

McLean County Commission Proceedings
Tuesday, May 04, 2021

The first regular May meeting of the Board of Commissioners was called to order at 8:32 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, Disaster Emergency Services Manager/Risk Management Office Noelle Kroll, Deputy Auditor Diane L. Blumhagen, Ralph Mancini of BHG News Service and Robert Bangen of Garrison. Also present by phone were Michelle Baker, Aaron Fuller, and Shelly Fuller, all of Garrison.

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

Grey was present with an update on department operations, he reported that work on County Road 4 continues. Grey discussed current county road restrictions and looked to the commission for input as other counties around McLean County are lifting theirs. Commissioners agreed that the road restrictions should be lifted in McLean County. Grey updated the commission on the two new employees that have started in his department, Tristan Weinfortner has filled the Equipment Operator II, and the Equipment Operator II/Sign Technician position has been filled by Christopher Pfeiffer.

Grey presented two quotes from Midwest Door with two different types of doors and installation for the Washburn shop. Of the two quotes, one provided a better-quality thermal guard door with a \$1,010.00 difference in pricing.

Moved by Cottingham, seconded by Lee, to approve the purchase of the thermal guard doors for the Washburn shop in the amount of \$30,820.00. Roll Call Vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion carried.

Recorder Heidi Anderson joined the meeting informing the commission that the Clerk position in the Recorder's office has been filled internally by Cailey Ferber, with a start date of May 17, 2021. Anderson requested the commission waive the six-month probation period since Ferber has been employed by the county for over six months and already has the basic knowledge of legal descriptions needed to perform the duties of the Clerk position.

Moved by Lee, seconded by Cottingham, to approve the waiver of the six-month probation period for Cailey Ferber. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Kroll informed the commission that the City of Benedict started their Rural Water Project. The digging crews have hit water lines due to the utilities maps being too old to determine their location, which resulted in the City of Benedict being notified of a **do not use** water advisory.

Knutson presented a Gaming Site Authorization Application submitted by the Velva Volunteer Fire Department for The Shore at Brush Lake for May 1, 2021 to June 30, 2021.

Moved by Lee, seconded by Cottingham, to approve the Gaming Site Authorization Application submitted by the Velva Volunteer Fire Department at the Shore at Brush Lake. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Knutson presented a Gaming Site Authorization Application submitted by Washburn American Legion Victor B. Wallin Post #12 for the Painted Woods Golf Course with the no changes from last year.

Moved by Cottingham, seconded by Lee, to approve the Gaming Site Authorization Application submitted by the Washburn American Legion Victor B. Wallin Post #12 for gaming at the Painted Woods Golf Course. Roll Call Vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion carried.

Iain Woessner of McLean County Independent joined the meeting.

Chief Deputy Sheriff Richard Johnson joined the meeting.

Building Maintenance Supervisor Curtis Malo joined the meeting to discuss the current motor pool vehicles. Discussion followed. Lee stated that we need to determine what type of vehicles are needed to meet the needs of the departments using the vehicles. Knutson discussed the state in which the Chevrolet Blazer has been left after use of the vehicle. Policy 508 – Use of Vehicles references the use of care regarding the motor pool vehicles. Discussion followed.

Johnson approached the commission regarding the City of Garrison dispatch services. Discussion followed. Lee and Cottingham both suggested \$1,000.00 a month or \$12,000.00 a year beginning in 2022.

Moved by Lee, seconded by Cottingham, to approve charging \$1,000.00 per month or \$12,000.00 a year beginning in 2022 to the City of Garrison for dispatch services. Discussion followed. Roll Call Vote: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Knutson presented a request from Tax Director Todd Schreiner to advertise for the open Property Appraiser (Assessor) position.

Moved by Cottingham, seconded by Lee, to approve advertising for the Property Appraiser (Assessor) position. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Knutson requested of the commissioners to set the County Tax Equalization meeting for June 1, 2021 at 11:00 a.m.

Moved by Lee, seconded by Cottingham, to set the County Tax Equalization meeting for June 1, 2021 at 11:00 a.m. Roll Call Vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion carried.

