

McLean County Commission Proceedings
Wednesday, March 7, 2018

The first regular March meeting of the Board of Commissioners was called to order at 8:31 a.m. by Chairperson Barry Suydam. Present were Commissioners Suydam, Steve Lee, and Doug Krebsbach. Also present were Auditor Les Korgel, Deputy Auditor Nancy Leidholm, and Alyssa Meier of BHG News Service.

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

Highway Superintendent Jim Grey joined the meeting to update the commission regarding department operations. He reported a lot of snow pushing due to the recent storm. Grey presented a sample Equipment Rental Agreement for the commission's approval in regards to renting Highway Department equipment. It was suggested that specific equipment to be rented be named on the contract. Grey will make suggested changes and return at a later meeting for approval of the agreement.

Grey has budgeted \$50,000.00 for a semi-truck this year and requested permission to start looking for one. Lee questioned how bad it was needed. Grey stated that eventually we will need it but may be able to get by this year. Lee questioned auditor Korgel on cash flow to which Korgel stated that cash flow is tight but it doesn't hurt to look. Grey will continue looking and keep the commission informed.

Grey discussed the cracks on County Roads 33 and 14. Swanston Equipment of Bismarck has a Cimline C1, a specialty piece of equipment that's a combination crack seal and mastic patch machine. It can be rented for \$5,500.00/month and Grey feels the necessary repairs may cost about \$10,000.00 between the rental and the materials needed. Lee wants Grey to nail down the cost of materials.

States Attorney Ladd Erickson joined the meeting. He first informed the commission that the Game and Fish Department has raised the number of moose licenses to be given out within the county this year.

Erickson went on to inform the commission that he and Sheriff J. R. Kerzmann have been communicating with the Bureau of Criminal Investigation (BCI) for a possible agent within the county. The county would need to provide office space and computer access, which is available in the Law Enforcement Center. Erickson asked permission to pursue this as a benefit to the county at the State's cost and requested the commission to support the placement of a BCI agent in McLean County.

Moved by Lee, seconded by Krebsbach, to approve the placement of a BCI agent within McLean County providing office space and computer access. Roll Call Vote: Aye: Lee, Krebsbach, and Suydam. Nay: None. Motion carried.

Assistant Jail Administrator Wade Krohmer joined the meeting to discuss additional cameras for the Law Enforcement Center. He reported that the Department of Corrections and Rehabilitation (DOCR) inspection had been completed and the jail is in compliance as of yesterday. The US Marshalls and DOCR have recommended putting cameras in the lobby area of the shower and bathroom portions of the jail as that is where the fights occur. Krohmer presented a quote from Electronic Communications for six cameras and installation at a cost of \$5,406.00. Lee questioned if this was being required or recommended. Krohmer responded that it was recommended. Lee stated that it could be budgeted for next year. Korgel stated that the jail is not in violation without the cameras as it was recommended to not place them in those areas when the jail was built adding that if another big drug bust happens it the cameras could be funded through the Sheriff Forfeiture Fund account.

Korgel informed the commission that the main refrigerator for the Law Enforcement Center has gone down and a replacement cost is about \$4,000.00. Repairs are contingent on being able to find the parts. Lee suggested checking locally to see if the commercial item could be accessed that way. Krohmer will look into it.

Krohmer presented a quote for jail cell bunk ladders from After Hours Welding & Repair, Inc. of Bismarck in the amount of \$175.00 x 12 for a total of \$2,100.00. He stated that the ladders will be welded to the beds. As of now there are no ladders and some prisoners have a lot of trouble getting up onto the top bunks. Suydam questioned the line item for this expense to which Korgel responded it would come out of building repairs. Krebsbach questioned if the ladders could create a safety issue. Discussion followed.

Moved by Krebsbach, seconded by Lee, to approve the purchase of 12 jail cell bunk ladders, fabricated and installed at a total cost of \$2,100.00. Roll Call Vote: Aye: Lee, Krebsbach, and Suydam. Nay: None. Motion carried.

Krohmer also reported that the dryer has gone out and they may just purchase the cheapest one they can find to replace it.

Received and ordered filed the fee collection report in the amount of \$7,854.00 from the Recorder's office for the month of February.

Received and ordered filed the fee collection report in the amount of \$1,795.52 from the Sheriff's department for the months of December, January, and February.

