

**McLean County Commission Proceedings
Thursday, October 7, 2021**

The first regular October meeting of the Board of Commissioners was called to order at 8:31 a.m. by Chairperson Barry Suydam. Present were Commissioners Suydam, Steve Lee, and Steve Cottingham. Also present were Auditor Beth A. Knutson, Highway Superintendent Jim Grey, Deputy Auditor Diane L. Blumhagen, and Ralph Mancini of BHG News Service.

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

Grey was present with an update on department operations, reporting that mowing of right-of-ways has been completed. Grey also evaluated the road leading into Wolf Creek West Subdivision regarding stop signs to be placed on the east and west corners of the road. Discussion followed which resulted in a decision to place two stop signs.

Grey presented the commissioners with a utility permit request from Reservation Telephone Cooperative to bore under County Road 8, west of 31st Avenue NW, Coleharbor, ND, to provide services to the Tim Eslinger residence by placing a 1¼ inch HDPE plastic conduit.

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

Grey presented three proposals for the purchase of a belly dump trailer. The first proposal from Johnson Trailer Sales, of Bismarck, ND, offered a Manac triple axle belly dump trailer with flip tarp for \$67,500.00. The second proposal from Butler Machinery Company, of Fargo, ND, offered a Trail King triple axle belly dump trailer with flip tarp for \$66,200.00 with an additional \$780.00 if delivered. The third proposal from RDO Equipment Co., of Bismarck, ND, offered a Cross Country triple axle belly dump trailer with flip tarp for \$55,350.00.

Moved by Lee, seconded by Cottingham, to authorize the purchase of a Cross Country belly dump from RDO Equipment Co. in the amount of \$55,350.00. Roll Call Vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion carried.

Grey informed the board that he will be attending this year’s Local Roads Conference on October 19-21, 2021, in Sioux Falls, South Dakota.

Coleharbor Mayor Heith Pochant joined the meeting to discuss the Dan Mayer property. Pochant has assisted Mayer in locating new living arrangements. Since the property has become McLean County’s as of October 1, 2021, Pochant is requesting a Notice of Eviction in order to relocate Mayer. Discussion followed.

Moved by Lee, seconded by Cottingham, to approve sending a Notice to Eviction to Dan Mayer. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Dakota Central Human Services Zone Director Steve Reiser joined the meeting to present the department’s 2022 budget. Total budget requested is \$1,897,290.26 with revenues totaling \$1,812,574.88, which results in a deficit of \$24,245.38. Funds received from the State of North Dakota and carryover funds from previous years will fund the budget amount. There will be no additional cost to the county and no mills will be levied.

Moved by Lee, seconded by Cottingham, to approve the 2022 budget as presented for the Dakota Central Human Services Zone. Roll Call Vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion carried.

Knutson presented the proposed Legislative Redistricting Map which will be approved by the ND State Legislature on November 8, 2021. Discussion followed.

Knutson presented the Pledge of Securities received from Farmers Security Bank of Washburn, ND. The total public deposits on August 31, 2021, were \$11,942,441.84 and the total pledged securities were \$12,568,056.47.

Moved by Cottingham, seconded by Lee, to accept the Pledge of Securities received from Farmers Security Bank. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Knutson presented final recommendations for minimum sale prices on real estate forfeited to the county. She stated that the price is the amount of taxes including specials; penalties and interest; and costs of serving notice plus the estimated taxes for 2021. The sale will be held on Tuesday, November 16, 2021 at 10:00 a.m. in the County Commission Chambers of the McLean County Courthouse. The minimum sale prices recommended by Knutson are as follows:

Appraised Value of Property Taken for Delinquent 2018 Taxes

Legal Description	Minimum Sale Price
NW4 14-148-85 St. Mary Township (38-0014-04937-000)	\$7,389.91
NE4SE4, W2SE4SE4 24-148-85 St. Mary Township (38-0024-04982-000)	\$2,616.82
W2SW4, SW4NW4 24-148-85 St. Mary Township (38-0024-04984-000)	\$5,753.02
S2NE4, SE4NW4, NW4SE4 28-148-85 St. Mary Township (38-0028-05007-000)	\$7,676.10
N2SW4, SW4NW4 Less 0.85 A to McLean Co Hwy Dept. 28-148-85 St. Mary Township (38-0028-05012-000)	\$3,707.15

