

**McLean County Commission Proceedings**  
**Wednesday, February 21, 2024**

The second regular February meeting of the Board of Commissioners was called to order at 8:31 a.m. by Chairperson Steve Cottingham. Present were Commissioners Cottingham, Steve Lee, and Barry Suydam. Also present were Auditor Beth A. Knutson; Deputy Auditor Diane L. Blumhagen; Road Superintendent James Grey; Assistant Road Superintendent Travis Verke; Clerk of Court Bonnie Bohnsack; and Director of Disaster Emergency Services Noelle Kroll.

Moved by Lee, seconded by Suydam, to approve the minutes of the previous regular meeting held on February 6, 2024, as submitted. Roll Call Vote: Aye: Lee, Suydam, and Cottingham. Nay: None. Motion carried.

Kroll presented materials for an Integrated Preparedness Plan Workshop (IPPW). Kroll requested permission to identify five to seven threats, hazards, and risk for McLean County. Kroll identified seven items included armed assault, epidemic (human and livestock related), winter storm, dam failure, hazardous materials release, utility disruption, and train derailment. Commission was in agreeance with the selection.

Bohnsack presented a ND Certified Court Manager Training Program request from Deputy Clerk of Court Cassie Smith. Discussion followed.

Moved by Lee, seconded by Suydam, to approve the request for training with all related costs being paid by the county. Discussion followed. Roll Call Vote: Aye: Suydam, Lee, and Cottingham. Nay: None. Motion carried.

Sundre Sand & Gravel Representative Joe Mayer joined the meeting.

Grey presented an update on department operations reporting that blading of roads has started and will continue weather permitting. He also presented items to be listed by Steffes Group Inc. for the online auction being held March 20, 2024, through March 28, 2024.

Grey requested permission to purchase lime green jackets and sweatshirts that would contain the recommended reflective material and Highway Department logo. Discussion followed.

Moved by Lee, seconded by Cottingham, to authorize the purchase of 20 jackets and 20 sweatshirts for the Highway Department. Roll Call Vote: Aye: Lee and Cottingham. Nay: None. Absent and not voting: Barry Suydam. Motion carried.

Grey discussed the current condition of the two previously damaged trucks.

Grey requested a credit card for the department. Discussion followed with Knutson being asked to look into different options.

Chairperson Cottingham opened the 9:00 a.m. Class 5 Gravel Crushing and Equipment bid opening. Scepaniak Inc. of Minnesota, bid the crushing and stockpiling at \$4.72 per ton. Gravel Products of Minot, bid the crushing and stockpiling at \$3.25 per ton. Sundre Sand & Gravel of Minot, bid the crushing and stockpiling at \$3.50 per ton. Equipment rental bids were received from Hanson's Excavating of Minot, Fylling & Scraping of Turtle Lake, and Sundre Sand & Gravel of Minot.

Moved by Lee, seconded by Suydam, to accept all gravel crushing bids except for Scepaniak Inc. Discussion followed. Roll Call Vote: Aye: Lee, Suydam, and Cottingham. Nay: None. Motion carried.

Moved by Lee, seconded by Suydam, to accept all equipment rental bids submitted. Discussion followed. Roll Call Vote: Aye: Suydam, Lee, and Cottingham. Nay: None. Motion carried.

Grey updated the commission regarding the Road Policy. Discussion followed with the updated policy being presented at the next meeting.

Knutson presented a bill from Emineth Plumbing for \$2,524.72 for maintenance at the courthouse and law enforcement center.

Moved by Suydam, seconded by Lee, to authorize the payment of \$2,524.72 to Emineth Plumbing as presented. Roll Call Vote: Aye: Suydam, Lee, and Cottingham. Nay: None. Motion carried.

Knutson requested authority to advertise for future employment openings as they become available as long as they are the exact same position with no changes in the role. Discussion followed.

Moved by Lee, seconded by Suydam, to authorize advertising for employment openings for existing positions without commission approval. Discussion followed with Suydam requesting to be notified when a position has been vacated and that hiring will still need to be approved. Roll Call Vote: Aye: Lee, Suydam, and Cottingham. Nay: None. Motion carried.

