

**McLean County Commission Proceedings
Tuesday, January 18, 2022**

The second regular January meeting of the Board of Commissioners was called to order at 8:30 a.m. by Vice-Chairperson Cottingham. Present were Commissioners Cottingham and Barry Suydam. Also present were Auditor Beth A. Knutson, Deputy Auditor Diane L. Blumhagen, Highway Superintendent Jim Grey, Wold Engineering representative Mike Rivinius, Director of Disaster Emergency Services / Risk Manager Noelle Kroll, and Ralph Mancini of BHG News Service. Absent was Commissioner Lee.

Moved by Suydam, seconded by Cottingham, to approve the minutes from December 28, 2021, as submitted. Roll Call Vote: Aye: Suydam and Cottingham. Nay: None. Absent and not voting: Lee. Motion carried.

Rivinius discussed with the commission plans for the 2022 chip seal projects for County Road (CR) 9, CR 12, CR 27, CR14, and Underwood Loop. He informed the commission that prices have increased since last year due to oil and labor costs. Requested the bid opening date and time to be set for 10:00 a.m. on March 1, 2022.

Moved by Suydam, seconded by Cottingham, to set the bid opening for the chip seal projects and directed Rivinius to advertise for bids. Roll Call Vote: Aye: Suydam and Cottingham. Nay: None. Absent and not voting: Lee. Motion carried.

Knutson informed the commissioners that the Dispatch Service Agreement has been received from the City of Garrison.

Knutson informed the commissioners that all of the 2022 Beer and Liquor Licenses applications have been received and issued.

Knutson informed the commissioners that unorganized township disbursement funds were received in the amount of \$263,859.42, and the remainder was disbursed to the organized townships with the total amount being \$526,185.42.

Knutson informed the commissioners that the NDACo sent the State travel reimbursement rates for 2022. Travel in the city of employment and use of personal vehicle both increased to .585 cents per mile, and charter and lease of an aircraft increased to .8775 cents.

Moved by Suydam, seconded by Cottingham, to increase travel reimbursement for the county to match the State rates discussed in effect as of January 1, 2022. Roll Call Vote: Aye: Suydam and Cottingham. Nay: None. Absent and not voting: Lee. Motion carried.

Knutson informed the commissioners that TruCommunity Bank would like to place an ATM machine at the courthouse. Discussion followed regarding the possible placement location and costs.

Knutson received a phone call from Bob Frohlich, of North Dakota Game and Fish (NDG&F), informing the county that the agreement has expired for the high water ramp at Sportsmen Centennial Park. Knutson signed a new agreement and the NDG&F is hoping to have the project completed this spring.