Knutson presented the budget narrative for period ending April 30, 2021. She presented data showing property tax collections are at 92% collected including 96% with discount for 2021 or \$18,083,438.63; Government Reimbursement revenues totaled \$776,246.07 compared to \$852,252.09 in 2020; Fees and Miscellaneous revenues totaled \$695,342.88 compared to \$582,616.87 in 2020; and expenditures were at 23.19% of total budget for 2021.

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

CHECK #	VENDOR	DESCRIPTION	AMOUNT
304594	AUTO VALUE BISMARCK	PARTS	490.58
304595	DIAMOND MOWER LLC	CYLINDERS	296.04
304596	ISTATE TRUCK CENTER	PARTS FOR 13-087	33.82
304597	KINETIC LEASING	LEASE PAYMENT ON (3) MOTORGRADERS	116,840.94
304598	MCLEAN SHERIDAN RURAL WATER	WATER	80.63
304599	NORTHERN PLAINS EQUIPMENT CO	PARTS	13.47
304600	OK AUTOMOTIVE	OIL	112.56
304601	VINING OIL	FUEL TO GARRISON	19,442.33
304602	WOLD ENGINEERING PC	PROJECT B 20-30 – CP-2827(021) MILL & AND OVERLAY	31,041.92
304603	BHG INC	WEED POSITION, CHAPLAIN, AND PATROL DEPUTY ADVERTISEMENT, COMMISSION MINUTES, NOTICE OF VACATE HEARING, NOTICE OF OPENING ROAD PROJECTS, PUBLIC HEARING FOR SWANSON AND HEGER, TRUEBLOOD VARIANCE	2,567.37
304604	ASHLEY BROSSART	K-9 COOPER UNDERCOAT AND BATH	40.00
304605	CHS CREDIT CARD DEPT	GASOLINE	3,603.76
304606	CITY OF WASHBURN	COURTHOUSE AND LAW ENFORCEMENT WATER/SEWER	579.28
304607	DACOTAH PAPER COMPANY	XLG NITRILE GLOVES	214.02
304608	DOCS SHOP	FILTER, FREON, RECHARGE A.C., OIL CHANGE, ROTATE TIRES	966.01
304609	CALANDRIA JARBOE EDWARDS	CELL PHONE	30.00
304610	ELECTRONIC COMMUNICATIONS	PC POWER SUPPLY, VIDEO CARD, LABOR	600.00
304611	FETZER/ANDREWS WELDING	TIRE REPAIR	10.00
304612	GARRISON DIVERSION	SPECIAL ASSESSMENT COLLECTIONS #161.21	3,226.21
304613	GARRISON RURAL WATER DISTRICT	PARK RURAL WATER	60.60
304614	GOETZ FUNERAL HOME	CORONER FEES	750.00
304615	GERARD GOVEN	WATER BOARD MEETINGS AND MILEAGE	442.76
304616	GUARDIAN LOCK AND SAFE NC	REPLACE SECURITY LEVER, MILEAGE	440.00
304617	COURTNEY HOIKKALA	CELL PHONE	30.00
304618	HR COLLABORATIVE	H.R. REGISTRATION: KNUTSON, FOSS, AND BLUMHAGEN	150.00
304619	SHANNON JEFFERS	WATERBOARD MEETINGS AND MILEAGE	389.00
304620	KEVINS PLUMBING AND HEATING	HEATING SYSTEM REPAIRS	1,300.17
304621	MARCO	STANDARD PAYMENTS	1,832.58
304622	MERCER MCLEAN COM ON AGING	2019 AND 2020 LEVY MONIES COLLECTED	2,657.97
304623	MCLEAN FAMILY RESOURCE CNTR	DISBURSE MONTHLY COLLECTIONS	845.00

