

McLean County Commission Proceedings
Tuesday, January 5, 2021

The first regular January meeting of the Board of Commissioners was called to order at 8:31 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, Disaster Emergency Services Manager/Risk Management Officer Noelle Kroll and Deputy Auditor Kayla Oberlander.

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

Highway Superintendent Jim Grey was present to report that crews are busy in the shop doing equipment repairs and cutting trees. They have two plows down currently waiting for parts.

Moved by Lee, seconded by Cottingham, to approve the 2021 road policy as presented. Roll Call Vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion carried.

Grey presented a letter to be signed by the Commission, from the county to the Falkirk Mine approving the reopening of County Road 19.

Kroll informed the Commission about the first COVID-19 vaccination event that was held at the courthouse on Monday, January 4, 2020. This was available to first responders. The event went well.

Kroll provided Risk Management accident statistics for the period of January 1, 2020 through December 31, 2020, showing 11 accidents needing medical attention and 34 accidents not requiring medical attention.

Chief Deputy Auditor Lori Foss joined the meeting.

Moved by Lee, seconded by Cottingham, to set the salary for current employee, Paul Hardy, who is being promoted from Equipment Operator II to Equipment Operator III, at \$50,284.92. Discussion about how the new salary increase policy for in-house promotions should be written followed with the board directing Foss to develop a policy that includes a 0-10% increase off of the current starting salary for the new position subject to department head input. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Moved by Cottingham, seconded by Lee, to approve the ITI self-service terminal contract. Discussion followed answering the concerns of the board from last meeting about the security of using the courthouse internet access. Knutson had informed the Commission she had looked into it and it would not be an issue. Roll Call Vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion carried.

Moved by Lee, seconded by Cottingham, to accept the list of depositories for county funds for the year 2021 which includes Farmers Security Bank of Washburn; Bank of Turtle Lake; American Bank Center of Underwood; Union Bank of Wilton; Garrison State Bank and Trust; and BNC National Bank of Garrison. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Moved by Cottingham, seconded by Lee, to accept the change in mileage reimbursement for use of personal vehicles from \$0.575 to \$0.560 as provided by the State of North Dakota effective January 1, 2021. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Moved by Lee, seconded by Cottingham, to appoint Tyge Sheldon to a four-year term on the Weed Control Board replacing Fred Tomlinson and Glenn Earl to a four-year term on the Planning and Zoning Board replacing Roger Britton. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Moved by Lee, seconded by Suydam, to appoint and/or reappoint the following individuals to the designated offices: Lynn Oberg to the County Water Resource Board for a three-year term; Agnes Jennings to the Dakota Central Human Services Zone Board for a three-year term; Todd Schreiner as the Tax Director/Land Use Administrator for a one-year term; Todd Schreiner as the Veteran Service Officer for a one-year term; Richard Johnson as the E-911 Coordinator for a one-year term; Bonnie Bohnsack as Clerk of Court for a one-year term; James Grey as County Highway Superintendent for a one-year term; Noelle Kroll as Emergency Manager for a one-year term; and Richard E Britton to the McLean County School Reorganization Commission for a three-year term. Roll Call Vote: Aye: Suydam, Lee, and Cottingham. Nay: None. Motion carried.

Received and ordered filed the fee collection report from the Recorder's Office in the amount of \$10,388.40 for the month of December.

Received and ordered filed the fee collection report from the Sheriff's Department in the amount of \$1,032.24 for the month of December.

Knutson presented the Uncollected Tax List for years 2017-2019 showing the total amount of \$525,810.20.

Knutson presented the budget narrative for period ending December 31, 2020. She presented data showing property tax collections are at 94% collected 98% for 2020 or \$17,621,163.16; Government Reimbursement revenues totaled \$2,283,204.90 compared to \$2,234,527.21 in 2019; Fees and Miscellaneous revenues totaled \$4,206,368.99 compared to 1,645,351.54 in 2019; and expenditures were at 95.09% of total budget for 2020.

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

CHECK #	VENDOR	DESCRIPTION	AMOUNT
304032	ASHLEY BROSSART	JAIL NURSE	2574.00
304033	COAL CONVERSION COUNTIES	CCC DUES ASSESSMENT	1400.00
304034	DOCS SHOP	TIRE ROTATION, OIL CHANGES	319.35
304035	GARRISON DIVERSION	DISBURSE MONTHLY COLLECTIONS	24908.29
304036	GARRISON VETERINARY SERVICE	DOG FOOD, BLOOD WORK, VACCINES	690.50
304037	GARRISON RURAL WATER DISTRICT	PARK-RURAL WATER USAGE	60.00
304038	GOVERNSOFT	DAKOTA PROGRAMS 1/1/21-12/31/21	13317.00
304039	LEWIS AND CLARK REGIONAL DEV.	COUNTY CONTRIBUTION 1-1-2021	12048.90
304040	LIGHT AND SIREN	MPOWER 3" FASCIA LIGHTS	444.00
304041	MARCO	STANDARD PYMT; STANDARD PYMT	1729.58
304042	MERCER MCLEAN CO COM ON AGING	LEVY MONIES COLLECTED DEC. '20	690.04
304043	MCLEAN FAMILY RESOURCE CENTER	DISBURSE MONTHLY COLLECTIONS	225.00
304044	ND ASSOCIATION OF COUNTIES	2021 EST WORKERS COMP PREMIUM	68598.23
304045	ND ASSOCIATION OF COUNTIES	DISBURSE 10% E-911 COLLECTIONS	12226.07
304046	ND COUNTY COMMISSIONERS ASSN.	NDCCA 2021 DUES	1051.00
304047	ND STATE TREASURER	DISBURSE MONTHLY COLLECTIONS	29627.74
304048	UNICOM	REMOVE & INSTALL EQUIP	3457.45
304049	US FOODS	INMATE MEALS	1530.10
304050	VANGUARD APPRAISALS INC	SERVICES FEES-2021	9450.00
304051	WEX BANK	FLEET CARD & GASOLINE	8501.03
586	WILLIAM CARLSON	REIMBURSE CELL PHONE	30.00
587	ANNA SIX	BAR H HOT DOGS	6.86