Korgel then presented the Budget Narrative as of February 28, 2018 along with the list of delinquent taxpayers owing over \$4,000.00 showing 66 taxpayers owing a total of \$592,432.85. On the revenue side the property taxes are at 91% collected with the discount compared to 90% in 2017. Government reimbursements including PILT, State Aid, Coal Severance, etc. are at \$359,813.52 compared to \$328,879.09 in 2017. Fees and Miscellaneous revenue are at \$248,379.45 compared to \$176,623.32 in 2017. On the expense side 14.69% or \$2,103,064.61 of the 2018 budget has been expended where normally 16.67% would be expended.

The vacancy on the McLean County School Reorganization Committee was discussed as well as the ongoing request to annex property from Parshall School District in to Garrison School District. Korgel informed the commission of the progress being made by Jodi Johnson, Ward County Superintendent of Schools, on this request.

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

CHECK #	VENDOR	DESCRIPTION	AMOUNT
A134818	ACME TOOLS	WASHBURN SHOP SUPPLIES	723.42
A134819	AG PRO EQUIPMENT SERVICES, INC	PARTS, WASHBURN SHOP SUPPLIES, OUT SHOP SUPPLIES	2,391.19
A134820	BROCK WHITE CO, LLC	LATH	156.36
A134821	WILLIAM CARLSON	REIMBURSE CELL PHONE	30.00
A134822	CIRCLE SANITATION SERVICE	GARBAGE PICKUP – GARRISON & WASHBURN SHOPS	136.00
A134823	DAKOTA TRUCK AND FARM SVC	PARTS	365.05
A134824	ELECTRONIC COMMUNICATIONS	1 PA MODULE, 4 ADAPTERS, LABOR	175.00
A134825	WILTON FARMERS UNION OIL CO	LP AT UNDERWOOD & BUTTE SHOPS	334.99
A134826	FARM & HOME SUPPLY	JACK & TRAILER MOUNT	54.96
A134827	FASTENAL COMPANY	PARTS	39.76
A134828	GARRISON LUMBER	PARTS	68.58
A134829	GARRISON FURNACE & STOVE, INC.	REPAIRS	912.00
A134830	JB REPAIR INC	BATTERY	389.97
A134831	JOHNSEN TRAILER SERVICE	PARTS	257.01
A134832	MCLEAN ELECTRIC COOPERATIVE	ROSEGLLEN, UNDERWOOD & GARRISON SHOPS	1,120.00
A134833	MCLEAN SHERIDAN RURAL WATER	WATER	79.73
A134834	MENARD'S	WASHBURN SHOP SUPPLIES	79.76
A134835	NORTHERN ENGINE & SUPPLY CO	ZENITH CARB KIT	36.88
A134836	NORTHERN PLAINS EQUIPMENT	PARTS	30.75
A134837	PAHLKE STEEL INC	REPAIR PARTS, BRIDGE MATERIALS	320.20
A134838	SCOTT'S HARDWARE	WASHBURN SHOP SUPPLIES, PARTS, OUT SHOP SUPPLIES	708.25
A134839	S & J HARDWARE	PARTS, GARRISON SHOP SUPPLIES	109.49
A134840	TITAN MACHINERY	PARTS, CUTTING EDGES	1,141.93
A134841	WAGON WHEEL LUMBER	WASHBURN SHOP SUPPLIES, PARTS	650.80
A134842	WEST RIVER TELECOM	TELEPHONE, DSL – HIGHWAY	93.42
A134843	WESTERN LIGHTING TECHNOLOGY	LIGHT BULBS – WASHBURN SHOP	3,125.00
A134844	ABM INC	COPIER MAINTENANCE AGREEMENT – AUDITOR	793.41
A134845	AT&T MOBILITY	SHERIFF & STATES ATTORNEY CELL SERVICE, LAND USE DATA CARD, DES HOTSPOT	262.84
A134846	BHG INC	COMMISSION MINUTES, HELP WANTED ADS, BIDS	1,177.75
A134847	ASHLEY BROSSART	INMATE CARE	2,277.00
A134848	BUSINESS CARD	RETIREMENT CLOCK, HR TRAINING, LAPTOP, POWER CORD, MOUSE, WEBROOT ANTIVIRUS, MICROSOFT OFFICE, HP 11A TONER, DVD'S, BODY CAMERAS	5,347.67
A134849	CHS CREDIT CARD DEPT	GASOLINE – SHERIFF	3,069.93
A134850	CHASE DRUG STORE	MEDICATION – SHERIFF	339.60
A134851	CIRCLE SANITATION SERVICE	GARBAGE PICKUP	337.00
A134852	CITY OF WASHBURN	COURTHOUSE, LAW ENFORCEMENT CENTER – SEWER/WATER	503.00
A134853	D&L AUTOMOTIVE	OIL CHANGE – SHERIFF	67.83
A134854	DACOTAH PAPER COMPANY	JANITORIAL SUPPLIES, SAFETY VESTS, NITRILE GLOVES	1,488.04
A134855	DOC'S SHOP	SHERIFF – OIL CHANGES, REPLACE BATTERY, SCAN & CLEAN ECM CRANK	362.25
A134856	ELECTRONIC COMMUNICATIONS	PLANAR MONITOR – E-911	445.00
A134857	WILTON FARMERS UNION OIL CO	GASOLINE – SHERIFF	515.00
A134858	GARRISON VETERINARY SERVICE	SHERIFF – DOG FOOD, VACCINE	198.00
A134859	BENJAMIN GEHRING	REIMBURSE FEBRUARY CORONER SVCS	750.00
A134860	GRIMSLEYS EXHAUST & FUELS	GASOLINE – SHERIFF	347.00
A134861	HIWAY 83 EXPRESS	GASOLINE – SHERIFF	161.76
A134862	INFORMATION TECHNOLOGY DEPT	T-1 LINE ACCESS, ACTIVE DIRECTORY USER FEES, VPN, EXCHANGE EMAIL ACCOUNTS	933.30
A134863	JAVA ROSE FLORAL & CAPPUCCINO	FLORAL ARRANGEMENT – GREY, SCHUMANN	114.95
A134864	RICHARD JOHNSON	REIMBURSE TITLE FEE & REGISTRATION	11.50
A134865	SAMANTHA KAMPUIS	REIMBURSE MILK FOR PRISONERS	7.50
A134866	KRAUSE'S MARKET	INMATE MEALS	5,177.45
A134867	LAKESIDE AUTO & SPORTS	SHERIFF – OIL CHANGE, ROTATE TIRES	81.38
A134868	LEE, STEVE	JANUARY TRAVEL	248.52
A134869	CURT MALO	REIMBURSE KEYS, TITLE	12.50
A134870	MATTHEW BENDER & CO INC	VET BENEFIT ADMIN FORMS CD W/ SERVICE	302.20
A134871	MCLEAN ELECTRIC COOPERATIVE	SECURITY LIGHTS – COURTHOUSE, PARK;	795.00

