

McLean County Commission Proceedings
Tuesday, January 6, 2015

The first regular January meeting of the Board of Commissioners was called to order at 8:33 a.m. by Chairperson Barry Suydam. Present were Commissioners Suydam, Steve Lee, and Doug Krebsbach. Also present were Auditor Les Korgel, Deputy Auditor Nancy Leidholm, and Cheryl McCormack of BHG News Services.

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

Highway Superintendent Jim Grey joined the meeting with an update on departmental operations. He reported that equipment repairs are ongoing and some snow removal took place over the weekend. Grey informed the commission that the new sander was in, installed and has already been used. He also reported that he'd received an email regarding a possible 12 month tractor rental option through John Deere if enough local dealers are willing to participate.

Grey handed out maps of the 90/10 cost share project that addresses safety issues with the curve near Deep Water Bay on Highway 37 south of Parshall for use at the upcoming township meetings.

Moved by Lee, seconded by Krebsbach, to approve a raffle permit request submitted by Bis-Man Reel N Rec for a raffle to be held on February 21, 2015 at Totten Trail Resort with total prize value set at \$2,100.00. Roll Call Vote: Aye: Lee, Krebsbach, and Suydam. Nay: None. Motion carried.

Moved by Krebsbach, seconded by Lee, to accept the list of depositories for county funds for the year 2015 which include Farmers Security Bank of Washburn; Bank of Turtle Lake; North Country Bank of Underwood; First State Bank of Wilton; Garrison State Bank and Trust; and BNC National Bank of Garrison. Roll Call Vote: Aye: Lee, Krebsbach, and Suydam. Nay: None. Motion carried.

Moved by Lee, seconded by Krebsbach, to accept the pledged securities report as presented by Korgel. Roll call vote: Aye: Lee, Krebsbach, and Suydam. Nay: None. Motion carried.

Korgel presented the Taxes Levied in McLean County 1982-2014 Report, the Delinquent Taxpayers Owing Over \$4,000.00 List, the Uncollected Taxes Report and the General Fund Income Comparison 1985-2014 Report.

Received and ordered filed the fee collection report from the Sheriff's department in the amount of \$1,132.78 for the months of October, November and December.

Received and ordered filed the fee collection report from the Recorder's office in the amount of \$9,200.90 for the month of December.

Moved by Lee, seconded by Krebsbach, to reappoint Don Flinn, Darwin Saari and Rick Hultberg to the Planning & Zoning Commission for a term of 3 years. Roll Call Vote: Aye: Lee, Krebsbach, and Suydam. Nay: None. Motion carried.

Moved by Lee, seconded by Krebsbach, to reappoint Lynn Oberg to the County Water Resource Board for a term of 3 years. Roll Call Vote: Aye: Lee, Krebsbach, and Suydam. Nay: None. Motion carried.

Moved by Lee, seconded by Krebsbach, to reappoint Mike Thyberg and Paul Jacobson to the County Weed Control Board for a term of 3 years. Roll Call Vote: Aye: Lee, Krebsbach, and Suydam. Nay: None. Motion carried.

Moved by Lee, seconded by Krebsbach, to reappoint Agnes Jennings to the Dakota Central Social Service Board for a term of 3 years. Roll Call Vote: Aye: Lee, Krebsbach, and Suydam. Nay: None. Motion carried.

Moved by Lee, seconded by Krebsbach, to reappoint Todd Schreiner as Tax Director/Land Use Administrator for a term of 1 year. Roll Call Vote: Aye: Lee, Krebsbach, and Suydam. Nay: None. Motion carried.

Moved by Lee, seconded by Krebsbach, to reappoint Todd Schreiner as Veteran's Service Officer for a term of 1 year. Roll Call Vote: Aye: Lee, Krebsbach, and Suydam. Nay: None. Motion carried.

Moved by Lee, seconded by Krebsbach, to reappoint Richard Johnson as E-911 Coordinator for a term of one year. Roll Call Vote: Aye: Lee, Krebsbach, and Suydam. Nay: None. Motion carried.

