

**McLean County Commission Proceedings  
Tuesday, June 7, 2022**

The first regular June meeting of the Board of Commissioners was called to order at 8:30 a.m. by Chairperson Steve Lee. Present were Commissioners Lee, Steve Cottingham, and Barry Suydam. Also present were: Auditor Beth A. Knutson, Road Superintendent Jim Grey, and Deputy Auditor Diane L. Blumhagen.

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

Grey was present with an update on department operations reporting that clean-up work around guard rails has started. Speed limit and advisory signs were discussed for County Road (CR) 8. Grey also reported that CR 17 is now fully open.

Grey requested to add Travis Verke to the 2022 Commuter Benefit Employees list.

Moved by Suydam, seconded by Cottingham, to approve the addition of Travis Verke to the 2022 Commuter Benefit Employees list. Roll Call Vote: Aye: Suydam, Cottingham, and Lee. Nay: None. Motion carried.

Grey requested permission to advertise for one or more Equipment Operator III positions for the Butte Shop, filling a vacancy due to upcoming retirement.

Moved by Suydam, seconded by Cottingham, to approve advertising for one or more Equipment Operator III positions in the Butte area. Roll Call Vote: Aye: Cottingham, Suydam, and Lee. Nay: None. Motion carried.

Knutson presented the bridge inspection billing received from North Dakota Department of Transportation (NDDOT) showing the county share for the project at \$10,965.25.

Moved by Cottingham, seconded by Suydam, to approve payment to the NDDOT in the amount of \$10,965.25. Roll Call Vote: Aye: Cottingham, Suydam, and Lee. Nay: None. Motion carried.

Knutson presented a request to remove today's scheduled 9:00 a.m. hearing for Blue Flint's Property Tax Incentive from the agenda.

Knutson presented the Pledge of Securities received from TruCommunity Bank. The total public deposits were \$16,081,869.78 and the total pledged securities were \$19,551,609.00 on May 31, 2022.

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

Knutson requested permission to advertise for appointments to the McLean County Library Board and the Underwood area representative on the Planning and Commission position.

Moved by Cottingham, seconded by Suydam, to approve advertising to fill the vacant board positions. Roll Call Vote: Aye: Cottingham, Suydam, and Lee. Nay: None. Motion carried.

Received and ordered filed the fee collection report from the Recorder's Office in the amount of \$13,904.40 for the month of May.

Received and ordered filed the fee collection report from the Sheriff's Office in the amount of \$1,422.85 for the month of May.

Craig Argabright and Brian Johnson, of Minot, joined the meeting.

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

<b>HIGHWAY VOUCHERS</b>			
<b>Check #</b>	<b>Vendor Name</b>	<b>Description</b>	<b>Amount</b>
306215	AUTO VALU	PARTS	2,076.97
306216	BENCO EQUIPMENT	INSTALL HOIST AT WASHBURN SHOP	7,790.00
306217	DARREN'S AUTO CARE	PARTS	340.00
306218	FARMERS UNION OIL	PARTS	94.18
306219	GARRISON LUMBER	PARTS, BRIDGE MATERIALS,COLD STORAGE SUPPLIES	95.55
306220	NELSON INTERNATIONAL	PARTS - 13-099	1,076.64
306221	NELSON AUTO CENTER	TWO 2022 RAM CREW CAB PICKUPS	78,649.00
306222	NW TIRE	TIRES	5,786.55
306223	RUST HARDWARE HANK	SHOVEL	16.99
306224	S & J HARDWARE	BRASS TWIST NOZZLE, INSULATED PISTOL NOZZLE	22.27
306225	SMITHY'S LLC	PARTS FOR 13-097	70.00
306226	WHOLESALE AG PRODUCTS	7.5 GAL MAD DOG & 2.5 GAL SULF-AC	428.25
<b>UNPAID VOUCHERS</b>			
<b>Check #</b>	<b>Vendor Name</b>	<b>Description</b>	<b>Amount</b>
306227	SARAH BEDGAR	REIMBURSE MAY CELL PHONE	30.00
306228	ASHLEY BROSSART	NURSING HOURS	1,353.00
306229	CHASE DRUG	INMATE MEDS	276.31
306230	CITY OF WASHBURN	WATER/SEWER FOR COURTHOUSE, LEC	162.43
306231	DACOTAH PAPER	TOILET PAPER, NITRILE GLOVES, LAUNDRY SOAP	306.73
306232	DOC'S SHOP	OIL CHANGES, BRAKES, STARTER, WIPER BLADES	2,031.28
306233	ELECTION SYSTEMS & SOFTWARE	BALLOTS FOR PRIMARY ELECTION	5,474.96
306233	ELECTION SYSTEMS & SOFTWARE	THERMO PAPER	218.52
306234	ELMER JESME CONFERENCE OF COUNTIES	2022 MEMBERSHIP DUES	45.00
306235	ESRI	ARC GIS FOR DESKTOP	400.00
306236	EYECARE PROFESSIONALS PC	INMATE MEDICAL	358.00

