

**McLean County Commission Proceedings
Tuesday, March 16, 2021**

The final regular March meeting of the Board of Commissioners was called to order at 8:33 a.m. by Chairperson Barry Suydam. Present were Commissioners Steve Cottingham and Steve Lee. Also present were Auditor Beth A. Knutson, Deputy Auditor Diane L. Blumhagen, Highway Superintendent Jim Grey, Wold Engineering representative Mike Rivinius, Larry Stute, and Ralph Mancini of BHG News Service.

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

Grey informed the commission that oil sealing is in progress. A request has been made for slow signs to be placed on the east side of County Road 11. Commissioners agreed that Grey is able to complete this request at his discretion.

Moved by Lee, seconded by Cottingham, to approve the following resolution and authorize Grey to implement the restrictions effective 7:00 a.m. on March 17, 2021:

RESOLUTION

WHEREAS, NDCC '39-12-03 provides that whenever any highway will be seriously damaged or destroyed by reason of deterioration, rain, snow, or other climatic condition unless the weight of vehicles, trucks, or other commercial vehicles thereon is limited, local authorities may by resolution impose restrictions as to the weight of the vehicles and the same shall be noticed by erection of signs designating the provisions of the resolution at each end of the portion of the highway effected thereby; and

WHEREAS, the Board of McLean County Commissioners has determined that highways which are under its jurisdiction may be seriously damaged by reason of deterioration, rain, snow or other climatic conditions unless the weight of vehicles, trucks, or other commercial vehicles thereon is limited;

THEREFORE, IT IS HEREBY RESOLVED; that 6 ton per axle not to exceed 65,000 pounds road restrictions are imposed on all McLean County asphalt roads except McLean County #18 to the Great River Energy Plant; That 6 ton per axle not to exceed 65,000 pounds road restrictions are imposed on all other McLean County roads except McLean County Highway #16 extending 7 miles south of Riverdale to the Fisher Industries (Sand and Gravel) Plant.

IT IS HEREBY ORDERED, that the McLean County Highway Superintendent shall cause notice of such restrictions to be posted at each end of the portion of the highway effected thereby. Road restrictions imposed shall begin within 24 hours after said signs have been erected.

DATED: This ___ day of _____, 2021.

McLEAN COUNTY BOARD OF COMMISSIONERS

Barry Suydam - Chairman

Steve Lee

Steve Cottingham

ATTEST:

Beth A. Knutson, Auditor

IT IS HEREBY RESOLVED that the above-stated road restrictions are hereby removed.

DATED: This ____ day of _____, 2021.

McLEAN COUNTY BOARD OF COMMISSIONERS

Barry Suydam – Chairman

Steve Lee

Steve Cottingham

ATTEST:

Beth A. Knutson, Auditor

Roll call vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Grey informed the commission that the transmission needs to be replaced in the 2011 GMC pickup driven by Bill Carlson. Grey priced out two options: replacing the transmission with a refurbished transmission for the cost of \$2,500.00 or replacing with a new transmission for the cost of \$2,700.00.

Moved by Cottingham, seconded by Lee, to approve purchase of the new transmission for the 2011 GMC pickup at a cost of \$2,700.00. Roll call vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion carried.

Commissioner Suydam has received requests to adjust the speed limit on paved county roads to 65 mph for passenger vehicles and 55 mph for trucks.

Moved by Suydam, second by Lee, to change the speed limit on paved county roads to 65 mph for passenger vehicles and 55 mph for trucks. Lee stated that it is a safety factor on the roads and he does not believe that the roads are designed to adjust for the higher speed limit. Knutson asked what the cost would be to re-sign the roads. Grey responded that it is roughly \$40.00 per sign. Discussion followed. Roll call vote: Aye: Suydam. Nay: Lee and Cottingham. Motion failed.

Suydam informed the Commission that County Road 4 has been out of water for a while and is part of our 20-year project plan. He further stated that the road is three feet out of the water at this time and would like the Commission to discuss the road's status. Grey responded he would like to get in there this fall and that it will take time and product to get the road back to drivable state.

Rivinius presented plans for Project CP-2827(021) – Mill and Overlay of County Road 9 from ND Highway 37 North to the McLean/Ward County Line.

