

McLean County Commission Proceedings
Tuesday, November 16, 2021

The second regular November meeting of the Board of Commissioners was called to order at 8:30 a.m. by Chairperson Barry Suydam. Present were Commissioners Suydam, Steve Cottingham, and Steve Lee. Also present were Auditor Beth A. Knutson, Deputy Auditor Diane L. Blumhagen, Highway Superintendent Jim Grey, Director of Disaster Emergency Services/Risk Manager Noelle Kroll, and Todd Kjelland, Central McLean News Journal Editor.

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

Kroll presented two bids to the commission for full-scale active shooter exercises using funds from the Homeland Security Grant. Kroll stated that generally the State of North Dakota wants three bids, so she asked for approval contingent on approval from the State of North Dakota for only receiving two bids back. The first bid received was from Amanda Schooling and Jennifer Wiechmann for the proposed amount of \$15,550.00. The second bid received was from Heartland Consulting Group, LLC., for the proposed amount of \$12,575.00. Commissioner Lee asked Kroll of her recommendation; Kroll recommended Heartland Consulting Group, LLC.

Moved by Cottingham, seconded by Lee, to accept the bid submitted by Heartland Consulting Group, LLC., in the amount of \$15,500.00, contingent on approval from the State of North Dakota. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Grey was present with an update on department operations, reporting that blading of the gravel roads is wrapping up for the season and dependent on the weather the operators will go out as needed. The department has been completing repairs and will be starting tree work projects. Grey mentioned that a drill press at the Washburn Shop is no longer working and in need of replacement, he will start looking for the replacement. Commissioner Lee requested he check with local vendors. Commissioner Suydam mentioned the road which leads out to the Iglehart Cabin Sites has been blocked by tumbleweeds. Discussion followed which resulted in decision that the Highway Department would only clear the road in cases of an emergency, since the road is not county owned.

Knutson informed the commissioners that the previously approved Law Enforcement Center (LEC) front door handicap accessible opener from Fargo Glass and Paint was discontinued when they went to order it. Knutson presented two quotes to the commission, the first quote from C & H Glass in the amount of \$2,450.00 and the second quote from Fargo Glass and Paint Co. in the amount of \$3,142.86.

Moved by Lee, seconded by Cottingham, to approve the quote from C & H Glass in the amount of \$2,450.00 for the replacement of the handicap accessible opener for the LEC front door. Roll Call Vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion carried.

Knutson requested the commissioners reschedule the Redistricting Board meeting date to November 30, 2021, at 7:00 p.m.

Moved by Lee, seconded by Cottingham, to approve rescheduling the Redistricting Board meeting date to November 30, 2021, at 7:00 p.m. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Knutson requested approval to advertise for the county appointed positions that expire on December 31, 2021.

Moved by Cottingham, seconded by Lee, to approve advertising for the county appointed positions. Roll Call Vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion carried.

Tax Director Todd Schreiner joined the meeting with recommendations from the Planning and Zoning Commission Meeting held on November 15, 2021.

Moved by Lee, seconded by Cottingham, to concur with the Planning and Zoning Commission and approve the variance of the setback requirements submitted by Bennie Brown, of Minot, ND, involving land described as Lot 90, Snake Creek Cottage Site, Malcolm Township. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Moved by Cottingham, seconded by Lee, to concur with the Planning and Zoning Commission and approve the variance of the setback requirements submitted by Kerry Stone, of Garrison, ND, involving land described as Lot 6, Mehlhoff Estates, Township 148 North, Range 84 West. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Chief Deputy Auditor Lori Foss joined the meeting requesting approval to purchase a 12 month Economy Plan agreement through ArchiveSocial in the amount of \$2,988.00. Discussion followed.

Moved by Lee, seconded by Cottingham, to approve entering into a 12 month agreement with ArchiveSocial for the amount of \$2988.00. Discussion followed. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Foss discussed implementing a Volunteerism Policy with the commissioners. Discussion followed which resulted in the commissioners requesting Foss to draft a Volunteerism Policy to be presented at the next commission meeting.

Foss informed the commissioners of a phone call she received from Jodi Johnson, Ward County Superintendent of Schools, regarding an annexation inquiry possibly coming from the Department of Public Instruction. The individuals are requesting to annex from Parshall School District to Lewis & Clark North Shore-Plaza School District in Mountrail County. Foss requested the commission to appoint Jodi Johnson as Superintendent of Schools Designee to utilize Johnson's services for the purpose of this annexation request only.

