

McLean County Commission Proceedings
Wednesday, September 4, 2024

The first regular September 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; Administrative Assistant/Receptionist Lynda Snyder; Road Superintendent James Grey; Gorlyn Wohlk; and Daryn Wohlk.

Moved by Lee, seconded by Suydam, to approve the minutes of the July 16, 2024, August 6, 2024 and August 20, 2024, meetings, as submitted. Roll Call Vote: Aye: Lee, Suydam and Cottingham. Nay: None. Motion carried.

Grey provided a department update and stated that graveling continues in the Butte area. Graveling will then move to the Garrison area and he expects to remain there until the graveling is completed for the season. Grey stated that mowing is going well and mowers are working as they should. Mowing is anticipated to be complete by the middle to end of October. Discussion followed.

Grey provided an update on the Sterling plow truck in Bismarck for repairs from being rolled this past winter. The estimate for repair was over \$40,000 and with the existing damage and previous issues, he does not feel that the truck is worth this to make the repair. Discussion followed.

Moved by Lee, seconded by Suydam, to accept the insurance payment totaling the Sterling plow/sanding truck and put the truck up for sale for parts at the appropriate time. Discussion followed. Roll Call Vote: Aye: Suydam, Lee and Cottingham. Nay: None. Motion carried.

Grey received a request for a sign to be posted at the Nygaard slough. Discussion followed.

Moved by Lee, seconded by Suydam, to approve the placing of signs at the Nygaard slough with the exception that the signs and posts be installed by the county to ensure proper placement. Roll Call Vote: Aye: Lee, Suydam and Cottingham. Nay: None. Motion carried.

Grey stated that they interviewed two qualified candidates for the operator position, however neither were willing to accept the position at the current salary range. Discussion followed.

Moved by Lee, seconded by Suydam, to reclassify the current opening from an Equipment Operator II position to an Equipment Operator III with a salary that is better suited for the applicants' qualifications. Roll Call Vote: Aye: Suydam, Lee and Cottingham. Nay: None. Motion carried.

Grey stated that the previously discussed motor grader training was moved to September 23, 2024, for all operators.

Grey presented a boring permit from Ottetail Power Company to bore a 2.4Kv line under 18th St SW in the SE ¼ of Section 35, Township 143 North, Range 80 West, located east of Wilton.

Moved by Suydam, seconded by Lee, to approve the boring permit from Ottetail Power Company. Roll Call Vote: Aye: Lee, Suydam, and Cottingham. Nay: None. Motion carried.

Grey discussed used equipment that is being sold at the upcoming auction this fall. He will provide a detailed listing when we get closer to the auction. Discussion followed.

Suydam stated he had been contacted about some highway signs that are not providing enough clearance for combine headers to pass through. Discussion followed.

Gorlyn Wohlk presented his concerns regarding an accident he was involved in on Highway 83 near Max. He asked that the commissioners take his concerns into consideration and speak with the States Attorney. Cottingham told Wohlk that he would discuss his concerns with the States Attorney and contact him with any updates. Discussion followed.

Adam Ourada, representing Falkirk Mining Company, joined the meeting

Ourada presented maps of areas south and west of Underwood where mining was conducted in the mid-80's to mid-90's. The section lines were temporarily closed during that time. Ourada was present to verify that those section lines are still considered closed based on the previous petitions approved by the commission as Falkirk Mining Company would like to go back into that area and begin mining where they left off. Discussion followed.

Lee stated that we need to ensure the roads have not been opened and would then assume they would still be considered closed temporarily. The Commission was in agreement that the existing section lines that were previously closed would still be considered temporarily closed and new filings and/or hearings were not necessary. The minutes reflecting such will be sufficient. Discussion followed.

Knutson presented the Lewis & Clark Regional Development Resolution prepared by the State's Attorney office. Discussion followed.

Moved by Lee, seconded by Suydam, to approve the following resolution of support for Lewis & Clark Regional Development.

RESOLUTION OF SUPPORT

The McLean County Commission (Commission) supports the application of the Lewis and Clark Regional Development Council for a Regional Livestock Planning Grant to study suitable locations within McLean County for animal feeding operations, agricultural processing and storage facilities, and other agricultural related economic development.