304624	MCLEAN COUNTY IMPLEMENT LLC	TIRE REPAIR	27.75
304625	MCLEAN COUNTY AUDITOR	COUNTY AGENT POSTAGE	138.41
304626	ND ASSOCIATION OF COUNTIES	DISBURSE 10% E-911 COLLECTIONS	978.41
304627	LYNN OBERG	WATER BOARD MEETING AND MILEAGE	605.28
304628	OTTERTAIL POWER COMPANY	ELECTRIC BILL, AND UTILITIES	6,274.31
304629	RAPID FIRE PROTECTION INC	ANNUAL SPRINKLER INSPECTION	525.00
304630	SCOTTS HARDWARE	SOFTENER SALT, WINDSHIELD WASH, OIL, KEYS, NO SMOKING SIGN, CHAIR LEG PADS, NDSU COUNTERTOP ATTACHMENT	103.37
304631	ND STATE TREASURER	DISBURSE MONTHLY COLLECTIONS	6,281.82
304632	SUNSET LAW ENFORCEMENT	AMMO	476.20
304633	THOMPSON FUNERAL HOME INC	CORONER FEES	750.00
304634	US FOODS	INMATE MEALS	1,343.67
304635	WASHBURN AUTO BODY LLC	(2) TIRE REPAIRS	50.00
304636	WATER PURITY INC	WATER	77.00
1059	CURT MALO	CELL PHONE	30.00
1060	STEVE LEE	MARCH AND APRIL MILEAGE	185.92
1061	WILLIAM CARLSON	TELEPHONE	30.00
1062	JERRY KERZMANN	PAYING P.O. BOX #98 DUE TO CHECK MISSING IN MAIL	122.00
1063	CAILEY FERBER	CELL PHONE	30.00
1064	RYAN OBERG	CELL PHONE	30.00
APRIL 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.	368,143.21

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

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

P-CARD FUNDED PURCHASES

VENDOR	DESCRIPTION	AMOUNT
PRAIXAIR DISTRIBUTION INC	WELDING SUPPLIES	467.31
NORTHERN STATES SUPPLY, INC	PARTS	60.07
RESERVATION TELEPHONE	TELEPHONE	147.75
WRT	PHONE & DSL	103.25
BUTLER MACHINERY	2-55 GAL OF OIL & 1-55 GAL OF ANTIFREEZE	2,280.07
PRAXAIR DISTRIBUTION INC	PARTS	1,249.01
MCLEAN ELECTRIC	ROSEGLEN SHOP	45.00
	UNDERWOOD SHOP	58.00
	GARRISON SHOP	508.00
FARMERS UNION INSURANCE	INS PREMIUM BA 0683-34/GL 1346-34	116,575.00
AMAZON.COM	HP952 4-INK CARTRIDGE PACK	100.89
VERIZON WIRELESS	DATA CARD	880.22
	(2) DETECTIVE CELL PHONES	94.18
	J.R. KERZMANN CELL PHONE	42.09
VERIZON WIRELESS	KITTLER - HIGHWAY CELL	42.09
	KROLL - DES CELL	42.09
	GREY - HIGHWAY CELL	42.09
	ERICKSON - ST ATTY CELL	47.27
	OBERG - ASSESSOR JETPACK	40.01
	KROLL - DES JETPACK	40.01
AMAZON.COM	DESKTOP CALCULATOR	74.98
RESERVATION TELEPHONE	BENEDICT SPORTMEN'S PARK	51.43
DEPT OF TAXATION	ASSESSOR CLASS-CAILEY FERBER	500.00
	PARTIAL REFUND ON ASSESSOR CLASS.	-310.00
RESERVATION TELEPHONE	911 TRUNKING RECURRING	80.00
SRT	LINE RECORD/TRANSPORT-MILE/ TRANSPORT TRUNK	694.08
WRT	PHONE	94.60

