

**McLean County Commission Proceedings
Tuesday, April 21, 2020**

The final regular April meeting of the Board of Commissioners was called to order at 8:32 a.m. by Chairperson Steve Cottingham. Present were Commissioners Cottingham, Barry Suydam, and Steve Lee. Also present were Highway Superintendent Jim Grey, Auditor Beth A. Knutson, and Deputy Auditor Nancy Leidholm.

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

Highway Superintendent Jim Grey was present to update the commission on department operations. He stated that the relocation project for County Road 17 started yesterday. Cottingham added that a temporary pond will be set up to avoid conflict with neighboring land owners in regard to a surface water pond on the north end of the project. Grey went on to report that shoulder pulling is ongoing throughout the county.

Grey presented two utility permit requests from West River Telecommunications of Hazen.

Moved by Lee, seconded by Suydam, to approve the utility permit requests from West River Telecommunications to install and maintain BFO-12 fiber cable telecommunications facilities to serve a McLean Electric substation at 3202 3rd St NW, boring under County Road 19 west of Underwood; and to install and maintain BFO-4 fiber cable telecommunications facilities to serve Alex Albrecht at 40 21st Ave. NW, plowing cable along County Road 25E north of Washburn. Roll Call Vote: Aye: Suydam, Lee, and Cottingham. Nay: None. Motion carried.

Lee questioned how crack sealing was going and Grey stated that the department is at a standstill right now as they are out of oil. Suydam discussed needed repairs because of a soft spot on County Road 3.

Knutson discussed Lynn Helm's Director's Cut report regarding oil/gas production, producing wells, permitting, ND sweet crude prices, and rig count along with the State Summary Report for February, 2020. Yesterday's drop in oil prices was discussed with acknowledgement that the county revenue will take a hit come June or July. Lee stated that the stimulus package being worked on now may have something for the county. Knutson stated that the county has budgeted conservatively, but isn't sure if it was conservative enough to cover this downfall.

Knutson informed the commission that the new 2021 Police Contracts with the cities have been mailed out and must be returned by July 1, 2020. She presented the funding agreement for the 2021–2023 biennium with the State for the Clerk of Courts office approved at the February 18, 2020, meeting for signing.

Knutson presented the list of delinquent taxpayers owing more than \$4,000.00 showing 96 taxpayers owing \$887,442.81.

Lee questioned what last year's total oil revenue was. Knutson reported that \$324,225.83 was received in 2019. \$300,000.00 has been budgeted for this year with the county receiving about \$125,000.00 so far.

Discussion followed regarding two new Sheriff's Department 2020 Tahoes that arrived two weeks ago. They were budgeted for in 2019 with one to be reimbursed 100% by a grant funded through the Operation Stone Garden Program. Lee questioned if there was enough carry over from last year to cover the expense. Knutson stated that they are not budgeted for but paying for them shouldn't be a problem knowing the county will be reimbursed for one of them.