Moved by Lee, seconded by Krebsbach to reappoint Cathy Bailey as Clerk of District Court for a term of one year. Roll Call Vote: Aye: Lee, Krebsbach, and Suydam. Nay: None. Motion carried.

Moved by Lee, seconded by Krebsbach, to appoint Jim Grey as County Highway Superintendent for a term of one year. Roll Call Vote: Aye: Lee, Krebsbach, and Suydam. Nay: None. Motion carried.

Moved by Lee, seconded by Krebsbach, to reappoint Richard Britton to the McLean County School Reorganization Committee for a term of 3 years. Roll Call Vote: Aye: Lee, Krebsbach, and Suydam. Nay: None. Motion carried.

Moved by Lee, seconded by Krebsbach, to reappoint Karen Jorgenson to the Regional Human Services Advisory Committee for a term of 2 years. Roll Call Vote: Aye: Lee, Krebsbach, and Suydam. Nay: None. Motion carried.

The commission reviewed applications received for the Emergency Manager position. Interviews will be held at 11:00 a.m. on January 20 after which the commission will appoint one of the applicants to the position.

Chief Deputy Auditor Lori Foss joined the meeting.

The board conducted the second reading of proposed changes to the policy manual, specifically Policy 201 Employment Categories, 209 Performance Reviews, 301 Employee Benefits, 302 AFLAC Insurance, 306 Workforce Safety & Insurance, 311 Jury Duty, 312 Witness Duty, 316 Leave Sharing, 317 Family Sick Leave, 319 Health Insurance, 321 Unemployment Insurance, 322 Deferred Compensation, 323 Retirement, 324 Service Award Program, and 506 Rest and Meal Periods. The additions and changes are necessary to keep the county in compliance with the Affordable Care Act. Policy 706 Inclement Weather has been changed to include the county's Facebook page as another source of information for delayed opening, early closing and closing information.

Moved by Krebsbach, seconded by Lee, to approve the policy manual changes as submitted, to be retroactive as of January 1, 2015. Roll Call Vote: Aye: Lee, Krebsbach, and Suydam. Nay: None. Motion carried.

The board conducted the first reading of the proposed changes to the policy manual, specifically Policy 208 Employment Applications, changing the name to Policy 208 Employment Applications & Hiring Process with additional wordage regarding the hiring process.

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

CHECK #	VENDOR	DESCRIPTION	AMOUNT
A125807	BUTLER MACHINERY COMPANY	PARTS	4,725.84
A125808	WILLIAM CARLSON	CELL PHONE REIMBURSEMENT, REIMBURSE FOR REGISTRATION ON NEW UNIT	41.50
A125809	CIRCLE SANITATION SERVICE	GARBAGE PICKUP	64.25
A125810	VERNON EDINGER	GRAVEL ROYALTY	12,516.50
A125811	ELECTRONIC COMMUNICATIONS	4 VS600 RADIOS W/ KITS	1,750.00

