

**McLean County Commission Proceedings**  
**Tuesday, July 17, 2018**

The final regular July meeting of the Board of Commissioners was called to order at 8:30 a.m. by Chairperson Barry Suydam. Present were Commissioners Suydam, Steve Lee, and Doug Krebsbach. Also present were Auditor Leslie Korgel, County Recorder Beth Knutson, Deputy Auditor Nancy Leidholm, and Alyssa Adam of BHG News Service.

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

Korgel presented Lynn Helm's "Director's Cut" report regarding oil/gas production, producing wells, and permitting, ND sweet crude prices and rig count along with the State Summary Report for May, 2018.

Highway Superintendent Jim Grey joined the meeting. As requested at the July 3, 2018 commission meeting, Grey reported on Project RSC-2845(002), a proposed signal crossing upgrade at the existing railroad crossing north of Garrison on County Road 15. Grey stated that the crossing is a 30 year-old structure located near the elevators in Garrison and added that the city of Garrison will discuss the project at their next commission meeting. This 90/10 cost share project with the ND Department of Transportation would cost the county about \$25,000.00. Lee feels it would be a plus if the city of Garrison agrees to share in that expense.

Grey went on to report that crews began mowing bridges yesterday in hopes of finishing up by the end of the month to move on to right-of-ways and touch-ups; and culvert work continues as well as graveling various roads west of Garrison. He stated that County Road 12 won't make the deadline.

Krebsbach informed Grey of possible budget cuts regarding his department as well as the possibility of reduction-in-force.

Land Use Administrator Todd Schreiner and Land Use Assistant Cassie Goetz joined the meeting with a recommendation from yesterday's Planning & Zoning Commission meeting.

Moved by Krebsbach, seconded by Lee, to concur with the Planning & Zoning Commission and approve the request for a conditional use permit from Jaco Van Rooyen, Underwood, for land located in Government Lot 4 of the NW¼ of Section 3, Township 145 North, Range 81 West, known as Outlot A, consisting of 3.00 acres, to construct a non-farm structure on agricultural land. Roll Call Vote: Aye: Lee, Krebsbach, and Suydam. Nay: None. Motion carried.

Schreiner next discussed inundated lands applications. Both applications are from James Kraft of rural Turtle Lake. The first application was for land described as 20 acres in the SW¼SE¼ and the W¼SE¼ of Section 7, Township 147 North, Range 80 West. Schreiner was onsite to view this property and informed the commission that 15 of the 20 acres qualify.

Moved by Lee, seconded by Krebsbach, to approve the inundated land request submitted by James Kraft for 15 acres located in the SW¼SE¼ and the W¼SE¼ of Section 7, Township 147 North, Range 80 West. Roll Call Vote: Aye: Lee, Krebsbach, and Suydam. Nay: None. Motion carried.

The second application submitted by James Kraft was for land described as 70 acres in the NE¼ of Section 18, Township 147 North, Range 80 West. Schreiner approved of 64 acres.

Moved by Krebsbach, seconded by Lee, to approve the inundated land request submitted by James Kraft for 64 acres located in the NE¼ of Section 18, Township 147 North, Range 80 West. Roll Call Vote: Aye: Lee, Krebsbach, and Suydam. Nay: None. Motion carried.

Schreiner then presented his department budgets for 2019. He first presented the proposed budget for Tax Director/Land Use. The Salary line item shows a 2% increase; the Additional Assessor line item shows an increase from \$0.00 in 2018 to \$50,000.00 for 2019; GIS Parcel Mapping shows an increase from \$5,300.00 in 2018 to \$18,300.00 for 2019 due to \$13,000.00 for maintenance of the program to be done by Sidwell; a new line item, Todd Schreiner – GIS Maintenance, shows a request of \$600.00 for Schreiner to do the maintenance of the GIS Parcel Mapping himself; and the rest of the budget remains the same as 2018. The Veteran's Service Officer budget shows a 2% increase in the Salary line item; an increase from \$700.00 in 2018 to \$1,200.00 for 2019 in the Travel line item; while the remaining budget remains the same as 2018.

