McLean County Commission Proceedings
Tuesday, January 07, 2025

The first regular January meeting of the Board of Commissioners was called to order at 8:30 a.m. by Chairperson Steve Cottingham. Present were Commissioners Cottingham, Steve Lee, and Curtis Olson. Also present were Auditor Beth A. Knutson; Administrative Assistant/Receptionist Lynda Snyder; Road Superintendent Jim Grey; Chief Deputy Sheriff Richard Johnson; Civil Engineer Jon Martin of Wold Engineering; Sharon Wald; Bill Wald; Linda Oestreich; Bekki Childress; Marlene Wardner; Willa Murrey; Gertrude Schreiner; Dennis Ness; Kathy Schatz; Lois Schott; Marlene Dahlin; Dennis Schott; Pat Bernhardt; Tim Martin; LeeAnn Domonoski-Kellar; Roxie Kapanke, Shelley Porter; Mary Anseth; Don Granlie; and Dave Kapanke.

Moved by Lee, seconded by Olson, to approve the minutes of the meetings held on November 13, 2024 and December 3, 2024, as submitted. Roll Call Vote: Aye: Lee, Olson, and Cottingham. Nay: None. Motion carried.

Johnson presented a proposal from Electronic Communications Inc for the amount of $21,281.32 to replace part of the security system in the Law Enforcement Center (LEC) that is not working. Johnson stated that this was not a budgeted expense and asked that the Sheriff's forfeiture funds and/or ARPA funds be used. Cottingham suggested using the ARPA funds as the ability to use the funds on operating expenses will be expiring. Discussion followed.

Moved by Lee, seconded by Olson, to approve the equipment upgrade by Electronic Communications for the LEC security system in the amount of $21,281.32, utilizing ARPA funds. Roll Call Vote: Aye: Olson, Lee, and Cottingham. Nay: None. Motion carried.

Johnson stated that the Sheriff would like to donate a 2018 Chevrolet Tahoe to Crisis Care Chaplaincy, a private 501(c)(3) non-profit organization. This organization serves with officers and first responders helping the public during times of crisis. This vehicle would provide transportation for service in rural areas. Johnson also stated that the vehicle has been stripped down and is not being used by the Sheriff's Department. Discussion followed.

Moved by Lee, seconded by Olson, to approve donating the 2018 Chevrolet Tahoe to the Crisis Care Chaplaincy. Discussion followed. Roll Call Vote: Aye: Lee, Olson, and Cottingham. Nay: None. Motion carried.

Johnson requested permission to advertise the Patrol Lieutenant position internally that is now open due to Curt Olson's retirement. The position would be open until January 14, 2025.

Moved by Lee, seconded by Olson, to approve advertising the Patrol Lieutenant position in house until January 14, 2025. Discussion followed. Roll Call Vote: Aye: Lee, Olson, and Cottingham. Nay: None. Motion carried.

Grey reported that they are fully staffed as the last position was filled. Crews continue to work on washboard areas as weather allows. He specified that County Road (CR) 15 is being done weekly as weather permits.

Grey stated that approximately $48,000 was received from the Steffes Auction held at the end of 2024. Discussion followed.

Grey requested permission to request quotes on equipment that was budgeted for in 2025 due to the length of time it will take to receive once ordered. Two gravel reclaimers at $40,000 and two belly dump trailers at $150,000 have been budgeted for. Discussion followed.

Martin presented a proposal for the chip seal project in McLean County to be completed by Wold Engineering this summer. The project will cover 40.848 miles. Martin stated that the total cost of the project will be $2,180,390.17 with estimated 2025 Federal Aid Funds for this project at $1,462,321.15 and a county cost share of $718,069.02.

Moved by Lee, seconded by Olson, to approve the final plans and specifications as presented and advertise for bids for Project SC-2800(053), a county wide chip seal. Discussion followed. Roll Call Vote: Aye: Lee, Olson, and Cottingham. Nay: None. Motion carried.

Schreiner presented updated flood plain management Planning and Zoning rules. Discussion followed. Schreiner stated that the State of North Dakota and FEMA have approved the updates and he requested the Commission do as well.

Moved by Olson, seconded by Lee, to accept the flood plain management Planning and Zoning rule changes as presented. Discussion followed. Roll Call Vote: Aye: Olson, Lee, and Cottingham. Nay: None. Motion carried.

Knutson called for nomination of officers for Commission Chairperson and Vice-Chairperson for the upcoming year.

Moved by Olson, seconded by Cottingham, to nominate and elect Steve Lee as Commission Chairperson effective January 1, 2025. Roll Call Vote: Aye: Olson, Cottingham, and Lee. Nay: None. Motion carried.

Moved by Lee, seconded by Cottingham, to nominate and elect Curt Olson as Vice-Chairperson effective January 1, 2025. Roll Call Vote: Lee, Cottingham, and Olson. Nay: None. Motion carried.

Knutson presented challenges surrounding the White Shield Rural Fire Department district petition and the Century Code applicable to this. Knutson stated that because a large amount of the land is not taxed and we do not know who lives there, determining the correct number of eligible signatures needed for the petition is a problem. The boundaries of the district are also in question and causing concerns. Discussion followed. Knutson shared that the surrounding fire districts are in favor of this even though their taxable values will be reduced due to the new boundary lines.

Knutson presented a Gaming Site Authorization Application submitted by Strawberry Lake Improvement Association for bingo, raffles, pull tab dispensing device, electronic pull tab device, seal board, and poker activities at DL's Strawberry Kooler of Ruso from July 1, 2025, to June 30, 2026. Discussion followed.

Moved by Olson, seconded by Cottingham, to approve the Gaming Site Authorization Application as submitted by Strawberry Lake Improvement Association. Roll Call Vote: Aye: Cottingham, Olson, and Lee. Nay: None. Motion carried.

