

**McLean County Commission Proceedings**  
**Tuesday, December 4, 2018**

The first regular December meeting of the Board of Commissioners was called to order at 8:35 a.m. by Chairperson Barry Suydam. Present were Commissioners Suydam, Steve Lee, and Doug Krebsbach. Also present were Auditor Leslie Korgel and Deputy Auditor Nancy Leidholm.

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

Alyssa Meier of BHG News Service joined the meeting.

Korgel called for nominations for commission chairperson and vice-chairperson for the upcoming year.

Moved by Krebsbach, seconded by Suydam, to nominate and elect Steve Lee to Commission Chairperson. Nominations ceased and those present cast a unanimous ballot for Lee. Roll Call Vote: Aye: Lee, Krebsbach, and Suydam. Nay: None. Motion carried.

Lee assumed the role of Chairperson.

Moved by Suydam, seconded by Lee, to nominate and elect Doug Krebsbach to Commission Vice-Chairperson. Nominations ceased and those present cast a unanimous ballot for Krebsbach. Roll Call Vote: Aye: Suydam, Krebsbach, and Lee. Nay: None. Motion carried.

Highway Superintendent Jim Grey joined the meeting with department updates. He reported that crews are back to the five-day work-week as of November 19. He also reported that two employees will be leaving soon to go to work for the State Highway Department. Discussion followed regarding filling the two positions. Grey feels he can get by. Korgel suggested waiting until spring as part-time contractors can be hired if snow removal gets behind. Korgel also recommended reviewing the issue at the first meeting in March.

Grey reported an accident involving the 1987 Ford F150 4x4 pickup towed behind a tractor with a flex-arm attachment and mower. The pickup was totaled and Grey bought it back for \$100.00 as new tires had just been put on it. The flex-arm will continue to be used if possible and/or be kept for parts.

Moved by Suydam, seconded by Krebsbach, to authorize Grey to purchase a replacement flex-arm using the \$15,425.00 insurance payment; with county funds making up the difference for a total of \$17,895.00. Roll Call Vote: Aye: Suydam, Krebsbach, and Lee. Nay: None. Motion carried.

Grey questioned the possibility of selling the salvaged pickup for parts.

Moved by Suydam, seconded by Krebsbach, to authorize Grey to sell the salvaged pickup. Roll Call Vote: Aye: Suydam, Krebsbach, and Lee. Nay: None. Motion carried.

Disaster Emergency Services Manager Noelle Kroll joined the meeting to present a Mutual Aid Agreement between Burleigh County and McLean County that provides a mechanism to quickly obtain emergency assistance in the form of personnel, equipment, materials, and other associated services. The primary objective is to facilitate rapid, short-term deployment of emergency support prior to, during, and after an incident. She stated that State's Attorney Ladd Erickson had looked it over and found it to be agreeable.

Moved by Krebsbach, seconded by Suydam, to enter in to the Mutual Aid Agreement with Burleigh County. Roll Call Vote: Aye: Suydam, Krebsbach, and Lee. Nay: None. Motion carried.

Korgel discussed Personnel Policy 305 Holidays in respect to the provision "*Any other day appointed by President of the United States or Governor of State of North Dakota*" regarding President Trump's closing of the Federal Government for former President George H. W. Bush's funeral on Wednesday, December 5, 2018.

Moved by Krebsbach, seconded by Suydam, to keep county offices open and operating on Wednesday, December 5, 2018, as state offices will be open as well. Roll Call Vote: Aye: Suydam, Krebsbach, and Lee. Nay: None. Motion carried.

The board signed years of service recognition certificates for the following employees: Charles Bonney, Jr., Roger Britton, Keith Ellison, Terri Guderjahn, Noreen Morris, Jaime Oberg, Harlan Patterson, Alicia Seely, and Jeffrey Turning Heart, Jr. for five years; Anna Six and James Valandra for ten years; Ladd Erickson, Noelle Kroll, Nancy Leidholm, Curt Malo, and Curtis Olson for fifteen years; Lonna Nelson for twenty years; Randy Mautz, Vance Tomlinson, and James Young Bird for twenty-five years; and Catherine Bailey for thirty-five years. The board also signed two retirement certificates for employees Lonna Nelson and Kristine Carlson.

Received and ordered filed the fee collection report from the Recorder's office in the amount of \$9,860.20 for the month of November.

Received and ordered filed the fee collections report from the Sheriff's Department in the amount of \$952.88 for the month of November.

