

McLean County Commission Proceedings
Tuesday, November 7, 2017

The first regular November meeting of the Board of Commissioners was called to order at 8:33 a.m. by Chairperson Doug Krebsbach. Present were Commissioners Krebsbach, Barry Suydam, and Steve Lee. Also present were Auditor Les Korgel, Deputy Auditor Nancy Leidholm, along with Alyssa Meier and Alyssa Adam of BHG News Service.

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

Highway Superintendent Jim Grey joined the meeting along with Wold Engineering representative Mike Rivinius. Grey reported that he is hoping to wrap up moving sometime next week if the weather cooperates. The repairs on the plow truck were more than expected coming in at \$10,184.86.

Grey informed the commission that Shop Foreman Roger Kornack will be retiring at the end of March and requested permission to advertise for a replacement to begin around January 1, 2018 to allow some training hours with him before he is done. Krebsbach questioned Korgel about the budget and having two salaries to pay for those months. Korgel thought it'd be ok.

Moved by Lee, seconded by Suydam, to authorize the Highway Department to advertise for a Shop Mechanic for either the Garrison or Washburn Shop. Suydam questioned hiring in-house. Grey didn't know if he had anyone interested in the position. Lee stated that employees can apply anyway. Roll Call Vote: Aye: Suydam, Lee, and Krebsbach. Nay: None. Motion carried.

Discussion followed regarding an upcoming Planning & Zoning conditional use permit request for a gravel pit from Fischer Sand and Gravel.

Mike Rivinius requested approval to negotiate for right-of-way on County Road 12 due to mining operations.

Moved by Lee, seconded by Suydam, to approve negotiations for right-of-way on County Road 12 due to mining operations. Roll Call Vote: Aye: Suydam, Lee, and Krebsbach. Nay: None. Motion carried.

Disaster Emergency Services Director Noelle Kroll joined the meeting to update the commission regarding available grants that had been discussed during budget time. She reported that the county had been awarded both the State Homeland Security Grant (SHSG) and the Hazardous Materials Emergency Preparedness Grant (HMEP), both being an 80/20 match.

Kroll went on to explain that the SHSG awarded the county \$17,000.00; \$12,000.00 for a full scale exercise and \$5,000.00 to update the Emergency Operations Plan and create a Shelter Plan. The county's share will be \$3,400.00. Kroll would like to do a full-scale regional hazmat exercise with the \$11,200.80 awarded the county through the HMEP Grant with the county's share being \$2,240.16. This exercise would include all county fire departments and ambulance services as well as the Sheriff's Department and hazmat teams out of Minot and Bismarck. She requested permission to advertise for bids for each of these projects.

Moved by Suydam, seconded by Lee, to authorize Kroll to advertise for contractors to help put together the full scale exercises along with updating the Emergency Operations Plan and creating a Shelter Plan for the county. Roll Call Vote: Aye: Suydam, Lee, and Krebsbach. Nay: None. Motion carried.

Chief Deputy Auditor Lori Foss joined the meeting to present two job description for the Sheriff's Department for commission approval. The job description for Detective was updated adding additional duties already performed to make it more accurate. She reported that she worked closely with Chief Deputy Sheriff Richard Johnson as well as Detectives Aaron Matties and Justin Krohmer. Lee questioned item #2 under Essential Functions and requested time to review it with the Sheriff's Department before approving.

Foss then presented the Administrative Assistant II job description reflecting better organization and placement of knowledge, skills, and responsibilities items.

Moved by Lee, seconded by Suydam, to approve the updated job description for Administrative Assistant II as presented. Roll Call Vote: Aye: Suydam, Lee, and Krebsbach. Nay: None. Motion carried.

Steve Cottingham of Falkirk Mining Company, Underwood, joined the meeting. He presented a Petition to close certain section line roads that interfere with surface coal mining operations as described below:

- The east and west sides of the section line between Sections 16 and 15, Township 146 North, Range 82 West.
- The east and west sides of the section line between Section 9 and 10, Township 146 North, Range 82 West.
- The east and west sides of the section line between Section 4 and 3, Township 146 North, Range 82 West.
- The north and south sides of the section line between Section 3 and 10, Township 146 North, Range 82 West.
- The north and south sides of the section line between Sections 10 and 15, Township 146 North, Range 82 West.

Moved by Lee, seconded by Suydam, to set a public hearing to close these section line roads for the regularly scheduled commission meeting on December 5, 2017 at 10:00 a.m. Roll Call Vote: Aye: Suydam, Lee, and Krebsbach. Nay: None. Motion carried.