306237	FRONTIER FLORAL	FLOWERS FOR FUNERAL	53.50
306238	GALLS	HAND HELD SCANNER	184.95
306239	GARRISON VETERINARY SERVICE	DOG FOOD, NEXGARD	664.55
306240	GARRETT METAL DETECTORS	COMPLETE PACKAGE SUPER SCANNER, DESKTOP REMOTE CONTROL	4,765.00
306241	GEMPLERS	SPRAY GUN, WIPERS, 2.5 GAL CAN	895.79
306242	GOETZ FUNERAL HOME	REIMBURSE MAY CORONER FEES	750.00
306243	HEARTLAND CONSULTING GROUP	TWO FULL SCALE EXERCISES	15,262.00
306244	COURTNEY HOIKKALA	REIMBURSE CELL PHONE	30.00
306244	COURTNEY HOIKKALA	REIMBURSE MILEAGE, MEALS	297.19
306244	COURTNEY HOIKKALA	REIMBURSE FOR SUPPLIES	58.52
306245	ITD	DATA PROCESSING FOR MAY 2022, ADUF, VPN, EXCHANGE EMIAL ACCTS, INTUNE, FIRST DISTRICT, DES T-1 LINE ACCESS, MONTHLY REDUNDANT CIRCUIT	4,244.79
306246	LIGHT AND SIREN	LICENSE PLATE LIGHT, WIDE ANGLE LED LIGHT	261.00
306247	MARCO	STANDARD PAYMENT	1,999.74
306248	MCLEAN-MERCER SENIOR MEALS	2019-2021 LEVY MONIES COLLECTED & SENIOR MILL LEVY MATCH - MAY	1,383.45
306249	MCLEAN CO AUDITOR	MAY POSTAGE	196.04
306250	MENARDS	MULTI TOOL, REFLECTOR, SHELVING BRACKETS	45.95
306251	MIDWEST CANINE ALTERNATIVE	K9 RECERTIFICATION	1,500.00
306252	MORTON COUNTY SHERIFF'S	SERVICE OF TAX LIEN PAPERS	75.00
306253	DEPT OF TRANSPORTATION	PROJECT: BRC-BRS-0099(008) BRIDGE INSPECTION, LOAD RATING PROCESS BILLING	10,965.25
306254	NORTHERN PLAINS EQUIPMENT	GRASSHOPPER - LABOR & SWITCH	136.95
306255	NW TIRE, INC	LAWN MOWER TIRES	175.94
306256	OTTER TAIL POWER CO	LEC, RADIO TOWER COURTHOUSE, BUTTE, TURTLE LAKE, MAX, WASHBURN SHOPS, POSTAGE MACHINE REFILL	6,470.29
306257	QUADIENT FINANCE USA INC	COURT APPOINTED COUNSEL	4,000.00
306258	SEVERIN, RINGSAK & MORROW	BATTERIES, TAPE, GARBAGE BAGS, ETC	2,340.00
306259	S & J HARDWARE	REIMBURSE MAY CORONER FEES	132.24
306260	THOMPSON FUNERAL HOME	INMATE MEALS	750.00
306261	MAIN STREET MARKET	LOCAL & STATE NATIONAL EXPENSE FOR SPELLING BEE, MATH COUNTS	3,926.29
306262	WASHBURN PUBLIC SCHOOL	SHORT HOT & COLD STEM ASSEMBLY	3,601.18
206263	WESTERN STEEL & PLUMBING		88.30

