

McLean County Commission Proceedings
Tuesday, April 20, 2021

The final regular April meeting of the Board of Commissioners was called to order at 8:31 a.m. by Chairperson Barry Suydam. Present were Commissioners Suydam, Steve Cottingham, and Steve Lee. Also present were Auditor Beth A. Knutson, Highway Superintendent Jim Grey, Deputy Auditor Diane L. Blumhagen, 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 was present with an update on department operations. He reported that work on County Road 4 has started. The department has completed as much of the road crack sealing as they can and shoulder work should start soon. Aggregate Construction Inc. out of Minot, ND, contacted Grey. Informing him that they had located 30,000 ton of gravel west of Garrison that can be crushed into Class 13 gravel.

Moved by Lee, seconded by Cottingham, to authorize Aggregate Construction Inc. to crush and stock-pile up to 40,000 tons of gravel. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Grey discussed the need for the replacement of the garage doors at the Washburn shop. The 2021 Budget included \$30,000.00 for the replacement of the doors. Grey will present a new bid to the commission at the next meeting due to the previous bid being out of date.

Land Use Administrator Todd Schreiner and County Assessor Cailey Ferber joined the meeting with recommendations from the Planning & Zoning Commission Meeting held on April 19, 2021.

Moved by Lee, seconded by Cottingham, to concur with the Planning & Zoning Commission and approve the variance request submitted by Don and Bonnie Trueblood, of Minot, ND, requesting a variance of the setback requirements of the McLean County Zoning Ordinance involving land described as: Lot 21, Block 1 – Lakeview Estates (Township 148 North, Range 84 West). Roll Call Vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion carried.

Moved by Cottingham, seconded by Lee, to concur with the Planning and Zoning Commission and approve the application submitted by Gregory and Sheri Heger, of Douglas, ND, requesting approval of a Conditional Use Permit involving 3.0 acres of land located in: SW $\frac{1}{4}$ SW $\frac{1}{4}$ of Section 5, Township 149 North, Range 84 West, more specifically identified as Outlot A. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Moved by Lee, seconded by Cottingham, to concur with the Planning & Zoning Commission and approve the application submitted by Dean and Sandy Swanson, of Washburn, ND, requesting approval of a Conditional Use Permit involving 1.71 acres of land located in: SW $\frac{1}{4}$ NW $\frac{1}{4}$ of Section 29, Township 144 North, Range 83 West, more specifically identified as Outlot A. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Schreiner requested to purchase a Digi Planimeter Placom KP90N which measures acres on soil maps for \$595.00.

Moved by Lee, seconded by Cottingham, to approve purchase of the Digi Planimeter Placom KP90N for \$595.00. Discussion followed. Roll Call Vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion carried.

Chief Deputy Sheriff Richard Johnson joined the meeting.

Johnson requested advertising for one or more Jailer/Dispatcher positions in the Sheriff's Department.

Moved by Cottingham, seconded by Lee, to approve advertising for one or more Jailer/Dispatcher positions. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Knutson discussed the McLean-Mercer Regional Library Bookmobile. Discussion followed regarding the maintenance of the bookmobile. Suydam will bring the issue to the next Library Board meeting on April 26, 2021.

Knutson presented the commission the police data information which Johnson gathered regarding the average number of calls for the last six years. This data was requested of Johnson by the commissioners at the last meeting. Discussion followed.

Knutson presented the commission a 2021 Beer and Liquor License renewal from The Shore at Brush Lake.

Moved by Lee, seconded by Cottingham, to approve the 2021 Beer and Liquor License renewal for The Shore at Brush Lake, Mercer. Roll Call Vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion carried.

Recorder Heidi Anderson joined the meeting to request permission to advertise an open Clerk position in the Recorder office.

Moved by Lee, seconded by Cottingham, to approve advertising for a Clerk position in the Recorder office to be advertised in-house for one week and then move to out-of-house if the position is not filled. Lee amended his previous motion to include advertising in-house for one week before advertising out-of-house if the position is not filled. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Knutson discussed the yearly reviews for appointed officials. Discussion followed. Cottingham requested that the performance reviews go through the Auditor. Knutson stated that she will complete the reviews in the next few weeks so they can be discussed at the upcoming meeting on May 4, 2021.

Moved by Cottingham, seconded by Lee, to approve the raffle permit application from Sky Fest Over Fort Stevenson for a raffle to be held on May 31, 2021, for a kite valued at \$300.00, with the proceeds going towards the expense incurred for the kite festival. Roll Call Vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion carried.