If suitable sites for the development listed above are identified, the Commission agrees to review the county zoning ordinances, and coordinate with the organized townships the county zones for, if zoning rule changes are needed to accommodate suitable agriculturally related development after receiving recommendations from this site analysis process.

Approved by the McLean County Commission on this ____ day of _____, 2024.

Steve Cottingham, Chairperson
McLean County Commission

Steve Lee
McLean County Commission

Barry Suydam
McLean County Commission

ATTEST:

Beth A. Knutson
McLean County Auditor

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

Knutson presented a letter of retirement from Clerk of Court Bonnie Bohnsack with her retirement date to be October 18. Cottingham opened up discussion regarding the selection process for her replacement.

Knutson presented the Pledge of Securities received from TruCommunity Bank for the period ending August 31, 2024. The total public deposits were \$17,626,777.61 and the total pledged securities were \$22,097,347.00 with an overage of \$4,470,569.39.

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

Moved by Suydam, seconded by Lee, to approve the Dakota Central Human Service Zone (DCHSZ) Transfer of Funds Resolutions and the McLean County Auditor's Sweep Account Transfer of Funds Resolution. Discussion followed. Roll Call Vote: Aye: Suydam, Lee, and Cottingham. Nay: None. Motion carried.

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

Received and ordered filed the fee collection report from the Recorder's Department for the month of August in the amount of \$14,518.85.

Received and ordered filed the fee collection report from the Sheriff's Department for the month of August in the amount of \$1,516.16

Knutson presented the Uncollected Tax List for years 2021-2023 showing a total of \$1,148,895.51.

Knutson presented the current list of delinquent tax payers owing more than \$4,000.00 showing 44 taxpayers owing \$449,864.95 in back taxes.

Knutson presented the budget narrative for period ending August 31, 2024. She presented data showing property tax collections are at 94% collected including 98% with discount for 2024 or \$20,390,051.91; government reimbursement revenues totaled \$2,147,537.96 compared to \$1,993,470.85 in 2023; fees and miscellaneous revenues totaled \$1,089,265.67 compared to \$1,339,688.93 in 2023; and expenditures were at 60.54% of total budget for 2024.

Chief Deputy Auditor Lori A. Foss joined the meeting to answer questions about hiring the Clerk of Court's replacement. Discussion followed.

Cottingham asked that the position be opened up to the public as well as internal applicants. Discussion followed.

Moved by Lee, second by Suydam, to advertise the position internally and externally with applications to close on October 2, 2024 with interviews to be scheduled soon after. 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:

<u>Voucher/ Check #</u>	<u>Remit Name</u>	<u>Description</u>	<u>Amount</u>
UNPAID VOUCHERS			
1047	BENJAMIN GEHRING	REIMBURSE CORONER FEES	1,000.00
1047	CARACAL	SEMI AUTO, SUPPRESSORS, ETC	13,617.00
1047	DACOTAH PAPER COMPANY	FREEZER BAGS AND TP	194.86
1047	DACOTAH PAPER COMPANY	NITRIL GLOVES	140.15
1047	DAKOTA HELICOPTERS INC	AERIAL SPRAYING	15,132.06
1047	DIRTY DEEDS EXCAVATING	PAINTED WOODS PHASE 2	7,150.00
1047	EIDE BAILLY LLP	PROGRESS BILLING & TECHNOLOGY FEE	10,500.00
1047	ELECTION SYSTEMS AND SOFTWARE	PRE-MARKED TEST BALLOTS	920.00
1047	FARMERS UNION SERVICE ASSOC	ADDITIONAL PREMIUM ENDORSEMENT	1,224.00
1047	GARRISON DIVERSION	DISBURSE MONTHLY COLLECTION	1,397.26
1047	GARRISON RURAL WATER DISTRICT	PARK RURAL WATER USAGE	162.20

