

McLean County Commission Proceedings
Tuesday, April 2, 2019

The first regular April meeting of the Board of Commissioners was called to order at 8:32 a.m. by Chairperson Steve Lee. Present were Commissioners Lee, Barry Suydam and Doug Krebsbach. Also present were Auditor Beth A. Knutson, Deputy Auditor Nancy Leidholm, and Susanne Werre of BHG News Service.

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

Highway Superintendent Jim Grey joined the meeting. He reported that the county was lucky as flooding has been pretty minimal.

Grey requested and was granted permission to rent a Marathon Mastic Mixer machine at \$6,000.00/month for crack sealing and patching of County Road 14, a project that had begun last summer but had to be abandoned because of a faulty Cimline machine. He can purchase 2,200 lb. pallets of the material needed at \$1,375.00/pallet estimating the need for four pallets to complete the job. The funds will be expended from the asphalt patching account.

Grey reported that motor graders are out reshaping roads. Troy Kittler has been hired as the new Shop Mechanic and Jamey Koapke has been hired as an Equipment Operator II. Grey stated that another Equipment Operator II and Equipment Operator II – Sign Technician are to be hired in the near future.

Discussion followed regarding a 45 mph speed limit on County Road 8. Grey has received calls requesting a reduced speed or possible speed bumps being placed along the roadway to maintain safety for area walkers. The commission feels there are plenty of other roads to be used for walking and Grey would like to see people encouraged to use the lesser used roads as well.

John Martin of Wold Engineering joined the meeting to request approval of the Contract for Construction for road project CP-2800(019), a chip sealing project on County Road 22 and the Falkirk Road.

Moved by Krebsbach, seconded by Suydam, to approve the Contract for Construction for road project CP-2800(019), a chip sealing project on County Road 22 and the Falkirk Road. Roll Call Vote: Aye: Krebsbach, Suydam, and Lee. Nay: None. Motion carried.

Received and ordered filed the fee collection report from the Sheriff's Department for the month of March in the amount of \$871.44.

Received and ordered filed the fee collection report from the Recorder's Office for the month of March in the amount of \$8,328.80.

Moved by Suydam, seconded by Krebsbach, to approve the raffle permit application from Sky Fest Over Fort Stevenson for a raffle to be held May 25 – 27, 2019, for a kite valued at \$300.00, with the proceeds going towards the expense incurred for the kite festival. Roll Call Vote: Aye: Krebsbach, Suydam, and Lee. Nay: None. Motion carried.

Moved by Krebsbach, seconded by Suydam, to approve the Gaming Site Authorization from Garrison Area Improvement Association for bingo, raffles, pull-tabs, tip board, seal board, punch board, prize board, prize board dispensing device, sports pools, twenty-one, poker and calcuttas at Stone's Throw Roadhouse, Garrison, from July 1, 2019 through June 30, 2020. Roll Call Vote: Aye: Krebsbach, Suydam, and Lee. Nay: None. Motion carried.

Moved by Krebsbach, seconded by Suydam, to approve the Gaming Site Authorization from Garrison Area Improvement Association for bingo, raffles, pull-tabs, tip board, seal board, punch board, prize board, prize board dispensing device, sports pools, twenty-one, poker and calcuttas at Garrison Golf Course from July 1, 2019 through June 30, 2020. Roll Call Vote: Aye: Krebsbach, Suydam, and Lee. Nay: None. Motion carried.

Moved by Suydam, seconded by Krebsbach, to approve the Gaming Site Authorization from American Legion Lawrence Stephenson Post 133 for bingo, pull-tabs, and poker at The Shore at Brush Lake, Mercer, from July 1, 2019 through June 30, 2020. Roll Call Vote: Aye: Krebsbach, Suydam, and Lee. Nay: None. Motion carried.

Knutson reported the availability of grant funds to the county through Lewis & Clark Regional Development Council. She was advised to return the interest card so that the county is on the list. Lee stated that normally we haven't applied for anything as the grant is pretty restrictive.

Knutson reported that the City of Underwood will hold an Annexation Hearing on Wednesday, April 24, 2019, at the Underwood City Hall to hear any protest against annexation of a tract of land being all of Outlot D of the NE¼ of Section 21, Township 147 North, Range 82 West; and a tract of land being a part of the NE¼ of Section 21 and part of Old U.S. Highway 83 within said NE¼ of Section 21 and the SE¼ of Section 16, Township 146 North, Range 82 West. Said annexation area contains 7.5 acres, more or less. Krebsbach stated that if it includes the highway then the city of Underwood will be responsible for the maintenance on it.

Knutson reported that applications have been received from Ruso Wind Partners, LLC, for two Certificates of Site Compatibility to construct up to 60 wind turbine generators and associated facilities in McLean and Ward Counties.

Disaster Emergency Services Manager Noelle Kroll and Chief Deputy Sheriff/E-911 Coordinator Richard Johnson joined the meeting to discuss county awarded grants from North Dakota Department of Emergency Services (NDDDES) – Division of Homeland Security.