Knutson presented letters of interest from Leslie Hultberg and Dean Krebsbach for the open County Park Board appointment. There were no other letters of interest received. Discussion followed.

Moved by Cottingham, seconded by Olson, to appoint Leslie Hultberg to a three-year term on the McLean County Park Board. Roll Call Vote: Aye: Olson, Cottingham, and Lee. Nay: None. Motion carried.

Knutson presented a letter of interest for the Planning & Zoning Commission board appointment for Washburn. This City of Washburn has appointed Don Simon for this board. Discussion followed.

Cottingham requested that the city be contacted to see how they plan to proceed with this appointment. Knutson contacted the Washburn City Auditor during the meeting and she reported that the City of Washburn would keep Don Simon on the board until they are able to review the Planning and Zoning portfolio. Discussion followed.

Moved by Olson, seconded by Cottingham, to appoint Don Simon to a four-year term on the Planning and Zoning Board, as recommended by the City of Washburn. Roll Call Vote: Aye: Olson, Cottingham, and Lee. Nay: None. Motion carried.

Moved by Olson, seconded by Cottingham to reappoint Courtney Adams to one 4-year term on the Planning and Zoning Commission; Richard Hultberg to one 3-year term on the McLean County Park Board; Gerard Goven to one 3-year term on the McLean County Water Resource Board; Tyge Sheldon to one 4-year term on the McLean County Weed Control Board; Renee Klabunde to one 3-year term on the McLean County School Reorganization Committee; Ron Krebsbach to one 5-year term on the First District Health Unit Board; Steve Lee to one 3-year term on the Dakota Central Human Services Zone Board; Todd Schreiner as Tax Director/Land Use Administrator for a one-year term; Todd Schreiner as Veterans Service Officer for a one-year term; Richard Johnson as E-911 Coordinator for a one-year term; Gwyn Bosch as Clerk of District Court for a one-year term; Jim Grey as Road Superintendent for a one-year term; and Noelle Kroll as Emergency Manager for a one-year term. Discussion followed. Roll Call Vote: Aye: Olson, Cottingham, and Lee. Nay: None. Motion carried.

Roxie Kapanke joined the meeting to discuss concerns with the funds disbursed by the Mercer/McLean County Commission on Aging and how they are disbursed to each senior center club in the county. She also presented concerns with access to the facilities as the members of the club feel they are not able to use the facilities as they need them. Discussion followed.

Oestreich discussed the process for requesting funds that are collected with the mill levy. She stated that McLean County has eight clubs and each club has the right to go to the Commission on Aging Board to request money. Discussion followed.

States Attorney Ladd Erickson joined via telephone with questions and concerns. Erickson stressed that the senior center clubs should not be entering into any contracts or signed agreements until he is able to look further into the resolution of the concerns with access to these senior center clubs.

Oestreich urged club members to attend the next quarterly meeting in Hazen on January 15, 2025, and voice any concerns they might have.

Chairperson Lee recessed the meeting at 10:34 a.m.

Chairperson Lee reconvened the meeting at 10:43 a.m.

Moved by Cottingham, seconded by Olson, to accept the change in mileage reimbursement for use of personal vehicles increasing from $0.67 to $0.70 as instituted by the State of North Dakota effective January 1, 2025. Roll Call Vote: Aye: Cottingham, Olson, and Lee. Nay: None. Motion carried.

Moved by Olson, seconded by Cottingham, to accept the list of depositories for county funds for the year 2025, effective January 1, 2025, which includes TruCommunity Bank of Garrison, Max, Turtle Lake, and Washburn; BNC National Bank of Garrison; Bravera Bank of Underwood; and The Union Bank of Wilton. Roll Call Vote: Aye: Olson, Cottingham, and Lee. Nay: None. Motion carried.

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 **$41,864.33** from Unorganized Township Roads (8471-2999-000) to County Road (2100-3999-000);
- Transfer **$8,772.38** from Leafy Spurge (8025-2999-000) to Weed Control (8026-3999-000);
- Transfer **$500,000.00** from County General (1000-2901-000) to County Road (2100-3999-000);
- Transfer **$2,538,068.00** from Unallowable Program Costs (2405-2901-000) to DCHZ (2400-3999-000);
- Transfer **$1,750.00** from Unallowable Program Costs (2405-2901-000) to Guardian (2415-3999-000);
- Transfer **$10,686.00** from County General (1000-2901-000) to Vehicle Impound & Towing (2911-3999-000);

Approved this 7th day of January, 2025.

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Steve Lee, Chairperson Beth A. Knutson, Auditor

Knutson presented the Pledge of Securities received from TruCommunity Bank for the period ending December 31, 2024. The total public deposits were $16,297,475.97 and the total pledged securities were $16,517,722.00 with an overage of $220,246.03.

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

Received and ordered filed the fee collection report from the Recorder's Department for the month of December in the amount of $7,497.30.

Received and ordered filed the fee collection report from the Sheriff's Department for the month of December in the amount of $1,510.32.

Moved by Cottingham, seconded by Olson, to approve the McLean County Auditor's Sweep Account Transfer of Funds Resolution from December. Roll Call Vote: Aye: Cottingham, Olson, and Lee. Nay: None. Motion carried.

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

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

A detailed list of checks is available for public inspection anytime during regular business hours in the McLean County Auditor's Office.

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

Knutson presented four deeds for signature for Underwood properties that the City of Underwood purchased from the county. Discussion followed.

There being no further business, the Chairperson declared the meeting adjourned at 10:57 a.m. The commission minutes and agenda can be found on the county website at https://www.mcleancountynd.gov

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Steve Lee, Chairperson Lynda Snyder, Administrative Assistant