Moved by Lee, seconded by Cottingham, to approve the plans for Project CP-2827(021) and directed Rivinius to advertise for bids. Roll call vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion carried.

Rivinius requested the bid date and time to be set for 10:00 a.m. on April 20, 2021.

Moved by Lee, seconded by Cottingham, to set the bid opening for Project CP-2827(021) to 10:00 a.m. on April 20, 2021. Roll call vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Land Use Administrator Todd Schreiner and County Assessor Cailey Ferber joined the meeting with a recommendation from the Planning & Zoning Commission Meeting held on March 15, 2021.

Moved by Cottingham, seconded by Lee, to concur with the Planning and Zoning Commission and approve the request from Joshua and Jennifer Ritter for a variance of the setback requirements of the McLean County Zoning Ordinance involving land described as: Lot 11 – Berget Subdivision (Township 148, Range 80). Roll Call Vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion carried.

Stute requested approval from the commission to vacate the 25' access easement located within Lot 8 of Stute's Blue Lake Resort 1st Addition. Three of the eight lots have already sold, and Stute stated that he has had a few buyers for Lot 8 of Stute's Blue

Lake Resort 1st Addition that have backed out due to the 25' access easement. Schreiner asked if this would restrict any access to the lake if additional lots are created to the east of Stute's Blue Lake Resort 1st Addition. Stute explained that the current lot owners have created their own access to the lake on their lots and that there would be no future additions platted to the east of Stute's Blue Lake 1st Addition. Knutson explained to Stute that he would have to speak to an attorney on which process would accomplish removing the access easement as planned.

Knutson informed the commissioners of the Park Board meeting on April 6, 2021 at 8:00 a.m.

Knutson informed the commissioners that the Rath & Mehrer auditing firm will be here April 12 and April 13, 2021. We budgeted \$13,000.00 for the biennial audit, the recent letter from the auditors stated that the cost will be over budget due to a single audit certification which is required since our agency expended over \$750,000.00 in total federal funds.

Knutson presented a letter and an anhydrous ammonia license application from the North Dakota Department of Agriculture. Knutson explained that in the letter it appears the current anhydrous ammonia storage facility license in Turtle Lake, which was formerly operated by Farmers Union Oil, is being transferred to a new owner.

Moved by Lee, seconded by Cottingham, to approve the transfer to a new owner. Roll call vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion Carried.

Chief Deputy Auditor Lori Foss joined the meeting to request authorization to purchase five desktop and six Toughbook laptop computers along with the licenses for Microsoft Office and other software as needed. The total cost of the purchase will be approximately \$23,797.30 which is under the budgeted amounts for 2021. Bids have been received from Route1/Group Mobile Int'l, LLC for the six Toughbook laptop computers and Armor Interactive for the five desktop computers.

Moved by Cottingham, seconded by Lee, to approve the purchase of the new computers and software. Roll call vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion Carried.

Foss presented the commissioners the first reading of proposed changes to the following personnel policies:

- Policy 106 – Minimum Wage Updated to show housekeeping revisions to comply with current law.
- Policy 602 – Promotions Updated to reflect how pay increases will be made in light of promotions.
- Policy 906 – Use of Personal Vehicle Updated to show housekeeping revisions regarding Privately Owned Vehicle Mileage Reimbursement Rates and Insurance.
- Policy 914 – Charter, Lease, or Rental of Aircraft Updated to show housekeeping revisions to the policy.

Discussion followed regarding the policies presented. Lee asked to consult with the North Dakota Insurance Reserve Fund regarding the use of employee's personal auto insurance in Policy 906. He also requested revision to the sole authority portion of the first paragraph of Policy 602.

Foss will take the commission's recommendations and revise Policy 602 and Policy 906 as needed. The second reading of the proposed changes will be held at the April 6, 2021 County Commission meeting.

Clerk of Court Bonnie Bohnsack and Deputy Clerk of Court Cassandra Smith joined the meeting.

Knutson presented an Infant at Work Request form submitted by Bohnsack. The Infant at Work policy allows employees the right to bring their infant to work until the infant reaches four months of age.

