

McLean County Commission Proceedings
Wednesday, November 4, 2020

The first November meeting of the Board of Commissioners was called to order at 8:33 a.m. by Chairperson Steve Cottingham. Present were Commissioners Cottingham, Steve Lee, and Barry Suydam. Also present was Highway Superintendent Jim Grey, Mike Rivinius of Wold Engineering, States Attorney Ladd Erickson, County Agent Calandria Edwards, Auditor Beth A. Knutson, and Deputy Auditor Nancy Leidholm.

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

State's Attorney Ladd Erickson was present to present information on the continued discussion of how to best utilize available office space. He explained that several options have been explored to provide more office space for the Tax Director's office due to the addition of a new Assessor as well as space for the Highway Department so the State's Attorney's office can utilize the space originally intended for them when the building was built. Rental space downtown in Mike Nelson's building was discussed as a space for the County Agent freeing up their office for the Tax Director. The possible construction of doors and windows using available space in Social Services was also discussed as well as space in the Public Health office and outer lobby with County Agent Calla Edwards stating that none of the options would work for them. Discussion followed. Cottingham wants things done right without rushing into anything. Lee would like to meet with contractors either in person or by phone to nail down estimates of any possible construction and has a problem moving an office out of the courthouse with five available offices within Social Services. Erickson hopes to have those numbers by the next commission meeting so decisions can be made.

Highway Superintendent Jim Grey joined the meeting along with Wold Engineering representative Mike Rivinius. Grey reported that graveling will wrap up this week. He stated that gravel crushing had been completed at the Johnson pit with the county gaining about 60,000 tons of gravel. Discussion followed regarding the purchase of a pickup for the department.

Moved by Lee, seconded by Suydam, to authorize Grey to spend up to \$15,000.00 for a pickup. Roll Call Vote: Aye: Suydam, Lee, and Cottingham. Nay: None. Motion Carried.

Grey presented a utilities permit request from North Prairies Regional Water District of Minot.

Moved by Suydam, seconded by Lee, to approve the utilities permit request from North Prairies Regional Water District of Minot to install and maintain 3" and 4" water main service crossing under County Road 23 in a 4" yellow casing to potentially start November of 2020 and to be completed by August of 2021. Roll Call Vote: Aye: Suydam, Lee, and Cottingham. Nay: None. Motion Carried.

Mike Rivinius of Wold Engineering presented a five-year road plan for paved and gravel roads within the county. He stated that some pavement is reaching the 25-year mark and recommended alternating some overlay with chip seal projects while they are still in decent shape, presenting options including federal aid estimates. Grey stated that County Road 9 is probably the worst pavement in the county. Discussion followed.

Suydam presented photos of County Road 4 west of Max that lies between the Fort Berthold Indian Reservation and Deep Water Township where culverts have been compressed and the road is in tough shape. He stated that the reservation offered to do the repairs if the county will buy the culverts. Discussion followed. Lee suggested the township work with Three Affiliated Tribes (TAT) stating the county has enough taking care of county roads. Cottingham agreed. Grey thought three culverts would cost about \$3,000.00. Lee feels the county can sell TAT the culverts at county cost. Grey suggested that the reservation look at the road and culverts to determine what needs to be done.

Moved by Lee, seconded by Suydam, to approve advertising for one or more jailer/dispatcher positions. Roll Call Vote: Aye: Suydam, Lee, and Cottingham. Nay: None. Motion Carried.

Building Maintenance Supervisor Curt Malo rejoined the meeting with a bid from Kevin's Plumbing and Heating, Inc. of Minot in the amount of \$1,975.00 for air handler repairs in the Law Enforcement Center and recommended accepting the bid as submitted.

Moved by Suydam, seconded by Lee, to accept the bid from Kevin's Plumbing and Heating, Inc. of Minot in the amount of \$1,975.00. Roll Call Vote: Aye: Suydam, Lee, and Cottingham. Nay: None. Motion Carried.

Knutson informed the commission that the county will be receiving another CARES Act reimbursement from the state for the salaries and benefits of all POST certified officers employed by the Sheriff's Department from August through December of 2020. Discussion followed regarding the use of the funds and the possible reimbursement to the cities that have signed police contracts with the county for the August through December 2020 time period. Lee states that it isn't required but the right thing to do and recommended the remaining funds be placed in reserves.

Knutson reported that the county has received \$5,948.48 in FEMA grant funds.

Received and ordered filed the fee collection report from the Recorder's Office for the month of October in the amount of \$11,349.80.

Received and ordered filed the fee collection report from the Sheriff's Department for the month of October in the amount of \$1,174.92.

