

McLean County Commission Proceedings
Tuesday, December 28, 2021

The second regular December meeting of the Board of Commissioners was called to order at 10:07 a.m. by Chairperson Steve Lee. Present were Commissioners Lee, Steve Cottingham, and Barry Suydam. Also present were Auditor Beth A. Knutson, Deputy Auditor Diane L. Blumhagen, Chief Deputy Auditor Lori Foss, Highway Superintendent Jim Grey, Building and Maintenance Supervisor Curt Malo, and Ralph Mancini of BHG News Service.

Moved by Suydam, seconded by Cottingham, to approve the minutes of the Redistricting Board meeting from November 30, 2021, as submitted. Roll Call Vote: Aye: Suydam, Cottingham, and Lee. Nay: None. Motion carried.

Foss and Grey presented the commission with salary increase information for the proposed promotion of Joshua Eide to Equipment Operator III. The annual salary increase requested was \$50,938.63 with no increase after six months.

Moved by Cottingham, seconded by Suydam, to approve the promotion and salary adjustment for Joshua Eide as presented. Roll Call Vote: Aye: Cottingham, Suydam, and Lee. Nay: None. Motion carried.

Grey requested approval to hire an Equipment Operator II from the existing pool of Equipment Operator III applicants utilizing the under fill option.

Moved by Suydam, seconded by Cottingham, to hire an Equipment Operator II from the existing pool of applicants. Roll Call Vote: Aye: Suydam, Cottingham, and Lee. Nay: None. Motion carried.

Grey presented his department update, reporting that snow removal work continues.

Grey requested approval to purchase a 2018 Chevrolet ¾-ton pickup from McLean Sheridan Rural Water in the amount of \$26,000.00.

Moved by Cottingham, seconded by Suydam, to approve purchase of the 2018 Chevrolet ¾-ton pickup from McLean Sheridan Rural Water in the amount of \$26,000.00. Roll Call Vote: Aye: Cottingham, Suydam, and Lee. Nay: None. Motion carried.

Grey presented the commissioners with nine utility permit requests from WBI Energy Transmission Inc. (WBI) of Glendive, Montana. WBI is requesting an 8" steel pipeline to be trenched under the following section lines: Crossing #1 between Sections 20 and 21, Township 145 North, Range 82 West; Crossing #2 between Sections 21 and 22, Township 145 North, Range 82 West; Crossing #3 between Sections 23 and 24, Township 145 North, Range 82 West; Crossing #4 between Sections 19 and 24, Township 145 North, Range 81 West and Range 82 West; Crossing #5 between Sections 20 and 21, Township 145 North, Range 81 West; and Crossing #6 between Sections 22 and 23, Township 145 North, Range 81 West. They also request to bore under 21st Avenue in Sections 21 and 22, Township 145 North, Range 81 West, Washburn, ND, with an 8" steel pipeline; 26th Avenue in Sections 22 and 23, Township 145 North, Range 82 West, Washburn, ND, with an 8" steel pipeline; and 3rd Street SW in Sections 17 and 20, Township 145 North, Range 82 West, Washburn, ND, with an 8" steel pipeline.

Moved by Cottingham, seconded by Suydam, to approve the nine permits as presented on behalf of WBI Energy Transmission Inc., of Glendive, Montana. Roll Call Vote: Aye: Suydam, Cottingham, and Lee. Nay: None. Motion carried.

Malo requested approval to purchase a backup generator from Eggers Electric Motor Co., of Bismarck, ND, for the amount of \$42,500.00. Discussion followed.

Moved by Cottingham, seconded by Suydam, to approve purchasing backup generator from Eggers Electric Motor Co., of Bismarck, ND, for the amount of \$42,500.00. Discussion followed. Roll Call Vote: Aye: Cottingham, Suydam, and Lee. Nay: None. Motion carried.

Foss rejoined the meeting.

The board conducted the second reading of proposed changes to the following Personnel *Policy 1300 Volunteer Firefighter*.

Moved by Suydam, seconded by Cottingham, to approve the changes to *Policy 1300 Volunteer Firefighter*. Roll Call Vote: Aye: Suydam, Cottingham, and Lee. Nay: None. Motion carried.

Assistant Jail Administrator Wade Krohmer joined the meeting requesting approval to hire three Federal Prisoner Transport Officers from the existing pool of applicants.

Moved by Cottingham, seconded by Suydam, to approve hiring three Federal Prisoner Transport Officers from the existing pool of applicants. Roll Call Vote: Aye: Cottingham, Suydam, and Lee. Nay: None. Motion carried.

Chief Deputy Sheriff Richard Johnson and Assistant Jail Administrator Casey Howe joined the meeting requesting approval to advertise for four or more Jailer/Dispatcher positions.

