

**McLean County Commission Proceedings
Tuesday, August 4, 2015**

The first regular August meeting of the Board of Commissioners was called to order at 8:30 a.m. by Chairperson Barry Suydam. Present were Commissioners Suydam, Doug Krebsbach, and Steve Lee. Also present were Auditor Les Korgel, Deputy Auditor Nancy Leidholm, and Stu Merry of BHG News Service.

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 along with Wold Engineering representatives Mike Rivinius and Ron Wagner. Grey reported that crews are still busy gravelling. There were many trees down because of last week's storm, but those have been cleaned up. Grey told the commission that the Max Elevator is considering hiring a contractor to build up an existing road from the cemetery out to Highway 83 depending on the cost. They would like the county to maintain the road if this is done. Grey was instructed to visit with people from the Max Elevator regarding potential wildlife easements; the fact that it is a wet area the Water Board should be contacted; and in order for the county to maintain the road, it would have to be built at county specs.

Rivinius updated the commission on the progress of various road projects around the county and presented three options for a change order on Project CNOB-2800(51), which entails graveling and subgrade repairs on McLean County's Major Collector (CMC) routes 2802, 2841, 2861.

Moved by Lee, seconded by Krebsbach, to approve change order #1 that adds CR #17 (CMC 2855) and extends CR #23 (CMC 2861) to Project CNOB-2800(051) PCN 21086 with a completion date of July 1, 2016. Roll Call Vote: Aye: Lee, Krebsbach and Suydam. Nay: None. Motion carried. Discussion followed regarding gravel.

Risk Manager/Disaster Emergency Services Manager Noelle Kroll joined the meeting. She submitted Risk Management accident statistics for 2015 showing a total of 9 accidents requiring medical care and 17 without medical. Kroll discussed the 2016 Employee Risk Management Program budget. The First Aid Kit line item shows a large increase from \$350.00 in 2015 to \$2,500.00 for 2016 due to the Sheriff Department's request for first aid kits in each patrol car; the Training line item shows a slight increase from \$500.00 to \$700.00 for continued training/certification for Kroll; and the AED line item shows a large increase from \$7,850.00 for 2015 to \$15,000.00 for 2016 to equip the patrol cars with AEDs. There are currently 11 patrol cars without them and Kroll has applied for a grant to help offset the cost to the county, budgeting for 6 AEDs in 2016 and 6 for 2017. All other line items will remain the same as budgeted in 2015. She then updated the commission of the ongoing Mitigation Plan meetings with the cities.

Kroll went on to discuss the 2016 Disaster Emergency Officer budget. The Travel and Training/Conventions line items show large increases, both increasing from \$200.00 for 2015 to \$1,000.00 for 2016 for ongoing certification for Kroll; the Equipment/Supplies line item shows a large increase from \$200.00 for 2015 to \$1,000.00 for 2016; the ITD-T-1 line item shows an increase from \$550.00 for 2015 to \$1,200.00 for 2016; and a Cell Phone line item was added at \$360.00 for 2016. All other line items will remain the same as budgeted in 2015.

Korgel submitted revised job descriptions for the County Recorder and Deputy County Recorder due to the additional job of providing marriage licenses in that office.

Moved by Lee, seconded by Krebsbach, to approve the revised job descriptions for the County Recorder and Deputy County Recorder as submitted. Roll Call Vote: Aye: Lee, Krebsbach and Suydam. Nay: None. Motion carried.

The board received and ordered filed the monthly revenue report submitted by the Sheriff's office in the amount of \$1,333.24 for the months of April, May, June and July.

The board received and ordered filed the monthly revenue report submitted by the Recorder's office in the amount of \$7,489.40 for the month of June.

Korgel presented the proposed 2016 budget from First District Health Unit. He first presented a revenue breakdown for the district detailing their many funding sources. On the expenditure side the budgeted total increased from \$4,722,940.00 in 2015 to \$5,248,227.00 for 2016 including a 5% salary increase for their staff. The dollar amount requested from McLean County is \$162,975.00 which is an increase over the 2015 amount of \$155,280.00.

