

McLean County Commission Proceedings
Tuesday, December 27, 2022

The second regular December meeting of the Board of Commissioners was called to order at 8:32 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 Jim Grey; Assistant Road Superintendent Travis Verke; McLean County Agriculture and Natural Resources NDSU Extension Agent Sarah Bedgar; Beau Meckle; Garrison School Superintendent Nick Klemisch; and Cammie Wright of NorDak North Publishing.

Grey presented an update on department operations reporting that snow removal continues. Grey requested approval to purchase a used plow truck.

Moved by Lee, seconded by Suydam, to authorize the Highway Department to purchase a used plow truck not to exceed \$55,000.00. Discussion followed. Roll Call Vote: Aye: Lee, Suydam, and Cottingham. Nay: None. Motion carried.

Suydam discussed road condition of County Road (CR) 6 and CR 37.

Klemisch voiced his concerns regarding snow removal on county roads during recent storms. Discussion followed with Cottingham requested to take a look at procedures going forward along with staffing and equipment. Suydam suggested setting up some priority roads and Lee stated that communication is going to be a key going forward.

Bedgar introduced Beau Meckle who was job shadowing Bedgar for the day. Bedgar presented the commission with a list of requested items for the office. Lee stated the normal procedure would be to budget for the items requested. Discussion followed.

Director of Dakota Central Human Service Zone (DCHSZ) Steven Reiser joined the meeting.

Knutson informed the commission of the two scheduled organized township meetings set for January 10, 2023. The first meeting will be held at 9:00 a.m. at Turtle Lake City Hall and the second meeting to be held at 1:00 p.m. at the Cubby Hole, Garrison.

Knutson explained the process for accepting a RFP for the upcoming Bridge Project BRJ-0028(051) and noted that there was one RFP submitted and the interview process was completed by Knutson, Grey and Cottingham.

Moved by Suydam, seconded by Lee, to approve McLean County's selection of Wold Engineering Construction Engineering Proposal for project:

BRJ-0028(051) PCN 23334 – removal of existing structure 28-166-35.0 and construction of new structure 28-166-35.1 and authorize signing of the contract at the second regularly scheduled meeting of December 2022, at the McLean County Courthouse, Washburn, ND.

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

Moved by Lee, seconded by Suydam, to approve the following Transfer of Funds Resolution:

TRANSFER OF FUNDS RESOLUTION

Be it resolved, that the McLean County Board of Commissioners move to make the following transfers of funds to update revenue funds to the correct accounts as follows:

Transfer \$68,853.30 from County General (1000-2901-000) to Sale of Equipment-Sheriff (1000-3640-000);

Transfer \$42,115.00 from Liabilities-Lakeview Est. (8060-2901-000) to Principal In-Lakeview Est (8060-3042-000);

Transfer \$1,582.35 from Liabilities-Lakeview Est. (8060-2901-000) to Interest In-Lakeview Est (8060-3043-000)

Approved this 27th day of December 2022.

Steve Cottingham, Chairperson

Beth A. Knutson, Auditor

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

Knutson discussed that the Sportsmen's Centennial Park requested approval to purchase a used 2006 New Holland TC40DA tractor from Northern Plains Equipment for the amount of \$16,500.00.

Moved by Lee, seconded by Suydam, to authorize the purchase of the tractor as presented. Roll Call Vote: Aye: Lee, Suydam, and Cottingham. Nay: None. Motion carried.