P-CARD FUNDED PURCHASES

VENDOR	DESCRIPTION	AMOUNT
RESERVATION TELEPHONE	TELEPHONE	119.48
BUTLER MACHINERY	FILTER KIT, CORE CHARGE	4141.97
BUTLER MACHINERY	BATTERIES	616.78
WEST RIVER TELECOMM	TELEPHONE/DSL	102.49
BUTLER MACHINERY	OIL	1655.62
MCLEAN ELECTRIC	ROSEGLEN SHOP	47.00
	UNDERWOOD SHOP	57.00
	GARRISON SHOP	464.00
NORTHERN STATES SUPPLY, INC	PARTS	35.40
NORTHERN STATES SUPPLY, INC	PARTS	16.26
LIGHT AND SIREN	PARTS	1351.49
OFFICE DEPOT	FILE FOLDERS, SHARPIES, PAPERCLIPS,	
	LEGAL PADS, PENS, HIGHLIGHTERS	72.91
AMAZON	KEYBOARD - OBERLANDER	34.99
FRONTIER FLORAL	FLORAL ARRANGEMENT –	
	DEAN SWANSON SERVICE	110.21
OFFICE DEPOT	3-2" D-RING BINDER	17.91
OFFICE DEPOT	HP 950XL/951 BLACK, CYAN, MAGENTA,	
	YELLOW INK	92.15
OFFICE DEPOT	3 RING BINDER DIVIDERS	13.56
AMAZON	SOUTH WORTH FINE PAPER	38.76
BEST BUY	2-LG 65" CLASS UN7000 SERIES SMART TV	499.99
BEST BUY	2-LG 65" CLASS UN7000 SERIES SMART TV	499.99
AMAZON	2-IPHONE 8 CASES	27.90
AMAZON	IPHONE 8 SCREEN PROTECTORS	5.99

AMAZON	RETURN IPHONE CASE & SCREEN PROTECTORS	
	(5.99 RESTOCK) -	13.95
AMAZON	5-5PACKS OF 32 GB FLASH DRIVES	88.30
KXNET JOBS	HELP WANTED - DEPUTY AUDITOR	99.00
OFFICE DEPOT	GOLD CERTIFICATE FRAMES	59.95
AMAZON	2-ROLLING/MOBILE TV CART	316.96
VERIZON CONNECT	NOVEMBER-MONTHLY SERVICE	453.32
DAKOTA AWARDS	NOTARY STAMP-SMITH	24.99
RESERVATION TELEPHONE	BENEDICT SPORTSMEN'S PARK	37.70
WRT	TELEPHONE	93.08
RESERVATION TELEPHONE	911 TRUNKING RECURRING	80.00
MCLEAN ELECTRIC	SECURITY LIGHTS COURTHOUSE	21.00
	SECURITY LIGHTS PARK	300.00
	PARK BOARD	41.00
	SPORTSMEN'S CENT PARK	53.00
	GARAGE	140.00
	CAMPER PADS	50.00
	CAMPER PADS	102.00
	CAMPGROUND METER	56.00
WRT	SHERIFF TELEPHONE	583.45
	COURTHOUSE TELEPHONE	1515.70
	E-911	83.08
	JURY/PERSONAL	17.10
	PAROLE/PROBATION	20.00
	E-911 RADIO TOWER	128.44
AMAZON	SCREEN PROTECTORS FOR IPHONE 12 MINI	5.99
	PHONE CASE FOR IPHONE 12 MINI	12.99
	SHIPPING	5.99
AED SUPERSTORE	6 ZOLL ADULT AED PADS	861.90
DAKOTA BUSINESS SOLUTIONS	INK CARTRIDGE	262.99
MID-STATES ORGANIZED CRIME INFO CENTER	2021 ANNUAL MEMBERSHIP FEE	150.00
US POSTMASTER	POSTAGE BOX FEE-COUNTY 1108	208.00

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

County Agent Calla Edwards joined the meeting asking for clarification on the point of contact with the move of their office into Mike Nelson's building. She was directed to contact the County Auditor for furniture purchases to make sure they stick to the established budget and everything else should go through States Attorney Ladd Erickson.

There being no further business, the chairperson declared the meeting adjourned at 9:16 a.m. until the next regularly scheduled meeting on Tuesday, January 5, 2021. The commission minutes and agenda can be found on the county website at <http://www.mcleancountynd.gov>.

Barry Suydam, Chairperson

Kayla Oberlander, Deputy Auditor