

**McLean County Commission Proceedings
Tuesday, October 15, 2024**

The second regular October meeting of the Board of Commissioners was called to order at 8:34 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, and Chief Deputy Auditor Lori A Foss.

Grey presented an update on department operations reporting that mowing is finished, but graveling continues. Discussion followed.

Grey requested that the Highway Department be allowed to continue working 10-hour days as long as weather permits.

Moved by Lee, seconded by Suydam, to approve the Highway Department working 10-hour days as long as the Highway Superintendent chooses for the duration of 2024. Roll Call Vote: Aye: Suydam, Lee, and Cottingham. Nay: None. Motion carried

Grey discussed the upcoming equipment auction and his conversation with Steffes Auctioneers.

Grey presented a boring request from McLean Electric to bore an existing overhead crossing to underground with cable at least forty feet deep with trenching.

Moved by Lee, seconded by Suydam, to approve the boring permit requested by McLean Electric Cooperative. Roll Call Vote: Aye: Lee, Suydam, and Cottingham. Nay: None. Motion carried.

Foss requested the approval of salary adjustments for two deputies due to previous experience. Discussion followed.

Moved by Lee, seconded by Suydam, to approve the salary adjustments as presented. Discussion followed. Roll Call Vote: Aye: Suydam, Lee, and Cottingham.

Discussion followed on the county's hiring process and advertising positions until they are filled.

Knutson requested approval to hire a high school student to clean once a week at the NDSU Extension office. It was decided that a job description will need to be created before the position can be filled. Discussion followed.

Knutson requested approval to allow Foss to carry over more than 240 hours of annual leave. Foss has played a vital role in the implementation of the new accounting and tax systems requiring her to work overtime. This has resulted in her not being able to use her vacation overage and Knutson does not feel she should lose her vacation hours.

Moved by Lee, seconded by Suydam, to approve allowing Foss to carry over more than 240 hours for 2024. Roll Call Vote: Aye: Lee, Suydam, and Cottingham. Nay: None. Motion carried.

Commissioner Cottingham presented retiring Clerk of Court Bonnie Bonshack with a distinguished service recognition certificate.

Knutson discussed the appointment of Kathy Neumiller as the 2024 ND State Fair Delegate.

Moved by Lee, seconded by Suydam, to appoint Kathy Neumiller as the 2024 ND State Fair Delegate, contingent upon her acceptance. Roll Call Vote: Aye: Lee, Suydam, and Cottingham. Nay: None. Motion carried.

Knutson informed the commissioners that the new phone system has been installed and is working well.

Knutson presented a voucher from Emineth Plumbing for installation of a three-compartment sink at the Law Enforcement Center stating that additional work was needed making the bill higher than the original bid. Discussion followed.

Moved by Suydam, seconded by Lee, to approve the Emineth Plumbing voucher as well as the vouchers below. Discussion followed.

<u>VOUCHER/ CHECK</u>	<u>REMIT NAME</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
UNPAID VOUCHERS			
1123	C AND S REPAIR	MOTOR, ADJUST WIPER ARM, OIL CHNG	456.45
1123	CHASE DRUG STORE	INMATE MEDS	924.02
1123	CITY OF WASHBURN/WATER BILLS	COURTHOUSE-WATER/SEWER	82.42
1123	COAL CONVERSION COUNTIES	CCC DUES ASSESSMENT-2024	1,596.00
1123	DACOTAH PAPER COMPANY	WASH & WAX EXTREME	82.78
1123	DAKOTA BUSINESS SOLUTIONS INC	INK CARTRIDGE	336.00
1123	EIDE BAILLY LLP	FINAL BILLING 2021 & 2022	17,087.73
1123	ELECTION SYSTEMS AND SOFTWARE	MEDIA BURN-ELECTION	52.93
1123	GARRISON RURAL WATER DISTRICT	PARK RURAL WATER USAGE	139.00
1123	HIWAY 83 EXPRESS	GAS-MOTOR POOL	19.60
1123	HIWAY 83 EXPRESS	GASOLINE	55.24
1123	INFORMATION TECHNOLOGY DEPT	1ST DIST, WAN, ADOBE, VPN, OFFICE, ETC	5,451.54
1123	KENS BODY SHOP	IMPOUNDS	7,350.00
1123	MAIN STREET MARKET	INMATE MEALS	3,509.28
1123	MCLEAN COUNTY AUDITOR	SEPTEMBER POSTAGE	5.36
1123	MCLEAN COUNTY IMPLEMENT LLC	TRAILER JACK	91.92
1123	MDU	GAS-COURTHOUSE	84.95
1123	MIDCONTINENT CABLE CO	CABLE TV	150.05
1123	ND STATE RADIO COMMUNICATIONS	ACTIVE LETS TERMINAL FEES	480.00
1123	NDACO RESOURCES GROUP	SERVER & WORKSTATION SUPPORT	4,480.00
1123	OTTERTAIL POWER COMPANY	UTILITIES	2,838.28
1123	PRESORT PLUS, LLC	PRESORT PLUS POSTAGE	1,875.65