Moved by Krebsbach, seconded by Lee, to approve the 2016 budget from First District Health Unit as submitted. Roll Call Vote: Aye: Lee, Krebsbach and Suydam. Nay: None. Motion carried.

Tax Equalization Director/Veterans Service Officer Todd Schreiner joined the meeting to present his department budgets for 2016. Both budgets are showing a 3% increase in the Salary line items. All other line items in Veterans Services budget remained the same as 2015. All other line items in the Tax Equalization budget remained the same as 2015 with the exception of the added line item for an additional assessor with the proposed budget of \$50,000.00.

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

CHECK #	VENDOR	DESCRIPTION	AMOUNT
A127560	BUTLER MACHINERY COMPANY	PARTS	197.52
A127561	WILLIAM CARLSON	REIMBURSE CELL PHONE	30.00
A127562	CIRCLE SANITATION SERVICE	GARBAGE PICKUP – HIGHWAY	64.25
A127563	GREY JAMES	REIMBURSE FOR REGISTRATION ON NEW UNIT	11.50
A127564	HORSESHOE VALLEY GRAVEL CO	2458T @ \$1.00/TON	2,458.00
A127565	MAKEEFF FARMS INC.	1365t @ \$1.50/TON PIT RUN ROYALTY, 400T @ \$1.00/TON ROCK ROYALTY	2,447.50
A127566	MAX FARM SERVICES	FUEL – HIGHWAY	3,299.12
A127567	MCLEAN SHERIDAN RURAL WTR	WATER – HIGHWAY	109.75
A127568	ND DEPT OF TRANSPORTATION	PROJECT RPC-2879(084) PROJECT HRR-9999(304)	10,867.74
A127569	ND INSURANCE DEPT	WASHBURN SHOP	50.00
A127570	NELSON INTERNATIONAL	PARTS	249.27
A127571	RAY OLSON	120T @ \$.50/TON PIT RUN ROYALTY	60.00
A127572	PAHLKE STEEL INC	PARTS	175.32
A127573	SCOTT'S HARDWARE	WASHBURN SHOP SUPPLIES, PARTS	89.89
A127574	S & J HARDWARE	PARTS FOR GRADERS	112.97
A127575	TITAN MACHINERY	2015 CASE SKID STEER SR210	38,265.00
A127576	VINING OIL	DIESEL FOR GARRISON SHOP	14,192.05
A127577	WASTE MANAGEMENT	GARBAGE PICKUP – HIGHWAY	49.81
A127578	THE ALICE TRAINING INSTITUTE	ACTIVE SHOOTER TRAINING – SHERIFF	595.00
A127579	AMERIPRIDE LINEN & APPAREL	SHOP TOWELS, FLOOR MATS	166.48
A127580	AT&T MOBILITY	SHERIFF & STATES ATTORNEY CELL SERVICE, LAND USE DATA CARD, CELL PHONE FOR SHERIFF	379.13
A127581	BHG INC	COMMISSION MINUTES, NOTICE OF TAX LIENS, STAMPERS, AD FOR ENGINEERING SERVICES – PAINTED WOODS CREEK PROJECT, NOTICES, COUNTY FAIR THANK YOU	1,119.45
A127582	BUSINESS CARD	TREND MICRO ANTIVIRUS, CORRECTIBLE TYPEWRITER RIBBON, DIGITAL CAMERAS	1,268.61
A127583	CENEX CREDIT CARD	SHERIFF, EYEWASH GASOLINE – SHERIFF	1,931.29