Blumhagen presented Gaming Site Authorizations for Aggie Foundation at DL's Strawberry Cooler. Discussion followed with Lee requesting we reach out to Strawberry Lake Improvement Association first and present the Gaming Site Authorizations at the March 5, 2024, meeting. Moved by Lee, seconded by Suydam, to table the Gaming Site Authorizations requested by Aggie Foundation until the March 5, 2024, meeting. Roll Call Vote: Aye: Lee, Suydam, and Cottingham. Nay: None. Motion carried.

Knutson received the Clerk of Court funding agreement for the 2025-2027 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 2025-2027 Biennium year. Discussion followed.

Moved by Lee, seconded by Suydam, to enter into the Clerk of Court funding agreement for the 2025-2027 Biennium. Roll Call Vote: Aye: Suydam and Lee. Nay: None. Absent and not voting: Cottingham. Motion carried.

Michael Thyberg joined the meeting to discuss paying taxes under protest. Discussion followed.

Tax Director Todd Schreiner joined the meeting.

State's Attorney Ladd Erickson joined the meeting.

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

CHECK #	VENDOR NAME	DESCRIPTION	AMOUNT
308694	BUTLER MACHINERY	FINAL PAYMENT ON 2018 CAT GRADER	\$81,452.28
308695	DAKOTA FLUID POWER, INC	SIGHT GAUGE FOR 13-084	\$25.21
308696	ENERBASE	GAS, WELDING SUPPLIES	\$188.81
308697	FARMERS UNION OIL	CHAIN OIL, FUEL, LIQUID PROPANE FOR ROSEGLEN SHOP	\$2,896.41
308698	FORCE AMERICA INC	HOSE GUARD, 3500 LB FORCE 12VDC DUMP TRUCK BODY VIBRATOR	\$1,103.02
308699	GARRISON CITY	WATER, SEWER, GARBAGE	\$54.64
308700	HIGHWAY 83 LAWN LEISURE & SUPPLY	PARTS, WASHER SOLVENT	\$96.87
308701	JOHN DEERE FINANCIAL	PARTS, OIL, CUTTING EDGES	\$1,595.53
308702	MDU	GAS - WASHBURN, TURTLE LAKE, MAX, GARRISON SHOPS	\$1,057.36
308703	NAPA AUTO PARTS	PARTS, GREASE	\$381.49
308704	NORTHERN PLAINS EQUIPMENT	FUEL FILTER	\$45.00
308705	PAHLKE STEEL INC	TUBE, FLAT IRON FOR HITCHES ON NEW MOWERS	\$46.37
308706	SCOTT'S HARDWARE	SCREWS, BOLTS, CABLE WIRE ROPE CLIP	\$15.71
308707	WAGON WHEEL LUMBER	PAINT FOR HITCHES ON NEW MOWERS	\$55.92
308708	WALLWORK TRUCK CENTER	RESURFACE FLYWHEEL	\$110.00
<b>UNPAID VOUCHERS</b>			
308709	C & S REPAIR	OIL CHANGES, THERMOSTAT, RADIATOR	\$2,065.97
308710	DEPARTMENT OF CORRECTIONS	DETENTION CARE FOR JUVENILE COURT	\$8,834.38
308711	DIRTY DEEDS EXCAVATING	FLOOD CONTROL MAINTENANCE	\$2,450.00
308712	FARMERS UNION OIL CO	TIRE REPAIR	\$23.64
308713	FARMERS UNION INSURANCE	ADDITIONAL PREMIUM ENDORSEMENTS	\$422.00
308714	CORY GRABINGER	REIMBURSE EXPENSE FOR TANNERITE	\$866.55
308715	DAVID HINTZ	WATER STORAGE EASEMENT	\$3,584.00
308716	HIWAY 83 EXPRESS	GAS	\$21.87