A125812	ENERBASE COOP RESOURCES	FUEL	3,349.35
A125813	WILTON FARMERS UNION OIL CO	GAS @ UNDERWOOD	449.50
A125814	FASTENAL COMPANY	PARTS	68.63
A125815	FILTER CARE OF GRAFTON	WASHED FILTERS	40.45
A125816	GARRISON LUMBER	GARRISON SHOP SUPPLIES	72.64
A125817	GCR TIRE CENTERS	TIRES	22,039.44
A125818	GEN IRRIGATION & DEWATERING	HOSE	2,000.00
A125819	DAVID HOFFER	GRAVEL CRUSHED	27,955.00
A125820	INLAND TRUCK PARTS CO	PARTS	4,283.25
A125821	INTERSTATE POWER SYSTEMS INC	PARTS	622.92
A125822	JOB SERVICE NORTH DAKOTA	QTR ENDING 12/31/2014	894.00
A125823	K & D SERVICES	MODINE LP GAS FOR BUTTE	1,638.40
A125824	LAKESIDE MACHINERY	PARTS	1,303.24
A125825	LYLE SIGNS, INC	SAFETY ITEMS	1,454.50
A125826	MAC'S INC	WASHBURN/BUTTE SHOP SUPPLIES & TOOLS	163.55
A125827	JIM MANOGUE	REIMBURSE POSTAGE FOR OIL SAMPLE	2.68
A125828	MAX FARM SERVICES	FUEL	3,064.00
A125829	MCLEAN SHERIDAN RURAL WTR	WATER	63.95
A125830	MILLENNIUM EXPRESS	DELIVERY CHARGE	40.63
A125831	DEBORAH MOSEANKO	GRAVEL ROYALTY	18,786.25
A125832	NAPA AUTO PARTS	PARTS, SHOP SUPPLIES/TOOLS	3,915.37
A125833	NORTHWESTERN EQUIPMENT, INC	13' STAINLESS STEEL SANDER	13,065.00
A125834	NORTHERN SAFETY TECH, INC	STROBE LIGHTS	428.74
A125835	PRAXAIR DISTRIBUTION	PARTS	732.39
A125836	RENSCH FARM STORE	PARTS	10,320.74
A125837	SCOTT'S HARDWARE	PARTS, WASHBURN SHOP SUPPLIES & TOOLS	174.58
A125838	S & J HARDWARE	PARTS, GARRISON SHOP SUPPLIES, OUT SHOP SUPPLIES	1,172.64
A125839	SMITHYS LLC	PARTS	78.60
A125840	SUNDRE SAND & GRAVEL	DOZING – HOFFER PIT	1,560.00
A125841	TRUCKS OF BISMARCK	PARTS	623.68
A125842	TRUENORTH STEEL	CULVERTS	4,762.94
A125843	TRACTOR SUPPLY CO	PARTS	399.98
A125844	VERIZON WIRELESS	HIGHWAY CELL SERVICE	208.18
A125845	WAGON WHEEL LUMBER	PARTS	121.60
A125846	WALLWORK TRUCK CENTER	PARTS	492.80
A125847	WASTE MANAGEMENT	HIGHWAY GARBAGE	52.30
A125848	WEST RIVER TELECOM	TELEPHONE & DSL	89.54
A125849	AMERIPRIDE LINEN & APPAREL	SHOP TOWELS, FLOOR MATS	152.60
A125850	BHG INC	COMMISSION MINUTES, HELP WANTED ADS, NOTICES, STAMPS – RECORDER, NOTARY STAMP – COTE	3,039.98
A125851	BRENTS TOTAL LAWN CARE, LLC	SNOW REMOVAL – NOVEMBER	300.00
A125852	CENEX CREDIT CARD	GASOLINE – SHERIFF	530.57
A125853	CHASE DRUG STORE	PRISONER MEDICAL	407.47
A125854	CITY OF WASHBURN	LAW ENFORCEMENT CENTER & COURTHOUSE – WATER/SEWER	490.61
A125855	DACOTAH PAPER COMPANY	JANITORIAL SUPPLIES, PRISONER BOARD	921.62
A125856	MICHELLE EFFERTZ	CELL PHONE REIMBURSEMENT	30.00
A125857	WILTON FARMERS UNION OIL CO	GASOLINE, OIL CHANGE – SHERIFF	553.54
A125858	GARRISON FARMERS UNION OIL	OIL CHANGES, TIRE REPAIRS, HEAD LAMP, GASOLINE – SHERIFF	1,857.30
A125859	GARRISON DIVERSION	DISBURSE MONTHLY COLLECTIONS	14,560.25
A125860	GARRISON VETERINARY SERVICE	DOG FOOD – DRUG DOG	77.00
A125861	GARRISON MEMORIAL HOSPITAL	DRUG TESTING	30.00
A125862	GOVERNSOFT	DAKOTA PROGRAM SOFTWARE SUPPORT 1/2015 – 12/2105	12,195.00
A125863	GRAINGER	FILTERS	172.56
A125864	IRENE GRAVES	CELL PHONE REIMBURSEMENT	30.00
A125865	GRIMSLEYS EXHAUST & FUELS	GASOLINE – SHERIFF	800.58
A125866	HATZY'S REPAIR	OIL CHANGE – S-8 – SHERIFF	46.95
A125867	HIWAY 83 EXPRESS	GASOLINE – SHERIFF	192.80
A125868	SHANNON JEFFERS	DECEMBER MEETINGS/MILEAGE	1,078.80
A125869	KRAUSE'S SUPER VALU	COFFEE FILTERS, PRISONER MEALS	9,183.84
A125870	LEE, STEVE	DECEMBER TRAVEL	179.20
A125871	LEWIS & CLARK REGIONAL DEV	COUNTY CONTRIBUTION 1/1/2015 – 12/31/2015	11,118.00
A125872	CURT MALO	CELL PHONE REIMBURSEMENT, REIMBURSE FOR AIR HANDLER FUSES	155.12
A125873	MAX FARM SERVICES	GASOLINE – SHERIFF	438.72
A125874	MCELWAIN CONSTRUCTION INC	LOCATE CULVERT ON RAILROAD	400.00
A125875	MCLEAN FAMILY RESOURCE CTR	DISBURSE MONTHLY COLLECTIONS	685.00
A125876	MCLEAN COUNTY AUDITOR	DECEMBER POSTAGE – CO AGENT	188.79
A125877	MCLEAN CO CLERK OF COURT	REIMBURSE FOR DEPOSIT SLIPS, CHECKS	257.50
A125878	MOTOROLA SOLUTIONS, INC.	BASE RADIO FOR TOWER	16,495.00
A125879	NAPA AUTO PARTS	V BELT	7.29
A125880	NATIONAL ASSOC OF COUNTIES	2015 MEMBERSHIP DUES	450.00
A125881	ND ASSOCIATION OF COUNTIES	2015 EST. WORKERS COMP PREMIUM	65,146.68
A125882	ND ASSOCIATION OF COUNTIES	DISBURSE 15% E-911 COLLECTIONS	1,470.46
A125883	ND COUNTY RECORDER'S ASSOC.	2015 DUES	150.00
A125884	ND DEPT OF HUMAN SERVICES	JAIL CLAIMS	107.73
A125885	ND STATE RADIO COMM	TELETYPE 10/1/14 TO 12/31/14	480.00
A125886	NORTH DAKOTA 911 ASSOC	2015 DUES	25.00
A125887	OAKSTONE PUBLISHING	DIGITAL TOPHEALTH NEWSLETTER THRU JANUARY 2016	348.00
A125888	LYNN OBERG	NOVEMBER/DECEMBER MEETINGS/ MILEAGE	1,324.75
A125889	RYAN OBERG	CELL PHONE REIMBURSEMENT	30.00
A125890	OTTERTAIL POWER COMPANY	LAW ENFORCEMENT CENTER	2,892.20