		PARK BOARD, PARK, GARAGE, CAMPER PADS, CAMPGROUND METER	
A134872	MMLS	McLEAN COUNTY MLS	225.00
A134873	NDACO RESOURCES GROUP	MANAGED SERVER PRO – MAR;	1,896.86
		MANAGED WORKSTATIONS PRO – MAR;	
		COMPUTER MONITORED – MAR;	
		MONTHLY BACKUP FEE FOR DATTO – MAR;	
		SUBSCRIPTION ANTI-VIRUS - MAR	
A134874	NORTH DAKOTA ENVELOPE CO	DEPARTMENTAL ENVELOPES, PRIMARY & GENERAL ELECTION	1,393.60
A134875	ND SURPLUS PROPERTY/OMB	WHEEL, PNEUMATIC TIRE (10) – FAIR BOARD	750.00
A134876	ND STATES ATTORNEY ASSOC	2018 ASSOCIATION DUES	300.00
A134877	NW TIRE	TIRES – SHERIFF	815.22
A134878	OFFICE DEPOT	PAPER CLIPS, BINDER CLIPS, PLASTIC TABS, CALCULATOR RIBBONS, AA BATTERIES, CD SLEEVES, HP 74, 61, 05X, 78A TONER, TAB INSERTS, PENS, SHARPIES, HP 63/97 INK; 4" BINDERS, APC BATTERY BACKUP, COLUMNAR PAD, REPLACEMENT INK PAD, CERTIFICATE FRAMES, TAPE, DISPENSER	1,488.71
A134879	OTTERTAIL POWER COMPANY	BUTTE, TURTLE LAKE, WASHBURN & MAX SHOPS; COURTHOUSE, LAW ENFORCEMENT CENTER	5,905.97
A134880	RICHARD HULTBERG	FEBRUARY PLANNING & ZONING TRAVEL	40.66
A134881	DONALD FLINN	FEBRUARY PLANNING & ZONING TRAVEL	10.70
A134882	DARWIN SAARI	FEBRUARY PLANNING & ZONING TRAVEL	24.61
A134883	SANFORD HEALTH	INMATE MEDICAL – SHERIFF	584.00
A134884	PAUL SANNES	REIMBURSE FEBRUARY CORONER SVCS	750.00
A134885	SANFORD RETAIL PHARMACY	MEDICATION – SHERIFF	24.11
A134886	SCOTT'S HARDWARE	VACUUM BAGS, ANTI FREEZE, EXTENSION CORD	198.53
A134887	SRT COMMUNICATIONS, INC	LINE RECORD/TRANSPORT PER MILE/ TRUNKING RECURRING	698.28
A134888	UNDERWOOD CLINIC PC	INMATE MEDICAL – SHERIFF	130.00
A134889	VERIZON WIRELESS	HIGHWAY CELL SERVICE	139.81
A134890	WASHBURN PUBLIC SCHOOL	LOCAL, STATE, & NATIONAL EXPENSES – SPELLING/MATHCOUNTS	2,483.46
A134891	WATER PURITY INC	WATER DELIVERED	63.00
A134892	WEST RIVER TELECOM	MONTHLY TELEPHONE, 911 TRUNKING	3,667.83
A134893	WORKFORCE SAFETY & INSURANCE	VOLUNTEER COVERAGE PREMIUM	10.13
	FEBRUARY 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.	\$361,511.65