1123	QUADIENT FINANCE USA INC	POSTAGE MACHINE REFILL	1,000.00
1123	S AND J HARDWARE	TRASH BAGS, PAINT, ETC	63.56
1123	TYLER TECHNOLOGIES INC	BUDG & SCHOOL ERP CONSULTING	1,620.00
1123	US FOODS	INMATE MEALS	1,462.98
1123	WATER PURITY INC	WATER	72.00
1123	WEST RIVER TELECOMMUNICATIONS	911 TRUNKING RECUR & TELEPHONE	3,127.22
1123	WEX HEALTH	MONTHLY ADMIN FEE	93.50
HIGHWAY DEPARTMENT			
1122	API GARAGE DOOR, INC	REPAIRS AT GARRISON SHOP	270.00
1122	B AND F FASTENER SUPPLY CO	DRILL BITS & BATTERIES	369.01
1122	CHS INC	OIL FOR CRACK SEALING	30,510.00
1122	DAKOTA FLUID POWER INC	CYLINDER REPAIR	1,584.82
1122	DEERE CREDIT, INC.	TRACTOR LEASE PAYMENTS	2,750.00
1122	FARGO GLASS & PAINT CO.	CUT GLASS	1,279.06
1122	GARRISON CITY	WATER/SEWAGE	53.20
1122	HEIDER GLASS SPECIALTIES	CUT GLASS	1,928.00
1122	JOHN DEERE FINANCIAL	PARTS, OIL, CUTTING EDGES	11,018.04
1122	LOMCO INC.	HAULING	3,489.59
1122	MCLEAN COUNTY IMPLEMENT LLC	PARTS	209.38
1122	MCLEAN COUNTY IMPLEMENT LLC	FUEL/OIL/GREASE, BLADES	1,224.99
1122	NDLTAP-UGPTI	TRAINING	500.00
1122	NW TIRE	TIRES	11,381.93
1122	PAHLKE STEEL INC	BAR CHANNEL	79.34
1122	SCOTTS HARDWARE	MOUSE TRAPS	13.98
1122	SWANSTON EQUIPMENT CORPORATION	USED CHIPPER	24,000.00
1122	WALLWORK TRUCK CENTER	PARTS	1,111.05
DIRECT DEPOSIT			
1120	ANNA SIX	SOCKS FOR INMATES	44.14
1120	DIANE BLUMHAGEN	MILEAGE REIMBURSEMENT	56.28
1120	JERICHO SWANSON	INTERVIEW & INTERROGATION TRAINING	135.00
1120	RYAN OBERG	MILEAGE REIMBURSEMENT	123.28
NDPERS			
1098	NDPERS	DEFERRED COMP	7,395.00
1099	NDPERS	ND PUBLIC EMPL RETIREMENT SYST	91,892.43
1105	NDPERS	HEALTH & LIFE INS	202,075.78
ON DEMAND/MANUAL CHECKS			
400341	ND ATTY GENERAL	24/7 REPORTING PERIOD - SEPT 2024	1,665.00
400371	DAKOTA WEST CREDIT UNION	CARL MARTIN ESTATE	941.28
400373	DACOTAH PAPER	GLASS CLEANER, PAPER TOWELS, ETC	961.41
1117	ERICA SCHNEIDER	REFUND OF GARNISHMENT	282.75
400374	GARRISON DIVERSION	DISBURSE MONTHLY COLLECTIONS	1,395.82
400375	MCLEAN FAMILY RESOURCE CENTER	DISBURSE MONTHLY COLLECTIONS	350.00
400376	ND STATE TREASURER	DISBURSE MONTHLY COLLECTIONS	771.82

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

Chairperson Cottingham opened the hearing at 9:03 for acceptance of minimum sale prices for 2021 Delinquent Tax Properties for the upcoming Tax Sale set for November 19, 2024, at 10:00 a.m. Discussion followed.

Moved by Cottingham, seconded by Lee, to accept the minimum sales prices as presented on October 3, 2024. Discussion followed. Roll Call Vote: Aye: Lee, Suydam, and Cottingham. Nay: None. Motion carried.

With no attendees from the public or cities, and no discussion, Chairperson Cottingham closed the hearing at 9:06 and immediately reconvened the commission meeting.

Knutson started discussion on the NDDOT meeting at the Event Center in Bismarck on Monday with the NDACO conference following.

There being no further business, the Chairperson declared the meeting adjourned at 9:09 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