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

CHECK #	VENDOR NAME	HIGHWAY VOUCHERS DESCRIPTION	AMOUNT
307037	ACME TOOLS	BAND SAW BLADE	34.99
307038	GARRISON CITY	WATER, SEWER, GARBAGE	72.13
307039	JOHN DEERE FINANCIAL	OIL, SEALS, FILTER ELEMENT, ETC	3,516.43
307040	MCLEAN COUNTY IMPLEMENT	PARTS	246.53
307041	S & J HARDWARE	PARTS	126.90
CHECK #	VENDOR NAME	UNPAID VOUCHERS DESCRIPTION	AMOUNT
307042	DACOTAH PAPER CO	GARBAGE BAGS, TOILET PAPER, ICE MELT, ETC	1,529.28
307043	GERARD GOVEN	REIMBURSE WATER BOARD MEETINGS AND TRAVEL	726.25
307044	SHANNON JEFFERS	REIMBURSE WATER BOARD MEETINGS AND TRAVEL,	1,478.27

307045	KEN'S BODY SHOP	HOTEL ROOM, REGISTRATIONS	
307046	LEXIPOL LLC	IMPOUNDS	3,375.00
		LAW ENFORCEMENT POLICY MANUAL, DAILY TRAINING BULLETINS	8,511.53
307047	ND CORRECTIONS AND REHABILITATION	INTERSTATE COMPACT PROGRAM TRANSFER FEES	75.00
307048	NELSON AUTO CENTER	2022 FORD EXPEDITION	40,848.00
307049	NORTHERN PLAINS EQUIPMENT	2006 NEW HOLLAND	17,839.95
307050	LYNN OBERG	REIMBURSE WATER BOARD MEETINGS AND TRAVEL	1,375.00
307051	ANDREA PETERSON - ENVIROTHON	CLOSEOUT OF ENVIROTHON ACCOUNT	5,481.31
307052	PRESORT PLUS	PRINTING AND POSTAGE FOR TAX STATEMENT	5,260.60
307053	ART RENNER	JAIL MEDICAL DIRECTOR	1,440.00
307054	SCOTT'S HARDWARE	ICE MELTER, FOOD SCOOP, SCRAPER, ETC	284.81
307055	US FOODS	GROCERIES FOR JAIL	1,945.73
		DIRECT DEPOSIT PAYMENTS	
CHECK #	VENDOR NAME	DESCRIPTION	AMOUNT
3453	STEVE COTTINGHAM	REIMBURSE CELL SERVICE FOR 2022	360.00
3454	STEVE LEE	REIMBURSE CELL SERVICE FOR 2022	360.00
3455	BARRY SUYDAM	REIMBURSE CELL SERVICE FOR 2022	360.00
3456	BARRY SUYDAM	REIMBURSE 2022 MILEAGE	1,147.99
3457	RICHARD JOHNSON	REIMBURSE QUARTERLY CELL PHONE	90.00
3458	JUSTIN KROHMER	REIMBURSE DOG FOOD	62.05
3459	ANNA SIX	REIMBURSE EYE DROPS FOR JAIL	10.53
3460	CHAD WIEGE	REIMBURSE DOG FOOD	62.05
		PAID VOUCHERS	
CHECK #	VENDOR NAME	DESCRIPTION	AMOUNT
306999	MCLEAN-MERCER COUNTY SENIOR MEALS	2019-2021 LEVY MONIES COLLECTED & SENIOR MILL LEVY MATCH - NOVEMBER	399.91
307000	ND ENVELOPE COMPANY	DEPARTMENT ENVELOPES	526.25
307002	WEX HEALTH	MONTHLY ADMINISTRATION FEE	115.50
307003	DACOTAH PAPER CO	TOILET PAPER, CLEANING SUPPLIES, GLOVES, ETC	1,921.18
307010	GARRISON WATER DISTRICT	PARK RURAL WATER USAGE	75.00