A125891	PHARMCHEM INC.	PATCH KITS – SHERIFF	608.00
A125892	PITNEY BOWES	2 RED INK CARTRIDGES – POSTAGE METER	175.08
A125893	QUILL CORP	BLUE HEAVY DUTY BINDER	29.99
A125894	JAIMI RUSSELL	INMATE CARE	1,075.00
A125895	SALHUS SEPTIC PUMPING	PUMP SALLY PORT DRAIN	120.00
A125896	EMMALENE SITTING BEAR	REIMBURSE HOTEL, AIRLINE TICKET, RENTAL CAR, TRAINING	938.49
A125897	SIX, ANNA	REIMBURSE FOR INMATE FOOD	30.80
A125898	ND STATE TREASURER	DISBURSE MONTHLY COLLECTIONS	14,539.71
A125899	BARRY SUYDAM	DECEMBER TRAVEL	78.40
A125900	THE VILLAGE FAMILY SVC CTR	EAP ANNUAL CONTRACT 1/15 – 12/15	3,510.00
A125901	THE ATTIC SPORTSMANS LOFT	AMMUNITION – SHERIFF	736.00
A125902	THE SIDWELL COMPANY	McLEAN COUNTY – GIS	25,200.00
A125903	TYLER TECHNOLOGIES	ANNUAL SUPPORT CONTRACT 2015 WORKFLOW MODULE SUPPORT 2/1/15 - 1/31/16	5,271.28
A125904	UNICOM	FUSES – UNIT S-9 – SHERIFF	97.95
A125905	UNISTOP, INC	GASOLINE – SHERIFF	2,785.21
A125906	VANGUARD APPRAISALS, INC	ANNUAL SERVICE CONTRACT	8,950.00
A125907	DENNIS VAN HOORN	WELD WEIGHT MACHINE – SHERIFF	20.00
A125908	WASTE MANAGEMENT	DECEMBER GARBAGE – COURTHOUSE, LAW ENFORCEMENT CENTER	143.84
A125909	WEST RIVER TELECOMM DECEMBER PAYROLL	TELEPHONE – SHERIFF	83.48 \$322,035.06