Moved by Lee, seconded by Cottingham, to approve the Special Event Permit application submitted by Hometown Tavern and Bottle Shop in Garrison for a wedding reception to be held at Cricket on the Hearth Bed and Breakfast on June 5, 2021. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Knutson informed the commission that the signed police contract from the City of Benedict was received back which stated that the contract will be paid in full in December, 2021.

Knutson informed the commission that the signed McLean County Coroner Memorandums of Understanding (MOU) have been received.

Knutson presented to the commissioners the MOU for the NAWS Contract 61-A Snake Creek Pumping Plant Intake Modifications Geotechnical Exploration. Knutson sent the MOU to Richard Hultberg and Curtis Olson for review and both approved the MOU.

Moved by Lee, seconded by Cottingham, to approve the NAWS MOU. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Knutson informed the commissioners that the completion letter has been received in regards to the audit performed by Rath and Mehrer with the final report coming mid-May. The billing will be more than the budgeted amount of \$13,000.00 due to single certification needed in regards to the amount of federal funds the county received in 2020. Discussion followed.

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

CHECK #	VENDOR	DESCRIPTION	AMOUNT
304509	CHS INC	OIL FOR CRACK SEALING 30.75 TONS @ 895.53 A TON	27,537.55
304510	ENERBASE COOPERATIVE RESOURCES	9005 GAL OF FUEL – WASHBURN SHOP	21,792.10
304511	GARRISON CITY	GARBAGE/WATER	51.70
304512	MCLEAN COUNTY IMPLEMENT LLC	PARTS, OUT SHOPS AND FUEL	1,097.39
304513	MDU	LEC GAS	457.85
304514	MIDWEST DOORS INC	UNERWOOD SHOP	19.90
304515	NAPA AUTO PARTS GARRISON	PARTS	50.64
304516	ND SURPLUS PROPERTY OMB	LARGE FAN FOR WASHBURN AND GARRISON SHOP	100.00
304517	NORTHERN IMPROVEMENT CO	(40) OMEGAMIX 50LB BAGS	520.00
304518	SCOTTS HARDWARE	PARTS	11.87
304519	S AND J HARDWARE	PARTS	66.25
304520	AMERICAN TRUST CENTER	QUARTERLY FEES – LEE, AND ERICKSON	1,473.89
304521	ARMOR INTERACTIVE	MARCH SHERIFF DATA NAS, SERVER BACKUP DEVICES, 45 NODES	1,700.00
304522	CHARMTX INC	OVERSIZED NICKEL HANDCUFFS	101.80
304523	CITY OF WASHBURN	COMMUNITY GARDEN WATER USAGE	120.00
304524	DOCS SHOP	OIL CHANGES, ROTATE TIRES, RADIATOR REPLACE COOLANT HEATER HOSE, AIR FILTER	2,173.43

304525	CALANDRIA JARBOE EDWARDS	KIDS IN THE GARDEN CLASS SUPPLIES	4.48
304526	ENERBASE COOPERATIVE RESOURCES	RADIO TOWER GENERATOR FUEL	586.36
304527	GARRISON VETERINARY SERVICE	DOG FOOD, EUTHANASIA/CREMATION	305.75
304528	JARED HENDRIKSON	SNOWBLOWER REPAIRS	155.00
304529	COURTNEY HOIKKALA	MILEAGE	100.69
304530	INFORMATION TECHNOLOGY DEPT	MULTIFACTOR AUTHENTICATION	334.65
304531	KENS BODY SHOP	IMPOUNDS, HEADLAMP ASSEMBLY	1,962.38
304532	KRAUSES MARKET	TASTE OF WASHBURN	151.99
304533	KRAMER CHEVROLET	2018 CHEVY TAHOE TRANSMISSION	5,873.49
304534	MCLEAN COUNTY AUDITOR	MARCH POSTAGE	73.77
304535	MDU	COURTHOUSE GAS AND UTILITIES	224.12
304536	MENARDS	LIGHT BULBS	91.96
304537	MERCER COUNTY SHERIFFS DEPART	INMATE HOUSING	450.00
304538	MIDCONTINENT CABLE CO	JAIL CABLE TV	112.22
304539	NAPA AUTO PARTS GARRISON	OIL FILTER, FUEL FILTER, OIL	188.26
304540	ND ASSOCIATION OF COUNTIES	H.R. TRAINING	280.00
304541	NDSU EXTENSION SERVICE	EDWARDS AND HOIKKALA SALARY	11,684.24
304542	PROTECTION SYSTEMS INC	FIRE ALARM INSPECTION	56.00
304543	SCOTTS HARDWARE	WETJET CLEANER AND PADS	67.92
304544	UNDERWOOD WASHBURN CLINICS PC	INMATE LABS AND VISITS	2,452.00
304545	UNIFORM CENTER	UNIFORM SHIRTS, PANTS, BELT, COLLAR EXTENDER	675.30
304546	US POSTMASTER	POST OFFICE BOX FEE-PARK #98	122.00
304547	WASHBURN AUTO BODY LLC	S24 GRILLE, PAINT, LABOR	563.00
304548	WASHBURN VOLUNTEER AMBULANCE	INMATE AMBULANCE RUNS	2,878.49
304549	WEST RIVER TELECOMMUNICATIONS	911 TRUNKING-RECURRING	494.36
1047	BETH A KNUTSON	REIMBURSE REGISTRATION CHANGE FEE	15.00
1048	STEVE COTTINGHAM	PLANNING AND ZONING MILEAGE	15.68
1049	NOELLE KROLL	MILEAGE	91.84
1050	DONALD FLINN	PLANNING AND ZONING MILEAGE	11.20
1051	RICHARD HULTBERG	PLANNING AND ZONING MILEAGE	42.56
1052	JOHN MATTHEWS	PLANNING AND ZONING MILEAGE	39.76
1053	DARWIN SAARI	PLANNING AND ZONING MILEAGE	25.76
1054	PAUL JACOBSON	WEED BOARD MILEAGE	8.96
1055	GARRETT B KRUEGER	WEED BOARD MILEAGE	26.88
1056	TYGE T SHELDON	WEED BOARD MILEAGE	50.40
1057	MIKE THYBERG	WEED BOARD MILEAGE	56.00
1058	VANCE TOMLINSON	(2) COMMERCIAL PESTICIDE PACKETS	280.00