NE4SE4 less 2.28 A to USA 7-149-81 Greatstone Township (48-0007-06229-000)	\$1,001.73
5.60 A in W2 15-149-86 (53-0015-07147-010)	\$2,486.04
Outlot A in NE4 35-150-84 (64-0035-09209-010)	\$6,003.92
SW4 17-150-86 (66-0017-09440-000)	\$8,360.46
NE4 20-150-86 (66-0020-09454-000)	\$5,533.77
N2SE4 20-150-86 (66-0020-09455-000)	\$3,928.12
E2SW4, SW4SW4, SW4SE4 21-150-86 (66-0021-09462-000)	\$5,457.72

Butte City

Lots 3-4 Blk 4 (LE) Original Townsite (73-0001-10306-000)	\$4,460.68
South 143’ Lot 2 Blk 8 (LE) Original Townsite (73-0001-10370-000)	\$2,605.18
Lots 7-8 Blk 13 Original Townsite (73-0001-10449-000)	\$4,074.12
Lot 22, Less W 5’ Blk 20 (LE) Original Townsite (73-0001-10499-000)	\$2,904.42

Coleharbor City

Lots 1-2 & N 40’ Lot 3 Blk 2 Original Townsite (74-0501-00007-000)	\$19,471.54
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Garrison City

W2 of Lots 4-5 Blk 2 McLean County Addition (75-1301-00019-000)	\$1,025.70
S 85’ of E2 Lot 6 Blk 3 Robinson Third Addition (75-1803-00019-000)	\$265.38
S 85’ Lot 7 Blk 3 Robinson Third Addition (75-1803-00020-000)	\$13,235.04
Lot 10 Blk 1 Schempps Addition (75-1901-00010-000)	\$7,185.20
Lot 11 Blk 1 Schempps Addition (75-1901-00011-000)	\$2,754.64

Mercer City

South 25’ Block A (77-1501-00092-005)	\$181.23
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Underwood City

Lot 6 Blk 22 Original Townsite (80-0001-00184-000)	\$1,771.12
Lot 1 Becker Addition (80-0190-00004-000)	\$6,565.82
Lots 25-26 Blk 2 Houser Addition (80-0801-00051-000)	\$4,752.63
Lot 39 Blk 3 Houser Addition (80-0801-00115-000)	\$942.81
Lot 40 Blk 3 Houser Addition (80-0801-00116-000)	\$749.05

Lot 41 Blk 3 Houser Addition (80-0801-00117-000)	\$749.05
Lot 1 Blk 4 Mees South Terrace Addition (80-1301-00031-000)	\$3,604.60

Moved by Lee, seconded by Cottingham, to approve the appraised value of property taken for delinquent 2018 taxes. Roll Call Vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion carried.

Moved by Cottingham, seconded by Lee, to set the Delinquent Properties Hearing for 10:00 a.m. during the regular commission meeting set for October 19, 2021. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Lowell Malard from Butler Machinery Company joined the meeting.

Knutson informed the board that the Sheriff’s Department has rehired a previous employee, William Pieper, to fill one of the open Patrol Deputy positions. The Sheriff’s Department is asking the commission to waive Pieper’s six-month probation period.

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

Knutson presented the commission with an updated job description for the Sheriff Department’s Administrative Assistant II position. The updates consisted of cleaning up verbiage and removing duties that are no longer performed by the position.

Moved by Lee, seconded by Cottingham, to approve the Sheriff Department’s Administrative Assistant II job description as presented. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Knutson presented the commission with updated job description for the Sheriff Department’s Assistant Jail Administrator position. The updated consisted of adding Support Operations to the job title, cleaning up verbiage, and adding new essential function which coordinate with adding Support Operations to the job title. Commissioner Lee questioned Essential Functions line 4 verbiage. Knutson will discuss the Essential Functions line 4 verbiage with the Sheriff’s Department and Chief Deputy Auditor Lori Foss.

Knutson discussed the appointment of a new ND State Fair Delegate since Calla Jarboe Edwards left her position. Kathy Neumiller, of Washburn, ND, showed interest in becoming the new delegate. Knutson also requested travel reimbursement for the new delegate.

Moved by Cottingham, seconded by Lee, to appoint Kathy Neumiller as the ND State Fair Delegate with travel reimbursement. Roll Call Vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion carried.

Received and ordered filed the fee collection report from the Recorder’s Office in the amount of \$8,203.00 for the month of September.

Received and ordered filed the fee collection report from the Sheriff’s Office in the amount of \$1,440.64 for the month of September.

Knutson presented the current list of uncollected taxes.

Knutson presented the budget narrative for period ending September 30, 2021. She presented data showing property tax collections are at 94% collected including 98% with discount for 2021 or \$18,399,536.89; Government Reimbursement revenues totaled \$2,129,526.42 compared to \$1,885,110.61 in 2020; Fees and Miscellaneous revenues totaled \$1,534,221.65 compared to \$2,348,801.28 in 2020; and expenditures were at 65.19% of total budget for 2021.

