

McLean County Commission Proceedings
Tuesday, February 01, 2022

The first regular February meeting of the Board of Commissioners was called to order at 8:30 a.m. by Chairperson Steve Lee. Present were Commissioners Lee and Barry Suydam. Also present were Auditor Beth A. Knutson, Deputy Auditor Diane L. Blumhagen, Highway Superintendent Jim Grey, Assistant Highway Superintendent William Carlson, George Klemetsrud, and Alyssa Meier of BHG News Service. Absent was Commissioner Steve Cottingham.

Moved by Suydam, seconded by Lee, to approve the minutes from January 4, 2022, as submitted. Roll Call Vote: Aye: Suydam and Lee. Nay: None. Absent and not voting: Cottingham. Motion carried.

Grey was present with an update on department operations, reporting that he received an email stating that McLean County was not approved for the bridge funding as submitted by Wold Engineering. Discussion followed.

Grey requested permission to advertise for bids for gravel crushing and equipment rental; the call for bids reflects a bid opening date set for March 15, 2022, at 10:00 a.m.

Moved by Suydam, seconded by Lee, to authorize Grey to advertise for bids for gravel crushing with a bid opening set for March 15, 2022, at 10:00 a.m. Roll Call Vote: Aye: Suydam and Lee. Nay: None. Absent and not voting: Cottingham. Motion carried.

Carlson submitted his resignation to the commissioners with an effective date of August 31, 2022. Discussion followed.

Grey requested to advertise in-house for the Assistant Highway Superintendent position to be filled effective March 1, 2022.

Moved by Suydam, seconded by Lee, to approve advertising in-house for the Assistant Highway Superintendent position. Roll Call Vote: Aye: Suydam and Lee. Nay: None. Absent and not voting: Cottingham. Motion carried.

Commissioner Lee informed Grey of a phone call he received regarding a walking path in the Turtle Lake area. Discussion followed.

Property Assessor Elizabeth Patterson joined the meeting with recommendations from the Planning and Zoning Commission Meeting held on January 24, 2022.

Moved by Suydam, seconded by Lee, to concur with the Planning and Zoning Commission and approve the Conditional Use Permit application submitted by Keith Ellison, of Garrison, ND, involving land located in SE $\frac{1}{4}$ NE $\frac{1}{4}$ of Section 32, Township 148 North, Range 86 West, more specifically identified as Outlot A containing 3.70 acres. Roll Call Vote: Aye: Suydam and Lee. Nay: None. Absent and not voting: Cottingham. Motion carried.

Knutson discussed the courthouse ATM with the commissioners reporting that West River Telecom (WRT) has been contacted and McLean County will be billed the amount of \$79.00 per month for the internet line. The Sheriff's Department agreed to have the ATM being placed in the Law Enforcement Center to provide 24/7 access. Discussion followed.

Moved by Suydam, seconded by Lee, to approve the WRT line access fees. Lee requested that the agreement with TruCommunity Bank be for one year at a time. Roll Call Vote: Aye: Suydam and Lee. Nay: None. Absent and not voting: Cottingham. Motion carried.

Knutson presented the Armor Interactive quote for a new commission minutes laptop in the amount of \$1,317.60. Discussion followed.

Moved by Suydam, seconded by Lee, to approve the purchase of a new laptop at a cost of \$1,317.60. Roll Call Vote: Aye: Suydam and Lee. Nay: None. Absent and not voting: Cottingham. Motion carried.

Knutson informed the commission that the Sheriff's Department has promoted Brad Nielsen to Detective. Knutson stated that after consulting with Chief Deputy Auditor Lori Foss, their recommendation was to increase the wage to \$56,032.28, which has been discussed with Sheriff J.R. Kerzmann. Discussion followed.

Moved by Suydam, seconded by Lee, to approve Detective Brad Nielsen salary increase to \$56,032.28, effective February 1, 2022 with no further increase after six months. Roll Call Vote: Aye: Suydam and Lee. Nay: None. Absent and not voting: Cottingham. Motion carried.