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

E-911 Coordinator Richard Johnson, Sheriff JR Kerzmann, and Assistant Jail Administrator Wade Krohmer joined the meeting.

Kerzmann presented his plan for the reorganization of the sheriff's department and requested to reclassify two employees as Administrative Assistant II positions, and removing the Office Deputy classification.

Moved by Lee, seconded by Krebsbach, to reclassify sheriff department employees Sherry Grey and Casey Howe to the Administrative Assistant II position. Roll Call Vote: Aye: Lee, Krebsbach, and Suydam. Nay: None. Motion carried.

Moved by Lee, seconded by Krebsbach, to request that Sheriff Kerzmann submit a job description for an Administrative Assistant II position to the commission at the next scheduled meeting so that the prior mentioned reclassifications can take place. Roll Call Vote: Aye: Lee, Krebsbach, and Suydam. Nay: None. Motion carried.

The board discussed Deputy Curt Olson's previous demotion from Captain to Patrol Deputy II.

Moved by Krebsbach, seconded by Lee, to reduce Curt Olson's salary to reflect his demotion from Captain to Patrol Deputy II. Roll Call Vote: Aye: Lee, Krebsbach, and Suydam. Nay: None. Motion carried.

Moved by Lee, seconded by Krebsbach, to approve the sheriff's departmental restructure as presented, pending the submission of a job description for Patrol Lieutenant. Roll Call Vote: Aye: Lee, Krebsbach, and Suydam. Nay: None. Motion carried.

Kerzmann went on to explain the reorganization of the jail administration.

Moved by Lee, seconded by Krebsbach, to approve the jail administration proposal for reorganization pending submission of a job description for the Sergeant position. Roll Call Vote: Aye: Lee, Krebsbach, and Suydam. Nay: None. Motion carried.

Moved by Krebsbach, seconded by Lee, to approve the 2015 Nursing Contract for the Law Enforcement Center with submitted changes. Roll Call Vote: Aye: Lee, Krebsbach, and Suydam. Nay: None. Motion carried.

Moved by Lee, seconded by Krebsbach, to approve advertising for one or more jailer/dispatchers. Roll Call Vote: Aye: Lee, Krebsbach, and Suydam. Nay: None. Motion carried.

Attorney David Lindell and States Attorney Ladd Erickson joined the meeting for the scheduled public hearing.

The chairperson opened the public hearing at 10:00 a.m.

Lindell was present with a request to vacate a portion of Turtle Bay Place adjacent to Lots 36 and Lot 37 of Bonnie Subdivision, part of Sections 20 and 21, Township147 North, Range 79 West. No one was present in protest.

Moved by Krebsbach, seconded by Lee, to approve the request to vacate a portion of Turtle Bay Place adjacent to Lots 36 and Lot 37 of Bonnie Subdivision, part of Sections 20 and 21, Township147 North, Range 79 West. Roll Call Vote: Aye: Lee, Krebsbach, and Suydam. Nay: None. Motion carried.

The Chairperson closed the public hearing at 10:03 a.m.

There being no further business, the chairperson declared the meeting adjourned until the next regularly scheduled meeting on Tuesday, January 20. The commission minutes and agenda can be found on the county website at <http://www.visitmcleancounty.com/officials/meetings.html>.

Barry Suydam, Chairperson

Nancy Leidholm, Deputy Auditor