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

CHECK#	VENDOR	DESCRIPTION	AMOUNT
305292	AUTO VALUE	PARTS, OIL FILTER – MOTOR POOL	5,981.65
305293	BEST WESTERN RAMKOTA HOTEL	NDLTAP/SDL TAP CONFERENCE - GREY	219.98
305294	ELECTRIC SYSTEMS INC	WIRING WASHBURN SHOP DOORS	210.00
305295	FARMERS UNION OIL CO	FUEL	12,854.77
305296	I-STATE TRUCK CENTER	REPAIRS/PARTS FOR 13-098	574.05
305297	JB REPAIR INC	PARTS	153.54
305298	JOHNSEN TRAILER SALES INC	VALVE	201.20
305299	MCLEAN SHERIDAN WATER	RURAL WATER	66.21
305300	MIDWEST DOORS INC	WASHBURN SHOP DOOR REPAIR	279.80
305301	NDLTAP	BUS RIDE TO SIOUX FALLS, SD - GREY	25.00
305302	NELSON INTERNATIONAL	PARTS	233.20
305303	NW TIRE	TIRES	2,134.87
305304	S & J HARDWARE	GARRISON SHOP SUPPLIES & PARTS	128.32
305305	VINING OIL	FUEL TO GARRISON	21,750.78
305306	BILL BARTH FORD	4X4 INOP CLEARED & RETESTED	135.00
305307	ASHLEY BROSSART	ROOM RESERVATION, JAIL NURSE	2130.58
308308	CARROT TOP INDUSTRIES INC	4’ X 6’ POLYESTER US FLAG	57.62
305309	CENEX CREDIT CARD	GASOLINE	3,477.92
305310	CHASE DRUG	INMATE MEDICATION	
305311	CHARM TEX INC	SHOWER CURTAINS, VELCRO TABS, INMATE PANTS, TOOTH BRUSHES, DEODORANT, ETC.	834.81

305312	CITY OF WASHBURN	LEC - WATER/SEWER, COURTHOUSE - WATER/SEWER	564.71
305313	DAKOTA CAULKING	REPLACING CAULKING ON BUILDINGS	36,450.00
305314	DICK'S VACUUM SERVICE INC	CLEAN OUT DRYER VENT	181.00
305315	DOC'S SHOP	OIL CHANGES, AIR FILTERS, ETC.	1,865.91
305316	CALLA EDWARDS	REIMBURSE SEPTEMBER CELL PHONE	30.00
305317	FARMERS UNION OIL CO	TIRES, TUBE & LABOR	288.71
305318	GARRISON CITY	EMPG-S GRANT FOR COVID-19	1,705.67
305319	GARRISON RURAL WATER	PARK RURAL WATER USAGE	105.60
305320	GOETZ FUNERAL HOME	REIMBURSE CORONER FEES	750.00
305321	GERARD GOVEN	WEED BOARD MEETING AND MILEAGE	578.96
305322	GRIMSLEY'S	WINDSHIELD WASH	20.93
305323	HAZEN DRUG	INMATE MEDS	19.74
305324	COURTNEY HOIKKALA	REIMBURSE SEPTEMBER CELL PHONE	30.00
305325	SHANNON JEFFERS	WEED BOARD MEETING AND MILEAGE	934.80
305326	J & R VACUUM & SEWING	BEATER BAR, BELTS, ATTACHMENTS	102.95
305327	KRAUSE'S MARKET	INMATE FOOD	379.22
305328	MARCO	STANDARD PYMT; USAGE FOR BLACK COPIES	2,434.01
305329	MARCO	USAGE CHARGE 9/10/2020 TO 9/09/2021	418.25
305330	MCLEAN MERCER COM ON AGING	2019 LEVY MONIES COLLECTED, 2020 LEVY MONIES COLLECTED	1,067.72
305331	MERCER COUNTY SHERIFF'S DEPT.	INMATE HOUSING	3320.00
305332	ND ASSN OF ASSESSING OFFICER	PRINCIPLES & THEORY OF VALUE	200.00
305333	ND STATE RADIO COMMUNICATION	ACTIVE TERMINAL FEES	480.00
305334	NDSU DEPT 3110	ENVELOPES	55.00
305335	NDSU CENTER FOR 4-H	SECURITY DEPOSIT & RENTAL FEE	650.00
305336	NORTHERN PLAINS HEATING & AIR	JAIL SINKS AND SHOWERS	4,475.00
305337	LYNN OBERG	WATER BOARD MEETING AND MILEAGE	967.40
305338	OTTERTAIL POWER CO	ELECTRICITY TO BUTTE, TURTLE LAKE, WASHBURN, MAX SHOPS, COURTHOUSE, RADIO TOWER	3260.12
305339	SCOTTS HARDWARE	FLAGGING TAPE FOR GARDEN	5.98
305340	S & J HARDWARE	KEY, ID TAG, FUEL STABILIZER, ANTIFREEZE	20.96
305341	THE MCCLUSKY GAZETTE	HELP WANTED AD - PATROL OFFICER	90.26
305342	THOMPSON FUNERAL HOME	REIMBURSEMENT CORONER FEE	750.00
305343	UNDERWOOD & WASHBURN CLINIC	INMATE MEDICAL	58.00
305344	UNICOM	HOOD LOGO FOR S7	160.00
305345	WATER PURITY INC	WATER	77.00
305346	WEX BANK	GASOLINE	10,063.32
1685	CURT MALO	REIMBURSE SEPTEMBER CELL PHONE	30.00
1686	BILL CARLSON	REIMBURSE SEPTEMBER PHONE	30.00
1687	NOELLE KROLL	MILEAGE	60.48
1688	CURT OLSON	BRASS INSIGNIA	52.00
1689	ANNA SIX	OVEN MITTS, CUTTING BOARDS	53.28
1690	ANNA SIX	DIABETIC TESTING STRIPS	52.00
1691	RYAN OBERG	REIMBURSE SEPTEMBER CELL PHONE	30.00
1692	ELIZABETH PATTERSON	REIMBURSE SEPTEMBER CELL PHONE	30.00

