McLean County Commission Proceedings

Tuesday, December 30, 2025

The second regular December 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 Curt Olson. Also present were Auditor Beth A. Knutson; Deputy Auditor Lynda Snyder; Road Superintendent James Grey; Disaster Emergency Services (DES) Director Noelle Kroll; Chief Deputy Auditor Lori A. Foss; and Clerk of Court Gwyn Bosch.

Moved by Olson, seconded by Cottingham, to approve the minutes of the meeting held on December 2, 2025, as submitted. Roll Call Vote: Aye: Olson, Cottingham, and Lee. Nay: None. Motion carried.

Foss presented the second reading of amendments to Personnel Policies 305 Holidays and 1301 Volunteer Ambulance Service Participant. She stated that no changes were made from the first reading.

Moved by Olson, seconded by Cottingham, to accept the second reading of policy changes as presented. Roll Call Vote: Aye: Cottingham, Olson, and Lee. Nay: None. Motion carried.

Kroll asked permission to accept the 2025-2026 Hazardous Materials Emergency Preparedness Grant funds from the U.S. Department of Homeland Security/FEMA in the amount of $7,620.00. Discussion followed.

Moved by Cottingham, seconded by Olson, to accept the grant funds as presented. Roll Call Vote: Aye: Olson, Cottingham, and Lee. Nay: None. Motion carried.

Kroll went on to discuss additional grant funding through the 2024 Emergency Management Performance Grant (EMPG) awarded as a 50/50 match of benefits and salaries and the 2025 State Homeland Security Program (SHSP) in the amount of $9,500.00 to be used for a full-scale exercise. Kroll requested authorization to accept the grants.

Moved by Olson, seconded by Cottingham, to authorize acceptance of the grant funds as awarded. Roll Call Vote: Aye: Cottingham, Olson, and Lee. Nay: None. Motion carried.

Bosch presented the Municipal Court Contracts for Underwood for 2025; Benedict for 2025 and 2026; Turtle Lake for 2026; and Washburn for 2026. Discussion followed.

Moved by Olson, seconded by Cottingham, to approve the Municipal Court Contracts as presented. Roll Call Vote: Aye: Olson, Cottingham, and Lee. Nay: None. Motion carried.

Grey presented an update on department operations reporting that county roads should all be clear with the recent mild weather. He stated his department is working in the shop on equipment repairs. Discussion followed.

Grey stated that the damaged bridge near Falkirk has been repaired and Dakota Fence has been contacted to come and inspect the completed work. Discussion followed.

Grey informed the board that a down payment was placed on a 2015 Mac plow truck. The purchase of two plow trucks was included in the budget for 2026. Delivery of the plow truck is expected in the next couple weeks and another plow truck purchase expected in February or March. He also stated that the plow truck in Garrison is working again and the electronic issues have been repaired. Discussion followed.

Moved by Cottingham, seconded by Olson, to authorize the Highway Department to purchase the 2015 Mac plow truck for an amount not to exceed $88,000.00. Discussion followed. Roll Call Vote: Aye: Cottingham, Olson, and Lee. Nay: None. Motion carried.

Knutson stated that the Bank of North Dakota (BND) loan requested by Rainbow Energy was approved for five million at 2% with six months to accept. Discussion followed.

Knutson presented the following board appointments expiring December 31, 2025: Curt Olson for Planning and Zoning Commission; Shannon Jeffers for County Water Resource Board; Howard Anderson for Dakota Central Human Services Board; Todd Schreiner for Tax Director/Land Use Administrator and Veteran's Service Officer; Richard Johnson for E-911 Coordinator; Gwyn Bosch for Clerk of Court; Jim Grey for County Highway Superintendent; and Noelle Kroll for Disaster Emergency Services Director.

Moved by Cottingham, seconded by Olson, to approve the appointments as presented. Discussion followed. Roll Call Vote: Aye: Olson, Cottingham, and Lee. Nay: None. Motion carried.