Moved by Lee, seconded by Cottingham, to approve Smith's Infant at Work request. Lee asked Bohnsack if she was okay with the request from Smith and Bohnsack stated yes. Roll call vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion carried.

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

Joe Mayer from Sundre Sand & Gravel joined the meeting.

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

CHECK #	VENDOR	DESCRIPTION	AMOUNT
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A304357	ENERBASE COOP. RESOURCES	55 & 3-2.5 GAL OF MAXTRON	873.58
A304358	GARRISON FARMERS UNION OIL CO	LUBRICANT	837.06
A304359	GARRISON CITY	GARBAGE & WATER	56.85
A304360	JB REPAIR INC	UNIT 13-094 BATTERY (2)	285.89
A304361	JOHN DEERE FINANCIAL	PARTS & DEF	532.85
A304362	MCLEAN COUNTY IMPLEMENT LLC	PARTS, WASHBURN SHOP & GREASE	1,285.88
A304363	MDU	UTILITIES PAID	928.88
A304364	NAPA AUTO PARTS GARRISON	PARTS & OIL	995.89
A304365	NELSON INTERNATIONAL	PARTS	2,404.89
A304366	OK AUTOMOTIVE	FLOOR JACK FOR GARRISON SHOP	669.95
A304367	PAHLKE STEEL INC	4"X12" WF BEAM FOR LOG SPLITTER	137.68
A304368	TITAN MACHINERY	11-044 PARTS, LIGHT BULB & RELAY FILTERS & OIL	446.82
A304369	ARMOR INTERACTIVE	SHERIFF DATTO NAS – MARCH, SERVER BACKUP DEVICES – MARCH, 45 NODES - MARCH	1,700.00
A304370	BHG INC	SUBSCRIPTION, COMM. MINUTES, BIDS, HELP WANTED-HIGHWAY, MAUTZ NOTICE	2,514.18
A304371	CHASE DRUG STORE	FEBRUARY INMATE MEDICAL	664.88
A304372	COMPUTER PROJECTS OF IL, INC	22 LICENSES MOBILE MESSENGER	9,900.00
A304373	DIRTY DEEDS EXCAVATING	PAINTED WOODS CREEK DIRTWORK & CLEANUP ON OVERFLOW	10,112.50
A304374	WILTON FARMERS UNION OIL CO	GASOLINE	97.30
A304375	GARRISON VETERINARY SERVICE	DOG FOOD & VACCINES	1,073.40
A304376	GARRISON RURAL WATER DISTRICT	PARK RURAL WATER USAGE	60.00
A304377	GRIMSLEYS EXHAUST AND FUELS	GASOLINE	56.28
A304378	HIWAY 83 EXPRESS	GAS FOR GENERATOR	121.73
A304379	INFORMATION TECHNOLOGY DEPT	MULTIFACTOR AUTHENTICATION	334.65
A304380	KENS BODY SHOP	IMPOUNDS	1,800.00
A304381	KRAUSES MARKET	COFFEE & INMATE FOOD	156.71
A304382	MARCO	STANDARD PAYMENT, ONE TIME ORIGATION FEE	178.00
A304383	MCLEAN COUNTY IMPLEMENT LLC	2008 PICKUP REPAIRS, GENERATOR BATTERY	190.16
A304384	MDU	COURTHOUSE GAS & UTILITIES	590.63
A304385	MENARDS	EXTENSION CABINETS & COUNTERTOP	1,131.84
A304386	MIDCONTINENT CABLE CO	CABLE TELEVISION	112.22
A304387	NAPA AUTO PARTS GARRISON	OIL & AIR FILTERS, ANTIFREEZE	61.41
A304388	NORTH DAKOTA ENVELOPE COMPANY	CLERK OF COURT ENVELOPES	324.50
A304389	ND INSURANCE RESERVE FUND	REFUND ON CLAIM #21054488	317.18
A304390	ND SURPLUS PROPERTY OMB	15 OAK CHAIRS, COAT RACK	24.00
A304391	PHARMICHEM INC	SWEAT PATCH ANALYSIS	171.30
A304392	PROFESSIONAL DEVELOPMENT ACAD	PRO DEVELOPMENT ACADEMY – HIGH PERFORMANCE ACADEMY TUITION	1,695.00
A304393	SETON	300 PROPERTY TAGS	375.00
A304394	SEVERIN RINGSAK AND MORROW	COURT APPOINTED COUNSEL	3,465.00
A304395	TURTLE LAKE MAIN STREET MARKET	INMATE MEALS	3,886.10
A304396	TURTLE LAKE DENTAL	INMATE MEDICAL DENTAL	291.00
A304397	TYLER TECHNOLOGIES	TYLER EREVIEW QUEUE 5/1/21 – 4/30/22	668.37
A304398	UNDERWOOD BODY SHOP	WINDSHIELD	411.00
A304399	WASHBURN AUTO BODY LLC	LABOR & PARTS CLAIM #21054488 & S6 ROCK CHIP REPAIR	5,148.96
A304400	WEST RIVER TELECOMMUNICATIONS	911 TRUNKING RECURRING	494.36
A304401	CHRISTIAN UHLICH	APPLICATOR LICENSE	125.00
D910	LADD R ERICKSON	FEBRUARY 2021 MILEAGE	42.56
D911	LADD R ERICKSON	JANUARY 2021 MILEAGE	85.12
D912	LADD R ERICKSON	SEPTEMBER 2020 MILEAGE	39.10
D913	LADD R ERICKSON	JULY 2020 MILEAGE	43.70
D914	LADD R ERICKSON	JUNE 2020 MILEAGE	43.70
D915	DONALD FLINN	MARCH PLANNING & ZONING MILEAGE	11.20
D916	RICHARD HULTBERG	MARCH PLANNING & ZONING MILEAGE	42.56
D917	JOHN MATTHEWS	MARCH PLANNING & ZONING MILEAGE	39.76
D918	DARWIN SAARI	MARCH PLANNING & ZONING MILEAGE	25.76