Moved by Krebsbach, seconded by Suydam, to accept the grant funds from the FY 2016 State Homeland Security Grant Program in the amount of \$20,388.00 for 18 AED units including child pads to be placed in Sheriff Department patrol cars. The total cost of the AED units and pads is \$20,619.00; with the county covering the remaining \$231.00. Roll Call Vote: Aye: Krebsbach, Suydam, and Lee. Nay: None. Motion carried.

Moved by Krebsbach, seconded by Suydam, to accept the grant funds from the FY 2016 State Homeland Security Grant Program in the amount of \$3,000.00 to upgrade the locking system on the front door of the courthouse with no expense to the county. Roll Call Vote: Aye: Krebsbach, Suydam, and Lee. Nay: None. Motion carried.

Johnson updated the commission on the state 911 re-addressing project stating that the Blue Lake area has now been completed and they have moved on to Crooked Lake. The project is set to be completed by the end of July.

Johnson also reported that he is waiting on quotes for the replacement of the 911 answering system as discussed at the March 19, 2019 meeting. The project could cost about \$150,000.00 and Krebsbach questioned where the money for this is going to come from. Johnson stated that Sheriff Kerzmann is going to speak with Three Affiliated Tribes as the county has covered some expenses in setting up the White Shield ambulance service. Knutson stated that there is about \$20,000.00 in the E-911 General Fund account to put towards the expense.

Knutson presented the budget narrative as of March 29, 2019 along with the list of delinquent taxpayers owing over \$4,000.00 showing 48 taxpayers owing a total of \$551,751.42. On the revenue side the property taxes are at 93% collected with the discount compared to 91% in 2018. Government reimbursements including PILT, State Aid, Coal Severance, etc. are at \$480,473.75 compared to \$520,748.97 in 2018. Fees and Miscellaneous revenue are at \$362,683.04 compared to \$331,864.58 in 2018. On the expense side 22.43% or \$3,227,044.11 of the 2019 budget has been expended where normally 25% would be expended.

Knutson requested and received permission to attend the Professional Development Academy training through the National Association of Counties.

Knutson presented estimates received for replacing the current exterior lights with LED lighting on the Courthouse, Law Enforcement Center, Washburn Shop, and garage with a 50/50 match Energy Conservation Grant through the ND Department of Commerce. Estimates were received from Weber Electric of Washburn and Electric Systems, Inc. of Bismarck.

Moved by Krebsbach, seconded by Suydam, to accept the bid, pending grant approval, from Weber Electric of Washburn in the amount of \$18,450.00 for exterior lighting at the Courthouse, Law Enforcement Center, Garage, and Washburn Shop. Knutson was instructed to submit the estimate and final papers for grant approval. Roll Call Vote: Aye: Krebsbach, Suydam, and Lee. Nay: None. Motion carried.

Moved by Suydam, seconded by Krebsbach, to approve the payment of the following vouchers:

CHECK #	VENDOR	DESCRIPTION	AMOUNT
A137892	ALLSTATE PETERBILT BISMARCK	PARTS	641.63
A137893	CIRCLE SANITATION SERVICE	GARBAGE PICKUP – GARRISON & WASHBURN SHOPS	139.25
A137894	WILLIAM CARLSON	REIMBURSE CELL PHONE	30.00
A137895	ISTATE TRUCK CENTER	PARTS – UNIVERSAL TOOL HEAD	21.00
A137896	JOHNSEN TRAILER SERVICE	PARTS	1,435.30
A137897	MCLEAN SHERIDAN RURAL WATER	WATER	78.21
A137898	MENARD'S	PARTS	96.42
A137899	ND DEPT OF TRANSPORTATION	PROJECT HLC-2800(052)	3,147.33
A137900	S & J HARDWARE	PARTS	24.26
A137901	TITAN MACHINERY	PARTS	736.40
A137902	WAGON WHEEL LUMBER INC.	WASHBURN SHOP SUPPLIES	144.03
A137903	WALLWORK TRUCK CENTER	PARTS	68.08
A137904	WOLD ENGINEERING P.C.	PROJECT B-18-22 CP-2800(019)	18,000.00
A137905	AED SUPERSTORE	10 PACKS OF BATTERIES, 4 CHILD & 7 ADULT AED REPLACEMENT PADS	1,558.40
A137906	AT&T MOBILITY	SHERIFF, STATES ATTORNEY CELL SERVICE; LAND USE – DATA CARD; DES – HOTSPOT	236.02
A137907	TERRI GUDERJAHN	REIMBURSE EASELS FOR DISPLAY CASE, SUPPLIES FOR RETIREMENT GUEST BOOK	59.99
A137908	BHG INC	COMMISSION MINUTES, HELP WANTED BIDS, RETIREMENT PARTY AD, KNIFE RIVER NOTICE	3,536.49
A137909	BUSINESS CARD	CARPET TILES & SUPPLIES – BCI OFFICERS OFFICE; DYMO LABELS, 10 12g SCANDISK FLASH DRIVES – SHERIFF; TRAINING – CHMIEL	2,877.34
A137910	CAPITAL TROPHY	PLAQUE – SHERIFF	58.00
A137911	CAPITAL CITY RESTAURANT SPLY	PAPER SOUFFLE – SHERIFF	29.24
A137912	CHS CREDIT CARD DEPT	GASOLINE – SHERIFF	4,102.23
A137913	CHASE DRUG STORE	MEDICATION – SHERIFF	1,002.55
A137914	CIRCLE SANITATION SERVICE	GARBAGE PICKUP – COURTHOUSE, LAW ENFORCEMENT CENTER	354.00
A137915	LEE, STEVE	MARCH TRAVEL	67.28
A137916	CONNECTING POINT	MAINTENANCE KIT – HP LASERJET 600 – AUDITOR	461.08
A137917	DELL MARKETING	5 MICROSOFT OFFICE STD 2019 GOVT	1,326.20
A137918	DOC'S SHOP	SHERIFF – POWER STEERING, EXHAUST LEAK, BRAKE PADS, OIL CHANGES	1,212.65
A137919	GARRISON DIVERSION	DISBURSE MARCH COLLECTIONS	1,068.33
A137920	BENJAMIN GEHRING	REIMBURSE MARCH CORONER FEES	750.00
A137921	GERARD GOVEN	MARCH WATER BOARD MEETINGS & TRAVEL	592.80
A137922	HR COLLABORATIVE	HR CONFERENCE – KNUTSON, FOSS	100.00
A137923	SHANNON JEFFERS	MARCH WATER BOARD MEETINGS & TRAVEL	1,505.50