Moved by Lee, seconded by Cottingham, to appoint Jodi Johnson as Superintendent of Schools designee for the purpose of this annexation request only. Roll Call Vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion carried.

Knutson discussed with the commissioners a phone call she received from Diane Schell regarding the City of Underwood's Renaissance Zone amendment. The amendment results from the State of North Dakota now allowing 34 blocks instead of 24 blocks in a Renaissance Zone. The City of Underwood is requesting a letter of support from McLean County for the amendment. Knutson requested approval from the commission to send the letter of support.

Moved by Cottingham, seconded by Lee, to approve sending the requested letter of support to the City of Underwood. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

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

HIGHWAY VOUCHERS			
CHECK #	VENDOR NAME	DESCRIPTION	AMOUNT
305463	ENERBASE	FUEL TO UNDERWOOD & SCHUMANN'S	7,965.09
305464	FARMERS UNION OIL CO	TANK LEASE	2.00
305465	GARRISON CITY	WATER/SEWER/GARBAGE	51.70
305466	GARRISON LUMBER	HEX BOLTS, NUTS FOR SIGNS	26.99
305467	JOHN DEERE FINANCIAL	NUTS, BEARINGS	463.64
305468	MCLEAN COUNTY IMPLEMENT	PARTS, OIL, EDGES	430.83
305469	MDU	SHOP UTILITIES	345.89
305470	MENARDS	PIPE INSULATION, BOW RAKE, SHOVEL	92.22
305471	NAPA AUTO PARTS	PARTS AND FUEL	114.49
305472	NORTHERN PLAINS EQUIPMENT	COUPLING, HOSE	74.00
305473	WAGON WHEEL LUMBER	TURTLE LAKE OUTSHOP DOOR REPAIR	94.97
UNPAID VOUCHERS			
CHECK #	VENDOR NAME	DESCRIPTION	AMOUNT
305474	ARMOR INTERACTIVE	SHERIFF DATTO NAS-NOVEMBER; SERVER BACKUP DEVICES-NOVEMBER; 45 NODES-NOVEMBER	1,700.00
305475	ASHLEY BROSSART	JAIL NURSE FOR OCTOBER	2,376.00
305476	CHASE DRUG	INMATE MEDICATIONS	457.83
305477	DACOTAH PAPER	GLOVES, CLEANING SUPPLIES, LAUNDRY SOAP ETC.	707.10
305478	DOC'S SHOP	OIL CHANGES, ROTATE TIRES, WIPER BLADES, REPLACE BUMPER	1,222.06
305479	ENERBASE	GASOLINE	82.51
305480	GARRISON VETERINARY SERV.	DOG FOOD, VACCINES, TUG TOYS	525.53
305481	HAZEN STAR	HELP WANTED ADS	30.98
305482	ITD	T-1 LINES, VPN, USER ACCESS FEES, SIREN RADIO PROJECT, MONTHLY REDUNDANT CIRCUIT FEE	24,960.32
305482	ITD	NETMOTION VPN, MULTI FACTOR AUTH, ACTIVE DIRECTORY USER FEE	495.10
305483	KRAUSES	COFFEE; RISK MANAGEMENT COOKIES	114.80
305483	KRAUSES	INMATE MEALS	160.34
305484	LEXIPOL LLC	ANNUAL CORRECTIONS POLICY MANUAL, DAILY TRAINING BULLETINS	3,929.10
305485	LIGNITE TIRE	TIRES	1,721.60
305486	MCLEAN COUNTY IMPLEMENT	OIL FILTER, OIL PLUG, MOTOR TUNE UP, BATTERY	21.77
305487	MDU	GAS-LEC	585.02
305487	MDU	GAS-COURTHOUSE	59.64
305488	MERCER CNTY SHERIFF DEPT	INMATE HOUSING	3,900.00
305489	MIDCO	CABLE TV	112.22
305490	NAPA	OIL & FUEL FILTER	279.43
305491	NDACO	2021 NDACO CONFERENCE FEES AND ILG FEES	1,720.00
305491	NDACO	RANDOM DRUG AND ALCOHOL TESTING	54.00
305492	ND YOUTH CORRECT. CENTER	DETENTION CARE FOR MCLEAN CO JUVENILE	1,994.86
305493	PETTY CASH	REPLENISH PETTY CASH	100.00
305494	P.O.S.T. BOARD	PSYCH EVALUATION	135.00
305495	PRESORT PLUS	POSTAGE	1,279.57
305496	RECARLSON	TRI-PROBE ASSEMBLY, OVERTEMP PROTECTION SWITCH	331.86
