

**McLean County Commission Proceedings
Tuesday, November 7, 2023**

The first regular November meeting of the Board of Commissioners was called to order at 8:31 a.m. by Chairperson Steve Cottingham. Present were Commissioners Cottingham, Steve Lee, and Barry Suydam. Also present were Auditor Beth A. Knutson, Deputy Auditor Diane L. Blumhagen, Road Superintendent James Grey, Assistant Road Superintendent Travis Verke, Wold Engineering Representative Mike Rivinius, and Dan Johannes.

Moved by Lee, seconded by Suydam, to approve the minutes of the previous meeting held on October 17, 2023, as submitted. Roll Call Vote: Aye: Lee, Suydam, and Cottingham. Nay: None. Motion carried.

Grey presented an update on department operations reporting that graveling and mowing will continue weather permitting.

Moved by Lee, seconded by Suydam, to approve overtime hours to be worked as needed in the Highway Department. Discussion followed. Roll Call Vote: Aye: Suydam, Lee, and Cottingham. Nay: None. Motion carried.

Grey presented two quotes from Northern Plains Equipment, of Garrison, and Duppong Inc. of Glen Ullin, for two sickle mowers.

Moved by Lee, seconded by Suydam, to accept the quote from Duppong Inc. of Glen Ullin, in the amount of \$10,700.00 per unit for a total of \$21,400.00. Discussion followed. Roll Call Vote: Aye: Lee, Suydam, and Cottingham. Nay: None. Motion carried.

Grey presented a quote from RDO Equipment Co, of Bismarck, for a Little Falls reversable plow for a loader.

Moved by Lee, seconded by Suydam, to accept the quote from RDO Equipment Co, of Bismarck, in the amount of \$9,900.00. Discussion followed. Roll Call Vote: Aye: Lee, Suydam, and Cottingham. Nay: None. Motion carried.

Grey presented a quote from Titan Machinery, of Bismarck, for a progressive linkage hydraulic thumb for the excavator.

Moved by Suydam, seconded by Lee, to accept the quote from Titan Machinery, of Bismarck, in the amount of \$10,330.00 plus freight. Roll Call Vote: Aye: Suydam, Lee, and Cottingham. Nay: None. Motion carried.

Rivinius requested approval to for an engineering contract to start design on Option 2 of the five-year paved road plan for 2024. Option 2 includes: 1) overlay on County Road (CR) 33 south of Butte; 2) CR 6 west of Garrison; 3) CR 15 north and south of Garrison; and 4) the Garrison frontage road.

Moved by Lee, seconded by Suydam, to approve the engineering contract as presented. Roll Call Vote: Aye: Lee, Suydam, and Cottingham. Nay: None. Motion carried.

Johannes was invited to discuss his concerns regarding the road conditions on CR 15. Discussion followed.

Deputy Auditor Kayla Oberlander joined the meeting.

Chairperson Cottingham opened the 9:00 a.m. hearing for acceptance of minimum sale prices for 2020 Delinquent Tax Properties for the upcoming Tax Sale set for November 21, 2023, at 10:00 a.m.

With no additional attendees from the public or cities, and no discussion, the minimum sale prices stand as set on October 3, 2023. Chairperson Lee closed the hearing at 9:04 a.m. and immediately reconvened the commission meeting.

Knutson presented the Pledge of Securities received from TruCommunity Bank. The total public deposits were \$22,417,765.48 and the total pledged securities were \$22,882,391.00 on October 31, 2023.

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

Moved by Suydam, seconded by Lee, to approve the Dakota Central Human Service Zone (DCHSZ) Transfer of Funds Resolutions and the McLean County Auditor's Sweep Account Transfer of Funds Resolution. Discussion followed. Roll Call Vote: Aye: Suydam, Lee, and Cottingham. Nay: None. Motion carried.

DCHSZ Transfer of Funds Resolutions and the McLean County Sweep Account Transfer of Funds Resolutions are on file in the McLean County Auditor's Office.

Knutson requested approval for Deputy Auditor Kayla Oberlander to receive the \$30.00 monthly cell phone reimbursement for taking calls on her personal cell phone related to risk management duties, with a retroactive date of September 1, 2023.