Moved by Suydam, seconded by Lee, to approve the Local Raffle Permit Application submitted by Lisa Skolrud and Gabe Dove, to be held at the Hometown Tavern and Bottle Shop in Garrison, on April 1, 2022, with proceeds directed toward the Lee Kraft Cancer Benefit including the following prizes Pit Boss pellet grill, one week summer camp or retreat, \$50.00 Cookies for You gift card, and a \$50.00 Munchkin's Pottery gift card. Roll Call Vote: Aye: Suydam and Lee. Nay: None. Absent and not voting: Cottingham. Motion carried.

Knutson presented the Pledge of Securities received from TruCommunity Bank. The total public deposits on December 31, 2021, were \$12,285,978.48 and the total pledged securities were \$15,016,872.75.

Knutson presented the Pledge of Securities received from Garrison State Bank & Trust. The total public deposits were \$3,366,591.00 and the total pledged securities were \$4,502,473.30.

Moved by Suydam, seconded by Cottingham, to accept the Pledge of Securities from TruCommunity Bank and from Garrison State Bank & Trust. Roll Call Vote: Aye: Cottingham, Suydam, and Lee. Nay: None. Motion carried.

Knutson received the Clerk of Court funding agreement for the 2023-2025 Biennium from the State of North Dakota. The funding agreement included three options with the first option being making the Clerk of Court employees state employees; the second option is entering into a funding agreement; or the third option of the Board of Commissioners election to provide the Clerk of Court services. Knutson stated that in the past the second option of entering into a funding agreement has been chosen. Knutson visited with

Clerk of Court Bonnie Bohnsack and Bohnsack felt that the second option of a funding agreement is sufficient for the 2023-2025 Biennium year. Discussion followed.

Moved by Suydam, seconded by Lee, to enter into the Clerk of Court funding agreement for the 2023-2025 Biennium. Roll Call Vote: Aye: Suydam and Lee. Nay: None. Absent and not voting: Cottingham. Motion carried.

Received and ordered filed the fee collection report from the Recorder's Office in the amount of \$10,420.10 for the month of January.

Received and ordered filed the fee collection report from the Sheriff's Office in the amount of \$1,201.85 for the month of January.

Knutson informed the commissioners of the scheduled hearing date for Midwest Ag Energy on March 1, 2022, at 10:00 a.m.

Knutson requested the commission set the County Tax Equalization meeting for June 7, 2022, at 10:00 a.m.

Moved by Suydam, seconded by Lee, to set the County Tax Equalization meeting for June 7, 2022, at 10:00 a.m. Roll Call Vote: Aye: Suydam and Lee. Nay: None. Absent and not voting: Cottingham. Motion carried.

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

Knutson presented the Uncollected Tax List for years 2019-2021 showing the total amount of \$9,630,911.12

Knutson presented the budget narrative for period ending January 31, 2022. She presented data showing property tax collections are at 51% collected including 53% with discount for 2022 or \$10,104,818.96; Government reimbursement revenues totaled \$207,828.86 compared to \$307,288.46 in 2021; fees and miscellaneous revenues totaled \$92,515.78 compared to \$310,010.93 in 2021 and expenditures were at 6.85% of total budget for 2022.

Commissioner Lee requested a one-time change to move February's second regular meeting date to February 17, 2022.

Moved by Suydam, seconded by Lee, to move February's second regular meeting date to February 17, 2022. Roll Call Vote: Aye: Suydam and Lee. Nay: None. Absent and not voting: Cottingham. Motion carried.