Moved by Cottingham, seconded by Olson, to approve the end of year Transfer of Funds Resolution. Discussion followed. Roll Call Vote: Aye: Cottingham, Olson, 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 **$4,919.77** from DCHSZ (2400.2901.000) to Unallowable Program Costs (2405.3999.000);

Transfer **$4,455.00** from County General (1000.2901.000) to Vehicle Impound & Towing (2911.3999.000);

Transfer **$7.75** from County General (1000.2901.000) to Back the Blue (8021.3999.000);

Transfer **$5,474.38** from Leafy Spurge (8025.2901.000) to Weed Control (8026.3999.000);

Transfer **$2,688.45** from Layton Reynolds Cattle (8034.2901.000) to Drug Forfeiture-States Attorney (1000.3674.000);

Transfer **$4,538.00** from Underwood Safe House (8050.2901.000) to Sheriff Donations (1000.3616.000);

Transfer **$1,000.00** from McLean Co Safe House (8053.2901.000) to Sheriff Donations (1000.3616.000);

Transfer **$30,947.08** from Lakeview Estates (8060.2901.000) to County General (1000.3999.000);

Transfer **$962,752.40** from Unorganized Township Roads (8471.2901.000) to County Road (2100.3999.000);

Transfer **$2,257.00** from Butte Township (8459.2901.000) to County Road (2100.3999.000);

Approved this 30th day of December, 2025.

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Steve Lee, Chairperson Beth A. Knutson, Auditor

Moved by Olson, seconded by Cottingham, to approve the Resolution Establishing County Election Precincts and Polling Locations beginning January 1, 2026 as presented. Roll Call Vote: Aye: Olson, Cottingham, and Lee. Nay: None. Motion carried.

Resolution Establishing County Election Precincts and

Polling Locations Beginning January 1, 2026

Be It Resolved, the McLean County Board of Commissioners does hereby establish six (6) election precincts within and for said McLean County, effective January 1, 2026, and acknowledges that said McLean County is keeping in the guidelines established by the 2004 Help America Vote Act (HAVA).

Be It Further Resolved, that McLean County shall conduct vote by mail elections in 2026. The precincts and polling locations are as follows:

- Precincts:
  - 280801 Legislative District 8 - McLean County
  - 280401 Legislative District 4B - McLean County Less 280402
  - 280402 Legislative District 4A - McLean County-Fort Berthold Reservation
  - 280601 Legislative District 6 - McLean County-South McLean SCD
  - 280602 Legislative District 6 - McLean County-West McLean SCD
  - 283301 Legislative District 33 - McLean County
- Polling Locations Open on Election Day 7:00 A.M. to 7:00 P.M.:
  - Vote Centers (all ballots available to any qualified McLean County voter)
    - Washburn Memorial Hall, 805 Main Ave, Washburn, ND 58577
    - Garrison City Auditorium, 15 Main St S, Garrison, ND 58540
    - Turtle Lake City Hall, 107 Eggert St, Turtle Lake, ND 58575
  - Polling Place (ballots only available to Precinct 280402 voters)
    - Ralph Wells Community Center, 1104 Warrior St., White Shield, ND 58540

Dated this 30th day of December, 2025, at Washburn, North Dakota.

Attest:

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Steve Lee, Chairperson
McLean County Commission

Beth A. Knutson
McLean County Auditor

Moved by Olson, seconded by Cottingham, to approve County Park Board meetings being held on April 7, 2026 at 8:00 a.m. and August 4, 2026 at 8:00 a.m. Discussion followed. Roll Call Vote: Aye: Cottingham, Olson, and Lee. Nay: None. Motion carried.

Moved by Olson, seconded by Cottingham, to approve the Local Raffle Permit Application submitted by Bis-Man Reel N Rec to be held at Totten Trail Bar and Grill on February 21, 2026, with prizes listed as: ice auger, ice house, ice rods; tackle boxes, clothing, bait boxes, gift cards, fish finder, and an underwater camera with total prize value of $3,150.00. Discussion followed. Roll Call Vote: Aye: Olson, Cottingham, and Lee. Nay: None. Motion carried

Knutson stated that Joint Power Agreements have been sent to the school districts and cities for the 2026 election. Discussion followed.

Knutson presented some legislative changes for election filings. Discussion followed.

Moved by Olson, seconded by Cottingham, 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: Olson, Cottingham, and Lee. Nay: None. Motion carried. Discussion followed.

Knutson presented a distinguished service certificate to be signed recognizing the retirement of Dale Neumiller.

Knutson stated township meetings are scheduled for January 14, 2026 at the Turtle Lake City Hall at 10:00 a.m. and the Garrison Cubby Hole at 2:00 p.m.

There being no further business, the Chairperson declared the meeting adjourned at 9:33 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, Deputy Auditor