307011	ITD	T-1 LINES, MONTHLY REDUNDANT CIRCUIT VPN, ACTIVE DIRECTORY, EXCHANGE EMAILS	4,352.29
307012	MDU	INTUNE, OFFICE 365, OCTOBER DATA PROCESSING WASHBURN, TURTLE LAKE, MAX, GARRISON SHOPS LEC, COURTHOUSE	2990.70
307013	MIDCO	JAIL CABLE TV	116.34
307014	PRESORT PLUS	PICKUP FEE, COURIER SERVICE	53.00
307015	WRT	911 TRUNKING RECURRING	494.36
307016	FARMERS UNION INSURANCE	AUTO POLICY BA-0683-35	1,930.00
307029	JOB SERVICE	4 TH QUARTER PAYMENT	598.03
307030	NDPERS	SERVICE PURCHASE CONTRACT	70.00
307031	ND CHILD SUPPORT	CHILD SUPPORT	4,301.00
307032	WASHINGTON STATE SUPPORT	CHILD SUPPORT	327.59
307035	STATE TAX COMMISSIONER	4 TH QUARTER PAYMENT	14,239.78
307036	JOB SERVICE OF NORTH DAKOTA	4 TH QUARTER PAYMENT	1,741.85
		P-CARD FUNDED PURCHASES	
VENDOR	DESCRIPTION	AMOUNT	
BUTLER MACHINERY	REPAIRS TO LEASED TRACTOR, OIL	1,412.17	
MCLEAN SHERIDAN RURAL WATER	RURAL WATER	70.54	
LINDE GAS & EQUIPMENT INC	WELDING SUPPLIES	322.10	
NORTHERN PLAINS EQUIPMENT	PARTS	34.47	
NAPA AUTO PARTS	PARTS	275.32	
INLAND TRUCK PARTS & SERVICE	PARTS	414.94	
I-STATE TRUCK CENTER	PARTS FOR 13-087	156.94	
NW TIRE	TIRES	2,586.79	
AUTO VALU	PARTS, OIL	1,862.27	
NORTHERN STATES SUPPLY INC	PARTS	1,214.85	
NORDAK NORTH PUBLICATIONS	NOTICE FOR BIDS/3 YARD LOADER	627.50	
AMAZON	LED LIGHT TUBES	691.98	
RTC	TELEPHONE	147.26	
WRT	PHONE & DSL	102.71	
MCLEAN ELECTRIC COOP	ROSEGLEN, UNDERWOOD, GARRISON SHOPS	822.00	
NW TIRE	TIRES	2,835.02	
NORTHERN STATES SUPPLY INC	PARTS	60.63	
NORTHERN PLAINS EQUIPMENT	PARTS	120.90	
NAPA AUTO PARTS	PARTS	45.19	
I-STATE TRUCK CENTER	PARTS FOR 13-087 SHOE (CORE, BEARINGS, SEAL & CHAMBER)	455.50	
TITAN MACHINERY	LIGHT BULB FOR 11-044	144.00	
AUTO VALU	PARTS	4,659.04	
BUTLER MACHINERY	PARTS	353.27	
OFFICE DEPOT	BINDERS, ADDING MACHINE TAPE, FLASH DRIVES	185.29	
IAO CONSULTING	LEADERSHIP FUNDAMENTALS COURSES	796.00	
ELECTRONIC COMMUNICATIONS INC	EQUIPMENT CHECK LABOR	500.00	
VERIZON	KITTLER - HIGHWAY CELL	41.92	
	KROLL - DES CELL	41.92	
	GREY - HIGHWAY CELL	41.92	
	ERICKSON - STATE'S ATTORNEY CELL	46.92	
	OBERG - ASSESSOR JETPACK	40.01	
	KROLL - DES JETPACK	40.01	
DAKOTA DUST-TEX	FLOOR MATS FOR COURTHOUSE AND COUNTY SHOP	93.25	
BEST BUY	JURY ROOM FRIDGE	159.99	
INDEED.COM	NOVEMBER SPONSORED JOBS	50.53	
ADOBE.COM	MONTHLY SUBSCRIPTION FOR TWO USERS	29.98	
MICROSOFT.COM	OFFICE 365 FOR GARRISON, WASHBURN SHOPS	17.66	