Cottingham then presented a Petition for permitting surface coal mining operations within 100 feet of the outside right-of-way line of certain public roads as described below:

- The east and west sides of the section line between Sections 9 and 10, Township 146 North, Range 82 West.
- The east and west sides of the section line between Sections 4 and 3, Township 146 North, Range 82 West.
- The north and south sides of the section line between Sections 3 and 10, Township 146 North, Range 82 West.

Moved by Lee, seconded by Suydam, to set a public hearing to permit surface coal mining operations within 100 feet of the outside right-of-way for the regularly scheduled Commission meeting on December 5, 2017 at 10:15 a.m. Roll Call Vote: Aye: Suydam, Lee, and Krebsbach. Nay: None. Motion carried.

Korgel stated County Coroner Ben Gehring of Thompson Funeral Home, Garrison, has worked out an agreement with Paul Sannes of Goetz Funeral Home, Washburn, to split the county coroner services with Gehring covering the north and Sannes covering the south. They will split the monthly fee of \$1,500.00 evenly.

As requested at the previous meeting, Korgel presented information regarding shifting the position of County Auditor from an elected position to an appointed position specifically *ND Century Code 11-10-2 County Officer Combination, Separation, and Redesignation* as well as a Preliminary Resolution to make the change. Lee is concerned about the technical knowledge needed to fulfill the position that is not required by statute to run for the position. Both Lee and Krebsbach questioned the best way to involve the public in making the decision with possible public meetings and social media. Krebsbach requested the press do a story on the issue asking the public to contact the commissioners with their pros or cons regarding the change. The commission will discuss this further at the November 21, 2018 meeting after receiving public input and at that time will decide whether or not to hold public meetings before adoption of the Preliminary Resolution.

Received and ordered filed the fee collection report from the Recorder's office for the month of October in the amount of \$12,262.10.

Received and ordered filed the fee collection report from the Sheriff's department for the months of July, August, September and October in the amount of \$1,157.28.

Korgel presented the monthly financial reports ending October 31, 2017 including the delinquent taxpayers list owing over \$4,000.00 which consisted of 24 taxpayers owing \$183,290.52. Property taxes are at 98% collected with the discount compared to 98% in 2016. Fees and Miscellaneous Revenue are at \$1,288,334.59 compared to \$1,812,813.29 in 2016. Government reimbursements including PILT, State Aid, and Coal Severance are at \$2,268,924.53 compared to \$1,950,244.80 in 2016. So far in 2017 \$11,149,860.27 of the budget has been expended or 78.81% where normally we would be at 83.33%.

Korgel stated that revenues are slowly ticking up but because of a timing issue the county may need to borrow money before month's end that can be paid off in December.

Moved by Suydam, seconded by Lee, to approve the following resolution:

RESOLUTION

Be it resolved that because of continuing low prices of crude oil and the drop in sales tax collections in North Dakota, McLean County is having a shortfall in revenues expected for 2017 which therefore is causing a cash flow problem during the current fiscal year of 2017.

Therefore, the McLean County Commission this 7th day of November, 2017, resolves to borrow \$123,000.00 under the North Dakota Century Code (NDCC) Chapter 21-13 to help alleviate the cash flow problem.

Therefore, as required by NDCC, McLean County will repay the loan by the end of the fiscal year 2017 (December 31, 2017) from funds received in the general fund.

Doug Krebsbach, Chairperson
November 7, 2017

Leslie Korgel, Auditor
November 7, 2017

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

Moved by Suydam, seconded by Lee, to approve the following resolution:

RESOLUTION

Be it resolved that because of continuing low prices of crude oil and the drop in sales tax collections in North Dakota, McLean County is having a shortfall in revenues expected for 2017 which therefore is causing a cash flow problem during the current fiscal year of 2017.

Therefore, the McLean County Commission this 7th day of November, 2017, resolves to borrow \$100,000.00 under the North Dakota Century Code (NDCC) Chapter 21-02 to help alleviate the cash flow problem.

Therefore, as required by NDCC, McLean County will repay the loan by the end of the fiscal year 2017 (December 31, 2017) from funds received in the general fund.

Doug Krebsbach, Chairperson
November 7, 2017

Leslie Korgel, Auditor
November 7, 2017

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

States Attorney Ladd Erickson joined the meeting informing the commission that Audubon National Wildlife Refuge had locked gates on the fence on the north side of the Waterfowl Production Area (WPA) located in the N½ of Section 2, Township 148 North, Range 79 West, in Medicine Hill Township, denying producers practical access to fields to the east. He asked the commission to send a letter requesting that these gates be kept unlocked to accommodate localized traffic in this area.