Moved by Lee, seconded by Suydam, to approve the \$30.00 monthly cell phone reimbursement for Deputy Auditor Kayla Oberlander with a retroactive date of September 1, 2023. Discussion followed. Roll Call Vote: Aye: Suydam, Lee, and Cottingham. Nay: None. Motion carried.

Knutson requested approval to advertise for the nine county appointed positions and the two vacant positions that expire on December 31, 2023.

Moved by Lee, seconded by Suydam, to approve advertising for the nine county appointed positions and two vacant positions. Roll Call Vote: Aye: Lee, Suydam, and Cottingham. Nay: None. Motion carried.

Received and ordered filed the fee collection report from the Recorder's Department for the month of October in the amount of \$8,022.80.

Received and ordered filed the fee collection report from the Sheriff's Department for the month of October in the amount of \$1,386.33.

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

CHECK #	VENDOR NAME	HIGHWAY VOUCHERS DESCRIPTION	AMOUNT
308249	BUTLER MACHINERY	PARTS AND REPAIRS	2,534.28

308250	FARMERS UNION OIL	GASOLINE	10.00
308251	HIGHWAY 83 LAWN LEISURE AND SUPPLY	COUPLING NUT THREAD ROD	7.98
308252	MAX FARM SERVICES	FUEL TO UNDERWOOD & TURTLE LAKE	8,252.00
308253	MCLEAN COUNTY IMPLEMENT	PARTS	649.23
308254	NDACO	PRE-EMPLOYMENT DRUG TEST	63.00
308255	PRODUCTIVITY PLUS ACCOUNT	BATTERY & CORE FOR 16-116	346.47
308256	RUST HARDWARE HANK	SOCKET DEEP IMPT	17.99
308257	SHERATON SIOUX FALLS & CONVENTION CENTER	LOCAL ROADS CONFERENCE ROOM FOR GREY AND VERKE	476.00