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

HIGHWAY VOUCHERS			
CHECK #	VENDOR NAME	DESCRIPTION	AMOUNT
305692	ACME TOOLS	ROLLATIC 16", CHAIN LOOP, MICRO CHAIN, SCREWS, BAR OIL	191.69
305693	A & I DISTRIBUTORS	WASHER FLUID & HOWES DIESEL TREATMENT	512.43
305694	BUTLER MACHINERY	BULB & LAMP GP-HEAD	295.97
305695	ESCOSUPPLY	12 SNOWPLOW SHOE, 10 PLOW BLADES	2,899.04
305696	FARMERS UNION OIL	FUEL	6.57
305697	GARRISON CITY	WATER, SEWER, GARBAGE	51.70
305698	MAX FARM SERVICES	FUEL TO MAX SHOP	4,797.10
305699	MCLEAN COUNTY IMPLEMENT	SPARK PLUG	16.32
305700	MDU	WASHBURN, TL, MAX,GARRISON SHOP - GAS	1,272.82
305701	S & J HARDWARE	MOUSE BAIT STATION, UNION CONNECTOR, ETC.	25.26
UNPAID VOUCHERS			
CHECK #	VENDOR NAME	DESCRIPTION	AMOUNT
305702	BRAVERA WEALTH	QUARTERLY FEES - LEE, ERICKSON	1,683.95
305703	BUTTE SENIOR CITIZENS	DISBURSE MILL LEVY FUNDS 2022	600.00
305704	CENEX CREDIT CARD	GASOLINE	5,050.18
305705	CHASE DRUG	INMATE MEDICATION	232.97
305706	CITY OF WASHBURN	LEC - WATER	61.45
305707	DOC'S SHOP	OIL CHANGES, BRAKES, WIPERS, BATTERIES	1,119.24
305708	ENERBASE	GASOLINE	124.43
305709	GARRISON VETERINARY	DOG FOOD, BOARDING, RABIES EXAM, EUTHANASIA OF ABANDONED DOG	859.20
305710	GARRISON FFA ALUMNI	BOOTH FEES FOR GARRISON AG SHOW	65.00
305711	GRIMSLEY'S	GASOLINE	147.38
305712	HIWAY 83 EXPRESS	GASOLINE	133.84
305713	COURTNEY HOIKKALA	REIMBURSEMENT FOR BAKING SCHOOL SUPPLIES, REIMBURSEMENT FOR NDEAFCS STATE & NATIONAL DUES	124.41
305714	ITD	DATA PROCESSING FEES FOR DEC 2021 T-1 LINE, ADUF, VPN, ACTIVE DIRECTORY USER FEES, OFFICE 365 BASIC, SIRN RADIO PRJ., AZURE FOR DEC 2021	5231.94
305715	KRAUSE'S SUPERVALU	COFFEE, VINEGAR, PINE SOL	100.62
305716	MARCO	STANDARD PAYMENTS	1,999.74
305717	MCLEAN COUNTY IMPLEMENT	POWERED BELT, GAS CAN 2-CYCLE OIL TOOL SET	207.48
305718	MDU	GAS – COURTHOUSE AND LEC	906.46

305719	MERCER COUNTY SHERIFF	INMATE HOUSING	2,250.00
305720	MIDCO	CABLE TV	112.22
305721	NDACO	MARRIAGE LICENSE PROGRAM FOR 2021	40.00
305722	ND COUNTY AUDITORS ASSOC.	2022 DUES	125.00
305723	ND COUNTY TREASURER ASSOC.	2022 DUES	250.00
305724	ND CLERK ASSOCIATION	2022 DUES	100.00
305725	ND STATE RADIO	TELETYPE 10/1/21 - 12/31/21	480.00
305726	NDSU EXTENSION	SALARY FOR BEDGAR AND HOIKKALA	9,524.96
305727	MICHAEL NELSON	ANNUAL RENTAL, OFFICE RENOVATIONS	6,600.00
305728	OTTER TAIL POWER CO.	BUTTE, TURTLE LAKE, MAX, WASHBURN SHOPS, COURTHOUSE, RADIO TOWER, LEC	4,970.99
305729	PRESORT PLUS	PRINT, MAIL TAX NOTICES	4,782.68
305729	PRESORT PLUS	POSTAGE	2,023.69
305730	ART RENNER	2022 MEDICAL DIRECTOR CONTRACT	2,000.00
305731	WATER PURITY INC	WATER DELIVERED	63.00
305732	WRT	911 TRUNKING RECURRING	494.36
305733	WESTERN STEEL & PLUMBING	PARTS	196.50
305734	WEX BANK	GASOLINE	9,649.40