1047	GERARD GOVEN	WATER BOARD	1,000.00
1047	GERARD GOVEN	MILEAGE	141.37
1047	GOETZ FUNERAL HOME	REIMBURSE CORONER FEES	1,000.00
1047	GUARDIAN FLEET SAFETY	UPFIT 2023 CHEVY TAHOE, DELIVERY	8,582.69
1047	GUARDIAN FLEET SAFETY	UPFIT 2023 CHEVY TAHOE AND TRADE IN	16,886.60
1047	GUARDIAN FLEET SAFETY	2023 TAHOE UPFIT AND DELIVERY	18,179.65
1047	HIGHWAY 83 LAWN LEISURE INC	ADAPTER POWERGRIP	75.98
1047	LYNN OBERG	WATER BOARD	1,000.00
1047	LYNN OBERG	MILEAGE	671.52
1047	MAIN STREET MARKET	INMATE MEALS	4,949.05
1047	MARCO	STANDARD PAYMENT	1,860.90
1047	MCLEAN FAMILY RESOURCE CENTER	DISBURSE MONTHLY COLLECTIONS	534.30
1047	MIDAMERICAN RESEARCH CHEMICAL	A/C LOK-TABS	140.00
1047	ND STATE TREASURER	STATE TAX	313.67
1047	ND STATE TREASURER	DOMESTIC VIOLENCE	210.00
1047	NDACO RESOURCES GROUP	LATITUDE 7650	1,691.08
1047	OTIS ELEVATOR COMPANY	MAINTENANCE	6,314.16
1047	OTTERTAIL POWER COMPANY	COURTHOUSE	3,181.90
1047	OTTERTAIL POWER COMPANY	MAX SHOP	40.41
1047	OTTERTAIL POWER COMPANY	WASHBURN SHOP	318.63
1047	OTTERTAIL POWER COMPANY	RADIO TOWER	106.44
1047	OTTERTAIL POWER COMPANY	UTILITIES	2,735.36
1047	SHANNON JEFFERS	WATER BOARD	1,000.00
1047	SHANNON JEFFERS	MILEAGE	262.64
1047	TYLER TECHNOLOGIES INC	TAXWISE & SCHOOL ERP	12,705.00
1047	TYLER TECHNOLOGIES INC	TAXWISE CONVERSION DEVELOPMENT	507.50
1047	TYLER TECHNOLOGIES INC	SCHOOL ERP AND TAXWISE CONV DEVELOPMENT	7,212.50
1047	UNDERWOOD WASHBURN CLINICS PC	PHYSICAL	150.00
1047	US FOODS	INMATE MEALS	1,254.80
1047	WARD COUNTY	INMATE HOUSING	450.00
1047	WITMER PUBLIC SAFETY GROUP INC	BADGES	2,317.82
		HIGHWAY DEPARTMENT	
1070	B AND F FASTENER SUPPLY CO	BOLTS & NUTS	17.89
1070	DACOTAH PAPER COMPANY	PAPER PLATES	55.74
1070	FARM & HOME SUPPLY INC.	REPAIR PARTS	295.25
1070	KOTACO FUELPROPANE	TANKER TO WASHBURN SHOP	24,558.36
1070	NW TIRE	TIRES & PARTS	10,359.70
1070	SCOTTS HARDWARE	CORD PLUG FOR FUEL PUMP	5.88
1070	WALLWORK TRUCK CENTER	PARTS	1,631.68
1070	WHOLESALE AG PRODUCTS WEST	REMAINING AMOUNT ON INVOICE FOR BUCCANEER	54.87
		DIRECT DEPOSIT	
1071	ASHLEY DEHAVEN	NURSING HOURS	2,480.00
1071	BRADLEY NIELSEN	MEALS	45.00
1071	CODY MEADOWS	REIMBURSE HOTEL STAY	1,569.85
1071	CURT MALO	REIMBURSE CELL PHONE	30.00
1071	ELIZABETH PATTERSON	REIMBURSE CELL PHONE	30.00
1071	JAN HANSON	REIMBURSE CELL PHONE	30.00
1071	JORDON A SCHUMACHER	MEALS	45.00
1071	KAMILE MODEREGGER	REIMBURSE CELL PHONE	30.00
1071	KAMILE MODEREGGER	MILEAGE	52.80
1071	KAMILE MODEREGGER	REIMBURSEMENT FOR FAIR SUPPLIES	23.97
1071	KAYLA L OBERLANDER	REIMBURSE CELL PHONE	30.00
1071	RYAN OBERG	MILEAGE	132.66
1071	RYAN OBERG	REIMBURSE CELL PHONE	30.00
1071	SARAH BEDGAR	MILEAGE	527.56
1071	SARAH BEDGAR	REIMBURSE CELL PHONE	30.00
1071	TRAVIS R VERKE	REIMBURSE CELL PHONE	30.00
		ON DEMAND/MANUAL CHECKS	
1055	ENTERPRISE FLEET MANAGEMENT	LEASE PAYMENT	7,561.88
1057	FICA & MEDICARE	AUGUST 2024 PAYROLL	152,361.30
1060	AFLAC	MONTHLY PREMIUM	1,641.87
1061	DELTA DENTAL	DENTAL INSURANCE PREMIUMS	6,809.07
1062	ND CHILD SUPPORT ENFORCEMENT	CHILD SUPPORT	2,045.00