#### DIRECT DEPOSIT PAYMENTS

Check #	Vendor Name	Description	Amount
2642	JAN HANSON	REIMBURSE CELL PHONE	30.00
2643	CURT MALO	REIMBURSE CELL PHONE	30.00
2644	WILLIAM CARLSON	REIMBURSE CELL PHONE	30.00
2645	TRAVIS VERKE	REIMBURSE CELL PHONE	30.00
2646	ANNA SIX	REIMBURSE INMATE SUPPLIES	5.35
2647	RYAN OBERG	REIMBURSE CELL PHONE	30.00
2648	ELIZABETH PATTERSON	REIMBURSE CELL PHONE	30.00
2649	VANCE TOMLINSON	REIMBURSE FUEL	50.07

#### PAID VOUCHERS

Check #	Vendor Name	Description	Amount
306186	AFLAC	MONTHLY PREMIUM	2,457.72
306187	A. R. AUDIT SERVICES INC	GARNISHMENT	753.55
306188	AVESIS	VISION INS PREMIUMS	1,392.76
306189	BRAVERA WEALTH	MONTHLY CONTRIBUTIONS	3,283.34
306190	DELTA DENTAL	DENTAL INSURANCE PREMIUMS	4,163.67
306191	FRATERNAL ORDER OF POLICE	FOP DUES	85.00
306192	NDPEA	NDPEA DUES	45.92
306193	USABLE LIFE	CANCER & ACCIDENT INS PREMIUMS	204.90
306194	ND CHILD SUPPORT	CHILD SUPPORT	4,548.00
306195	WASHINGTON STATE SUPPORT	CHILD SUPPORT	327.59
306198	GRAND FORKS SHERIFF'S DEPT	DELIVER NOTICE OF TAX LIEN	50.00
306199	WARD COUNTY SHERIFF'S DEPT	DELIVER NOTICE OF TAX LIEN	30.00
306200	WARD COUNTY SHERIFF'S DEPT	DELIVER NOTICE OF TAX LIEN	30.00
306201	WARD COUNTY SHERIFF'S DEPT	DELIVER NOTICE OF TAX LIEN	34.34
306202	DACOTAH PAPER CO	FLOOR & GLASS CLEANER, NITRILE GLOVES, SOAP, ETC	1,138.78
306203	GARRISON DIVERSION DISTRICT	DISBURSE MONTHLY COLLECTIONS	1,379.79
306204	MCLEAN FAMILY RESOURCE	DISBURSE MONTHLY COLLECTIONS	350.00
306205	NDACO	DISBURSE 10% E-911 COLLECTIONS	1,112.20
306206	ND STATE TREASURER	DISBURSE MONTHLY COLLECTIONS	6,393.12
306207	MCLEAN FAMILY RESOURCE	1ST QUARTER JAG GRANT	561.04
306208	WEX BANK	FLEET CARD & GASOLINE	22,353.95
306209	NDPERS - INSURANCE	MAY 22 PAYROLL	158,792.58
306210	NDPERS - RETIREMENT	MAY 22 PAYROLL	71,434.64
306211	NDPERS - DEFERRED COMP MAY PAYROLL	MAY 22 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.	8,251.00 386,149.22

#### P-CARD FUNDED PURCHASES

VENDOR	DESCRIPTION	AMOUNT
LINDE GAS & EQUIPMENT	WELDING SUPPLIES	468.31
CIRCLE SANITATION SERVICE	GARBAGE PICKUP AT GARRISON & WASHBURN SHOPS	459.75
I-STATE TRUCK CENTER	PARTS FOR 13-087	361.39
MCLEAN SHERIDAN RURAL WATER	RURAL WATER	110.19