DIRECT DEPOSIT PAYMENTS

CHECK #	VENDOR NAME	DESCRIPTION	AMOUNT
2042	LADD ERICKSON	REIMBURSE TRAVEL	47.04
2043	ANNA SIX	TRAINING	38.50

PAID VOUCHERS

CHECK #	VENDOR NAME	DESCRIPTION	AMOUNT
305676	GARRISON DIVERSION	DISBURSE MONTHLY COLLECTIONS	22,146.48
305677	MCLEAN RESOURCE	DISBURSE MONTHLY COLLECTIONS	475.00
305678	NDACO	DISBURSE 10% E-911 COLLECTIONS	963.90
305679	ND STATE TREASURER	DISBURSE MONTHLY COLLECTIONS	26,301.27
305680	ND ATTORNEY GENERAL	MONTHLY COLLECTIONS 24/7 SOBRIETY	2,290.00
305681	DACOTAH PAPER CO	ICE MELT, PAPER TOWELS, KLEENEX, ETC.	1,160.32
305682	WESTERN FRONTIER INS.	RENEWAL NOTARY FEE - LONI CARLSON	100.00
305683	NDPERS	DECEMBER 21 PAYROLL - RETIREMENT	70,277.60
305684	NDPERS	DECEMBER 21 PAYROLL - INSURANCES	162,499.24
305685	NDPERS	DECEMBER 21 PAYROLL - DEFERRED COMP.	7,810.20
305686	DACOTAH PAPER CO	GARBAGE BAGS, PAPER TOWELS	147.05
305687	NDACO	CORRECTION TO PREVIOUS CHECK #305670	20.00
305688	WEX HEALTH	MONTHLY ADMIN FEE	121.00
305689	GARRISON AREA IMPROVEMENT	RENT FOR THE CUBBY HOLE FOR TOWNSHIP MEETINGS	50.00
305690	ND SECRETARY OF STATE	NOTARY RENEWAL FOR CURT OLSON	36.00
305691	DACOTAH PAPER CO	CLEANING SUPPLIES, NITRILE GLOVES, SOAP, ETC.	804.82
	DECEMBER 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.	391,076.44

**P-CARD FUNDED
PURCHASES**

VENDOR	DESCRIPTION	AMOUNT
BUTLER MACHINERY	PARTS	178.36
BUTLER MACHINERY	OIL	3,345.04
RUNNINGS	CHAINSAW PARTS	386.65
OK AUTOMOTIVE	WINDSHIELD WASHER FLUID, OIL, CV SHAFT FOR PARK PICKUP	1,396.42 1,375.72
NORTHERN PLAINS EQUIP.	WELDING SUPPLIES, PARTS	142.85
NELSON INTERNATIONAL	PARTS, REPAIRS	2,767.05
JOHNSEN TRAILER SALES INC	AIR BAG, HI-ALLOY, NUTS	888.95
NEWMAN SIGNS INC	SIGNS	5,222.32
LINDE GAS & EQUIPMENT INC	WELDING SUPPLIES	614.12
I-STATE TRUCK CENTER	PARTS	1,295.47
NORTHERN STATES SUPPLY	PARTS	234.53
RTC	TELEPHONE	147.23
WRT	PHONE, DSL	102.73
MCLEAN ELECTRIC	ROSEGLEN SHOP	44.00
BUTLER MACHINERY	PARTS	276.96
TITAN MACHINERY	GLASS, DUST SEAL, HINGE, URETHANE ADHESIVE, PRIMER	486.87
ALL STATE PARTS	PARTS	177.94
NW TIRE	TIRES	120.03
NW TIRE	ALIGNMENT	96.92
NELSON INTERNATIONAL	PARTS	299.58
NORTHERN STATES SUPPLY	PARTS	66.79
NORTHERN PLAINS EQUIP.	PARTS	185.96
MCLEAN ELECTRIC	ROSEGLEN SHOP	44.00
MCLEAN ELECTRIC	UNDERWOOD SHOP	59.00
MCLEAN ELECTRIC	GARRISON SHOP	620.00
I-STATE TRUCK CENTER	FUEL TANK, INSULATOR, ISOLATOR, ALTERNATOR	1,546.53