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

HIGHWAY VOUCHERS			
Check #	Vendor Name	Description	Amount
305759	SCOTT'S HARDWARE	PACKAGING TAPE, BOLTS, SCREWS	13.73
UNPAID VOUCHERS			
Check #	Vendor Name	Description	Amount
305760	SARAH BEDGAR	REIMBURSE CELL PHONE	30.00
305761	BROTHER MOBILE SOLUTIONS	REPAIR	69.00
305762	CENEX CREDIT CARD	GASOLINE	1,779.59
305763	DOC'S SHOP	OIL CHANGES, REPAIRS	1,611.04
305764	GARRISON DIVERSION DISTRICT	DISBURSE MONTHLY COLLECTIONS	23,146.51
305765	GARRISON RURAL WATER DISTRICT	SPORTSMEN'S CENTENNIAL PARK WATER USAGE	60.00
305766	GOETZ FUNERAL HOME	REIMBURSE CORONER FEES	750.00
305767	GERARD GOVEN	REIMBURSE TRAVEL AND MILEAGE	578.39
305768	DAVID HINTZ	WATER EASEMENT AGREEMENT FOR STORAGE	3,200.00
305769	COURTNEY HOIKKALA	REIMBURSEMENT FOR BAKING SCHOOL SUPPLIES, CELL PHONE	33.89
305770	SHANNON JEFFERS	REIMBURSE TRAVEL AND MILEAGE	552.65
305771	LIGNITE TIRE	TIRES	1,785.84
305772	MCLEAN-MERCER SENIOR MEALS	2019, 2020, 2021 LEVY MONIES COLLECTED -JANUARY	46,710.23
305773	MCLEAN FAMILY RESOURCE CENTER	DISBURSE MONTHLY COLLECTIONS	350.00
305774	MCLEAN IMPLEMENT	5W40, FUEL FILTER	165.88
305775	NDACO	DISBURSE 10% E-911 COLLECTIONS, PRE-EMPLOYMENT DRUG TEST, SPECIAL OPERATIONS FUND COUNTY SHARE, RANDOM TESTING	2,313.75
305776	NORTHLAND HEALTH CENTERS	INMATE MEDICAL	477.00
305777	LYNN OBERG	REIMBURSE TRAVEL AND MILEAGE	760.72
305778	OTTER TAIL POWER CO	BUTTE, TURTLE LAKE, MAX WASHBURN SHOPS, COURTHOUSE, RADIO TOWER, LEC	6,378.61
305779	SCOTT'S HARDWARE	VALVE, DETERGENT, FAN, WATER SOFTENER SALT	120.41
305780	ND STATE TREASURER	DISBURSE MONTHLY COLLECTIONS	27,584.25
305781	THOMPSON FUNERAL HOME	CREMATION & BURIAL PERMIT FOR UNCLAIMED BODY, REIMBURSE CORONER FEES	1,210.00
305782	MAIN STREET MARKET	DECEMBER GROCERIES	3,271.74
305783	UNDERWOOD & WASHBURN CLINICS	INMATE MEDICAL & PHYSICAL	1,026.00
305784	VANGUARD APPRAISALS, INC	ANNUAL SERVICE CONTRACT RENEWAL	5,500.00
305785	WARD COUNTY AUDITOR	INMATE BOOKING FEE	25.00
305786	WATER PURITY INC	WATER DELIVERED	77.00
305787	WESTERN LIGHTING TECHNOLOGY	LED BULBS	274.75
DIRECT DEPOSIT PAYMENTS			
Check #	Vendor Name	Description	Amount
2074	JAN HANSON	REIMBURSE CELL PHONE	30.00
2075	CURT MALO	REIMBURSE CELL PHONE	30.00
2076	WILLIAM CARLSON	REIMBURSE CELL PHONE	30.00
2077	GLENN EARL	PLANNING AND ZONING TRAVEL	17.55
2078	DONALD FLINN	PLANNING AND ZONING TRAVEL	11.70
2079	RICHARD HULTBERG	PLANNING AND ZONING TRAVEL	44.46
2080	JOHN MATTHEWS	PLANNING AND ZONING TRAVEL	41.54
2081	DARWIN SAARI	PLANNING AND ZONING TRAVEL	26.91

2082	TRISTAN THOMPSON	REIMBURSE FOR SUPPLIES	7.06
2083	RYAN OBERG	REIMBURSE CELL PHONE	30.00
2084	RYAN OBERG	REIMBURSE FOR TEAMVIEWER SUBSCRIPTION	629.16
2085	ELIZABETH PATTERSON	REIMBURSE CELL PHONE	30.00