Clerk of District Court Cathy Bailey joined the meeting to present her 2019 budget proposal. The Salary line item shows an increase from \$101,568.86 in 2018 to \$134,289.29 for 2019 due to the request from Bailey for her salary to be adjusted to the midpoint on the salary schedule; a request for an 8% increase for Deputy Clerk of Court Chris Buske; and a request for an additional full-time employee. A new line item added, Computers, shows a request for three new computers for a total of \$2,700.00. Another new line item, Printer, shows a request for a new printer at the cost of \$911.23. The remaining line items remained the same as 2018. Discussion followed regarding sharing an employee between the Clerk of Court and Land Use departments.

Beth Bruestle, Director of the McLean Mercer Regional Library was present to present their 2019 budget. The Salary line item shows an increase from \$283,439.40 in 2018 to \$291,921.10 for 2019 resulting in an increase in the Benefits and Pension line items as well. Line items Info\*Lynx/CDLN and MDU/Electricity also show increases while line items Library Material, Book Processing, Office Supplies, Furniture & Equipment, Repairs & Improvements, Board Travel, Staff Travel, Insurance, Petty Cash/Postal Expense, Audit, Technology-Electronic Databases, Computers, MMRL Marketing, and Imagination Library show decreases from 2018. The remaining line items remain the same as 2018. Suydam suggested raising the two lowest paid positions to \$15.00/hr.

Assistant Jail Administrator Wade Krohmer joined the meeting.