P-CARD FUNDED PURCHASES

VENDOR	DESCRIPTION	AMOUNT
BUTLER MACHINERY	BLADES	543.90
BUTLER MACHINERY	PARTS, LAMP, HITCH PIN & FLEX ARM CYLINDER PIN	350.52
RTC	TELEPHONE	147.69
WRT	PHONE & DSL	103.06
MCLEAN ELECTRIC COOP	ROSEGLEN SHOP	44.00
	UNDERWOOD SHOP	53.00
	GARRISON SHOP	403.00
MATTHEW BENDER - LEXIS NEXIS	ND CENTURY CODE 2020-2021 WITH AUGUST 2021 SUPPLEMENT	27.08
VERIZON WIRELESS	DATA CARD	880.22
	(2) DETECTIVE CELL PHONE	94.18
	J.R. KERZMANN CELL PHONE	42.09
VERIZON WIRELESS	KITTLER - HIGHWAY CELL	41.96
	KROLL - DES CELL	41.96
	GREY- HIGHWAY CELL	41.96
	ERICKSON -STATES ATTORNEY CELL	46.96

	OBERG - ASSESSOR JETPACK	39.89
	KROLL - DES JETPACK	39.88
AMAZON.COM	RUBBERBANDS, CORRECTION TAPE, PENS, HANGING FILE FOLDERS	47.74
AMAZON.COM	2-PACK ADJUSTABLE FOOT REST	39.99
SRT	LINE RECORD/TRANSPORT PER MILE/ TRANSPORT TRUNK	694.08
CIRCLE SANITATION	GARBAGE PICKUP	444.00
ELECTRONIC COMMUNICATIONS	REMOVE OLD & INSTALL NEW RADIO IN S21	475.00
INDEED.COM	JOB POSTING	382.83
RTC	BENEDICT SPORTSMEN'S PARK	95.22
WRT	PHONE SERVICE	94.22
ELECTRONIC COMMUNICATIONS	REMOVE OLD & INSTALL NEW RADIO IN S6	475.00
AMAZON.COM	AVERY LABELS, COMMAND PICTURE STRIPS, HIGHLIGHTERS	63.32
WRT	SHERIFF	653.32
	COURTHOUSE	1,724.67
	NDSU EXTENSION	42.11
	E-911	96.28
	JURY/PERSONAL	10.26
	PAROLE AND PROBATION	20.00
	E-911 RADIO TOWER	89.06
AMAZON.COM	(2) PASTEL YELLOW PAPER, POST-IT NOTES	26.78
INDEED.COM	JOB POSTING	502.38
MICROSOFT	MICROSOFT OFFICE 365 AT WASHBURN & GARRISON SHOPS	24.49
MARK'S PLUMBING PARTS	WILLOUGHBY SHOWER VALVES, LAVATORY VALVES, HANDICAP VALVES	5,060.64
ARMOR INTERACTIVE	SHERIFF DATTA NAS - OCTOBER	180.00
ARMOR INTERACTIVE	SERVER BACKUP DEVICES - OCTOBER	170.00
ARMOR INTERACTIVE	45 NODES - OCTOBER	1,350.00
RTC	911 TRUNKING RECURRING	80.00
MCLEAN ELECTRIC COOP	SECURITY LIGHT COURTHOUSE	21.00
	SECURITY LIGHT PARK	675.00
	PARK BOARD	45.00
	SPORTSMEN CENTENNIAL PARK	207.00
	GARAGE	150.00
	CAMPER PADS	343.00
	CAMPER PADS	430.00
	CENTENNIAL PARK CAMPGROUND METER	283.00
VERIZON CONNECT	MONTHLY SERVICE CHARGE - AUGUST, UNIVERSAL HARNESS FOR 5200	501.17
ADOBE	MONTHLY SERVICE CHARGE	14.99
MATTHEW BENDER - LEXIS NEXIS	ND CODE 21 SHERIFF'S DEPT	300.36
ADOBE	MONTHLY SERVICE CHARGE	14.99
AMAZON.COM	(2) APC BATTERY BACKUPS	129.98
ELECTRONIC COMMUNICATIONS	REPAIR QUAD SCREEN FOR JAIL CONTROL COMPUTERS	270.00
BLACK FOREST DÉCOR	RETIREMENT CLOCK - YOUNG BIRD	144.40
AMAZON.COM	POST-IT NOTES, 9X12 AND 11 ½X14 ½ MANILLA ENVELOPES	50.90
AMAZON.COM	10X13 TYVEK MAILERS	31.61
MATTHEW BENDER - LEXIS NEXIS	09/21-08/22 ND ADVANCE CODE SERVICE	78.43

