

McLean County Commission Proceedings
Tuesday, September 6, 2016

The first regular September meeting of the Board of Commissioners was called to order at 8:33 a.m. by Chairperson Steve Lee. Present were Commissioners Lee, Doug Krebsbach, and Barry Suydam. Also present were Auditor Les Korgel and Deputy Auditor Nancy Leidholm.

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

Highway Superintendent Jim Grey joined the meeting along with Wold Engineering representative Ron Wagner. Grey informed the commission that the rental tractors have arrived and are being put to use when it's not raining. He reported that gravelling south of Butte is moving along. Rip rap on County Road (CR) 7 near Turtle Lake and a cut across road by the boat dock at Brush Lake should finish up in the next couple of weeks. Grey told the commission that CR 12 is looking really good now that water is receding. He requested and was granted permission to attend the Regional Local Roads Conference, October 19-20, 2016, in Rapid City, SD.

Moved by Suydam, seconded by Krebsbach, to approve the permit request from John Samuelson of Washburn to bore under CR 20 to extend an electrical line to operate a water pump. Roll Call Vote: Aye: Krebsbach, Suydam, and Lee. Nay: None. Motion carried.

Wold Engineering representative Ron Wagner informed the commission that the bridge project south of Washburn should begin today, finishing up in about a month or so. He discussed the results of asphalt strength testing approved last winter and stated that County Roads 2, 6, 15, 22, 23, a Falkirk Mine road and a Garrison frontage road need improvement. Wagner recommended working in the Garrison area on the frontage road, CR 15 and CR 6, which would include milling out areas, contract patching with micro seal at an estimate of \$800,000.00 - \$900,000.00. Korgel stated using HB 1176 funds is an option to look at but we may have to do gravel projects instead. Krebsbach stated that CR 15, north and south, and CR 6 have the heaviest farming traffic. Lee questioned breaking the project down into three parts depending on dollars available.

Moved by Krebsbach, seconded by Suydam, to allow moving ahead with improvements for CR 15, north and south, CR 6 and the Garrison frontage road in order to present them to NDDOT Local Government Roads at the NDACo Conference next month. Roll Call Vote: Aye: Krebsbach, Suydam, and Lee. Nay: None. Motion carried.

Discussion followed regarding the bridge project south of Washburn and the use of the concrete from the old bridge for support and repair work on the dam.

Dakota Central Social Services (DCSS) Director Steve Reiser joined the meeting to present his 2017 budget to the board showing salary increases of 3% off of the mid-point using the state's merit and classification system. The Benefits line item shows an increase of 7.52% due to health insurance increases. The Travel line item remained the same as 2016. Operating Expenses show an increase of .41%. Family Preservation shows an increase of 35.71%. The General Assistance and Attendant Care budgets remained the same as 2016. Reiser also presented the funding formula for DCSS showing each county's share of which McLean County's portion is \$915,399.20. The total department budget shows an overall increase of \$62,750.00 or 2.36%.

Disaster Emergency Services Manager/Risk Management Officer Noelle Kroll joined the meeting with Risk Management accident statistics for the period of January 1, 2016 through August 31, 2016 showing 8 accidents with medical and 23 accidents without medical.

Kroll then presented the budget proposal for Disaster Emergency Officer for 2017. The Salaries line item shows an increase from \$20,556.70 for 2016 to \$25,648.00 for 2017; the Travel, Training/Conventions, and Equipment Purchase line items all show an increase from \$1,000.00 for 2016 to \$1,500.00 for 2017; a new line item, Overtime, shows a request for \$5,000.00; and the remaining line items show no change from 2016.

Kroll went on to present the Employee Risk Management Program budget for 2017, showing no changes for the upcoming year.

E-911 Coordinator Richard Johnson joined the meeting to present the E-911 and Communications budgets for 2017. The E-911 budget shows increases in the Salaries and Equipment Purchase line items; a decrease in the 911 Wireless Expense line item; while the remaining line items remain the same as 2016. The Communication budget remains the same as 2016.