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

| CHECK # | VENDOR | DESCRIPTION | AMOUNT |
|---------|----------------------------|----------------------------------------------------------------------------------------------------------------------------------|-----------|
| A302381 | A & I DISTRIBUTORS | OIL – 5 GALLONS | 143.86 |
| A302382 | ENERBASE COOP RESOURCES | TANKER LOAD OF FUEL TO GARRISON SHOP | 11,547.00 |
| A302383 | DEAN SWANSON | REIMBURSE FOR THERMOSTAT FOR GARRISON SHOP | 46.38 |
| A302384 | ISTATE TRUCK CENTER | PARTS | 212.85 |
| A302385 | MDU | WASHBURN, TURTLE LAKE, MAX & GARRISON SHOPS | 589.91 |
| A302386 | MIDWEST DOORS INC | PARTS – WASHBURN SHOP | 2,087.10 |
| A302387 | NAPA AUTO PARTS GARRISON | PARTS | 151.91 |
| A302388 | NORTHERN STATES SUPPLY INC | BOLTS FOR SIGNS | 48.69 |
| A302389 | OK AUTOMOTIVE | OIL, OIL PRESSURE SENSOR | 106.47 |
| A302390 | PAHLKE STEEL INC | SQ TUBE | 314.04 |
| A302391 | PRAXAIR DISTRIBUTION | WELDING SUPPLIES | 744.85 |
| A302392 | SCOTTS HARDWARE | PARTS, SLIP CAP FOR DISPENSER | 34.92 |
| A302393 | ARMOR INTERACTIVE | SHERIFF DATA NAS – MAY; SERVER BACKUP DEVICES – MAY; 45 NODES – MAY | 1,700.00 |
| A302394 | CURT MALO | REIMBURSE APRIL CELL PHONE | 30.00 |
| A302395 | DACOTAH PAPER COMPANY | WIPER WET TASK | 136.88 |
| A302396 | DOCS SHOP | 2012 EXPEDITION REPAIRS | 692.60 |
| A302397 | CALANDRIA JARBOE EDWARDS | FEBRUARY TRAVEL, REIMBURSE APRIL CELL PHONE | 112.80 |
| A302398 | ELECTRONIC COMMUNICATIONS | REPLACE INPUT/OUTPUT SYSTEM – JAIL COMPUTER; UNIT S-25 – K9 ELECTRONICS, GUNLOCK, PRINTER; UNIT S-28 INSTALL 2-WAY RADIO PROGRAM | 1,875.00 |

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| A302399 | ENERBASE COOP RESOURCES | GASOLINE – HIGHWAY | 78.00 |
| A302400 | FARMERS UNION SERVICE ASSOC | ADDITIONAL PREMIUM ENDORSEMENT | 2,814.00 |
| A302401 | KRAUSES MARKET | KIDS IN THE GARDEN SUPPLIES, SPRING FEVER SUPPLIES – COUNTY AGENT | 13.66 |
| A302402 | MCLEAN COUNTY AUDITOR | MARCH POSTAGE – COUNTY AGENT | 28.60 |
| A302403 | MDU | COURTHOUSE, LEC | 184.80 |
| A302404 | MIDCONTINENT CABLE CO | CABLE TV - LEC108.21 | |
| A302405 | NDACO RESOURCES GROUP | HP DESKTOP COMPUTER | 939.51 |
| A302406 | NDDOH MICROBIOLOGY | LAB WORK – SHERIFF | 20.00 |
| A302407 | ND SURPLUS PROPERTY OMB | BODY BAGS – SHERIFF | 480.00 |
| A302408 | NDSU EXTENSION SERVICE | SALARY, BENEFITS, TAXES, & TRAVEL – EFFERTZ, EDWARDS | 7,068.39 |
| A302409 | PHARMCHEM INC | SWEAT PATCH ANALYSIS – SHERIFF | 314.05 |
| A302410 | PUKLICH CHEVROLET | (2) 2020 CHEVROLET TAHOES | 73,286.00 |
| A302411 | GREGORY IAN RUNGE ATTORNEY | COURT APPOINTED COUNSEL | 126.00 |
| A302412 | SCOTTS HARDWARE | PVC PIPE, CLOSET KITS, PAIL, WRENCH, M10 FILTER, WINSHIELD WASHER FLUID | 135.03 |
| A302413 | ANNA SIX | REIMBURSE CLOROX WIPES, LYSOL SPRAY | 25.09 |
| A302414 | RYAN OBERG | REIMBURSE APRIL CELL PHONE | 30.00 |
| A302415 | TURTLE LAKE MAIN STR MARKET | INMATE MEALS – SHERIFF | 4,541.82 |
| A302416 | UNICOM | VINYL GRAPHICS, DIGITAL SET UP | 1,405.00 |
| A302417 | US POSTMASTER | PO BOX FEE – PARK #98 | 120.00 |
| A302418 | WASHBURN PUBLIC SCHOOL | LOCAL & STATE EXPENSE – SPELLING BEE/MATH COUNTS | 2,266.08 |

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

Sheriff J. R. Kerzmann and Chief Deputy Sheriff/E-911 Coordinator Richard Johnson joined the meeting.