Korgel presented a financial recap for the period ending November 30, 2018 including the list of delinquent taxpayers owing more than \$4,000.00 which shows 30 taxpayers owing a total of \$241,205.35. On the revenue side the property taxes are at 99% collected with the discount compared to 98% in 2017. Government reimbursements including PILT, State Aid, Coal Severance, etc. are at \$2,289,870.27 compared to \$2,361,272.30 in 2017. Fees and Miscellaneous revenue are at \$1,447,946.28 compared to

\$1,761,108.03 in 2017. On the expense side 83.33% or \$11,999,523.83 of the 2018 budget has been expended where normally 91.67% would be expended. Korgel recommended looking at possible budget cuts after the first of the year.

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

CHECK #	VENDOR	DESCRIPTION	AMOUNT
A137000	WILLIAM CARLSON	REIMBURSEMENT FOR CELL PHONE	30.00
A137001	CIRCLE SANITATION SERVICE	GARBAGE PICKUP – WASHBURN & GARRISON SHOPS	136.00
A137002	DEERE & COMPANY	OVERAGE ON HOURS FOR RENTAL TRACTORS	5,935.37
A137003	DEERE CREDIT, INC	RENTAL CHARGES FOR TRACTORS	1,439.07
A137004	ESCOSUPPLY	4 PLOW BLADES	598.00
A137005	FORCE AMERICA DISTRIBUTING	PARTS	108.57
A137006	GENERAL SCRAP, INC O/A	PARTS	342.80
A137007	MASTER BURN	PARTS	1,045.66
A137008	MENARD'S	PARTS	33.57
A137009	PAHLKE STEEL INC	PARTS	699.64
A137010	PRODUCTIVITY PLUS ACCOUNT	PARTS	94.30
A137011	RUNNINGS	DEWALT GREASE GUNS FOR SHOPS	999.95
A137012	VINING OIL	FUEL – WASHBURN/GARRISON SHOPS	42,753.30
A137016	AMERIPRIDE LINEN & APPAREL	SHOP TOWELS, FLOOR MATS	229.12
A137017	AT&T MOBILITY	SHERIFF, STATES ATTORNEY – CELL SERVICE; LAND USE – DATA CARD; DES – HOTSPOT	273.20
A137018	BHG INC	COMMISSION MINUTES, SAMPLE BALLOTS & POLLING PLACES, NOTICES	951.98
A137019	ASHLEY BROSSART	REIMBURSE FOR LODGING FOR CONFERENCE	176.14
A137020	BUSINESS CARD	DROP BOX – STATES ATTORNEY; WEBROOT ANTIVIRUS; MEALS – ELECTION WORKERS	1,521.54
A137021	C&S REPAIR	2008 CHEVY PICKUP – REPAIR OPEN WIRE ON ACTUATOR	184.00
A137022	CHS CREDIT CARD DEPT	GASOLINE – SHERIFF	3,262.92
A137023	CENT DAKOTA HOSPITAL LAUNDRY	CLEANING RAGS	16.00
A137024	CHASE DRUG STORE	MEDICATION – SHERIFF	1,415.36
A137025	CHARM-TEX, INC.	FABRIC SOFTENER – SHERIFF	62.90
A137026	CIRCLE SANITATION SERVICE	GARBAGE PICKUP	337.00
A137027	CONNECTING POINT	MAINTENANCE KIT – HP LASERJET P4014N – CLERK OF COURT	291.54
A137028	DOC'S SHOP	OIL CHANGES, ROTATE TIRES, STRUTS – SHERIFF	1,405.18
A137029	CALANDRIA JARBOE EDWARDS	TRAVEL	49.78
A137030	FIRST DISTRICT HEALTH UNIT	CAMPGROUND LICENSE RENEWAL ENDING 12/31/2019	250.00
A137031	FORD SIGNS, INC.	ROOM ID'S – SHERIFF	54.50
A137032	GARRISON DIVERSION	DISBURSE MONTHLY COLLECTIONS	391.35
A137033	GERARD GOVEN	NOVEMBER WATER BOARD TRAVEL/ MEETINGS	190.40
A137034	JAN HANSON	TRAVEL	43.60
A137035	SHANNON JEFFERS	NOVEMBER WATER BOARD TRAVEL/ MEETINGS	826.65
A137036	DOUG KREBSBACH	COUNTY SHARE CELL SERVICE 2018	360.00
A137037	LAW ENFORCEMENT SYSTEMS, INC	PARKING/WARNING STICKERS – SHERIFF	232.00
A137038	LEE, STEVE	NOVEMBER TRAVEL, COUNTY SHARE CELL SERVICE 2018	455.92
A137039	MCLEAN FAMILY RESOURCE CTR	DISBURSE MONTHLY COLLECTIONS	665.00
A137040	MCLEAN COUNTY HIGHWAY DEPT	GAS/DIESEL/OIL/DEF – WEED CONTROL	5,683.72
A137041	MCLEAN COUNTY AUDITOR	NOVEMBER POSTAGE – COUNTY AGENT	20.67
A137042	MENARD'S	ANTI-FREEZE FOR BOILERS	254.85
A137043	NDAAEA	2019 DUES – COUNTY AGENT	75.00
A137044	ND ASSOCIATION OF COUNTIES	DISBURSE 10% E-911 COLLECTIONS	1,007.65
A137045	NDACO RESOURCES GROUP	MANAGED SERVER PRO – JAN; MANAGED WORKSTATIONS PRO – JAN; 2 COMPUTERS MONITORED; SERVER BACKUP TIME BASED RETENTION – JAN; SUBSCRIPTION ANTIVIRUS – JAN	1,709.72
A137046	ND EMERGENCY MANAGEMENT	2019 MEMBERSHIP DUES	30.00
A137047	ND WEED CONTROL ASSOC	REGISTRATION & MEMBERSHIP FEES	405.00
A137048	NORTHSHORE INN & SUITES	ROOM FOR K-9 TRAINER – ROY ENGBRETSON	348.76
A137049	NW TIRE	TIRES – SHERIFF	1,046.72
A137050	LYNN OBERG	NOVEMBER WATER BOARD TRAVEL/	897.15