Moved by Lee, seconded by Suydam, to authorize Erickson to draft a letter requesting Audubon National Wildlife Refuge to keep the gates unlocked on the north side of the WPA located in the N½ of Section 2, Township 148 North, Range 79 West, allowing access to the agricultural land. Roll Call Vote: Aye: Suydam, Lee, and Krebsbach. Nay: None. Motion carried.

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

CHECK #	VENDOR	DESCRIPTION	AMOUNT
A133898	BHG INC	REQUEST TO REMOVE HAY AD,	276.00
A133899	BUTLER MACHINERY COMPANY	PARTS, OIL	2,225.82
A133900	WILLIAM CARLSON	REIMBURSE CELL PHONE	30.00
A133901	CIRCLE SANITATION SERVICE	GARBAGE PICKUP – GARRISON & WASHBURN SHOPS	136.00

A133902	DEERE CREDIT, INC	RENTAL CHARGES FOR 3 TRACTORS	1,439.07
A133903	ESCOSUPPLY	EDGES, BLADES	14,540.00
A133904	WILTON FARMERS UNION OIL CO	LP TANK RENTALS AT UNDERWOOD & BUTTE	2.00
A133905	VELVA FARMERS UNION OIL CO	FUEL AT BUTTE SHOP	3,400.99
A133906	GARRISON FARMERS UNION OIL CO	GARRISON SHOP SUPPLIES	63.10
A133907	FARSTAD OIL	FUEL AT GARRISON SHOP	19,177.34
A133908	FILTER CARE OF GRAFTON	WASHED FILTERS	255.72
A133909	LYLE SIGNS, INC	SIGNS	440.78
A133910	MAX FARM SERVICES	FUEL AT MAX	3,559.80
A133911	MAYO CONSTRUCTION CO, INC.	PROJECT CP-2800(017)	513,963.38
A133912	MCLEAN ELECTRIC COOPERATIVE	ROSEGLEN, UNDERWOOD & GARRISON SHOPS	505.00
A133913	MCLEAN SHERIDAN RURAL WATER	WATER	61.07
A133914	MIDWAY MACHINING	MACHINING	68.00
A133915	MILLENNIUM EXPRESS	DELIVERY CHARGES	12.98
A133916	AGPRO EQUIPMENT - NAPA	PARTS, WASHBURN SHOP SUPPLIES	579.06
A133917	NAPA AUTO PARTS-GARRISON	PARTS, GARRISON SHOP SUPPLIES	215.95
A133918	ND DEPT OF TRANSPORTATION	PROJECT RPC-2879(084)	618.36
A133919	NDLTAP - UGPTI	WINTER ROADS MAINTENANCE/COLD WEATHER SURVIVAL TRAINING	150.00
A133920	NSC MINERALS	SALT	2,615.65
A133921	RAMKOTA HOTEL	2017 CONFERENCE – GREY, CARLSON	343.96
A133922	RESERVATION TELEPHONE COOP	TELEPHONE	118.85
A133923	SCOTT'S HARDWARE	BUTTE SHOP SUPPLIES	83.00
A133924	S & J HARDWARE	GARRISON SHOP SUPPLIES	15.99
A133925	TITAN MACHINERY	PARTS	303.30
A133926	TRUCKS OF BISMARCK	REPAIRS ON PLOW TRUCK	10,184.86
A133927	WALLWORK TRUCK CENTER	PARTS	268.92
A133928	WASHBURN AUTO BODY LLC	LEFT HEADLIGHT ASSEMBLY	85.00
A133929	WEST RIVER TELECOMM	TELEPHONE/DSL	91.48
A133930	WESTERN LIGHTING TECHNOLOGY	LIGHT BULBS	257.80
A133931	AMERIPRIDE LINEN & APPAREL	SHOP SUPPLIES, FLOOR MATS	187.04
A133932	AT&T MOBILITY	SHERIFF CELL/DATA OVRAGE; STATES ATTORNEY CELL SERVICE; LAND USE – DATA CARD	213.67
A133933	CATHY BAILEY	REIMBURSE FOR JURY SUPPLIES	28.04
A133934	BHG INC	COMMISSION MINUTES, HELP WANTED ADS, NOTICE OF 2018 PRELIMINARY BUDGET, REAL ESTATE SALE, NOTICE SANDALS – SHERIFF	2,338.14
A133935	BOB BARKER COMPANY	SANDALS – SHERIFF	156.04
A133936	BUSINESS CARD	WEBROOT ANTIVIRUS; ANTI-GLARE FILM; DOMAIN REGISTRATION FOR MCLEANNCOUNTYND.GOV; 10 ALL PRO WEIGHTS – COUNTY AGENT	860.24
A133937	CHS CREDIT CARD DEPT	GASOLINE – SHERIFF	2,058.00
A133938	CHASE DRUG STORE	MEDICATION – SHERIFF	179.64
A133939	CIRCLE SANITATION SERVICE	GARBAGE PICKUP	337.00
A133940	CITY OF WASHBURN	LAW ENFORCEMENT CENTER/ COURTHOUSE – WATER/SEWER	539.87
A133941	D&L AUTOMOTIVE	OIL CHANGE – SHERIFF	68.03
A133942	DACOTA PAPER COMPANY	HAND SOAP, PAPER PLATES, PAPER TOWELS, TOILET PAPER, CLEANER, WIPES, LAUNDRY SOAP, KLEENEX, CUPS, GARBAGE BAGS, BRUSH, SWIFFER DUSTER REFILLS, NITRILE GLOVES, SHAMPOO/BODY WASH	2,174.30
A133943	DAKOTA AWARDS	4 SELF INKING STAMPS – RECORDER	86.46
A133944	DAKOTA CENTRAL SOCIAL SVCS	McLEAN COUNTY SHARE BILLABLE	43,125.38