Johnson presented the job description for Contract Patrol Deputy/Court Security, a new position in the Sheriff's department. This position will be filled by current Patrol Sergeant Glenn Wiest. Discussion followed regarding Wiest's salary.

Moved by Suydam, seconded by Krebsbach, to approve the job description for Contract Patrol Deputy/Court Security as submitted, freezing Wiest's current salary as is. Roll Call Vote: Aye: Krebsbach, Suydam, and Lee. Nay: None. Motion carried.

Weed Control Officer Vance Tomlinson joined the meeting to present his budget for 2017. The Salaries line item shows an increase from \$90,000.00 in 2016 to \$93,000.00 for 2017. The remaining line items remain the same as 2016. Discussion followed regarding the department's current vehicles.

Krebsbach questioned Tomlinson about charging the Highway department for spraying done on CR 22 and then went on to question Korgel on the proper course for this. Korgel responded that the Highway department should be billed. Lee responded that it was proper bookkeeping. Discussion followed.

Korgel presented the budget narrative report for the month of August along with the list of delinquent taxpayers owing over \$4,000.00 including 24 taxpayers totaling \$202,555.64. Property taxes are at 96% collected with the discount compared to 97% in 2015; government reimbursements including PILT, State Aid, and Coal Severance, are at \$1,643,781.91 compared to

\$1,893,483.30 in 2015; Fees and miscellaneous revenues are at \$1,049,655.18 compared to \$811,750.23 in 2015. On the expense side 59.19% of the budget has been expended where budget expenditures normally would be around 66.67%.

Korgel informed the commission that the decision to borrow money would have to be made by the next commission meeting as dollars will have to be levied in the budget process to pay back the loan. Lee questioned if there would be a balance carry over after the first of the year to which Korgel responded yes. Lee reported that at the recent department head meeting it was requested that the department heads dig deep and cut another 10% from their prospective budgets for 2017. Krebsbach questioned if other county entities would be requested to do this as well, namely the Water Board and Fair Board. Lee stated that it would be a commission decision. Discussion followed regarding health insurance increases and possible salary increases for employees. Suydam wondered if the health insurance increase could be the salary increase for 2017. Korgel stated that could be a problem as some employees do not take the health insurance. He then recommended putting a freeze on hiring for the remainder of the year. Discussion followed regarding more budget cuts.

Received and ordered filed the fee collection report from the Sheriff's office in the amount of \$1,504.30 for the months of April, June, July and August.

Received and ordered filed the fee collection report from the Recorder's office in the amount of \$7,261.80 for the month of August.