		MEETINGS	
A137051	OFFICE DEPOT	APC BATTERY BACKUP BN650MI, FLASH DRIVE CASE, LABELS, HIGHLIGHTERS, 1/3 CUT FILE FOLDERS, TYPEWRITER RIBBONS, DIVIDERS, LG FORMAT PAPER ROLL, 128 GB FLASH DRIVE, 8' FOLDING TABLE	320.46
A137052	OTTERTAIL POWER COMPANY	LAW ENFORCEMENT CENTER	2,220.90
A137053	TODD SCHREINER	COUNTY SHARE CELL SERVICE 2018	360.00
A137054	SCUBA ONE	REPAIRS TO RESCUE BOAT EQUIPMENT	1,542.00
A137055	SEVERIN, RINGSACK & MORROW	COURT APPOINTED COUNSEL	4,890.00
A137056	ND STATE TREASURER	DISBURSE MONTHLY COLLECTIONS	5,383.21
A137057	STATE BOARD OF LAW EXAMINERS	2019 ANNUAL LICENSE FEE – ERICKSON	380.00
A137058	BARRY SUYDAM	COUNTY SHARE CELL SERVICE 2018	360.00
A137059	UNDERWOOD CLINIC PC	INMATE MEDICAL – SHERIFF	925.00
A137060	VERIZON WIRELESS	ASSESSOR CELL SERVICE/HOTSPOT; HIGHWAY CELL SERVICE	149.80
A137061	WATER PURITY INC NOVEMBER PAYROLL	WATER DELIVERED A detailed list of payroll funds expended is available for public inspection anytime during regular business hours in the McLean County Auditor's office.	91.00 \$359,160.84

Moved Krebsbach, by seconded by Suydam, to approve the beer & liquor license renewals for Garrison Golf Course and Strawberry Kooler. Roll Call Vote: Aye: Suydam, Krebsbach, and Lee. Nay: None. Motion carried.

The commission scheduled the annual courthouse Christmas potluck to follow the December 18<sup>th</sup> meeting from 12:00 p.m. to 1:00 p.m.

The Chairperson recessed the meeting at 9:31 a.m.

Chairperson Lee reconvened the meeting at 9:40 a.m.

Chief Deputy Sheriff Richard Johnson joined the meeting to request permission to advertising for the School Resource Officer position for the Garrison School District with the position to begin February 1, 2019.

Moved by Krebsbach, seconded by Suydam, to authorize Johnson to advertise for the School Resource Officer position. Suydam questioned if funding was assured. Korgel stated that the chairman of Three Affiliated Tribes had approve the funding for this year. Krebsbach stated that it will have to be a one year at a time deal. Lee agreed. Roll Call Vote: Aye: Suydam, Krebsbach, and Lee. Nay: None. Motion carried.

Moved by Krebsbach, seconded by Suydam, to appoint Commissioner Suydam to the McLean Mercer Library Board to finish out Commissioner Krebsbach's term ending June 30, 2019. Roll Call Vote: Aye: Suydam, Krebsbach, and Lee. Nay: None. Motion carried.

There being no further business, the chairperson declared the meeting adjourned at 10:49 a.m. until the next regularly scheduled meeting on Tuesday, December 18, 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