A133945	DOC'S SHOP	EXPENSE – OCTOBER 2018 OIL CHANGES, REPLACE BATTERY, BRAKES, WATER PUMP – SHERIFF	2,751.51
A133946	MICHELLE EFFERTZ	TRAVEL, MEALS	179.05
A133947	WILTON FARMERS UNION OIL CO	GASOLINE – SHERIFF	369.80
A133948	GARRISON FARMERS UNION OIL CO	GASOLINE, OIL CHANGES, TIRE REPAIRS – SHERIFF	239.62
A133949	LORI A FOSS	COUNTY SHARE CELL SERVICE 2017	360.00
A133950	GALLS	RECHARGER KIT FOR SCANNER – SHERIFF	54.43
A133951	GARRISON DIVERSION	DISBURSE MONTHLY COLLECTIONS	2,391.07
A133952	GARRISON VETERINARY SERVICE	DOG FOOD – SHERIFF	39.05
A133953	BENJAMIN GEHRING	REIMBURSE OCTOBER CORONER FEES	1,500.00
A133954	GEMPLERS	FLANNEL HOODED JACKET – TOMLINSON	109.96
A133955	GRIMSLEYS EXHAUST & FUELS	GASOLINE – SHERIFF	765.71
A133956	HIWAY 83 EXPRESS	GASOLINE – SHERIFF	319.05
A133957	INFORMATION TECHNOLOGY DEPT	T-1 LINE ACCESS, VPN, EXCHANGE EMAIL ACCOUNTS, ACTIVE DIRECTORY USER FEES; LERMS USER FEES – SHERIFF	2,161.10
A133958	J&R VACUUM & SEWING CENTER	VACUUM CLEANER CORD REPAIRS, BAGS & HOSE	90.92
A133959	SHANNON JEFFERS	OCTOBER WATER BOARD MEETINGS & TRAVEL	767.85
A133960	KRAUSE'S MARKET	COOKIES FOR DEFENSIVE DRIVING CLASS; INMATE MEALS – SHERIFF	8,155.54
A133961	LEE, STEVE	OCTOBER TRAVEL	126.26
A133962	NANCY LEIDHOLM	REIMBURSE FOR HEALTH FAIR SUPPLIES	148.16
A133963	MARK'S PLUMBING PARTS	WILLOUGHBY VALVE & PARTS	374.85
A133964	MCHENRY COUNTY AUDITOR	EMPLOYEE W-2'S	67.88
A133965	MCLEAN ELECTRIC COOPERATIVE	SECURITY LIGHTS – COURTHOUSE, PARK; PARK BOARD, GARAGE, CAMPER PADS, CAMPGROUND METER, PARK	806.00
A133966	MCLEAN FAMILY RESOURCE CTR	DISBURSE MONTHLY COLLECTIONS, STOP GRANT	2,540.67
A133967	MENARD'S	ANTIFREEZE, 5 TIER SHELF	209.39
A133968	MORPHOTRAK	MAINTENANCE AGREEMENT – SHERIFF	1,107.00
A133969	AGPRO EQUIPMENT - NAPA	TOWER MAINTENANCE – OIL FILTER, OIL	19.33
A133970	NAPA AUTO PARTS-GARRISON	FUEL TREATMENT – REPAIRS	44.42
A133971	ND ASSOCIATION OF COUNTIES	DISBURSE 10% E-911 COLLECTIONS, CONVENTION REG & ILG REG – KORGEL, LEE, SUYDAM, KNUTSON, REISER; MANAGING EMAIL MESSAGES – KNUTSON	2,728.06
A133972	NDACO RESOURCES GROUP	MANAGED SERVER PRO, MANAGED WORKSTATIONS, MONTHLY BACKUP FEE FOR DATO, SUBSCRIPTION ANTIVIRUS, MONITOR 1 COMPUTER – ALL DECEMBER	1,920.86
A133973	DAVE NELSON	TEAR OUT CARPET, SKIN COAT FLOOR, INSTALL LAMINATE, LAMINATE – DISPATCH CENTER	4,514.00
A133974	NORTHERN PLAINS EQUIPMENT CO	OIL CHANGE – SHERIFF	65.13
A133975	LYNN OBERG	OCTOBER WATER BOARD MEETINGS & TRAVEL	1,115.75
A133976	OFFICE DEPOT	2018 CALENDARS, HP INK, LEGAL PADS, TABS, TAB INSERTS, CANOSCAN SCANNER, CD-RW, HP TONER	918.93
A133977	OTTERTAIL POWER COMPANY	BUTTE, TURTLE LAKE, MAX &	4,184.42