Knutson told the commission that there are 12 parcels taken for 2017 taxes remaining for the November 17, 2020 tax sale.
Moved by Suydam, seconded by Lee, to approve the following vouchers for payment:

CHECK #	VENDOR	DESCRIPTION	AMOUNT
A303666	ACME TOOLS	BLADE KITS	682.24
A303667	AUTO VALUE BISMARCK	PARTS, GARRISON SHOP SUPPLIES	626.26
A303668	BHG INC	HAY REMOVAL AD	224.70
A303669	DARRENS AUTO CARE	REMOVE/INSTALL GLASS DOOR	140.00
A303670	DIAMOND MOWER INC	REPAIRS	892.94
A303671	ISTATE TRUCK CENTER	BATTERY COVER, TRUBO, SEAL	1,902.75
A303672	MCLEAN SHERIDAN RURAL WATER	WATER	66.93
A303673	NEFF REPAIR SHOP, LLC	LOADER PINS	295.00
A303674	NW TIRE	TIRES	365.05
A303675	OK AUTOMOTIVE	PARTS	91.44
A303676	AMERICAN TRUST CENTER	QUARTERLY FEES – LEE, ERICKSON	1,324.20
A303677	BHG INC	COMMISSION MINUTES, HELP WANTED, APPRAISED VALUE NOTICE, FINAL BUDGET, VOTING MATTERS, SATURDAY VOTING, LAKEVIEW NOTICE	4,526.48
A303678	ASHLEY BROSSART	INMATE CARE	1,419.00
A303679	CHS CREDIT CARD DEPT	GASOLINE – SHERIFF	2,776.06
A303680	CHARMTX INC	LEG IRONS, MILITARY COTS – SHERIFF	598.32
A303681	CITY OF WASHBURN	LEC, COURTHOUSE – WATER/SEWER	591.71
A303682	CORPORATE WAREHOUSE SUPPLY	KONICA TONER	499.85
A303683	DOCS SHOP	ROTATE TIRES, REAR AXLE, OIL CHANGES – SHERIFF	1,362.93
A303684	ELECTRIC SYSTEMS INC	REPLACE LIGHTS – LOBBY	228.00
A303685	WILTON FARMERS UNION OIL CO	GASOLINE – SHERIFF	388.64
A303686	GARRISON DIVERSION	DISBURSE MONTHLY COLLECTIONS	2,787.11
A303687	GARRISON RURAL WATER DISTRICT	PARK RURAL WATER USAGE	89.40
A303688	GOETZ FUNERAL HOME	SANNES – REIMBURSE OCT CORONER FEES	750.00
A303689	GERARD GOVEN	WATER BOARD MEETINGS/TRAVEL	577.63
A303690	CORY GRABINGER	CATTAIL SPRAYING/TURTLE CREEK	1,278.75
A303691	SHANNON JEFFERS	WATER BOARD MEETINGS/TRAVEL	902.95
A303692	JOHNSON CONTROLS	BUILDING REPAIRS	841.20
A303693	LIGNITE TIRE	TIRES	2,341.76
A303694	MARCO	STANDARD CONTRACT PAYMENT	1,729.58
A303695	MERCER MCLEAN CO COM/AGING	OCTOBER LEVY MONIES COLLECTED	1,511.99
A303696	MCLEAN FAMILY RESOURCE CTR	DISBURSE MONTHLY COLLECTIONS	400.00
A303697	ND ASSOCIATION OF COUNTIES	DISBURSE 10% E-911 COLLECTIONS	990.68
A303698	NDSU EXTENSION SERVICE	EDWARDS/HOIKKALA SALARIES – 7/1/20 - 9/15/20; TRAVEL	6,900.63
A303699	NYGARD CONSTRUCTION INC	WEeping CURBSTOP – FISH CLEANING STATION	495.00
A303700	LYNN OBERG	WATER BOARD MEETINGS/TRAVEL	1,030.25
A303701	OTTERTAIL POWER COMPANY	BUTTE, TURTLE LAKE, WASHBURN, & MAX SHOPS; COURTHOUSE; RADIO TOWER	4,976.26
A303702	PRESORT PLUS	POSTAGE	940.94
A303703	PROTECTION SYSTEMS INC	INSPECTION & MAINTENANCE	465.00
A303704	S AND J HARDWARE	RV ANTIFREEZE	9.58
A303705	ND STATE TREASURER	DISBURSE MONTHLY COLLECTIONS	5,932.29
A303706	STATE BOARD OF LAW EXAMINERS	ANNUAL LICENSE FEE FOR 2021/ERICKSON	380.00
A303707	THOMPSON FUNERAL HOME INC	GEHRING – REIMBURSE OCT CORONER FEES	750.00
A303708	US FOODS	INMATE MEALS	1,965.03
A303709	WASHBURN AUTO BODY LLC	WHEEL ALIGNMENT, REAR SUSPENSION – SHERIFF; TIRE REPAIR – MOTOR POOL	450.39
A303710	WATCH GUARD VIDEO	VISTA IN CAR VIDEO SYSTEM	4,820.00
A303711	WESTERN STEEL AND PLUMBING	TACO SS CIRCULATOR	675.95
A303712	WEX BANK	GASOLINE – SHERIFF	6,690.38
	OCTOBER 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.	\$366,292.79
P-CARD FUNDED PURCHASES			
	VENDOR	DESCRIPTION	AMOUNT
	McLEAN ELECTRIC	ROSEGLEN SHOP	46.00
		UNDERWOOD SHOP	54.00
		GARRISON SHOP	376.00
	WEST RIVER TELECOMM	TELEPHONE/DSL	102.49
	BUTLER MACHINERY	PARTS	280.04