CHARM-TEX INC	ORANGE PANTS, TOOTHPASTE	223.92
PHARMCHEM INC	SWEAT PATCH ANALYSIS	190.75
UNIFORM CENTER	UNIFORMS	4,044.56
QUADIENT LEASING	POSTAGE METER RENTAL 12-30-22 TO 3-29-23	614.04
VERIZON CONNECT	VEHICLE TRACKING SUBSCRIPTION	488.60
KRAUSE'S SUPERVALU	COFFEE	77.12
	ELECTION WORKER SNACKS	14.97
KRAUSE'S SUPERVALU	JAIL GROCERIES	59.50
SRT	TRANSPORT PER MILE	694.08
VERIZON	DATA CARD	1,000.29
	DETECTIVE PHONES	93.84
	KERZMANN AND KROHMER CELL PHONES	83.84
	FLOW CONTROL, NYLON HOSE, ACTUATOR, MOTOR ASSEMBLY	2,193.69
MARK'S PLUMBING	CENTENNIAL SPORTSMEN'S PARK	154.79
RTC	SHREDDING SERVICES	45.00
RECORD KEEPERS	COMMISSION MINUTES	933.98
NORDAK NORTH INC	BOARD APPOINTMENT, REQUEST PROPOSAL, PUBLIC HEARING	233.70
	DELINQUENT TAX LIST	66.31
	VOTE ON SATURDAYS, SAMPLE BALLOTS	1,480.72
NORDAK NORTH INC	NOTICE	410.00
AMAZON.COM	SHERIFF BODY CAMERAS	1,241.10
AMAZON.COM	WHIRLPOOL DRYER DOOR SWITCH	26.80
EXECUTIVE GIFT SHOPPE	RETIREMENT CLOCK FOR STEVE REISER	219.00
ARMOR INTERACTIVE	SHERIFF DATTA NAS, SERVER BACKUP, NODES	1,750.00
RTC	MISC SERVICE FOR 911	80.00
WRT	SHERIFF	487.81
	COURTHOUSE	1,475.92
	NDSU EXTENSION	121.71
	E-911	83.52
	JURY/PERSONAL	4.32
	PAROLE AND PROBATION	20.00
	E-911 RADIO TOWER	101.71
ELECTRONIC COMMUNICATIONS INC	TELEWAVE TPRD-1556 DUPLEX	4,772.67
	LABOR	625.00
MARK'S PLUMBING	WILLOUGHBY T4 OVERFLOW PREVENTER	379.67
ELECTRONIC COMMUNICATIONS INC	DISPATCH RADIO REPORTED TRANSMIT ISSUES	250.00
KXNET JOBS/HIRECLICK	UNLIMITED JOB ADS	99.00
NAPA	POWER STEERING FLUID	35.07
WRT	PHONE LINES	93.52
AMAZON	HANGING FILE FOLDERS	26.30
MCLEAN ELECTRIC	SPORTSMEN'S CENTENNIAL PARK	53.00
	PARK BOARD	41.00
	SECURITY LIGHTS - COURTHOUSE	21.00
	SECURITY LIGHTS - PARK	321.00
	CAMPER PADS	143.00
	PARK METER	42.00
MCLEAN ELECTRIC	CIVIL DEFENSE	105.00
ELECTRONIC COMMUNICATIONS	SOFTWARE FOR EVENTIDE LOGGER	995.00
AMAZON	ORANGE CARD STOCK	18.38
ELECTRONIC COMMUNICATIONS INC	LABOR FOR DUPLEXER	600.00
DAKOTA AWARDS	NOTARY STAMP FOR NOELLE KROLL	24.99
USPS.COM	POSTAGE BOX DUE - BOX 1108	242.00
HODGES BADGE CO	NDSU RIBBONS	789.00
NORTHERN PLAINS EQUIP	MOWER BLADES	158.04
DAKOTA DUST-TEX	FLOOR MATS FOR COURTHOUSE AND SHOP	93.25

Roll Call Vote: Aye: Suydam, Lee, and Cottingham.

Moved by Lee, seconded by Suydam, to authorize the Auditor's office to pay any P-Card charges between today's meeting and the end of year. Roll Call Vote: Aye: Lee, Suydam, and Cottingham. Nay: None. Motion carried.

There being no further business, the chairperson declared the meeting adjourned at 9:49 a.m. until the next regularly scheduled meeting on Tuesday, January 3, 2023. 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