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

| CHECK # | VENDOR                         | DESCRIPTION  | AMOUNT   |
|---------|--------------------------------|--|----------|
| A135895 | ACME TOOLS                     | FULL CHISEL LOW VIBRATION CHAIN,<br>HONDA 4-STROKE WEED TRIMMER  | 479.85   |
| A135896 | AG PRO EQUIPMENT SERVICES, INC | PARTS, WASHBURN SHOP SUPPLIES  | 400.77   |
| A135897 | ALLSTATE PETERBILT OF BISMARCK | PARTS, ENGINE OIL  | 154.54   |
| A135898 | BUTLER MACHINERY COMPANY       | PARTS, OIL   | 4,386.56 |
| A135899 | DEERE CREDIT, INC              | JUNE/JULY RENTAL CHARGES FOR<br>3 TRACTORS   | 2,878.08 |
| A135900 | ENERBASE COOP RESOURCES        | PREMIUM GAS FOR SMALL ENGINES,<br>CORNERSTONE PLUS FOR BRIDGES   | 216.68   |
| A135901 | GARRISON FARMERS UNION OIL CO  | PARTS  | 58.88    |
| A135902 | GARRISON CITY                  | GARBAGE/WATER  | 61.55    |
| A135903 | GCR TIRE CENTERS               | TIRES  | 1,449.04 |
| A135904 | ISTATE TRUCK CENTER            | PARTS  | 349.30   |
| A135905 | JOHN DEERE FINANCIAL           | PARTS, DEF   | 370.82   |
| A135906 | MAX FARM SERVICES              | FUEL AT MAX & BUTTE SHOPS  | 8,502.83 |
| A135907 | MCLEAN ELECTRIC COOPERATIVE    | ROSEGLEN, UNDERWOOD & GARRISON<br>SHOPS  | 466.00   |
| A135908 | MDU                            | WASHBURN, TURTLE LAKE, MAX &<br>GARRISON SHOPS   | 140.00   |
| A135909 | NAPA AUTO PARTS-GARRISON       | PARTS, GARRISON SHOP SUPPLIES  | 336.64   |
| A135910 | ND PETRO TANK REL COMP FUND    | WASHBURN & GARRISON PETROLEUM<br>TANK RENEWALS   | 1,200.00 |
| A135911 | NORTH DAKOTA ONE CALL          | SAFETY ITEMS   | 2.40     |
| A135912 | NORTHERN STATES SUPPLY, INC    | WASHBURN SHOP SUPPLIES, SIGN PARTS   | 98.17    |
| A135913 | PRAXAIR DISTRIBUTION           | WELDING SUPPLIES   | 508.70   |
| A135914 | RESERVATION TELEPHONE COOP     | TELEPHONE SERVICE  | 118.38   |
| A135915 | SCOTT'S HARDWARE               | WASHBURN SHOP SUPPLIES, PARTS  | 67.51    |
| A135916 | TRUENORTH STEEL                | CULVERTS   | 384.20   |
| A135917 | WALLWORK TRUCK CENTER          | SENSOR, SEAL-O-RING  | 156.53   |
| A135918 | WEST RIVER TELECOMM            | TELEPHONE, DSL   | 91.37    |
| A135919 | 4-H LEADERS COUNCIL            | PAYMENT FOR OMB  | 500.00   |
| A135920 | AMERICAN TRUST CENTER          | QUARTERLY FEES – LEE, ERICKSON,<br>KORGEL  | 2,198.37 |
| A135921 | BROTHER INTERNATIONAL CORP     | PRINTER REPAIRS – SHERIFF  | 119.00   |
| A135922 | CDW GOVERNMENT INC             | VIEWSONIC 20" LED MONITOR  | 321.73   |
| A135923 | CHARM-TEX, INC.                | HYGIENE PRODUCTS – SHERIFF   | 1,260.86 |
| A135924 | CULLIGAN WATER CONDITIONING    | PORTABLE EXCHANGE RENTAL – PARK  | 90.00    |
| A135925 | DACOTAH PAPER COMPANY          | AIR FRESHENER, BATHROOM CLEANER,<br>GARBAGE BAGS, PAPER TOWELS, WIPES,<br>NITRILE GLOVES, SHAMPOO/BODY WASH,<br>HAND SOAP, PAPER TOWELS, TOILET<br>PAPER, LAUNDRY SOAP, SPRAY BOTTLES,<br>JET FLO PUMP/LABOR, CARPET CLEANER | 1,622.73 |
| A135926 | CALANDRIA JARBOE EDWARDS       | REIMBURSE JULY CELL PHONE  | 30.00    |
| A135927 | MICHELLE EFFERTZ               | REIMBURSE JULY CELL PHONE, FAIR<br>SUPPLIES  | 37.44    |
| A135928 | ELECTRONIC COMMUNICATIONS      | CHEVY TAHOE/INSTALL VRS; ZETRON<br>MAX DISPATCH UPGRADE; UNIT S-24<br>REPLACE VRS SWITCH/LABOR; UNIT S-5<br>FAULTY BATTERY; JAIL CONTROL CPU,<br>FAULTY 911 PHONE  | 3,580.00 |
| A135929 | ELECTION SYSTEMS & SOFTWARE    | 18PND BALLOTS – CODING, FOLDING TEST   | 4,614.41 |
| A135930 | ENERBASE COOP RESOURCES        | GASOLINE – SHERIFF   | 175.56   |
| A135931 | LADD R ERICKSON                | JUNE TRAVEL  | 151.51   |
| A135932 | WILTON FARMERS UNION OIL CO    | GASOLINE – SHERIFF   | 485.41   |
| A135933 | GARRISON FARMERS UNION OIL CO  | OIL CHANGE, HEAD LIGHT BULBS,<br>MISCELLANEOUS, BATTERIES – SHERIFF;<br>GAS FOR HAULING ELECTION EQUIPMENT   | 283.27   |
| A135934 | TURTLE LAKE FARMERS UNION OIL  | FITTINGS, DEFOAMER – WEED CONTROL  | 214.96   |
| A135935 | FULL THROTTLE MOTORSPORTS      | DIAGNOSE JET SKI   | 103.22   |
| A135936 | GARRISON VETERINARY SERVICE    | VACCINE AND DOG FOOD   | 171.20   |
| A135937 | JAN HANSON                     | TRAVEL   | 75.31    |
| A135938 | HATZY'S REPAIR                 | OIL CHANGE   | 59.95    |
| A135939 | HIWAY 83 EXPRESS               | GASOLINE – SHERIFF   | 257.22   |
| A135940 | INFORMATION TECHNOLOGY DEPT    | T-1 LINE ACCESS, ACTIVE DIRECTORY<br>USER FEES, VPN, EXCHANGE EMAIL<br>ACCOUNTS  | 1,227.80 |
| A135941 | JAVA ROSE FLORAL & CAPPUCCINO  | FLORAL ARRANGEMENT – BLAINE MEIER  | 59.99    |
| A135942 | KRAUSE'S MARKET                | CONSUMER CHOICES, FAIR JUDGE<br>SUPPLIES – COUNTY AGENT; INMATE<br>MEALS – SHERIFF; STORAGE BAGS,<br>COOKIES FOR ELECTION TRAINING –<br>PRIMARY ELECTION   | 6,225.38 |
| A135943 | NOELLE KROLL                   | REIMBURSE JULY CELL PHONE  | 30.00    |
| A135944 | LAKESIDE AUTO & SPORTS         | OIL CHANGE – SHERIFF   | 148.00   |