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

Land Use Administrator Todd Schreiner joined the meeting to present one item for commission approval from February's Planning and Zoning meeting.

Moved by Lee, seconded by Krebsbach, to concur with the Planning & Zoning Commission and approve the request from Shawn Fritel, Max, for a conditional use permit for land located in the NE¼NW¼ of Section 9, Township 150 North, Range 83 West, known as Outlot A, including 3.36 acres, to construct a non-farm structure on agricultural land. Roll Call Vote: Aye: Lee, Krebsbach, and Suydam. Nay: None. Motion carried.

The Chairperson recessed the meeting at 9:33 a.m.

The Chairperson reconvened the meeting at 10:00 a.m.

Highway Superintendent Jim Grey rejoined the meeting for the 10:00 a.m. gravel crushing bid opening.

Aggregate Construction of Minot bid the crushing and stockpiling of gravel at \$2.54 per ton; no bid for loading or hauling.

Fisher Sand & Gravel of Dickinson bid the crushing and stockpiling of gravel at \$2.75 per ton; no bid for loading or hauling.

Gravel Products, Inc. of Minot bid the crushing and stockpiling of gravel at \$2.75 per ton; no bid for loading or hauling.

Scepaniak Construction of Holdingford, MN bid the crushing and stockpiling of gravel at \$2.73 per ton; loading at \$.52 per ton; hauling the first three miles at \$1.57 per ton with each additional mile after three miles at \$.48 per ton.

Sundre Sand & Gravel of Minot bid the crushing and stockpiling of gravel at \$2.38 per ton; loading at \$1.25 per ton; hauling the first three miles at \$7.75 per ton with each additional mile after three miles at \$.35 per ton.

Mittleider Construction of Bismarck bid the crushing and stockpiling of gravel at \$2.40 per ton; no bid for loading or hauling.

Moved by Krebsbach, seconded by Lee, to accept the bids from Aggregate Construction, Sundre Sand & Gravel, and Mittleider Construction as submitted. Roll Call Vote: Aye: Lee, Krebsbach, and Suydam. Nay: None. Motion carried.

Suydam requested Grey submit a list of projects in order of priority that he was looking at for the year.

No bids were submitted for the scheduled 10:15 a.m. equipment rental bid opening.

There being no further business, the chairperson declared the meeting adjourned at 10:19 a.m. until the next regularly scheduled meeting on Tuesday, March 20, 2018. The commission minutes and agenda can be found on the county website at <http://www.mcleancountynd.gov>.

Barry Suydam, Chairperson

Nancy Leidholm, Deputy Auditor