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

Jennifer Heck and Randy Hoovestol from RDO Equipment Co. joined the meeting.

Chairperson Suydam recessed the meeting at 9:50 a.m.

Chairperson Suydam reconvened the meeting at 10:00 a.m. Highway Superintendent Jim Grey rejoined the meeting for the 10:00 a.m. motor grader bid opening.

Butler Machinery Co. (Butler), of Bismarck, bid new Caterpillar 150 AWD models for the lease purchase price of \$369,600.00 per motor grader, with a guaranteed repurchase price of \$165,000.00 per motor grader. Three payment options were presented with payment amounts of \$280,961.12, \$173,843.80, or \$84,160.09.

RDO Equipment Co. (RDO), of Bismarck, bid new John Deere 772GP models for the lease purchase price of \$343,000.00 per motor grader, with a guaranteed repurchase price of \$140,400.00 per motor grader. Two payment options were presented with payment amounts of \$236,694.74 or \$146,598.83.

Commissioner Lee requested to grant Grey some time to review the bid proposals returning later in the meeting with a recommendation.

Sheriff J.R. Kerzmann, Chief Deputy Sheriff Richard Johnson, and Assistant Jail Administrator Casey Howe all joined the meeting.

Johnson discussed the upcoming cyber radio project upgrade for the county radio tower. The upgrade will cost up to \$38,217.00 with the switching date set for November 17, 2021.

Moved by Lee, seconded by Cottingham, to approve the upgrade at a maximum cost of \$38,217.00. Discussion followed. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Detective Aaron Matties and Assistant Jail Administrator Wade Krohmer joined the meeting.

Kerzmann discussed an opportunity to purchase ammunition from the McKenzie County Sheriff’s Department which includes 37,000 rounds of practice ammunition and 9,000 rounds of duty ammunition at a total cost of \$16,326.00.

Moved by Cottingham, seconded by Lee, to approve the purchase of ammunition from McKenzie County Sheriff’s Department in the amount of \$16,326.00.

Kerzmann requested approval to purchase three firearms from Sportsman’s Loft, of Minot, ND at a maximum cost of \$1,200.00.

Moved by Lee, seconded by Cottingham, to approve the purchase of three firearms from Sportsman’s Loft, of Minot, ND at a maximum cost of \$1,200.00. Roll Call Vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion carried.

Chairperson Suydam recessed the meeting at 10:30 a.m. for the retirement recognition of James D. Young Bird.

Chairperson Suydam called the meeting back into session at 10:45 a.m.

Grey rejoined the meeting to discuss the motor grader bids received from Butler and RDO. He had reviewed all bids and recommended accepting the bid from RDO due to price and the standard machine options available.

Moved by Lee, seconded by Cottingham, to approve the purchase of three motor graders from RDO going with payment amount \$146,598.83. Roll Call Vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion carried.

There being no further business, the chairperson declared the meeting adjourned at 10:48 a.m. until the next regularly scheduled meeting on Tuesday, October 19, 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