1063	OHIO CHILD SUPPORT PYAMENT PORTAL	CHILD SUPPORT	457.87
400226	BRAVERA WEALTH	MONTHLY CONTRIBUTIONS	3,801.96
400227	CREDIT BUREAU OF BISMARCK	GARNISHMENT	1,279.58
400228	AVESIS/FSL	VISION INSURANCE PREMIUM	1,504.20
400229	FRATERNAL ORDR OF POLICE	DUES	74.00
400230	MCLEAN COUNTY AUDITOR	GARNISHMENT	676.24
400231	USABLE LIVE	CANCER/ACCIDENT INSURANCE PREMIUMS	106.48
400232	DACOTAH PAPER CO	GLOVES, SCRUB SPONE, CAN LINER, ETC	435.04
400233	GARRISON CREEK COTTAGE CABIN	REIM GARRISON DIVERSION GRANT	613.43
400234	ND SECRETARY OF STATE	JENNA CORRIGAN NOTARY APPLICATION	36.00
1073	WEX BANK	GAS	254.99
1073	WEX BANK	FLEET CARD & GASOLINE	17,204.04
	AUGUST PAYROLL	A DETAILED LISTING OF PAYROLL FUNDS EXPENDED IS AVAILABLE FOR PUBLIC INSPECTION ANYTIME DURING REGULAR BUSINESS HOURS IN THE MCLEAN COUNTY AUDITOR'S OFFICE	488,675.94