UNPAID VOUCHERS

CHECK #	VENDOR NAME	DESCRIPTION	AMOUNT
308258	SARAH BEDGAR	REIMBURSE FOR CELL PHONE AND GAS	79.50
308259	BRAVERA WEALTH	QUARTERLY FEES - LEE, ERICKSON	1,868.90
308260	ASHLEY DEHAVEN	NURSING HOURS	2,680.00
308261	CHASE DRUG	INMATE MEDICATIONS	197.14
308262	CITY OF WASHBURN	COURTHOUSE, LEC - WATER AND SEWER	168.11
308263	C & S REPAIR	OIL CHANGES	216.73
308264	DEFENSE TECHNOLOGY LLC	TRAINING	545.00
308265	EASIFILE	EASIFILE CABINET & ACCESSORIES	8,671.25
308266	ELECTION SYSTEMS & SOFTWARE	BOX TO SEND EXPRESS VOTE BACK TO GET FIXED	67.90
308266	ELECTION SYSTEMS & SOFTWARE	REPLACE FRONT HOUSING ON EXPRESS VOTE AND LABOR	211.18
308267	FARMERS UNION OIL CO	SEAFOAM	61.14
308268	FRONTIER FLORAL	FUNERAL ARRANGEMEENT	75.00
308269	GARRISON RURAL WATER DISTRICT	PARK RURAL WATER USAGE	76.60
308270	BENJAMIN GEHRING	REIMBURSE CORONER FEES	750.00
308271	GOETZ FUNERAL HOME	REIMBURSE CORONER FEES	750.00
308272	GERARD GOVEN	WATER BOARD MEETINGS AND MILEAGE	980.00
308273	HATZY'S REPAIR	OIL CHANGES, WIPER BLADES	416.80
308274	ITD	WAN, ADOBE ACROBAT, ADUF, VPN, OFFICE 365, INTUNE, MISC. RECURRING BILLINGS	3,863.19
308275	SHANNON JEFFERS	WATER BOARD MEETINGS AND MILEAGE	968.75
308276	LEXIPOL LLC	ANNUAL CORRECTIONS POLICY MANUAL AND DAILY TRAINING BULLETINS	4,515.00
308277	MARCO	STANDARD PAYMENT, FREIGHT FEES	2,190.57
308278	MARCO	SUPPLY FREIGHT, CONTRACT FEES	1,879.40
308279	MCLEAN-MERCER COUNTY MEALS	2020-2022 LEVY MONIES COLLECTED & SENIOR MILL LEVY MATCH - OCTOBER	2,072.65
308280	MCLEAN COUNTY AUDITOR	NDSU EXTENSION POSTAGE	13.85
308281	MENARDS	TOILET PARTS, FLEX SEAL, GAS DETECTOR	136.68
308282	MIDCO	CABLE TV	139.75
308283	KAMILE MODEREGGER	REIMBURSE HOTEL, 4-H TRAINING FEES, MEAL, SUPPLIES, CELL PHONE, GAS	270.43
308284	MOTOROLA SOLUTIONS INC	PORTABLE RADIOS	9,304.20
308286	ND EMERGENCY MANAGEMENT	2024 ND EMERGENCY MANAGEMENT MEMBERSHIP DUES	50.00
308285	NDAE4 - HIGHWAY	STATE AND NATIONAL DUES	100.00
308287	NEXT 2 NATURE LANDSCAPE CO	ICE BE GONE MAGIC	128.00
308288	LYNN OBERG	WATER BOARD MEETINGS AND MILEAGE	1,257.50
308289	OTTER TAIL	BUTTE, TURTLE LAKE, WASHBURN SHOPS, COURTHOUSE, SHERIFF, RADIO TOWER	3,867.48
308290	P.O.S.T BOARD	PSYCH EVALUATION AND EXAMINATION FEE	200.00
308291	PROFORMS	2023 W-2 FORMS AND SHIPPING	173.08
308292	RIVER CITY HEATING & AIR	WALK IN FREEZER FAN	596.45
308293	SANFORD HEALTH	INMATE MEDICAL	1,410.07
308294	SCOTT'S HARDWARE	CLEANING SUPPLIES, PESTBLOCK SEALANT, ETC.	113.92
308295	SEATOL	UPDATED GIS LOCATIONS	400.00
308296	STOCK ENTERPRISES LLC	GRAPPLER POLICE BUMPER KIT AND ARRESTING NET	55,000.00
308297	MAIN STREET MARKET	INMATE MEALS	4,206.67
308298	UNICOM	S9 GRILL LIGHTS REPAIRED	130.00
308299	WASHBURN AUTO BODY	FIX SEAT BELT, ROCK CHIP	169.82
308300	WASHBURN VOLUNTEER AMBULANCE	AMBULANCE RUNS FOR INMATE	1,659.95
308301	WATER PURITY INC	WATER AND DELIVERY	147.00

DIRECT DEPOSIT PAYMENTS

CHECK #	VENDOR NAME	DESCRIPTION	AMOUNT
4674	JAN HANSON	REIMBURSE CELL PHONE	30.00
4675	DIANE BLUMHAGEN	REIMBURSEMENT FOR TRAVEL	58.30
4676	KAYLA OBERLANDER	REIMBURSE TWO MONTHS OF CELL PHONE	60.00
4677	CURT MALO	REIMBURSE CELL PHONE	30.00
4678	TRAVIS VERKE	REIMBURSE CELL PHONE	30.00
4679	LESLIE M HULTBERG	REIMBURSE HEALTH INSURANCE APR-OCT 2023	4,000.49
4680	TANNER ALTENHOFEN	REIMBURSEMENT FOR MEALS	90.00
4681	RAYMOND COPELAND	REIMBURSEMENT FOR MEALS	112.00
4682	JORDON SCHUMACHER	REIMBURSEMENT FOR MEALS	90.00
4683	RYAN OBERG	REIMBURSE CELL PHONE	30.00
4684	ELIZABETH PATTERSON	REIMBURSE CELL PHONE	30.00