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

CHECK #	VENDOR	DESCRIPTION	AMOUNT
A130697	BRAUN INTERTEC CORP	FWD TESTING, MOBILIZATION, REPORTS	8,325.00
A130698	BUTLER MACHINERY COMPANY	PARTS	5,619.20
A130699	WILLIAM CARLSON	CELL PHONE REIMBURSEMENT	30.00
A130700	CIRCLE SANITATION SERVICE	GARBAGE PICKUP – GARRISON & WASHBURN SHOPS	129.25
A130701	LYLE SIGNS, INC	SIGNS	276.23
A130702	MCLEAN SHERIDAN RURAL WATER	WATER	102.53
A130703	SCOTT'S HARDWARE	WASHBURN SHOP SUPPLIES, PARTS	22.50
A130704	S & J HARDWARE	GARRISON SHOP SUPPLIES	19.76
A130705	SMITHYS LLC	PARTS	31.70
A130706	SOUTH DAKOTA LTAP	REGIONAL LOCAL ROAD CONFERENCE	100.00
A130707	TITAN MACHINERY	PARTS	250.91
A130708	TRUCKS OF BISMARCK	PARTS	252.82
A130709	VINING OIL	FUEL AT WASHBURN SHOP	15,183.28
A130710	AMERIPRIDE LINEN & APPAREL	SHOP TOWELS, FLOOR MATS	162.47
A130711	AT&T MOBILITY	SHERIFF, STATES ATTORNEY CELL SERVICE; LAND USE – DATA CARD	180.02
A130712	BHG INC	COMMISSION MINUTES, HELP WANTED, RITTER SUMMONS, BRIDGE BIDS, NOTICES, THANK YOU AD	1,568.23
A130713	BOB BARKER COMPANY	PERSONAL HYGIENE	146.45
A130714	BUSINESS CARD	WEBROOT FOR 2 USERS, 110V – CF06A MAINTENANCE KIT	439.71
A130715	CAPITAL TROPHY	PLAQUE – SHERIFF	75.00
A130716	CHS CREDIT CARD DEPT	GASOLINE – SHERIFF	2,409.55
A130717	CHASE DRUG STORE	MEDICATION – PRISONER MEDICAL	67.03
A130718	CHARM-TEX, INC.	MATTRESSES, MILITARY COTS, BASKETBALL – SHERIFF	1,380.56
A130719	CIRCLE SANITATION SERVICE	GARBAGE PICKUP	337.00
A130720	CITY OF WASHBURN	WATER/SEWER – LAW ENFORCEMENT CENTER, COURTHOUSE	565.94
A130721	DAKOTA BUSINESS SOLUTIONS, INC	MBM 207M FOLDER W/ ANNUAL MAINTENANCE FEE	2,945.00
A130722	DIGITAL ALLY	RMA REPAIR FEE – SHERIFF	395.00
A130723	DOC'S SHOP	BRAKES, REPAIR VACUUM LEAK, STRAIGHTEN FRAME, OIL CHANGES – SHERIFF	1,675.79
A130724	MICHELLE EFFERTZ	REIMBURSE SEPTEMBER CELL PHONE	30.00
A130725	LADD R ERICKSON	AUGUST TRAVEL	82.08
A130726	FARMERS UNION SERVICE ASSOC	ADD TRACTOR – HIGHWAY DEPT	178.00
A130727	GALLS	TACTICAL GEAR, SHIRTS, PANTS – SHERIFF	157.26
A130728	GARRISON DIVERSION	DISBURSE MONTHLY COLLECTIONS	179.19
A130729	GERARD GOVEN	WATER BOARD MEETINGS/TRAVEL	627.20
A130730	CALLA JARBOE	REIMBURSE SEPTEMBER CELL PHONE, AUGUST TRAVEL	109.92
A130731	SHANNON JEFFERS	WATER BOARD MEETINGS/TRAVEL	1,945.20
A130732	KRISTEN KEEGAN	PRETRIAL CONFERENCE TRANSCRIPT	68.00
A130733	KEN'S BODY SHOP	2016 FORD EXPEDITION – REPAIRS	8,518.60
A130734	KRAUSE'S MARKET	COFFEE, VINEGAR, PEROXIDE, BAKING SODA, CLEANER	114.73
A130735	NOELLE KROLL	REIMBURSE SEPTEMBER CELL PHONE	30.00
A130736	LEE, STEVE	AUGUST TRAVEL	129.06