A137924	MARK'S PLUMBING PARTS	2 WILLOUGHBY DIAPHRAGM PUMPS	300.19
A137925	MCLEAN FAMILY RESOURCE CTR	DISBURSE MARCH COLLECTIONS	675.00
A137926	ND ASSOCIATION OF COUNTIES	DISBURSE 10% E-911 COLLECTIONS, 2019 COUNTY OFFICIALS ACADEMY – KNUTSON, ANDERSON	1,200.23
A137927	ND COUNTY AUDITORS ASSOC	2019 ANNUAL DUES	125.00
A137928	ND COUNTY TREASURER'S ASSOC	2019 ANNUAL DUES	250.00
A137929	NORTHSHORE INN & SUITES	ROOM FOR K-9 TRAINER – ENGABRETSON	84.99
A137930	NW TIRE	TIRES – SHERIFF	523.36
A137931	LYNN OBERG	MARCH WATER BOARD MEETINGS & TRAVEL	1,514.48
A137932	OFFICE DEPOT	NAME PLATE – KNUTSON, 8 MICROSOFT OFFICE HOME/BUSINESS 2016, #10 PLAIN ENVELOPES, ENDORSEMENT STAMP, REFILL INK, HP 78A TONER, 10 - ½” BLACK BINDERS	2,158.68
A137933	OTTERTAIL POWER COMPANY	BUTTE, TURTLE LAKE, WASHBURN & MAX SHOPS, COURTHOUSE, RADIO TOWER, LAW ENFORCEMENT CENTER	6,465.25
A137934	HEIDI ANDERSON	MARCH TRAVEL	220.20
A137935	PAUL SANNES	REIMBURSE MARCH CORONER FEES	750.00
A137936	RICHARD JOHNSON	REIMBURSE MARCH/APRIL CELL PHONE	60.00
A137937	SIX, ANNA	REIMBURSE TEST STRIPS – SHERIFF	35.76
A137938	TRISTAN WEINFORTNER	TRAVEL/MEALS	193.16
A137939	ND STATE TREASURER	DISBURSE MARCH COLLECTIONS	6,859.14
A137940	TODD SCHREINER	MARCH TRAVEL	132.24
A137941	TYLER TECHNOLOGIES	DOC PRO SUPPORT 5/1/2019 THRU 4/30/2020	606.23
A137942	VERIZON WIRELESS	HIGHWAY CELL SERVICE, ASSESSOR CELL SERVICE & HOTSPOT	149.99
A137943	WASHBURN AUTO BODY LLC	SHERIFF – WINDSHIELD, TIRE REPAIR, MOUNT/BALANCE TIRES, BUMPER REPAIRS	2,357.70
A137944	WATER PURITY INC	WATER DELIVERED – COURTHOUSE, LAW ENFORCEMENT CENTER	154.00
A137945	WORKFORCE SAFETY & INS	INMATE WORK RELEASE PREMIUM – 3/1/2019 THRU 2/28/2020	250.00
	MARCH 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.	\$354,911.56

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

There being no further business, the chairperson declared the meeting adjourned at 9:41 a.m. until the next regularly scheduled meeting on Tuesday, April 16, 2019. The commission minutes and agenda can be found on the county website at <http://www.mcleancountynd.gov>.

Steve Lee, Chairperson

Nancy Leidholm, Deputy Auditor