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

The Chairperson recessed the meeting at 9:18 a.m.

Chairperson Suydam reconvened the meeting at 9:45 a.m.

Land Use Administrator Todd Schreiner rejoined the meeting for the abatement application hearing for a request submitted by Terrell and Kylee Schuh of Wilton, for land described as the Lots 7, 8, 9, and 10, Block 23, Original Townsite, City of Wilton. The request is to lower the value of the property from \$339,600.00 to \$285,000.00 due to an updated appraisal completed on September 10, 2020.

Knutson informed the commission that the approved abatement will result in a refund in the amount of \$646.79.

Moved by Lee, seconded by Cottingham, to approve the abatement request from Terrell and Kylee Schuh of Wilton for land described as the Lot 7, 8, 9, and 10, Block 23, Original Townsite, City of Wilton, reducing the value from \$339,600.00 to \$285,000.00. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Schreiner presented a second abatement for an in-house abatement application request from George Kirick of Hazen for land described as Outlot B in N2S2SW4, of Section 28, Township 143 North, Range 80 West, reducing the value from \$408,700.00 to \$314,100.00.

Knutson informed the commission that the approved abatement will result in a refund in the amount of \$814.65.

Moved by Cottingham, seconded by Lee, to approve the in house abatement request from George Kirick of Hazen for land described as Outlot B in N2S2SW4, of Section 28, Township 143 North, Range 80 West, to reduce the value from \$408,700.00 to \$314,100.00. Roll Call Vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion carried.

The Chairperson recessed the meeting at 9:50 a.m.

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

Wold Engineering representative Mike Rivinius joined the meeting.

Highway Superintendent Jim Grey rejoined the meeting.

A bid opening was held at 10:00 a.m. for Project CP-2827(021) for Mill and Overlay of County Road 9 from ND Highway 37 north to the McLean/Ward County Line. The engineer's estimate for this project is \$1,236,969.80.

The first bid opened was from Anderson Western Inc. of Bismarck, ND, in the amount of \$1,158,755.01. The second bid was from Mayo Construction Company, Inc. of Cavalier, ND, in the amount of \$1,198,370.20. The third bid was from Bechtold Paving, Inc. of Minot, ND in the amount of \$1,034,730.57, and the final bid was from Central Specialties Inc. of Alexandria, MN, in the amount of \$1,212,521.67.

Rivinius recommended awarding Project CP-2827(021) to Bechtold Paving, Inc. of Minot, ND, in the amount of \$1,034,730.57.

Moved by Lee, seconded by Cottingham, to accept the bid for Project CP-2827(021) from Bechtold Paving Inc. of Minot, ND in the amount of \$1,034,730.57. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

There being no further business, the chairperson declared the meeting adjourned at 10:11 a.m. until the next regularly scheduled meeting on Tuesday, May 04, 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