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| A135945 | WALTER M LIPP                 | COURT APPOINTED COUNCIL   | 150.00    |
| A135946 | CURT MALO                     | REIMBURSE JULY CELL PHONE   | 30.00     |
| A135947 | MCLEAN ELECTRIC COOPERATIVE   | COURTHOUSE & PARK SECURITY LIGHTS, PARK BOARD, PARK, CAMPER PADS, GARAGE, CAMPGROUND METER                                  | 2,034.00  |
| A135948 | MDU                           | GAS – COURTHOUSE LAW ENFORCEMENT CENTER   | 225.79    |
| A135950 | MIDCONTINENT CABLE CO         | CABLE TV – LAW ENFORCEMENT CENTER   | 104.14    |
| A135951 | MIDWEST DOORS, INC.           | REPLACE BROKEN HINGE/LABOR – LEC  | 247.20    |
| A135952 | NACVSO                        | 2018 YEARLY DUES – VETERAN'S SERVICE OFFICER  | 40.00     |
| A135953 | NAPA AUTO PARTS-GARRISON      | TIRE SEALANT, HOSE, DEF – WEED CONTROL; HALOGEN CAPSULE, WINDSHIELD WIPERS – SHERIFF  | 117.16    |
| A135954 | NATIONAL ASSOCIATION OF FIELD | TRAINING DUES – SHERIFF   | 40.00     |
| A135955 | ND ASSN OF CO SUPERINTENDENT  | 2018 DUES   | 50.00     |
| A135956 | NORTH DAKOTA INSURANCE DEPT   | STATE FIRE & TORNADO FUND 7/1/18 – 6/30/19  | 765.67    |
| A135957 | ND STATE RADIO COMM           | TELETYPE 4/1/18 – 6/30/18   | 480.00    |
| A135958 | NDSU                          | STALL CARDS   | 30.00     |
| A135959 | ND SURPLUS PROPERTY/OMB       | COLD WEATHER BOOTS  | 20.00     |
| A135960 | ND YOUTH CORRECTIONAL CTR     | DETENTION CARE FOR McLEAN CO JUVENILE   | 2,564.82  |
| A135961 | NETWORKFLEET, INC.            | MONTHLY FEES – SHERIFF  | 463.01    |
| A135962 | NORTHERN PLAINS EQUIPMENT CO  | SOLENOID VALVE, PUMP MOTOR – WEED CONTROL   | 813.44    |
| A135963 | RYAN OBERG                    | REIMBURSE JULY CELL PHONE   | 30.00     |
| A135964 | OFFICE DEPOT                  | HP 90A – AUDITOR  | 157.08    |
| A135965 | PHARMCHEM INC.                | SWEAT PATCH ANALYSIS  | 428.25    |
| A135966 | DONALD FLINN                  | PLANNING & ZONING TRAVEL  | 10.90     |
| A135967 | DARWIN SAARI                  | PLANNING & ZONING TRAVEL  | 25.07     |
| A135968 | POLICE TECHNICAL              | KROHMER/MATTIES – DARK WEB INVESTIGATION  | 840.00    |
| A135969 | RESERVATION TELEPHONE COOP    | GARRISON DEPUTIES; PARK; 911 TRUNKING   | 235.51    |
| A135970 | SALHUS SEPTIC PUMPING         | SEPTIC PUMPING – PARK   | 200.00    |
| A135971 | SCOTT'S HARDWARE              | KEY, HOSE, CLEANER, ROUNDUP, FILTERS, 5W-20 OIL, BUG WASH WINDSHIELD WASHER, WASHING MACHINE, PAINTING SUPPLIES, TOOLS/MISC | 1,053.23  |
| A135972 | SRT COMMUNICATIONS, INC       | LINE RECORD/TRANSPORT PER MILE/ TRUNKING  | 698.28    |
| A135973 | UNDERWOOD CLINIC PC           | INMATE MEDICAL, DEPUTY PHYSICAL – SHERIFF   | 1,101.00  |
| A135974 | UNIFORM CENTER                | UNIFORM PANTS, FLASHLIGHTS, GOLD STARS – SHERIFF  | 811.91    |
| A135975 | VERIZON WIRELESS              | DATA CARDS, DETECTIVE PHONES – SHERIFF  | 1,091.65  |
| A135976 | WAGON WHEEL LUMBER            | PAINT/PAINT SUPPLIES – OUTSIDE LEC REPAIRS  | 64.45     |
| A135977 | WARD COUNTY SHERIFF'S DEPT    | BALANCE ON NOTICE OF TAX LIEN   | 4.14      |
| A135978 | WASTE MANAGEMENT              | GARBAGE – PARK  | 757.52    |
| A135979 | WATER PURITY INC              | WATER DELIVERED   | 77.00     |
| A135980 | WEST RIVER TELECOM            | 911 TRUNKING, MONTHLY TELEPHONE,  | 3,631.76  |
| A135981 | WEX BANK                      | GASOLINE – SHERIFF  | 9,472.82  |
| A135982 | WHOLESALE AG PRODUCTS WEST    | CHEMICAL – WEED CONTROL   | 17,435.00 |
| A135983 | DAN WICKLANDER                | REIMBURSE FOR UTILITY HANGER FOR TOOLS  | 63.46     |
| A135984 | MERCER COUNTY SHERIFF'S DEPT  | INMATE HOUSING – SHERIFF  | 60.00     |

