

McLean County Commission Proceedings
Tuesday, May 18, 2021

The final regular May meeting of the Board of Commissioners was called to order at 8:30 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, and Deputy Auditor Diane L. Blumhagen.

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 shoulder work has been completed and road blading continues. The work on County Road 4 is near completion. The bridge on County Road 20 has a broken pylon which supports the underneath wall. Grey had been in contact with Mike Rivinius of Wold Engineering to see if it should be put out to bids.

Moved by Lee, seconded by Cottingham, to approve advertising for bids to repair the bridge pylon on County Road 20. Roll Call Vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion carried.

Grey requested to use the budgeted amount of \$70,000.00 to purchase two pick-up trucks.

Moved by Lee, seconded by Cottingham, to authorize the Highway Department to purchase two pick-up trucks at a total cost of up to \$70,000.00. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Grey presented the commissioners with two utility permit requests from Reservation Telephone Cooperative. The first utility permit request to bore under County Road 14 on the west side of 34th Avenue NW, Max, ND, to provide telecommunication services to Gavin and McKayla Amdahl residence placing a 1 ¼ inch conduit and fiber optic cable. The second utility permit request to bore under County Road 4 on the east side of Highway 83, to provide telecommunication services to the Iglehart cabin site placing a 1/14 inch conduit and fiber optic cable.

Moved by Cottingham, seconded by Lee, to approve the two utility permit requests from Reservation Telephone Cooperative as presented. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Chairperson Suydam received a letter regarding the status of County Road 8. Discussion followed.

Kroll informed the commissioners of the grant which was applied for last year in the amount of \$20,670 has been awarded to the county. The grant includes two full-scale active shooter exercises and a walk-through metal detector for the courthouse.

Moved by Lee, seconded by Cottingham, to accept the awarded grant of \$20,670.00 and authorize the purchase of the walk-through metal detector for the courthouse. Roll Call Vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion carried.

Kroll requested the courthouse to be closed for the full-scale active shooter exercise that has been rescheduled from last year to June 2, 2021 at 1:00 p.m.

Moved by Lee, seconded by Cottingham, to approve the closing of the courthouse on June 2, 2021 at 1:00 p.m. for the full-scale active shooter exercise. Roll Call Vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion carried.

Knutson presented to the commissioners a recommendation to reimburse the Garrison Public School for their contribution to the School Resource Officer budget. The School Resource Officer wages were part of the CARES funds the county received in 2020 that were reimbursed to the cities that contract with the McLean County Sheriff's Department. Garrison School District pays two-thirds of the budgeted amount for the year for the School Resource Officer. The reimbursement amount would be \$47,191.28.

Moved by Lee, seconded by Cottingham, to approve reimbursement of \$47,191.28 to Garrison School District. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Knutson presented the audit report from Rath and Mehrer. The commissioners requested time to review the report and be put on the next commission meeting agenda on June 1, 2021.

Extension Agent Calla Edwards joined the meeting.

James Altringer of Garrison joined the meeting.

Building and Maintenance Supervisor Curt Malo joined the meeting.

Chairperson Suydam opened discussion regarding the County Motor Pool. Discussion followed.

Knutson presented a Gaming Site Authorization from Garrison Area Improvement for Garrison Golf Club Association with no changes from last year, from July 1, 2021 through June 30, 2022

Moved by Cottingham, seconded by Lee, to approve the Gaming Site Authorization from Garrison Area Improvement Association. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Property Appraiser Ryan Oberg joined the meeting.

Chairperson Suydam addressed Altringer, who was present to discuss property taxes for St. Mary's Township. Knutson explained to Altringer how taxes are calculated and why the mills differ from one township to the next.

Knutson informed the commission of the newest round of COVID-19 related funds available to the county, Coronavirus State and Local Fiscal Recovery Funds. In order to receive the funds, there is a portal online to fill out the information which requires an authorized representative. The county will receive \$1.8 million total with the first half of the funds being deposited shortly after the information is completed and the second being deposited earlier than one year from the time the first half was deposited. Knutson also requested acceptance of the funds and approval to set up new accounts for the funds as there will be reporting that needs to be done quarterly.

Moved by Lee, seconded by Cottingham, to approve Knutson as the authorized representative for the Coronavirus State and Local Fiscal Recovery Funds. Roll Call Vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion carried.

Moved by Cottingham, seconded by Lee, to accept the funds from the Coronavirus State and Local Fiscal Recovery Fund. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Moved by Lee, seconded by Cottingham, to approve new accounts to be set up for the Coronavirus State and Local Fiscal Recovery Funds. Discussion followed. Roll Call Vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion carried.