Moved by Cottingham, seconded by Suydam, to approve advertising for four or more Jailer/Dispatcher positions. Roll Call Vote: Aye: Cottingham, Suydam, and Lee. Nay: None. Motion carried.

Knutson presented the 2022 Beer and Liquor License renewal applications from Painted Woods Recreation Area, Garrison Country Club, and Strawberry Kooler.

Moved by Suydam, seconded by Cottingham, to approve the three 2022 Beer and Liquor License renewal applications as presented. Roll Call Vote: Aye: Suydam, Cottingham, and Lee. Nay: None. Motion carried.

Moved by Cottingham, seconded by Suydam, to approve the Local Raffle Permit Application submitted by the Bis Man Reel & Rec for a raffle to be held at Totten Trail Bar and Grill, Coleharbor, on February 20, 2022, with a total prize value set at \$1,900.00, proceeds directed toward the *Take A Kid Fishing* program. Roll Call Vote: Aye: Cottingham, Suydam, and Lee. Nay: None. Motion carried.

Knutson and Cottingham discussed the Underwood Area Economic Development Corporation has a grant application for the Main Street initiative. They are requesting a letter of support from the county for the project.

Moved by Suydam, seconded by Cottingham, to approve sending the requested letter of support to the Underwood Area Economic Development Corporation. Discussion followed. Roll Call Vote: Aye: Cottingham, Suydam, and Lee. Nay: None. Motion carried.

Knutson requested approval to transfer funds in the amount of \$3,000,000.00 from Farmers Security Bank to Garrison State Bank & Trust for a better rate of return. Lee requested to check account interest rates again.

Moved by Suydam, seconded by Cottingham, to allow the Auditor to transfer \$3,000,000.00 to Garrison State Bank & Trust. Roll Call Vote: Aye: Suydam, Cottingham, and Lee. Nay: None. Motion carried.

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

HIGHWAY VOUCHERS			
CHECK #	VENDOR NAME	DESCRIPTION	Amount
305604	ACME TOOLS	36" CHAIN SAW, CHAINS, TENSIONING GEAR ASSEMBLY & BAR OIL	1,653.01
305605	AUTO VALUE	PARTS, SHERIFF'S PATROL VEHICLES PARTS	1,340.52
305606	DAKOTA FLUID POWER, INC	CYLINDER REPAIR	315.37
305607	ENERBASE COOPERATIVE	FUEL TO WASHBURN SHOP	24,917.54
305608	FARMERS UNION OIL CO	FUEL, OIL, PARTS & O RINGS FOR TIRES	6,104.09
305609	GARRISON CITY	WATER/SEWER/GARBAGE	51.70
305610	GARRISON LUMBER	DECK BOARDS	35.87
305611	KEN'S BODY SHOP	REPLACE WINDSHIELD ON 12-028	225.00
305612	MCLEAN SHERIDAN WATER	2018 CHEVY HD2500 PICKUP	26,000.00
305613	MCLEAN COUNTY IMPLEMENT LLC	PARTS, OUT SHOP SUPPLIES, SO VEHICLES, & COUNTY VEHICLE	875.89
305614	MDU	GAS FOR WASHBURN, TURTLE LAKE ,MAX, AND GARRISON SHOPS	546.22
305615	NAPA AUTO PARTS	PARTS	873.61
305616	SCOTT'S HARDWARE	PARTS, SUPPLIES	47.48
305617	S & J HARDWARE	PART FOR 11-040	5.98
305618	WAGON WHEEL LUMBER	PARTS FOR 13-075 SIGN TRUCK	25.96
305619	WASHBURN AUTO BODY	LABOR TO INSTALL WINDSHIELD ON 11-039	79.00
UNPAID VOUCHERS			
CHECK #	VENDOR NAME	DESCRIPTION	Amount
305620	ASHLEY BROSSART	JAIL NURSE NOVEMBER AND DECEMBER	3,366.00
305621	DOC'S SHOP	BATTERY, OIL CHANGES, BRAKES	1,202.15
305622	ENERBASE COOPERATIVE	GASOLINE	25.56
305623	FARMERS UNION OIL CO	TIRE REPAIR	43.22
305624	GRIMSLEYS	GASOLINE	72.02
305625	JOSH HANSON	WITNESS FEE REIMBURSE & MILEAGE	65.60
305626	HIWAY 83 EXPRESS	GASOLINE	30.10
305627	IAO TRAINING	FIELD, TRAINING, TRIBE LEADERSHIP TRAINING	574.00
305628	INFORMATION TECH. DEPT.	DATA PROCESSING SERVICE FEES, T-1 ACCESS LINES, ACTIVE DIRECTORY, EXCHANGE EMAIL ACCOUNTS, SIRN RADIO PROJECT	52,026.62
305629	KEN'S BODY SHOP	NOVEMBER IMPOUNDS, REPAIRS ON 2017 RAM	7,212.20
305630	KRAUSE'S	INMATE MEALS	8.49
305631	LEXIPOL	POLICY MANUAL, DAILY TRAINING BULLETINS	7,881.05
305633	LIGNITE TIRE	TIRES	2,381.12
305634	MDU	GAS AT COURTHOUSE AND LEC	560.22
305635	MENARDS	PAINT, JB-WELD SUPERWELD	22.97
305636	MIDWEST DOORS	REPAIR DOOR	1,004.93
305637	ND SURPLUS PROPERTY	SUPPLIES	55.00
305638	NORTHERN PLAINS PLUMBING	LABOR AND REPAIR JAIL CELL FAUCETS	1,773.82
305639	P.O.S.T. BOARD	PSYCH EVALUATION	135.00
305640	PRESORT PLUS	POSTAGE	1,188.95
305641	SCOTT'S HARDWARE	FILTERS, SUPPLIES, ICE MELT; ETC.	367.87
305642	SEATOL - GERALD TOLLEFSON	GIS DATABASE PROCESSING TECHNICAL CONSULTING SOFTWARE	2,214.04
305643	MAIN STREET MARKET	INMATE MEALS	4,744.74
305644	TYLER TECHNOLOGIES	WORKFLOW MODULE SUPPORT	738.73
305645	UNDERWOOD/WASHBURN CLINICS	HEALTH FAIR LABS, DEPUTY PHYSICALS	496.18
305646	UNICOM	INSTALL PARTITION & CONSOLE IN JAIL VAN	505.00
305647	WARD COUNTY AUDITOR	INMATE HOUSING	205.00
305648	WASHBURN AUTO BODY	VEHICLE DAMAGE REPAIR	1,253.61
305649	WESTERN LIGHTING TECHNOLOGY	LIGHT BULBS	49.75
DIRECT DEPOSIT PAYMENTS			
CHECK #	VENDOR NAME	DESCRIPTION	Amount
1938	STEVE LEE	MILEAGE REIMBURSEMENT	129.92
1939	BARRY SUYDUM	MILEAGE REIMBURSEMENT	39.20
1940	CHRIS PFLEIGER	REIMBURSEMENT FOR PARTS	200.00
1941	RICHARD JOHNSON	CELL PHONE REIMBURSEMENT FOR 3 MONTHS	90.00
1942	ANNA SIX	DIABETIC SUPPLY REIMBURSEMENT	5.84
1943	MAX SANFORD	REIMBURSE CHARGER FOR VOICE RECORDER	51.35