SWANSTON EQUIPMENT CORP	48" LIGHT BARS	1,720.08
MIDWEST DOORS	NEW DOOR AT WASHBURN SHOP	7,061.00
HRDIRECT.COM	1099-NEC FORMS, 1099-MISC FORMS, AFFORTABLE CARE ACT FORMS	261.31
AMAZON.COM	PAPER CLIPS, RUBBER BANDS, PENS	44.59
AMAZON.COM	COMPUTER MONITORS, CABLE, HDMI PORT ADAPTER	438.81
FIRST DISTRICT HEALTH	2022 RENEWAL FOR CAMPGROUND LICENSE	255.00
OFFICE DEPOT	DOCUMENT FRAMES, PAPER	61.37
AMAZON.COM	CERTIFICATE FRAMES, HANGING FILE FOLDERS	26.95
BHG, INC	COMMISSION MINUTES, HELP WANTED AD	2,025.05
AMAZON.COM	DESK NAME PLATES, WALL NAME HOLDERS, DEDICATION PLAQUE	118.88
AMAZON.COM	HP MONITORS	349.98
AMAZON.COM	DESKTOP CALCULATOR	74.98
OFFICE DEPOT.COM	PENS, INK, ENVELOPES, RECEIPT BOOKS, DEPOSIT REGISTERS, ETC.	191.55
AMAZON.COM	PACKING TAPE, MARKERS, END TAB FOLDERS, SHREDDER	391.21
BHG, INC	NOTICE ADVERTISEMENTS	82.00
CIRCLE SANITATION	GARBAGE PICKUP	444.00
FRONTIER FLORAL	FLOWERS FOR FUNERAL	53.50
HODGES BADGE CO.	NDSU RIBBONS	772.63
DISCOUNT SCHOOL SUPPLY SRT	NDSU DECORATE PIGGY BANK KITS LINE RECORD, TRANSPORT PER MILE, TRANSPORT TRUNK	234.87 694.08
AMAZON.COM	PIPE CLEANERS, GUN CLEANING GEAR, GUN CLOTH, GUN MAT	332.82
USPS	POSTAGE BOX FEE	226.00
DONOVAN & KAFFAR	COURT APPOINTED COUNSEL	5,576.40
ARMOR INTERACTIVE	SHERIFF DATTO NAS, SERVER BACKUP DEVICES	360.00 340.00
	45 NODES - DECEMBER & JANUARY	2,700.00
RTC	BENEDICT SPORTSMEN'S PARK	61.61
ULTEIG ENGINEERS INC	KATZ DAM - PAINTED WOODS	4,770.90
VERIZON WIRELESS	KITTLER - HIGHWAY CELL	42.00
	KROLL - DES CELL	42.00
	GREY - HIGHWAY CELL	42.00
	ERICKSON - STATES ATTORNEY CELL	47.00
	OBERG - ASSESSOR JETPACK	40.01
	KROLL - DES JETPACK	40.03
OFFICE DEPOT	MONEY RECEIPT BOOKS, TAPE	51.78
VERIZON WIRELESS	DATA CARDS	880.22
	DETECTIVE CELL PHONES	94.00
	J.R. KERZMANN CELL PHONE	42.00
RTC	911 TRUNKING RECURRING	80.00
WRT	PHONE	93.56
BOB BARKER COMPANY	HANDCUFFS, LEG IRONS, RESTRAINING SHORT CHAIN	266.82
WATER PURITY INC	WATER	77.00
BLUE360 MEDIA	ND CRIMINAL & TRAFFIC LAW MANUALS	227.48
AMAZON.COM	USB MICROPHONES	119.98
AXON ENTERPRISE, INC	TASER MAGAZINES, TARGETS, HOLSTERS	1,805.31
RECORD KEEPERS	SHREDDING SERVICES	32.00
ARMOR INTERACTIVE	FEES FOR SIRN PROJECT	339.00
AMAZON.COM	BATTERIES, POST IT NOTES	129.64
AMAZON.COM	HARD DRIVE ERASER MONITORS, KEYBOARD/MOUSE COMBOS, DISPLAY PORT CABLE	31.99 695.10
BHG, INC	ONLINE SUBSCRIPTION	30.00
MCLEAN ELECTRIC	SPORTSMENS PARK	53.00
	CIVIL DEFENSE	180.00
	PARK BOARD	41.00
	SECURITY LIGHTS - COURTHOUSE	21.00
	SECURITY LIGHT – SPORTSMENS	295.00
	CAMPER PADS	50.00
	CAMPER PADS	102.00
	CENTENNIAL PARK METER	43.00
MATTHEW BENDER CO	ND CENTURY CODE 21 RV2A BOOK	93.85
VERIZON CONNECT	NOVEMBER MONTHLY SERVICES	453.32
SLEEP INN & SUITES	ROOMS FOR TRAINING	172.80
PHARMCHEM, INC	SWEAT PATCH ANALYSIS	345.95