PAID VOUCHERS

CHECK #	VENDOR NAME	DESCRIPTION	AMOUNT
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308217	WRT	SHERIFF OFFICE, COURTHOUSE, NDSU, E-911, JURY/PERSONAL, PAROLE AND PROBATIONS, E-911 RADIO TOWER	2,419.05
308218	DACOTAH PAPER	PAPER TOWELS	130.22
308226	AFLAC	MONTHLY PREMIUM	1,801.41
308227	DELTA DENTAL	DENTAL INSURANCE PREMIUMS	5,364.99
308228	AVESIS	VISION INSURANCE PREMIUMS	1,546.29
308229	BRAVERA WEALTH	MONTHLY CONTRIBUTIONS	3,660.91
308230	FRATERNAL ORDER OF POLICE	FOP DUES	59.00
308231	USABLE LIFE	CANCER AND ACCIDENT INSURANCE PREMIUMS	124.32
308232	ND CHILD SUPPORT ENFORCEMENT	CHILD SUPPORT	3,695.00
308233	NDPERS	SERVICE CREDIT PURCHASE	70.00
308235	DACOTAH PAPER	GARBAGE BAGS, CLEANER, BATTERIES, NITRILE GLOVES	335.53
4590	BETH KNUTSON	REIMBURSE FOR SSNTF EMPLOYEE HOTEL ROOM	441.00
308236	GARRISON DIVERSION DISTRICT	DISBURSE MONTHLY COLLECTIONS	1,542.03
308237	MCLEAN FAMILY RESOURCE CENTER	DISBURSE MONTHLY COLLECTIONS	443.69
308238	NDACO	DISBURSE 10% E-911 COLLECTIONS	1,051.79
308239	ND STATE TREASURER	DISBURSE MONTHLY COLLECTIONS	5,987.63
4591	BETH KNUTSON	REIMBURSE FOR SCHUMAIER HOTEL ROOM	441.00
308241	ATTORNEY GENERAL	MONTHLY COLLECTIONS 24/7 SOBRIETY PROGRAM	1,300.00
308242	DACOTAH PAPER	CLEANING SUPPLIES, TOILETRIES, SHOVELS	501.04
308243	MCLEAN COUNTY YOUNG ENTREPRENEUR	YOUNG ENTREPRENEUR TRANSFER	1,600.00
308244	NDPERS - INSURANCE	OCTOBER 2023 PAYROLL	194,230.94
308245	NDPERS - DEFERRED COMPENSATION	OCTOBER 2023 PAYROLL	7,385.00
308246	NDPERS - RETIREMENT	OCTOBER 2023 PAYROLL	75,682.29
308247	WEX BANK	GASOLINE	607.82
308248	WEX BANK	FLEET CARD & GASOLINE	17,222.69
	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	425,894.77

PCARD FUNDED PURCHASES

VENDOR	DESCRIPTION	AMOUNT
TITAN MACHINERY	BLADES FOR 18-116	636.41
INLAND TRUCK PARTS & SERVICE	PARTS	71.54
AUTO VALUE	PARTS, TOOLS	818.79
SALHUS SEPTIC	PORTA POTTY RENTAL	70.00
MCLEAN SHERIDAN RURAL WATER	RURAL WATER	101.22
WRT	PHONE AND DSL	103.39
RTC	PHONE SERVICE	147.94
C & B OPERATIONS	WINDSHIELD AND WEATHERSTRIPPING	632.06
BUTLER	LINING FOR 18-119 & 18-120	373.20
NORDAK NORTH	ADVERTISE FOR GRADER BIDS	216.00
LINDE GAS & EQUIPMENT	WELDING SUPPLIES	214.30
I-STATE TRUCK CENTER	HINGED CLUTCH BRAKES	18.26
NAPA	PARTS	187.02
NORTHERN PLAINS EQUIP	BATTERY AND CORE FOR 16-116	388.47
MCLEAN ELECTRIC	ROSEGLEN, UNDERWOOD, AND GARRISON SHOPS	443.00
AMAZON	CORDLESS CELLULAR WINDOW SHADE	87.98
SUNCO.COM	4FT TUBE LED LIGHTS	241.81
VERIZON	DATA CARD	1,000.25
	DETECTIVE PHONES	88.92
	KERZMANN CELL PHONE	41.96
	PATROL CELL PHONES	886.42
VERIZON	KITTLER - HIGHWAY CELL	41.96
	KROLL - DES CELL	41.96
	GREY - HIGHWAY CELL	41.96
	STATE'S ATTORNEY CELL	46.96
	OBERG - ASSESSOR JETPACK	40.01
	KROLL - DES JETPACK	40.01
	TASK FORCE OFFICER	42.17
VERIZON	JAIL SHIRTS, PANTS, DEODORANT	696.08
BOB BARKER COMPANY	LEASE PAYMENT 10/26/23-1/25/24	147.63
QUADIENT LEASING	SHREDDING SERVICES	45.00
RECORD KEEPERS	ND CENTURY CODE SET FOR 2023	320.11
MATTHEW BENDER AND CO.	SPRAY BOTTLE, SCRUB BRUSH, VINEGAR	16.20
KRAUSE'S SUPERVALU	FLOOR MATS FOR COURTHOUSE & COUNTY SHOP	112.75
DAKOTA DUST-TEX	ANNUAL WEBSITE HOSTING 9/1/23-8/31/24	599.95
TAO INTERACTIVE	COMMISSION MINUTES	1,052.88
NORDAK NORTH	HELP WANTED ADS	1,187.78
	BUDGET HEARING	6.56
EBIX, INC.	YEARLY SUBSCRIPTION FOR DIGITAL TOPHEALTH NEWSLETTER	411.84
AMAZON	PLANNERS, OFFICE SUPPLIES	401.71
WRT	PHONE LINES	94.88
RTC	PHONE AND DSL FOR PARK BOARD	168.61

