRIVES	38.98
WEBROOT	ONE-YEAR SUBSCRIPTION FOR FIVE COMPUTERS	74.89
INDEED	JOB POSTING INV #43187959	130.70
FARM AND HOME PUBLISHERS	(15) 2021 COLORED PLAT BOOKS	480.00
VERIZON WIRELESS	KITTLER - HIGHWAY CELL	42.10
	KROLL - DES CELL	42.10
	GREY - HIGHWAY CELL	42.10
	ERICKSON - STATES ATTORNEY CELL	47.10
	OBERG - ASSESSOR JETPACK	40.01
	KROLL - DES JETPACK	40.01
VERIZON WIRELESS	DATA CARD	880.30
	(2) DETECTIVE CELL PHONE	94.18
	J.R. KERZMANN CELL PHONE	42.10
AMAZON.COM	APC REPLACEMENT BATTERY FOR BATTERY BACKUP	35.16
	APC UPS 600VA BATTERY BACKUP	60.29
RECORD KEEPERS LLC	SHREDDING SERVICES	40.50
AMAZON.COM	9X12 ENVELOPES, AVERY LABELS	47.54
AMAZON.COM	AVERY LABELS	18.98
SRT	LINE RECORD/TRANSPORT PER MILE/ TRANSPORT TRUNK	694.08
RESERVATION TELEPHONE COOP	911 TRUNKING RECURRING	80.00
RESERVATION TELEPHONE COOP	BENEDICT SPORTMEN'S PARK	87.52
WRT	PHONE - SHERIFF DEPT.	94.60
WRT	SHERIFF	609.11
	COURTHOUSE	1,684.29
	NDSU EXTENSION	42.30
	E-911	84.60
	JURY/PERSONAL	3.60
	PAROLE AND PROBATION	20.00
	E-911 RADIO TOWER	89.25
VERIZON CONNECT	MONTHLY SERVICE CHARGE	453.32
AMAZON.COM	9X12 ENVELOPES	26.24
AMAZON.COM	MAGNIFYING GLASS	9.99
AMAZON.COM	REINFORCEMENT TABS, BATTERIES, PENDAFLEX LABELS, SHARPIES	134.11
QUADIENT LEASING	POSTAGE METER RENTAL 06-08-21 TO 09-07-21	868.44

MCLEAN ELECTRIC	SECURITY LIGHTS COURTHOUSE	21.00
	SECURITY LIGHTS PARK	376.00
	PARK BOARD	41.00
	SPORTSMEN CENTENNIAL PARK	53.00
	GARAGE	147.00
	CAMPER PADS	41.00
	CAMPER PADS	102.00
	SPORTSMEN CENTENNIAL PARK CAMPGROUND	50.00
	METER	
AMAZON.COM	(2) WIRELESS POWERPOINT PRESENTERS	29.66
	10-PACK CORRECTION TAPE	
ELECTRONIC COMMUNICATIONS	S16 & S28 REMOVE & REINSTALL 2 WAY RADIO	265.00
ELECTRONIC COMMUNICATIONS	S8 REMOVE & REINSTALL 2 WAY RADIO	475.00
ELECTRONIC COMMUNICATIONS	S4 REMOVE & REINSTALL 2 WAY RADIO	490.00
ELECTRONIC COMMUNICATIONS	MC3 REMOVE & REINSTALL 2 WAY RADIO	125.00
ELECTRONIC COMMUNICATIONS	HANDHELD RADIOS REMOVE ENCRYPTION	448.00
	AND RE-PROGRAM	
ELECTRONIC COMMUNICATIONS	S22 REMOVE & REINSTALL 2 WAY RADIOS	550.00
AMAZON.COM	ERGONOMIC KEYBOARD	69.99
	(2) 5-SECTION MESH STACK	27.76
FARMERS UNION INSURANCE	PREMIUM FOR IM 0390-33	380.00
OFFICE DEPOT	RETURNED 72"H 5-SHELF BOOKCASE	-106.99
AMAZON.COM	50-PACK 2X4 INCH BANDAGES	6.87
CIRCLE SANITATION	GARBAGE PICKUP	444.00

Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Knutson presented the current list of delinquent tax payers owing more than \$4,000.00.

Knutson presented the budget narrative for period ending May 31, 2021. She presented data showing property tax collections are at 92% collected including 97% with discount for 2021 or \$18,114,313.44; Government Reimbursement revenues totaled \$924,789.06 compared to \$1,000,847.23 in 2020; Fees and Miscellaneous revenues totaled \$801,463.62 compared to \$724,487.35 in 2020; and expenditures were at 30.81% of total budget for 2021.

Knutson reported that the first round of Coronavirus State and Local Fiscal Recovery Funds has been received.

There being no further business, the chairperson declared the meeting adjourned at 9:33 a.m. until the McLean County Board of Equalization Meeting set for 11:00 a.m. today. The commission minutes and agenda can be found on the county website at <http://www.mcleancountynd.gov>.

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Barry Suydam, Chairperson

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Diane L. Blumhagen, Deputy Auditor