		WASHBURN SHOPS, COURTHOUSE, RADIO TOWER, LAW ENFORCEMENT CENTER	
A133978	PLUNKETT'S PEST CONTROL	GENERAL PEST CONTROL PROGRAM – LAW ENFORCEMENT CENTER	200.75
A133979	JAIMI POCHANT	INMATE CARE	1,200.00
A133980	PROTECTION SYSTEMS, INC	INSPECTION & MAINTENANCE	465.00
A133981	RAMADA FARGO	ROOM – SCHREINER – VETERANS SERVICE OFFICER CONFERENCE	240.30
A133982	RAPID FIRE PROTECTION, INC	REPLACE BROKEN HEAD, ANNUAL SPRINKLER INSPECTION	460.00
A133983	RESERVATION TELEPHONE COOP	GARRISON DEPUTIES, PARK, 911 TRUNKING RECURRING	213.28
A133984	SALHUS SEPTIC PUMPING	PUMP SALLY PORT FLOOR DRAIN	120.00
A133985	TODD SCHREINER	TRAVEL – CVSO WORKSHOP	330.10
A133986	SCOTT'S HARDWARE	SEA FOAM MOTOR TREATMENT, PARKING LOT PAINTING SUPPLIES, FUMIGATOR, SEALANT, 14W LIGHT BULBS,	341.52
A133987	S & J HARDWARE	COVERS, ROLLERS, FOAM FILTER, SCREWS	24.77
A133988	SRT COMMUNICATIONS, INC	LINE RECORD/TRANSPORT PER MILE/ TRUNKING	1,396.56
A133989	ND STATE TREASURER	DISBURSE MONTHLY COLLECTIONS, STATEWIDE RADIO NETWORK FUND	5,807.45
A133990	CHI ST ALEXIUS HEALTH	INMATE MEDICAL – SHERIFF	90.00
A133991	THE SIDWELL COMPANY	McLEAN ND GIS	4,500.00
A133992	THIRD WATCH COMMUNICATIONS	MILEAGE, DECOMMISSION OF UNIT S-26 EQUIPMENT	285.50
A133993	TURTLE LAKE REXALL DRUG	PRISONER MEDICAL	32.90
A133994	VERIZON WIRELESS	HIGHWAY CELL SERVICE; ASSESSOR CELL SERVICE; DATA CARDS, MATTIES & KROHMER CELL SERVICE – SHERIFF	1,193.19
A133995	WASHBURN AUTO BODY LLC	WHEEL ALIGNMENT, ROTATE/BALANCE TIRES – SHERIFF	124.99
A133996	WATER PURITY INC	WATER DELIVERED	56.00
A133997	WEST RIVER TELECOMM	911 TRUNKING RECURRING, MONTHLY TELEPHONE SERVICE	3,671.34
A133998	WESTERN LIGHTING TECHNOLOGY	LIGHTBULBS, LED EXTERNAL DRIVER	128.99
A133999	ZEE	INMATE FIRST AID SUPPLIES	153.15
	OCTOBER 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.	\$344,200.01

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

There being no further business, the chairperson declared the meeting adjourned at 10:11 a.m. until the next regularly scheduled meeting on Tuesday, November 21, 2017. The commission minutes and agenda can be found on the county website at <http://www.mcleancountynd.gov>.

Doug Krebsbach, Chairperson

Nancy Leidholm, Deputy Auditor