308717	HR COLLABORATIVE	FOSS - HR COLLABORATIVE CONFERENCE 2024	\$99.00
308718	ITD	NET MOTION, WAN, OFFICE 365, VPN, ADOBE, WAN, MISC, RECURRING BILLING, ADUF, VPN, AZURE, INTUNE	\$5,198.14
308719	LIGNITE TIRE	TIRES	\$410.00
308720	MCLEAN COUNTY AUDITOR	NDSU EXTENSION POSTAGE	\$92.95
308721	MDU	GAS - COURTHOUSE, LEC	\$676.93
308722	MENARDS	TOILET REPAIR KIT, CRYOTEK100, SHELVING UNITS, DRILL BITS	\$582.64
308723	MIDCO	JAIL CABLE TV	\$149.75
308724	KAMILE MODEREGGER	REIMBURSE FOR REAL COLORS TRAINING	\$499.00
308725	MOUNTAIN PLAINS YOUTH SERVICES	2024 ATTENDANT CARE	\$12,000.00
308726	NDACO RESOURCES GROUP	COMPUTERS	\$10,787.58
308727	ND CLERKS ASSOCIATION	DUES	\$100.00
308728	PRESORT PLUS	PICKUP FEE, COURIER SERVICE	\$55.00
308729	RELENTLESS LLC DBA DESERT SNOW	CRIMINAL INTERDICTION WORKSHOP	\$699.00
308730	ART RENNER	JAIL MEDICAL DIRECTOR	\$1,840.00
308731	SCOTT'S HARDWARE	BROOM, BROOM HANDLE, MONKEY HOOKS, BOLTS, SCREWS, ETC.	\$569.83
308732	SOFTCHOICE CORP	OFFICE STANDARD	\$583.00
308733	TIMECLOCK PLUS, LLC	SCHEDULE ANYWHERE LICENSE	\$2,016.00
308734	UNICOM	LABOR TO REMOVE LIGHTS & SIRENS FROM OLD, INSTALL ON BUMPER ON S4, S26, AND S21	\$1,416.20
308735	WASHBURN AUTO BODY	FRONT BUMPER	\$3,995.53
308736	WASHBURN VOLUNTEER AMBULANCE	AMBULANCE RUNS FOR INMATES	\$1,315.50
308737	WEST RIVER TELECOMMUNICATIONS	911 TRUNKING RECURRING	\$494.36
308738	WEX HEALTH	MONTHLY ADMIN FEE	\$93.50
308739	WOODWORTH LAW OFFICE, PLLC	MENTAL HEALTH COURT APPOINTED COUNSEL	\$215.00
<b>DIRECT DEPOSIT PAYMENTS</b>			
<b>CHECK #</b>	<b>VENDOR NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
5029	ADRIAN GREY	REIMBURSEMENT FOR FUEL	\$250.00
5030	JAMES GREY	REIMBURSEMENT FOR FUEL	\$247.46
5031	TRAVIS VERKE	REIMBURSEMENT FOR FUEL	\$200.00
<b>PAID VOUCHERS</b>			
<b>CHECK #</b>	<b>VENDOR NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
308678	MINOT AUTOMOTIVE CENTER	2024 RAM TRADESMAN 2500	\$58,463.00
308679	ND STATE TREASURER	DISBURSE MONTHLY COLLECTIONS	\$37,328.53
308680	DACOTAH PAPER	BATTERIES, ICE MELT, SQUEEGEE	\$76.40
308685	NDCAA	DUES	\$100.00
308686	NAPA AUTO PARTS	PARTS	\$363.90
308687	DACOTAH PAPER	GARBAGE BAGS, COPIER PAPER	\$196.53
308688	GARRISON DIVERSION DISTRICT	DISBURSE MONTHLY COLLECTIONS	\$31,366.26
308692	DACOTAH PAPER	TOILET PAPER, FOAM CUPS, NITRILE GLOVES, ETC.	\$684.36
308693	SOUTH CENTRAL CRIME CONFERENCE	MEMBERSHIP DUES	\$50.00

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

There being no further business, the Chairperson declared the meeting adjourned at 10:40 a.m. The commission minutes and agenda can be found on the county website at <https://www.mcleancountynd.gov>.

Steve Cottingham, Chairperson

Diane L. Blumhagen, Deputy Auditor