A130737	M & M SPORTING	MAGAZINE – SHERIFF	39.99
A130738	CURT MALO	REIMBURSE SEPTEMBER CELL PHONE	30.00
A130739	MCLEAN ELECTRIC COOPERATIVE	SECURITY LIGHTS – COURTHOUSE, PARK; PARK BOARD, CENTENNIAL PARK, CIVIL DEFENSE, CAMPER PADS, CAMPGROUND METER	2,050.00
A130740	MCLEAN FAMILY RESOURCE CTR	DISBURSE MONTHLY COLLECTIONS	500.00
A130741	MCLEAN COUNTY AUDITOR	AUGUST POSTAGE – COUNTY AGENT	30.40
A130742	ND ASSOCIATION OF COUNTIES	DISBURSE 15% E-911 COLLECTIONS, JOY UP YOUR JOB WEBINAR – KNUTSON	1,855.66
A130743	NDSU	SOUTHWEST DISTRICT CONFERENCE – JARBOE/EFFERTZ	30.00
A130744	LINDA MCCAWE	RANGE JUDGING HANDBOOKS, LIVESTOCK SHOWMANSHIP MANUALS	30.00
A130745	ND YOUTH CORRECTIONAL CTR	DETENTION CARE FOR McLEAN COUNTY YOUTH	569.96
A130746	BRADLEY NIELSEN	REIMBURSE FOR GASOLINE – SHERIFF	36.25
A130747	NORTHERN PLAINS EQUIPMENT CO	OIL CHANGE, HEADLIGHTS, ROTATE TIRES – SHERIFF	239.41
A130748	NW TIRE	TIRES – SHERIFF	543.48
A130749	LYNN OBERG	WATER BOARD MEETINGS/TRAVEL	1,739.64
A130750	RYAN OBERG	REIMBURSE SEPTEMBER CELL PHONE	30.00
A130751	OFFICE DEPOT	YELLOW END-TAB FOLDERS - SHERIDAN COUNTY; FLASH DRIVES, LABELS, COLOR COPY PAPER, FAX TONER, ENVELOPES, HP TONERS, HP INK, TAPE	1,906.52
A130752	OTIS ELEVATOR COMPANY	SERVICE CONTRACT – 9-1-16 THRU 8-31-17 COURTHOUSE	4,735.07
A130753	OTTERTAIL POWER COMPANY	LAW ENFORCEMENT CENTER, COURTHOUSE	5,436.77
A130754	PHARMCHEM INC.	SWEAT PATCH KITS – SHERIFF	1,216.00
A130755	JAIMI POCHANT	JAIL NURSE DUTIES	1,380.00
A130756	SCOTT'S HARDWARE	AIR HANDLER FILTERS, SUMP PUMP, SCREWS, BOLTS, CONCRETE REPAIR, WINDSHIELD WASHER FLUID, U BOLT	183.11
A130757	SIX MILE CORNER BAIT/TACKLE	RESCUE BOAT REPAIRS	443.35
A130758	SIX, ANNA	EMR TRAINING	300.00
A130759	S & J HARDWARE	PARK SUPPLIES	176.00
A130760	SRT COMMUNICATIONS, INC	ASSESSOR CELL SERVICE	61.04
A130761	ND STATE TREASURER	STATE TAX, DOMESTIC VIOLENCE	354.19
A130762	BARRY SUYDAM	AUGUST TRAVEL	189.00
A130763	THIRD WATCH COMMUNICATIONS	PROGRAMMING/REMOVAL – OLD DECALS/EQUIPMENT – SHERIFF	3,552.00
A130764	THOMPSON FUNERAL HOME	REIMBURSE FOR AUGUST CORONER SERVICES	1,500.00
A130765	UNDERWOOD CLINIC PC	INMATE MEDICAL	486.00
A130766	UNICOM	GRAPHICS, DIGITAL SETUP – UNIT S-25 – SHERIFF	2,430.00
A130767	WASHBURN AUTO BODY LLC	WINDSHIELD, RIGHT FRONT DOOR – SHERIFF	1,263.64
A130768	WESTLIE MOTOR COMPANY	REPAIRS – SHERIFF	305.95
A130769	WHOLESALE AG PRODUCTS WEST	30 GALLON TORDAN 22K – WEED CONTROL	2,040.00
A130770	ZEE	FIRST AID KIT SUPPLIES	13.85
	AUGUST 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.	\$356,829.29

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

There being no further business, the chairperson declared the meeting adjourned at 10:50 a.m. until the next regularly scheduled meeting on Tuesday, September 20. The commission minutes and agenda can be found on the county website at <http://www.mcleancountynd.gov>.

Steve Lee, Chairperson

Nancy Leidholm, Deputy Auditor