Knutson presented the contract from Department of Corrections for Parole and Probation Officer Terry Grumbo's building rent. The contract entails \$100.00 a month or \$1,200.00 a year for building rent.

Moved by Cottingham, seconded by Lee, to approve the Department of Corrections contract of \$100.00 a month or \$1,200.00 a year for building rent. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Knutson informed the commissioners that the postage meter contract with Quadient Leasing will expire in September 2021. Two proposals have been received, the first one is from Dakota Mailing of Fargo N.D. and the second one is from Presort Plus, Bismarck N.D.

Moved by Lee, seconded by Cottingham, to notify Quadient Leasing regarding discontinuing the contract and to contact Presort Plus for the county mailing. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

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

CHECK#	VENDOR	DESCRIPTION	AMOUNT
304647	ALLSTATE PETERBILT OF BISMARCK	KIT EXPANSION VALVE WITH PLATE AND SWITCH	208.61
304648	ENERBASE COOPERATIVE RESOURCES	GAS TO GARRISON, UNDERWOOD, AND TURTLE LAKE SHOPS	26,258.26
304649	GARRISON FARMERS UNION OIL CO	OIL, FUEL, GAS, PARTS	206.00
304650	FARMERS UNION OIL - DFC	POWER STEERING HOSE	59.67
304651	FORCE AMERICA DISTRIBUTING LLC	PARTS	1,141.11
304652	GARRISON CITY	GARBAGE AND WATER	54.13
304653	JOHN DEERE FINANCIAL	PARTS AND DEF	538.46
304654	MAX FARM SERVICES	FUEL TO BUTTE	3,443.70
304655	MCLEAN COUNTY IMPLEMENT LLC	PARTS, CUTTING EDGES, AND WASHBURN SHOP SUPPLIES	1,615.14
304656	MDU	WASHBURN, TURTLE LAKE, MAX, AND GARRISON SHOP	405.30
304657	NAPA AUTO PARTS GARRISON	PARTS AND FUEL PUMP PARTS	44.85
304658	NELSON INTERNATIONAL	PARTS	260.12