PAID VOUCHERS

Check #	Vendor Name	Description	Amount
305741	NDPERS	DECEMBER RETIREMENT - HICKS	614.37
305742	DACOTAH PAPER CO	DUSTER SWIFFER REFILLS, VACUUM, WATER TREATMENT, GARBAGE BAGS, ETC.	830.55
305743	AFLAC	MONTHLY PREMIUM	2,457.72
305744	A.R. AUDIT SERVICES INC	GARNISHMENT	789.48
305745	AVESIS/FSL	JANUARY VISION INSURANCE PREMIUM	1,434.85
305746	BRAVERA WEALTH	MONTHLY CONTRIBUTIONS	3,152.79
305747	DELTA DENTAL	JANUARY DENTAL INSURANCE PREMIUMS	4,251.46
305748	FRATERNAL ORDER OF POLICE	DUES	55.00
305749	NDPEA	NDPEA DUES	45.92
305750	USABLE LIFE	CANCER & ACCIDENT INSURANCE PREMIUMS	222.74
305751	ND CHILD SUPPORT ENFORCEMENT	CHILD SUPPORT	4,548.00
305752	WASHINGTON SUPPORT REGISTRY	CHILD SUPPORT	427.59
305754	ND SECRETARY OF STATE	NOTARY RENEWAL FOR NOELLE KROLL	36.00
305758	DACOTAH PAPER CO	MAGIC ERASER, SCOOP SHOVEL, ICE MELT	169.17
	JANUARY PAYROLL	A DETAILED LIST OF PAYROLL FUNDS EXPENDED IS AVAILABLE FOR PUBLIC INSPECTION ANYTIME DURING REGULAR BUSINESS HOURS IN THE MCLEAN COUNTY AUDITORS OFFICE.	363,172.88

P-CARD FUNDED PURCHASES

VENDOR	DESCRIPTION	AMOUNT
ASTORIA HOTEL	ND ASSOC OF COUNTY ENGINEERS CONFERENCE-GREY	198.00
BUTLER MACHINERY	VALVES, SEAL, FILTERS, ELEMENT & BELT	976.89
NELSON INTERNATIONAL	PARTS FOR 13-099	129.66
JOHNSEN TRAILER SALES INC	PARTS FOR 14-043	1,124.89
I-STATE TRUCK CENTER	ANTENNA RADIO FOR 13-087	15.29
NORTHERN PLAINS EQUIPMENT	PARTS	153.63
LINDE GAS & EQUIPMENT INC	WELDING SUPPLIES	1,008.60
WRT	PHONE & DSL	102.43
RTC	PHONE	146.85
BUTLER MACHINERY	PARTS	627.08
MCLEAN ELECTRIC	ROSEGLEN SHOP	50.00
	UNDERWOOD SHOP	61.00
	GARRISON SHOP	844.00
EIDE CHRYSLER	PARTS FOR 12-023 CABLE GEARSHIFT	148.00
INLAND TRUCK PARTS & SERVICE	SPRING ASSEMBLY	917.42
INTERSTATE POWER SYSTEMS, INC	TRANS FILTER FOR 13-099	58.74
NAPA AUTO PARTS	FUEL TRANSFER HOSE FOR MAX SHOP	105.51
BUTLER MACHINERY	PARTS	3,428.91
BUTLER MACHINERY	PARTS	1,566.76
AMAZON.COM	BATTERIES, BINDERS, LABELS	57.21
AMAZON.COM	BINDERS	44.90
VALLEYVET.COM	ELAST-A-BOOT COVERS	64.05
GEMPLERS	FARMEX HT-PRO HAY TEMPERATURE AND MOISTURE	290.37
AMAZON.COM	SMART VIDEO KIT, DIGICHARGE 10" TRIPOD, GOPRO WITH ACCESSORIES	532.94
ADOBE.COM	MONTHLY SUBSCRIPTIONS	29.98
BHG INC	COMMISSION MINUTES	653.54
SRT	TRANSPORT PER MILE	614.08
SRT	TRANSPORT TRUNKS	80.00
AMAZON.COM	AA BATTERIES	44.60
VERIZON	KITTLER- HIGHWAY CELL	42.00
	KROLL - DES CELL	42.00
	GREY - HIGHWAY CELL	42.00
	ERICKSON - ST ATTY CELL	47.85
	OBERG - ASSESSOR JETPACK	40.01
	KROLL - DES JETPACK	40.09
WEBROOT.COM	ANTIVIRUS RENEWAL FOR 5 DEVICES	64.19
WRT	PHONE SERVICE	92.60
VERIZON WIRELESS	DATA CARDS	880.22
	DETECTIVE CELL PHONE	94.00
	J.R. KERZMANN CELL PHONE	42.00
RESERVATION TELEPHONE	BENEDICT SPORTMEN'S PARK	47.26
ARMOR INTERACTIVE	SHERIFF DATTO NAS - FEBRUARY	180.00
	SERVER BACKUP DEVICES - FEBRUARY	170.00
	45 NODES - FEBRUARY	1,350.00
MICROSOFT	OFFICE 360 GARRISON & WASHBURN SHOPS	17.66
DAKOTA AWARDS	NOTARY STAMP - JORDON SCHUMACHER	24.99
RTC	MISCELLANEOUS SERVICES FOR 911	80.00
DAKOTA AWARDS	NOTARY STAMP - RICHARD JOHNSON	24.99
FARMERS UNION INSURANCE	ADD HIGHWAY 2018 CHEVY PICKUP	211.00
WRT	SHERIFF	579.69
	COURTHOUSE	1,628.90
	E-911	88.00
	JURY/PERSONAL	13.50
	PAROLE & PROBATION	20.00