AMAZON	FLASH DRIVES, SPEAKER, AIRE TANK, ETC	971.12
MCLEAN ELECTRIC	SPORTSMEN'S CENTENNIAL PARK	161.00
	PARK BOARD	41.00
	SECURITY LIGHTS - COURTHOUSE	21.00
	SECURITY LIGHTS - PARK	550.00
	CAMPER PADS	400.00
	CAMPGROUND METER	136.00
	CIVIL DEFENSE	78.00
RTC	MISC SERVICES FOR 911	80.00
PHARMCHEM	SWEAT PATCH ANALYSIS	149.80
NORTHERN PLAINS EQUIP	WIRE ASSEMBLY	1,019.79
NAPA	OIL FILTER, ANTIFREEZE, OIL, CLEANER, ETC.	260.05
CHARM-TEX	ORANGE BOXERS, WASH, SHIRTS, ETC.	466.20
USPS	POSTAGE TO SEND EXPRESS VOTE BACK TO GET FIXED	70.25
SALHUS SEPTIC PUMPING	PORTA POTTY RENTAL	960.00
MARK'S PLUMBING PARTS	WILLOUGHBY FLOW, NYLON COMP ADA, SHIPPING	60.42
AMAZON	CARBON MONOXIDE DETECTOR, SMOKE ALARM	46.24
AMAZON	DESKS, BOOKCASES	1,567.72
AMAZON	FILE CABINETS	1,028.20
WALMART	FILE CRATES, LETTER TRAYS, ACRYLIC HOLDERS	244.26
SAMS CLUB	HEALTH FAIR DAY SUPPLIES	121.49
DROP BOX	DROPBOX RENEWAL	864.00
TYLER TECHNOLOGIES	PREPARE SOLUTION, ASSESS, DEFINE PROJECT MANAGEMENT	840.00
VERIZON	TASK FORCE OFFICER	42.20
FIREFLY RESERVATION	RESERVATION CHARGE	3.50
CLARION HOTEL	BETTENHAUSEN AND CLINE TRAINING	837.44
WEBROOT	SUBSCRIPTIONS	171.18

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

Knutson presented the Uncollected Tax List for years 2020-2022 showing a total of \$670,804.12.

Knutson presented the current list of delinquent tax payers owing more than \$4,000.00 showing 43 taxpayers owing \$373,269.99 in back taxes.

There being no further business, the Chairperson declared the meeting adjourned at 9:31 a.m. The commission minutes and agenda can be found on the county website at <https://www.mcleancountynd.gov>.

Steve Cottingham, Chairperson

Diane L. Blumhagen, Deputy Auditor