BUTLER MACHINERY	PARTS	4,942.93
TITAN MACHINERY	PARTS FOR 11-044 & 11-050	2,504.18
NW TIRE	TIRES	2,584.64
NORTHERN STATES SUPPLY INC	PARTS	418.88
	WASHBURN SHOP	129.99
	TYVEK COVERALLS	367.00
	GARRISON SHOP	329.99
BUTLER MACHINERY	PARTS	5,220.45
BUTLER MACHINERY	PARTS	109.05
MCLEAN ELECTRIC COOPERATIVE	ROSEGLEN SHOP	53.00
	UNDERWOOD SHOP	61.00
	GARRISON SHOP	476.00
RESERVATION TELEPHONE	TELEPHONE	146.75
WRT	PHONE & DSL	102.08
MIDWEST DOORS INC	MIDLAND DOORS, LIFTMASTER AT WASHBURN SHOP	25,725.00
NAPA AUTO PARTS	AIR HOSE	13.25
SWANSTON EQUIPMENT CORPORATION	24" BUCKET FOR MINI EXCAVATOR FOR 11-020	1,750.00
BUTLER MACHINERY	GLASS - DOOR & BRACKETS	1,861.05
LINDE GAS & EQUIPMENT	WELDING SUPPLIES	513.57
ADOBE.COM	MONTHLY SUBSCRIPTIONS	29.98
MICROSOFT.COM	GARRISON & WASHBURN SHOP	17.66
RADISSON	BOHNSACK - TRAINING IN BISMARCK	172.80
VERIZON CONNECT	MONTHLY SERVICES - APRIL	453.32
VERIZON	KITTLER - HIGHWAY CELL	41.96
	KROLL - DES CELL	41.96
	GREY - HIGHWAY CELL	41.96
	STATES ATTORNEY CELL	46.96
	OBERG - ASSESSOR JETPACK	40.01
	KROLL - DES JETPACK	40.01
	INMATE GROCERIES	67.25
KRAUSE'S SUPERVALU	TRANSPORT PER MILE	694.08
SRT	COFFEE	41.94
KRAUSE'S SUPERVALU	POSTAGE METER RENTAL 04-26-22 TO 07-25-22	147.63
QUADIENT LEASING USA LLC	GREEN PAPER, TWEEZERS	45.63
AMAZON.COM	BENEDICT SPORTSMEN'S PARK	76.09
RTC	COMMISSION MINUTES, OTTERTAIL NOTICE,	1,795.67
NORDAK NORTH, INC	HELP WANTED - FEMALE JAILER, TRANSPORT	
	SHERIFF	501.72
WRT	COURTHOUSE	1,490.80
	NDSU EXTENSON	79.95
	E-911	93.06
	JURY/PERSONAL	3.42
	E-911 RADIO TOWER	101.08
	PAROLE AND PROBATION	20.00
ELECTRONIC COMMUNICATIONS	REMOVED, REALIGNED & REPLACED SHERIFF	1,050.00
	REPEATER DUPLEXER	
	BILLING	4,193.50
ULTEIG	PUBLICATION - FOREFEITURE	133.68
NORDAK NORTH, INC	MISCELLANEOUS SERVICES FOR 911	80.00
RTC	SHERIFF DATTO NAS - JUNE	180.00
ARMOR INTERACTIVE	SERVER BACKUP DEVICES - JUNE	170.00
	45 NODES - JUNE	1,350.00
	LIGHT BULBS	232.50
GREEN LIGHT DEPOT	APRIL 2022 SPONSORED JOBS	115.71
INDEED.COM	ND CENTURY CODE 22 RV6	93.85
MATTHEW BENDER	HIGHLIGHTERS, PAPERCLIPS, MANILLA ENVELOPES	52.36
AMAZON.COM	SPORTSMENS CENTENNIAL PARK	53.00
MCLEAN ELECTRIC	CIVIL DEFENSE	100.00
	PARK BOARD	41.00
	SECURITY LIGHTS - COURTHOUSE	21.00
	SECURITY LIGHTS - SPORTSMENS CENTENNIAL PARK	433.00
	CAMPER PADS	41.00
	CAMPER PADS	102.00
	CENTENNIAL PARK CAMPGROUND METER	43.00
AMAZON.COM	CATALOGUE ENVELOPES	90.30
ARMOR INTERACTIVE	DELL XPS 17	3,508.89
	MICROSOFT OFFICE	291.80
VERIZON	DATA CARD	956.35
	DETECTIVE PHONES	93.92
	J.R. KERZMANN PHONE	41.96
SIRCHIE ACQUISTION COMPANY	CAP SHURE STERILE SWABS	158.85
OFFICE DEPOT	YELLOW PRINTER PAPER	56.00
AMAZON.COM	KEYBOARD/MOUSE COMBO, PAPER, BINDER CLIPS	238.80
DAKOTA DUST-TEX	FLOOR MATS FOR COURTHOUSE & COUNTY SHOP	92.50
GORDON ELECTRIC SUPPLY	50 AMP RECEPTACLES	60.87
SEACHANGE PRINT INNOVATIONS	ND PUBLICATION BALLOT	380.00
BOB BARKER COMPANY	ORANGE SOCKS, SANDALS, PANTS	364.57
PHARMCHEM INC	SWEAT PATCH ANALYSIS, KITS, OVERLAYS	2136.00
CIRCLE SANITATION	GARBAGE PICKUP	444.00
UNIFORM CENTER	BADGES, BADGE REPAIR, SHIRTS, PANTS, PATCHES	1,395.00
ELECTRONIC COMMUNICATIONS	REWIRE, UPDATE FIRMWARE, RE-PROGRAM RADIO	87.50
KRAUSE'S SUPERVALU	COOKIES FOR SPRING FEVER WORKSHOP	9.48
WRT	SHERIFF PHONE	92.26
ELECTRONIC COMMUNICATIONS	BATTERIES & LABOR OR RADIO TOWER	3,060.00
SEACHANGE PRINT INNOVATIONS	EXPRESSVOTE STOCK 17"	268.20