304659	NORTHERN PLAINS EQUIPMENT CO	PARTS, BOLTS	18.15
304660	NW TIRE	ALIGNMENT AND TIRES	159.56
304661	OK AUTOMOTIVE	PARTS AND SHOP TOOL	235.61
304662	PAHLKE STEEL INC	PARTS	340.32
304663	SCOTTS HARDWARE	BATTERIES FOR WASHBURN SHOP	16.99
304664	TITAN MACHINERY	AIR FILTERS	638.42
304665	ARMOR INTERACTIVE	OPTIPLEX 5080 COMPUTER, 23.8" MONITOR, KEYBOARD, MS OFFICE 2019 STD, SHERIFF DATTO NAS, SERVER BACKUP, 45 NODES	3,770.56
304666	ASHLEY BROSSART	JAIL NURSE	1,617.00
304667	CHASE DRUG STORE	INMATE MEDICATION, MEMORY CARD	298.83
304668	CLUBHOUSE HOTEL SUITES	SCHREINER VETERAN'S CONFERENCE ROOM	345.60
304669	DACOTAH PAPER COMPANY	GARBAGE BAGS, NITRILE GLOVES, HAIR AND BODY SOAP, LAUNDRY SOAP	572.91
304670	DOCS SHOP	OIL CHANGES, BRAKES, ROTORS, TIRE ROTATION	1,762.71
304671	CALANDRIA JARBOE EDWARDS	SPRING FEVER RAIN BARREL SUPPLIES	250.94
304672	WILTON FARMERS UNION OIL CO	GAS	457.90
304673	GARRISON VETERINARY SERVICE	DOG FOOD, BOARDING, LUPINE COLLAR, NEXGARD	610.35
304674	HAZEN STAR	HELP WANTED ADVERTISING FOR PATROL DEPUTY AND CUSTODIAN	204.28
304675	HIWAY 83 EXPRESS	GAS	77.11
304676	INFORMATION TECHNOLOGY DEPT	FIRST DISTRICT HEALTH T-1 LINE, DES T-1, VPN, ACTIVE DIRECTORY USER FEES, EXCHANGE EMAIL ACCOUNTS, VESTA 911 INSTALL, MULTIFACTOR AUTHENTICATION, NETMOTION USER FEE	1,317.85
304677	KENS BODY SHOP	IMPOUNDS	1,800.00
304678	KEVINS PLUMBING AND HEATING	HEATING SYSTEM REPAIRS	1,890.77
304679	KRAUSES MARKET	KIDS IN GARDEN SUPPLIES, COFFEE, BLEACH, VINEGAR, INMATE FOOD	192.78
304680	LIGNITE TIRE	TIRES	1,670.32
304681	L-TRON CORPORATION	THERMAL ROLL PAPER	172.00
304682	MCLEAN COUNTY IMPLEMENT LLC	BATTERIES, TIRE SEALANT, LOCK PIN	272.69
304683	MDU	COURTHOUSE GAS AND UTILITIES	148.96
304684	MENARDS	CABINET LOCK KIT	27.97
304685	MERCER COUNTY SHERIFFS DEPART	INMATE HOUSING	635.00
304686	MIDCONTINENT CABLE CO	CABLE TV	112.22
304687	NAPA AUTO PARTS GARRISON	OIL, FILTERS, ANTIFREEZE	208.05
304688	ND ASSOCIATION OF COUNTIES	HIRING AND APPLICATION PROCESS	140.00
304689	ND SECRETARY OF STATE	TRAINING FOR ANDERSON, FOSS, KNUTSON, BLUMHAGEN	
304690	ND SHERIFFS AND DEPUTIES ASSN	NOTARY FEE FOR SABIN AND BLUMHAGEN	72.00
304691	ND SCHOOL BOARD ASSOCIATION	2021 ANNUAL DUES	500.00
304692	PHARMCHEM INC	2021 - 2022 DUES	200.00
304693	RATH AND MEHRER	SWEAT PATCH ANALYSIS	314.05
304694	SCHAFER PAINT AND REPAIR	AUDITOR FOR YEARS ENDED 2019 AND 2020	15,500.00
304695	SCOTTS HARDWARE	WINDSHIELD REPAIR	60.00
304696	SEVERIN RINGSAK AND MORROW	JUMP START 12V 900 AMP, 2 1/2 INCH BOLT	120.97
304697	S AND J HARDWARE	COURT APPOINTED COUNSEL	975.00
304698	TITAN MACHINERY-MANDAN	BROKEN WATER LINE PART	17.36
304699	TURTLE LAKE MAIN STREET MARKET	LAWN MOWER BLADES	67.74
304700	TURTLE LAKE DENTAL	INMATE MEALS	3,707.63
304701	UNIFORM CENTER	INMATE MEDICAL DENTAL	871.00
304702	WASHBURN AUTO BODY LLC	UNIFORM SHIRTS, PANTS, GUARDIAN CARRIERS	2,068.38
304703	WEST RIVER TELECOMMUNICATIONS	CLIPS AND LABOR	137.20
304704	WESTRIDGE GOLF COURSE	911 TRUNKING RECURRING	494.36
304705	WEX BANK	CLUBHOUSE RENTAL	50.00
304706	POSTAGE ON CALL	FLEET CARD AND GASOLINE	10,514.45
1148	LADD R ERICKSON	POSTAGE	2,000.00
1149	TERRI L GUDERJAHN	MILEAGE	189.28
		MILEAGE	42.00

1150	HEIDI ANDERSON	MILEAGE	131.04
1151	TODD SCHREINER	MILEAGE AND MEALS	350.98
1152	VANCE TOMLINSON	FRED TOMLINSON SERVICE AWARD	30.10

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

Dennis Kost, Rick Tweeten, Don Sorge, George Sheldon, Scott Samuelson, and Don Streifel, all of Washburn, joined the meeting.

Chief Deputy Sheriff Richard Johnson joined the meeting.

States Attorney Ladd Erickson joined the meeting to discuss a road located east of Washburn that has been damaged. Erickson began by showing slides of pictures of the road and the issues that have been brought up. He explained the counties course of action and some issues that have arisen which are making it difficult to fix the problems on the road. Tweeten also presented his thoughts on the issues and discussion followed between some of the present land owners voicing their concerns and ideas to remedy the situation.

Sheriff J.R. Kerzmann joined the meeting to discuss a promotion within his department. Johnson requested promoting Casey Howe to Assistant Jail Administrator. Knutson stated that after discussing with Chief Deputy Auditor Lori Foss, their recommendation was to increase the wage to \$51,491.54 with no increase after six months effective June 1, 2021. Johnson requested the wage be increased to \$52,921.95 with no increase after six months. Discussion followed.

Moved by Lee, seconded by Cottingham, to approve the promotion of Casey Howe to Assistant Jail Administrator with a salary increase to \$51,491.54 with no increase after six months, effective June 1, 2021. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

There being no further business, the chairperson declared the meeting adjourned at 11:30 a.m. until the next regularly scheduled meeting on Tuesday, June 01, 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