PHARMCHEM	SWEAT PATCH ANALYSIS	314.05
VERIZON CONNECT	MONTHLY SERVICE CHARGE	453.32
RECORD KEEPERS LLC	SHREDDING SERVICE	40.50
AMAZON.COM	9X12 CLASP ENVELOPES, HYDROCORTISONE & ANTIBIOTIC OINTMENT, SORTKWIK	41.34
GREAT PLAINS	5-B & W PLAT BOOKS @40.60 EACH	203.00
WSI	5-COLOR PLAT BOOKS @ 47.60 EACH	238.00
WRT	INMATE WORK RELEASE PREMIUM 3/1/21 THRU 2/28/22	250.00
	SHERIFF	620.45
	COURTHOUSE	1,828.88
	NDSU EXTENSION	42.30
	E-911	84.60
	JURY/PERSONAL	21.06
	PAROLL & PROBATION	20.00
	E-911 RADIO TOWER	89.25
ACRONIS	CLOUD BACKUP SERVICE	106.99
MCLEAN ELECTRIC	SEC LIGHT CRTHS	21.00
	SEC LIGHT PARK	341.00
	PARK BOARD	41.00
	SP CENT PARK	53.00
	GARAGE	157.00
	CAMPER PADS	41.00
	CAMPER PADS	102.00
	CENT PARK CAMPGROUND METER	43.00
AMAZON.COM	(3) USB 3.0 TO VGA ADAPTERS	30.99
OFFICE DEPOT	REFUNDED DUE TO DAMAGED 72"H 5-SHELF BOOKCASE WITH DOORS, CLASSIC CHERRY	-117.69
ABSOLUTE ACCURACY INC.	KP90 PLANOMETER	595.00
CIRCLE SANITATION	GARBAGE PICK UP	444.00
ARMOR	ANNUAL SUPPORT - RUCKUS WIFI NETWORK	398.81
INDEED	JOB POSTING INV 42501177	26.00
OFFICE DEPOT	72"H 5-SHELF BOOKCASE WITH DOORS, CLASSIC CHERRY	106.99
AMAZON.COM	12-PACK OF 2" 3-RING BLACK BINDERS	49.32
AMAZON.COM	(4) 5-PACK OF 128 GB THUMB FLASH DRIVES	168.79
AMAZON.COM	(2) 5-PACK OF 32 GB THUMB FLASH DRIVES	38.98
WEBROOT	1-YEAR SUBSCRIPTION-5 COMPUTERS	74.89

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

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

States Attorney Ladd Erickson joined the meeting.

Chairperson Suydam opened the 9:15 a.m. discussion regarding the recent 911 addressing changes.

Vern Harchenko, Greg DeHaven, Darcy DeHaven, Joan Roberts, and Jane Schonauer, of Garrison; and Jerome and Michelle Gruenberg, of Coleharbor joined the meeting. Brian Seehaffer was present by telephone.

Area residents attending the meeting in person and by phone expressed their concerns for and against the change in addresses. Discussion followed. The process and reasoning for the changes were explained by Johnson and Erickson.

Deputy Recorder Pandora Hummel joined the meeting.

Chairperson Suydam paused the discussion regarding the 911 addressing due to the set hearing at 10:00 a.m.

Brandon Kisse of Bismarck joined the meeting.

David Lindell joined the meeting.

Chairperson Suydam opened the public hearing at 10:00 a.m. for the Petition to Vacate a Street in the Highview Acres Addition and Highview Acres Second Addition.

Lindell presented the street vacation as described in the following legal land description of: A 60-foot wide strip of land located between Lot 7, Block 1, of Highview Acres Addition, and Lot 1, Highview Acres Second Addition, Replat of Lot 1 and 2, Block 2, Highview Acres Addition, located in Outlot B of SW¹/₄ of Section 26, Township 148 North, Range 86 West, more described as follows: Beginning at the Northeast corner of Lot 7, Block 1, Highview Acres Addition, thence East 60 feet to the Northwest corner of Lot 1, Highview Acres Second Addition, Replat of Lot 1 and 2, Block 2, Highview Acres Addition; thence South along the West line of said Lot 1, 251.90 feet; thence West 60 feet to the Southeast corner of said Lot 7; thence North along the East line of Lot 7, Block 1, 251.90 feet to the point of beginning. Discussion followed. The land located adjacent to this street is owned by Brandon and Cassandra Kisse and Connie Tarasenko Herington, with each land owner getting 30 feet of the vacant street adjacent to this property.

Moved by Cottingham, seconded by Lee, to approve vacating the street as described above. Roll Call Vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion carried.

Chairperson Suydam resumed the discussion regarding the 911 addressing. Discussion followed.

Knutson presented two additional vouchers to be included in previously approved list of payments: McLean Sheridan Rural Water and Marco.

Moved by Lee, seconded by Cottingham, to approve the two additional vouchers to be included in previously approved list of payments. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

The board along with Knutson completed the annual performance reviews of Tax Director/Veteran's Service Officer Todd Schreiner, Clerk of Court Bonnie Bohnsack, Highway Superintendent James Grey, Park Manager Leslie Hultberg, Building and Maintenance Supervisor Curt Malo, and Disaster Emergency Services Manager/Risk Management Officer Noelle Kroll.

There being no further business, the chairperson declared the meeting adjourned at 10:53 a.m. until the next regularly scheduled meeting on Tuesday, May 18, 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