P-CARD FUNDED PURCHASES

VENDOR	PURCHASE	AMOUNT
SHIFFLER	INCIDENT COMMAND TEAM FIRST AID STATIONS	3,166.70
NORTHERN PLAINS EQUIPMENT	IGNITION AND MOWER BLADES	242.85
SWANSTON EQUIPMENT CORP	PARTS FOR MOWER	417.10
NORDAK NORTH PUBLICATION	MOWING NOTICE	240.00
MCLEAN SHERIDAN RURAL WATER	RURAL WATER	169.12
NORTHERN PLAINS EQUIPMENT	BLADES AND OIL FILTERS FOR MOWER, IRON	255.93
MCLEAN ELECTRIC	ROSEGLLEN, UNDERWOOD, GARRISON	440.68
NORTHERN PLAINS EQUIPMENT	BLACK HAND WAND	14.15
JOHNSEN TRAILER SALES INC	DRUM, QPLUS KIT & BRAKE SHOE CORES	650.44
MCLEAN ELECTRIC	ROSEGLLEN, UNDERWOOD, GARRISON	454.32
DR POWER EQUIPMENT	FIELD & BRUSH MOWER	2,789.98
NORTHERN PLAINS EQUIPMENT	DUPLICATE CHARGE BEING CREDITED BACK	13.93
RUNNINGS	PUMP	739.99
BUTLER MACHINERY	BLADES FOR MOWERS & PARTS	3,303.30
API GARAGE DOOR, INC	INSTALL DOOR OPENERS AND RAIL IN OUTSHOPS	9,944.00
RTC NETWORKS	TELEPHONE	147.92
WRT	PHONE & DSL	103.38
ALLSTATE PETERBILT	AIR SPRING FOR 13-103 & MOTOR ASSY-BLOWER FOR 13-100	992.49
LINDE GAS & EQUIP	WELDING SUPPLIES	192.60
NAPA-GARRISON	PARTS FOR MOWER	19.86
LINDE GAS & EQUIP	WELDING SUPPLIES	187.90
ISTATE TRUCK CENTER	BRACKET PIN AND CUSHION KIT	77.57
AUTO VALUE	PARTS, GREASE, BATTERY	1,683.56
SD LTAP	ANNUAL LOCAL ROAD CONFERENCE REGISTRATION	250.00
AMAZON	HEAVY DUTY STRIPING LINE MARKING MACHINE	109.99
PRIA	MEMBERSHIP DUES	160.00
AMAZON	TAB DIVIDERS, FOLDERS, PHONE CORD, MINI POST IT NOTES	51.35
NORDAK PUBLISHING	HELP WANTED ADS, LAND SALE, PRIMARY ELECTION	2,004.15
RECORD KEEPERS	SHREDDING SERVICES	45.00
FIREFLY	METERED RESERVATIONS-SPORTSMENS	182.50
KRAUSE	FOOD, DEODORANT, SHAMPOO & CONDITIONER	268.70
CHARM-TEX	T-SHIRTS, BOXERS, PANTS, SANDALS, SPIT HOODS	1,374.54
AMAZON - RETURN	DEHUMIDIFIER, 118 OZ DEHUMIDIFIER	(49.99)
NORDAK PUBLISHING	NOTICE OF BIDS	132.02
AMAZON	FLY SWATTERS, EXPANDING FOLDER, DEHUMIDIFER, ETC	375.82
WEBROOT.COM	1-YR/5-DEVICE A/V	85.59
DIY AWARDS	LESLIE HULTBERG RETIREMENT	169.99
UNIFORM CENTER	NICKEL HANDCUFFS, DUTY BELT, BELT KEEPER	162.96
AMAZON	LAMINATING POUCHES	27.60
AMAZON	YELLOW PAPER	15.98
SALHUS SEPTIC	STEINKE BAY PORTA POTTIES	600.00
SALHUS SEPTIC	COUNTY SHOPS	200.00
AMAZON	MANILLA ENVELOPES, POWER STRIPS, INK, PAPER, ETC.	113.25
AMSTERDAM	EMPLOYEE HISTORY FOLDERS	200.50
PHARMCHEM	SWEAT PATCH ANALYSIS	371.70
AMAZON	WEEKLY/MONTHLY PLANNER, SCANNER, LED BULBS, ETC.	896.45
SAITECH INC	PLANAR PT191MU-BK 19- IN TOUCH SCREEN MONITOR	985.00
ELECTRONIC COMMUNICATIONS	INSTALLED NEW UPS FOR DISPATCH EQUIPMENT	2,783.60
ELECTRONIC COMMUNICATIONS	COMPUTER REPAIR	375.00
MCLEAN ELECTRIC	CIVIL DEFENSE	72.00
MCLEAN ELECTRIC	SPORTSMEN PARK	2,705.00
US POSTMASTER	POSTAGE	9.80
KRAUSE'S	COFFEE FOR COURTHOUSE	58.76
WASTE MANAGEMENT	PARK DUMPSTER	128.14
AMAZON	BATTERY BACKUP, COLORED PAPER, FOLDERS, ETC.	430.61
ELECTRONIC COMMUNICATIONS	INSTALL NEW DESK MICROPHONE FOR DISPATCH CONSOLE	480.00

VERIZON	CELL FOR KITTLER, KROLL, GREY, ETC.	253.02
RTC NETWORK	MISC SERVICES FOR 911	80.00
RTC NETWORK	PHONE & DSL	156.77
WEST RIVER TELECOMMUNICATIONS	PHONE & DSL	94.86
VERIZON	DATA CARD, DETECTIVE PHONES	2,060.25
VERIZON CONNECT	MONTHLY RECURRING CHARGES	488.60
WRT	SHERIFF, COURTHOUSE, NDSU EXT, ETC	2,398.97
JEFFERSON LINES	BUS FARE FOR INMATE	226.73
DAKOTA DUST-TEX	FLOOR MATS FOR COURTHOUSE AND COUNTY SHOPS	112.00
TRACTOR SUPPLY	DOG FOOD	341.94
NAPA-GARRISON	VEHICLE REPAIRS	762.69
EIDE FORD MANDAN	2021 FORD EXPEDITION REPAIR	1,076.93

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

Knutson stated that the budget hearing is set for the next meeting. Discussion followed.

The commission rescheduled Leslie Hultberg's retirement recognition for the October 2, 2024 meeting.

There being no further business, the Chairperson declared the meeting adjourned at 9:44 a.m. The commission minutes and agenda can be found on the county website at <https://www.mcleancountynd.gov>.

Steve Cottingham, Chairperson

Lynda Snyder, Administrative Assistant