	E-911 RADIO TOWER	106.25
AMAZON.COM	5-PACK 32-GB USB THUMBDRIVES	72.80
AMAZON.COM	PENS, BINDERS, TAPE, FOLDERS, LEGAL PADS	161.36
AMAZON.COM	ENVELOPE SEALERS	15.97
BHG INC	HAZARD MITIGATION SURVEY/INSERTS	762.26
IAPE	2022 MEMBERSHIP - HOWE	65.00
MOCIC	2022 ANNUAL MEMBERSHIP	150.00
BOB BARKER COMPANY INC	HANDCUFFS, DUTY BELTS	171.80
BOB BARKER COMPANY INC	BELT KEEPERS	12.39
PHARMCHEM INC	SWEAT PATCH ANALYSIS	440.30
AMAZON.COM	60-PC FRUIT STYLING PENCIL ERASERS	26.97
CAPITAL TROPHY	PLAQUES	342.00
J & R VACUUM & SEWING	BEATER BAR, BELTS	47.97
MCLEAN ELECTRIC	SPORTSMEN'S PARK	53.00
	CIVIL DEFENSE	185.00
	PARK BOARD	41.00
	SECURITY LIGHTS - COURTHOUSE	21.00
	SECURITY LIGHTS - SPORTSMEN'S PARK	369.00
	CAMPER PADS	64.00
	CAMPER PADS	102.00
	CENTENNIAL PARK CAMPGROUND METER	43.00
GORDON ELECTRIC SUPPLY	LEVITON KEYS FOR LOCK SWITCH	40.92
MATTHEW BENDER & CO	ND CENTURY CODE 21 RV2C	93.85
CIRCLE SANITATION INC	GARBAGE PICKUP	444.00
AMAZON.COM	HP TONER CARTRIDGE	186.59
INDEED.COM	JAILER/DISPATCHER JOB POSTING	500.22
VERIZON CONNECT	DECEMBER MONTHLY SERVICES	453.32
AMAZON.COM	PLANTRONICS HEADBANDS FOR CSSO	31.42

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

Klemestrud addressed the commissioners regarding the possible wind project coming to McLean County. Discussion followed.

There being no further business, the chairperson declared the meeting adjourned at 9:28 a.m. until the next regularly scheduled meeting on Thursday, February 17, 2022. The commission minutes and agenda can be found on the county website at <http://www.mcleancountynd.gov>.

Steve Lee, Chairperson

Diane L. Blumhagen, Deputy Auditor