Discussion followed regarding the request from Kerzmann and Johnson to purchase a 2014 Ford Expedition from Puklich Chevrolet of Bismarck with 42,000 miles for \$17,000.00, as well as three 2020 Dodge Ram 1500 4WD crew cab pickups from Nelson Auto Center of Fergus Falls, MN, in the amount of \$88,731.00. Kerzmann stated that with these purchases to replenish the department's fleet now, they could do without vehicle purchases in 2021. Lee stated that there is a lot of uncertainty in county revenues right now. Johnson stated that if the pickups cannot be paid for within 30 days from purchase, \$150.00 per month per vehicle in interest can be paid each month, with the balance being paid-in-full by April 30, 2021.

Moved by Suydam, seconded by Lee, to approve the purchase of the 2014 Ford Expedition in the amount of \$17,000.00 and the three 2020 Dodge Ram 1500 pickups in the amount of \$88,731.00 for a total of \$104,731.00. Knutson stated that the four vehicles will run closer to \$130,000.00 with insurance, striping, and equipment included. Lee stated that existing cameras and equipment need to be used when possible as we don't know what the revenues will be. Roll Call Vote: Aye: Suydam, Lee, and Cottingham. Nay: None. Motion carried.

Maintenance Supervisor Curt Malo joined the meeting. Knutson stated that Malo will use one of the three 2012 Expeditions received from Three Affiliated Tribes as his work vehicle. Malo's 2008 Chevy pickup will go to the Highway Department with a Highway Department pickup then moved up to the county park. Malo presented estimates for his vehicle from Washburn Autobody for tires mounted and balanced in the amount of \$852.72 and removal of decals and window tint in the amount of \$391.40. Nothing can be done until titles are received.

Moved by Lee, seconded by Suydam, to approve the purchase of tires from Washburn Autobody. Discussion followed. Lee rescinded his motion and tires will come from the Sheriff's Department and be mounted and balanced at the county shop.

Brief discussion followed regarding the amount of overtime being paid in the Sheriff's Department. Lee requested Kerzmann keep it down. Kerzmann stated he will monitor it with Knutson adding that the Auditor's office will keep track each month and update Kerzmann stating that if it continues to be a problem the policy may have to be changed.

Malo requested permission to change out the light bulbs in the jail cells and ground floor of the Law Enforcement Center and replace them with LED bulbs for about \$1,000.00.

Moved by Lee, seconded by Suydam, to approve the purchase of LED bulbs for the jail cells and ground floor of the Law Enforcement Center as requested. Roll Call Vote: Aye: Suydam, Lee, and Cottingham. Nay: None. Motion carried.

County Agent Calla Edwards joined the meeting to update the commission on the hiring process to replace retired County Agent Michelle Effertz. She stated that the job has been posted with a screening day scheduled for May 15 with the hope to do interviews in June.

Chief Deputy Auditor Lori Foss joined the meeting to request the purchase of two computers. She presented a quote from Armor Interactive of Bismarck for a computer that will be a replacement for the front desk as that computer will be moved to the commission chambers to Facebook Live future commission meetings. The second computer was included in her 2020 budget but came in a bit higher, and will replace an all-in-one unit for the County Assessor. Lee questioned if the funds were available and Foss reported that she has incurred a savings of about \$6,000.00 for the 2020 budgeted computers so funds are available for the additional expenses.

Moved by Suydam, seconded by Lee, to approve the purchase of two computers as presented. Roll Call Vote: Aye: Suydam, Lee, and Cottingham. Nay: None. Motion carried.

Knutson informed the commission that Stacey Pflieger has resigned her position at the County Park.

Vote by mail was briefly discussed.

There being no further business, the chairperson declared the meeting adjourned at 9:37 a.m. until the next regularly scheduled meeting on Tuesday, May 5, 2020. The commission minutes and agenda can be found on the county website at <http://www.mcleancountynd.gov>.

Steve Cottingham, Chairperson

Nancy Leidholm, Deputy Auditor