305497	MAIN STREET MARKET	INMATE MEALS	3,554.47
305498	UNDERWOOD/WASHBURN CLINICS	(2) INMATE VISIT AND LABS	429.00
305498	UNDERWOOD/WASHBURN CLINICS	PHYSICAL FOR NEW PATROL DEPUTY	150.00
305498	UNDERWOOD/WASHBURN CLINICS	(2) PHYSICALS FOR NEW PATROL DEPUTIES	300.00
305499	WARD COUNTY AUDITOR	INMATE HOUSING	385.00
305500	WATER PURITY	WATER	70.00
305501	W.R.T.	911 TRUNKING RECURRING	494.36
305502	WESTERN LIGHTING TECHNOLOGY	(25) 4' LED LIGHTS, (8) 2' LED LIGHTS	369.67
305503	WEX HEALTH	MONTHLY ADMIN FEE	132.00
DIRECT DEPOSIT PAYMENTS			
CHECK #	VENDOR NAME	DESCRIPTION	AMOUNT
1804	LADD ERICKSON	OCTOBER MILEAGE	72.80
1805	BETH KNUTSON	REIMBURSEMENT FOR HEALTH FAIR EXPENSES	85.74
1806	STEVE COTTINGHAM	NOVEMBER PLANNING AND ZONING MEETING	15.68
1807	LESLIE M HULTBERG	REIMBURSE HEALTH INS. APRIL-OCTOBER 2021	6,080.51
1808	GLENN EARL	NOVEMBER PLANNING AND ZONING MEETING	16.80
1809	RICHARD HULTBERG	NOVEMBER PLANNING AND ZONING MEETING	42.56
1810	JOHN MATTHEWS	NOVEMBER PLANNING AND ZONING MEETING	39.76
1811	DARWIN SAARI	NOVEMBER PLANNING AND ZONING MEETING	25.76
1812	CURT OLSON	REIMBURSE TRUCKLITE AUXILLARY LIGHTING	10.65
PAID VOUCHERS			
CHECK #	VENDOR NAME	DESCRIPTION	AMOUNT
305415	ATTORNEY GENERAL	MONTHLY COLLECTIONS 24/7 SOBRIETY PROGRAM	2,065.00
305452	ND STATE BOARD OF LAW EXAMINERS	2022 ANNUAL LICENSE FEE	380.00
305453	MCLEAN RESOURCE CENTER	3RD QUARTER JAG GRANT	405.59
305454	NDPERS/DEFERRED COMP	OCTOBER PAYROLL/DEFERRED COMPENSATION	12,485.90
305455	NDPERS	OCTOBER PAYROLL/RETIREMENT	68,385.11
305456	NDPERS	OCTOBER PAYROLL/INSURANCE PREMIUMS	163,877.13

Lee requested that Knutson send an email to the department heads to try to shop local first. Roll Call Vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion carried.

Knutson requested approval for any delinquent tax payer lots that are not sold at the auction to be sold back to the cities in which they are located.

Moved by Lee, seconded by Cottingham, to approve authorizing the sale of unsold city lots back to the cities in which they are located. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Chairperson Suydam recessed the meeting at 9:23 a.m.

Chairperson Suydam reconvened the meeting at 9:50 a.m.

Schreiner rejoined the meeting.

States Attorney Ladd Erickson joined the meeting to discuss the weed issue near the Iglehart Cabin Site. Sheriff J.R. Kerzmann joined the meeting via phone from the site. Both Erickson and Kerzmann agreed that the weeds were coming from all over the county not just one particular area. Erickson felt this was not a county issue to handle. Lee added the same issues occurred a few years back during a drought and that the land owners are responsible for the removal of the weeds from their property.

There being no further business, the chairperson declared the meeting adjourned at 9:58 a.m. until the next regularly scheduled meeting on Tuesday, December 7, 2021. The commission minutes and agenda can be found on the county website at <http://www.mcleancountynd.gov>.

Barry Suydam, Chairperson

Diane L. Blumhagen, Deputy Auditor