1944	PAUL JACOBSON	MILEAGE REIMBURSEMENT	10.08
1945	GARRETT KRUEGER	MILEAGE REIMBURSEMENT	32.48
1946	DALEN SCHAEFER	MILEAGE REIMBURSEMENT	50.40
1947	TYGE SHELDON	MILEAGE REIMBURSEMENT	50.40
1948	MIKE THYBERG	MILEAGE REIMBURSEMENT	56.00

PAID VOUCHERS

CHECK #	VENDOR NAME	DESCRIPTION	Amount
305583	WESTERN FRONTIER INSURANCE	NOTARY RENEWAL - RICHARD JOHNSON	100.00
305584	WEX HEALTH	MONTHLY ADMIN FEE	121.00
305585	MCLEAN COUNTY TREASURER	DISBURSE 2021 EST TAX	36,454.45
305591	AFLAC	MONTHLY PREMIUM	2,457.72
305592	A. R. AUDIT SERVICES INC	GARNISHMENT	709.77
305593	BRAVERA WEALTH	MONTHLY CONTRIBUTIONS	3,141.50
305594	DELTA DENTAL	JANUARY 2022 DENTAL INSURANCE PREMIUMS	4,288.75
305595	FRATERNAL ORDER OF POLICE	FOP DUES	55.00
305596	NDPEA	NDPEA DUES	45.92
305597	ND CHILD SUPPORT ENFORCEMENT	CHILD SUPPORT	4,548.00
305598	WA STATE SUPPORT REGISTRY	CHILD SUPPORT	427.59
305603	ND SECRETARY OF STATE	NOTARY RENEWAL FEE	36.00
	DECEMBER 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.	391,076.44

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

Knutson presented the police contract from the City of Max to the commission for signing.

There being no further business, the chairperson declared the meeting adjourned at 11:00 a.m. until the next regularly scheduled meeting on Tuesday, January 04, 2022. The commission minutes and agenda can be found on the county website at <http://www.mcleancountynd.gov>.

Steve Lee, Chairperson

Diane L. Blumhagen, Deputy Auditor