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

The Chairperson recessed the meeting at 9:39 a.m.

Chairperson Suydam 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, Inc. of Minot bid the crushing and stockpiling of gravel at \$2.69 per ton with a no bid for loading or hauling.

Fisher Sand & Gravel Company of Dickinson bid the crushing and stockpiling of gravel at \$2.97 per ton; no bid for loading or hauling.

Gravel Products, Inc. of Minot bid the crushing and stockpiling of gravel at \$2.58 per ton; no bid for loading or hauling.

Knife River Corp. of Bismarck bid the crushing and stockpiling of gravel \$6.00 per ton; no bid for loading or hauling.

SBF Trucking bid did not include crushing and stockpiling; loading \$.45 per ton and hauling the first three miles at 6.20 per ton with each additional mile after three miles at \$.36 per ton.

Sundre Sand & Gravel of Minot bid the crushing and stockpiling of gravel at \$2.50 per ton; loading at \$1.50 per ton; hauling the first three miles at \$7.00 per ton with each additional mile after three miles at \$.40 per ton.

Grey recommended accepting all bids except for Knife River Corp.

Moved by Lee, seconded by Cottingham, to accept bids from Aggregate Construction, Inc., Fisher Sand and Gravel, Gravel Products, Inc., Sundre Sand & Gravel, and SBF Trucking LLC as submitted and to deny the bid submitted by Knife River Corp. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Grey opened the submitted bids for the Highway Department equipment rental bid opening at 10:15 a.m. Two bids were received from Donn Brown Construction of Des Lacs and Hanson's Excavating, Inc. of Des Lacs. Bids are on file in the Highway Superintendent's office.

Grey recommended accepting all bids.

Moved by Lee, seconded by Suydam, to accept the bids from Donn Brown Construction and Hanson's Excavating, Inc. as submitted. Moved by Lee, seconded by Cottingham. Roll Call Vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion carried.

There being no further business, the chairperson declared the meeting adjourned at 10:21 a.m. until the next regularly scheduled meeting on Tuesday, April 6, 2021. The commission minutes and agenda can be found on the county website at <http://www.mcleancountynd.gov>.

Barry Suydam, Chairperson

Diane L. Blumhagen, Deputy Auditor