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

Moved by Krebsbach, seconded by Lee, to approve the Special Events Permit for Hometown Tavern of Garrison for a wedding reception at Cricket On the Hearth, rural Garrison, on September 8, 2018. Roll Call Vote: Aye: Lee, Krebsbach, and Suydam. Nay: None. Motion carried.

Administrative Assistant II Casey Howe joined the meeting.

Krohmer updated the commission regarding the recent carwash fundraiser held by the department to benefit the McLean County Resource Center. He stated that the inmates that took part enjoyed giving back to the community and the department would like to build on this idea doing a carwash each month of the summer if a charity is recommended.

Krohmer went on to report that a 49 year-old female inmate was found unresponsive in the jail and pronounced dead at CHI St. Alexius in Bismarck on June 13. The initial autopsy results show that she died of natural causes though they are waiting on the toxicology report. The incident is being investigated by outside sources.

Krohmer informed the commission of ongoing issues with the washers and dryers in the Law Enforcement Center and stated that the department would like to purchase commercial replacements sometime down the road as the residential models don't hold up. The commission instructed Krohmer to put the items in their budget proposal. Lastly, Krohmer reported that the Law Enforcement Center is fully staffed at the moment.

The Chairperson recessed the meeting at 9:56 a.m.

Chairperson Suydam reconvened the meeting at 10:01 a.m.

NDSU Extension Service District Director Jim Grey joined the meeting along with Extension Agents Michelle Effertz and Calandria Edwards. Gray presented a synopsis of extension structure and priorities while Effertz and Edwards discussed local programming offered to McLean County residents.

Effertz went on to present the Extension Agent budget proposal for 2019 which shows a bottom line increase from \$86,760.35 to \$98,203.37 due to 2% salary increases along with a change in the reimbursement formula. Line items Travel and Educational/Meeting Material show slight decreases while the remaining line items remained the same as 2018.

There being no further business, the chairperson declared the meeting adjourned at 10:58 a.m. until the next regularly scheduled meeting on Tuesday, August 7, 2018. The commission minutes and agenda can be found on the county website at <http://www.mcleancountynd.gov>.

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Barry Suydam, Chairperson

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Nancy Leidholm, Deputy Auditor