	GLASS/SEALS	1,550.36
RESERVATION TELEPHONE	TELEPHONE	119.48
McLEAN ELECTRIC	ROSEGLEN SHOP	46.00
	UNDERWOOD SHOP	54.00
	GARRISON SHOP	401.00
NORTHERN STATES SUPPLY	PARTS	82.36
BUTLER MACHINERY	PARTS	2,026.70
	PARTS	169.95
	REPAIRS, MIRROR	708.08
OFFICE DEPOT	TENNSCO SHELVING UNIT – ST ATTY	349.99
AMAZON	INFRARED THERMOMETERS	71.98
OFFICE DEPOT	HP 90A TONER	150.49
PLUNKETT’S PEST CONTROL	GEN PEST CONTROL PROGRAM – LEC	18.00
GETTYSBURG INN & SUITES	OLSON/MITCHUM TASER INSTRUCTOR TRAINING	64.32
VERIZON	KITTLER – HIGHWAY CELL	42.03
	KROLL – DES CELL	42.03
	GREY – HIGHWAY CELL	42.80
	ERICKSON – ST ATTY CELL	31.96
	OBERG – ASSESSOR CELL/HOTSPOT	47.03
	OBERG – ASSESSOR JETPACK	40.01
	KROLL – DES JETPACK	
VERIZON	DATA CARDS – SHERIFF	880.22
	(2) DETECTIVE PHONES	94.06
	SHERIFF CELL	42.03
WEST RIVER TELECOMM	SHERIFF TELEPHONE	46.54
	SHERIFF TELEPHONE	46.54
QUIA	1-YEAR QUIA EDUCATION SUBSCRIPTION – ST ATTY	99.00
OFFICE DEPOT	COLOR COPY PAPER; WALL ORGANIZER	64.02
KXNETJOBS.COM	JOB ADS	199.00
OFFICE DEPOT	HANGING FILE FRAMES, EXPANDING INDEX DIVIDERS	64.37
PHARM CHEM	SWEAT PATCH ANALYSIS – SHERIFF	85.65
RESERVATION TELEPHONE	911 TRUNKING RECURRING	80.00
	BENEDICT SPORTSMEN’S PARK	78.87
WEST RIVER TELECOMM	SHERIFF TELEPHONE	640.22
	COURTHOUSE	1,702.03
	E-911	83.08
	JURY/PERSONAL	17.10
	PAROLE/PROBATION	20.00
	E-911 RADIO TOWER	136.04
OFFICE DEPOT	EXPANDING INDEX DIVIDERS	65.88
	SORTKWIK, FINGER GRIPS	26.38
	(2) SURGE PROTECTORS	37.38
SALHUS SEPTIC PUMPING	HANDWASH STATIONS (2) FOR 4 WEEKS	240.00
WEBROOT.COM	WEBROOT SECUREANYWHERE 5 DEVICE	85.59
	1 YEAR RENEWAL	
AMAZON	(2) 8 PKG MICROFIBER TOWELS	29.96
BUTLER MACHINERY	GENERATOR REPAIRS/TOWER AT SHOP	3,465.99
McLEAN ELECTRIC	SECURITY LIGHTS - COURTHOUSE	21.00
	SECURITY LIGHTS – PARK	435.00
	PARK BOARD	41.00
	SPORTSMEN CENTENNIAL PARK	103.00
	GARAGE	98.00
	CAMPER PADS	145.00
	CAMPER PADS	255.00
	CAMPGROUND METER	312.00
AMAZON	CORDLESS PHONE – HWY SHOP	25.94
VERIZON CONNECT	MONTHLY SERVICE – SEPTEMBER	453.32
AMAZON	6’ RUBBER CORD COVERS	43.90
	KRAFT PAPER ROLLS	74.12
WEBROOT.COM	(2) WEBROOT SECUREANYWHERE 5 DEVICE	171.18
	1 YEAR RENEWAL	
DROPBOX	CROPBOX BUSINESS ACCT	720.00
WINDOW PRODUCTS	10 BARRIER KITS 10’	1,605.00
AMAZON	RATCHE SEALS	29.98

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

County Agent Calla Edwards rejoined the meeting to notify the commission of upcoming pesticide training explaining that it will be done in groups of 20 people to help maintain social distancing.

There being no further business, the chairperson declared the meeting adjourned at 9:42 a.m. until the next regularly scheduled meeting on Tuesday, November 17, 2020. The commission minutes and agenda can be found on the county website at <http://www.mcleancountynd.gov>.

Chairperson, Steve Cottingham

Deputy Auditor, Nancy Leidholm