PHARMCHEM, INC	PATCH OVERLAYS	130.00
PROFORMS	250 EMPLOYEE COPY W-2	57.25
PROFORMS	250 EMPLOYER COPY W-2	57.25
PROFORMS	150 W-2 ENVELOPES	58.05
DIY AWARDS	RETIREMENT PLAQUE - PEDERSON	205.98
EXECUTIVE GIFT SHOPPE	RETIREMENT CLOCKS, - KOELZER, SOMMER	558.00
AMAZON.COM	APC BATTERY BACKUP	63.08
WRT	SHERIFF	563.71
	COURTHOUSE	1,743.74
	NDSU EXTENSION	41.78
	E-911	96.34
	JURY/PERSONAL	9.36
	PAROLE AND PROBATION	20.00
	E-911 RADIO TOWER	91.73
AMAZON.COM	GUN CLEANING SUPPLIES AND TOOLS	136.78
ULTEIG ENGINEERS INC	PAINTED WOODS - KATZ DAM COST	15,516.00
ULTEIG ENGINEERS INC	PAINTED WOODS - KATZ DAM	2,531.00
ULTEIG ENGINEERS INC	PAINTED WOODS - KATZ DAM	727.00
DAKOTA AWARDS	NOTARY STAMP - SABIN, BOHNSACK	48.48
CIRCLE SANITATION	GARRISON & WASHBURN SHOP	459.75
CHARM-TEX INC	MESH TOP SHOWER CURTAIN	44.39
CHARM-TEX INC	RAZORS	85.90
UNIFORM CENTER	SHIRTS, PATCHES, PANTS, ETC.	549.90
CIRCLE SANITATION	GARBAGE PICKUP	444.00
US FOODS	INMATE MEALS	1,326.58
US FOODS	INMATE MEALS	217.14
AMAZON.COM	BATTERIES, BINDERS, LABELS	57.21
AMAZON.COM	FRAMED CORK BOARDS	44.00
AMAZON.COM	BINDERS	44.90
VALLEYVET.COM	ELAST-A-BOOT COVERS	64.05
GEMPLERS	FARMEX PRO HAY TEMPERATURE AND MOISTURE GUAGE	290.37
AMAZON.COM	SMART VIDEO KIT, TRIPOD, GO-PRO WITH ACCESSORIES	532.94

Roll Call Vote: Aye: Suydam and Cottingham. Nay: None. Absent and not voting: Lee. Motion carried.

Sheriff J.R. Kerzmann joined the meeting via phone requesting approval to change the open Captain position to a Detective position.

Moved by Suydam, seconded by Cottingham, to approve the creation of an additional Detective position and eliminate the Captain position. Roll Call Vote: Aye: Suydam and Cottingham. Nay: None. Absent and not voting: Lee. Motion carried.

Chief Deputy Sheriff Richard Johnson joined the meeting.

Kerzmann requested permission to order four 2022 Ford Expedition SUVs for the Sheriff's Department at a cost of \$40,848.00 per unit for a total of \$163,392.00. He also requested approval to order two 2022 Ford F150 pickups at a cost of \$35,774.00 per unit for a total of \$71,548.00. Discussion followed.

Moved by Suydam, seconded by Cottingham, to approve the purchase of the Sheriff's Department vehicles as presented. Roll Call Vote: Aye: Suydam and Cottingham. Nay: None. Absent and not voting: Lee. Motion carried.

There being no further business, the chairperson declared the meeting adjourned at 9:05 a.m. until the next regularly scheduled meeting on Tuesday, February 1, 2022. The commission minutes and agenda can be found on the county website at <http://www.mcleancountynd.gov>.

Steve Cottingham, Vice-Chairperson

Diane L. Blumhagen, Deputy Auditor