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

Knutson presented the budget narrative for period ending May 31, 2022. She presented data showing property tax collections are at 92% collected including 96% with discount for 2022 or \$18,340,737.21; government reimbursement revenues totaled \$890,981.14 compared to \$942,789.06 in 2021; fees and miscellaneous revenues totaled \$673,083.44 compared to \$801,463.62 in 2021; and expenditures were at 35.90% of total budget for 2022.

Knutson presented the Uncollected Tax List for years 2019-2021 showing a total amount of \$955,187.62.

Knutson presented the current list of delinquent tax payers owing more than \$4,000.00.

Knutson updated the commissioners regarding the status of the current election.

Knutson discussed property owned by McLean County which include assessed specials. Discussion followed.

Grey rejoined the meeting.

Argabright and Johnson addressed the commissioners regarding the removal of a stop sign on 36<sup>th</sup> Ave. SW near Wolf Creek. Johnson requested the commission look into funding from North Dakota Game and Fish and the Army Corp of Engineers for road suppressant. Discussion followed which resulted in the Highway Department evaluating the speed sign placement along 36<sup>th</sup> Ave. SW, along with other options.

Tax Director Todd Schreiner and Property Assessor Elizabeth Patterson joined the meeting.

Chairperson Lee recessed the meeting at 9:56 a.m.

**McLean County Board of Equalization Meeting  
Tuesday, June 7, 2022**

The Board of Equalization Meeting was called to order at 10:00 a.m. by Chairperson Steve Lee. Present were Commissioners Lee, Steve Cottingham, and Barry Suydam. Also present were: Auditor Beth A. Knutson, Tax Director Todd Schreiner, Property Assessor Elizabeth Patterson, Property Assessor Ryan Oberg, Deputy Auditor Diane L. Blumhagen, and Ethan Bender.

Schreiner stated that sales are the driving force behind what the county does along with the current market being followed. He reported that overall, agricultural (ag) land in 2022 reduced 1.5% compared to 2021 values. Ag values are assessed according to soils and not sales or current market. The figures used are derived from NDSU Extension Office located in Fargo, North Dakota. There were 76 commercial sales used in the sales ratio from McLean County with an overall percentage of 96.5%. There were 147 residential sales used in the sales ratio from McLean County with an overall percentage of 95.4%. Schreiner informed the commission that there was no overall large increase to values. Value increases in McLean County that did occur were due to new construction, improvements to property, current condition, and sales which accounted for a number of value adjustments to a number of lake and rural subdivision properties.

Moved by Cottingham, seconded by Suydam, to approve the 2022 market values for residential in the amount of \$719,243.91 as presented. Discussion followed from Bender regarding his received assessment letter regarding his assessed value. Oberg discussed the value of the Bender property. Roll Call Vote: Aye: Suydam, Cottingham, and Lee. Motion carried.

Moved by Suydam, seconded by Cottingham, to approve the 2022 market values for commercial in the amount of \$155,541.35 as presented. Discussion followed. Roll Call Vote: Aye: Cottingham, Suydam, and Lee. Motion carried.

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

There being no further business, the chairperson declared the meeting adjourned at 10:47 a.m. The commission minutes and agenda can be found on the county website at <http://www.mcleancountynd.gov>.

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Steve Lee, Chairperson

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Diane L. Blumhagen, Deputy Auditor

Chairperson Lee reconvened the commission meeting at 10:47 a.m.

There being no further business, the chairperson declared the meeting adjourned at 10:48 a.m. until the next regularly scheduled meeting on Tuesday, June 21, 2022. The commission minutes and agenda can be found on the county website at <http://www.mcleancountynd.gov>.

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Steve Lee, Chairperson

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Diane L. Blumhagen, Deputy Auditor