A127584	CHASE DRUG STORE	PRISONER MEDICAL	734.21
A127585	CHARM-TEX, INC.	PLATES, GLOVES, SHAMPOO – SHERIFF	425.30
A127586	CITY OF WASHBURN	COURTHOUSE/LEC WATER/SEWER	217.32
A127587	COMMUNITY MEM HOSPITAL	PRISONER MEDICAL	222.00
A127588	DIGITAL ALLY	REPAIR IN-CAR VIDEO MIRROR, IN-CAR CAMERA CABLE	425.00
A127589	DOC'S SHOP	WINDSHIELD WIPERS, OIL CHANGES – SHERIFF	367.51
A127590	ELECTRONIC COMMUNICATIONS	COAX KIT, RECORDER, 2 ENCODERS, REPAIR 2-VS P829 RADIOS, ANTENNA, KEYPAD, VOLUME CONTROL, LABOR; SRM-24 BATTERIES; SECOND HALF PAYMENT FOR ZETRON CONSOLE	28,376.50
A127591	FARMERS UNION SERVICE ASSOC	ADD 2015 CHEVY PICKUP – HIGHWAY	537.00
A127592	GALLAGHER BENEFIT SERVICES	REVIEW DCF'S FROM PARTICIPATING ORGANIZATIONS	960.00
A127593	GARRISON MEMORIAL HOSPITAL	PRISONER MEDICAL, BLOOD ALCOHOL TESTING	473.37
A127594	GEM FEDERAL CREDIT UNION	McLEAN COUNTY PORTION – RENTAL CAR – KROLL	150.20
A127595	GRAINGER	FILTERS, FLAG	306.07
A127596	GROUP MOBILE	LIND 120W 12-32V INPUT CAR ADAPTER	396.00
A127597	HATZY'S REPAIR	OIL CHANGE – SHERIFF	48.95
A127598	INDIAN HILLS RESORT	REFUND OVERPAYMENT OF FISHING LICENSES	50.00
A127599	SHANNON JEFFERS	JULY WATER BOARD MEETINGS/TRAVEL	2,602.00
A127600	KEN'S BODY SHOP	VEHICLE IMPOUNDS – SHERIFF	1,225.00
A127601	DOUG KREBSBACH	JULY TRAVEL	119.60
A127603	LEE, STEVE	JULY TRAVEL	159.85
A127604	MAX FARM SERVICES	GASOLINE – SHERIFF	335.67
A127605	MCLEAN FAMILY RESOURCE CTR	JAG GRANT	560.75
A127606	MCLEAN COUNTY TREASURER	DISBURSE COUNTY EQUALIZATION FUNDS TO SCHOOL DISTRICTS	331.22
A127607	MOTOROLA SOLUTIONS, INC.	BASE RADIO FOR TOWER	2,570.50
A127608	ND EMERGENCY MANAGEMENT	CONFERENCE REGISTRATION – KROLL	85.00
A127609	ND SURPLUS PROPERTY/OMB	3 RADAR UNITS	1,400.00
A127610	LYNN OBERG	JULY WATER BOARD MEETINGS/TRAVEL	1,392.30
A127611	OTTERTAIL POWER COMPANY	BUTTE, TURTLE LAKE, WASHBURN & MAX SHOPS; COURTHOUSE, RADIO TOWER, LAW ENFORCEMENT CENTER	5,924.10
A127612	PARKER DENTAL CLINIC	PRISONER MEDICAL	222.00
A127613	PHARMCHEM INC.	SWEAT PATCH KITS	475.00
A127614	JAIMI (RUSSELL) POCHANT	INMATE CARE	930.00
A127615	RENSCH FARM STORE	BRAKE LIGHT, CLEAN RADIATOR, BLOWER MOTOR – SHERIFF; REPAIRS – 2003 DURAMAX – WEED CONTROL WASHER, DRYER, VACUUM CLEANER – SHERIFF; GARDEN NETTING, GREEN SPRAY PAINT – COUNTY AGENT; OIL FOR GENERATOR, GRASS SEED, BOLTS, INSECT REPELLANT, VACUUM BAGS, THERMOMETER, DRILL BITS	1,411.48
A127616	SCOTT'S HARDWARE	BLEACH, IRONOUT, HOSE ENDS, NUT, BOLT, DRILL BIT, CIRCUIT BREAKER, ENDCAP/CONNECTOR, PAINT, STARTER ROPE	1,549.36
A127617	S & J HARDWARE	ASSESSOR CELL SERVICE	61.04
A127618	SRT COMMUNICATIONS, INC	JULY TRAVEL	80.50
A127619	BARRY SUYDAM	INSTALL LIGHT BARS, SIREN – UNITS S-19 & S-20	4,403.65
A127620	THIRD WATCH COMMUNICATIONS	UNIFORM PANTS	93.99
A127621	UNIFORM CENTER	TIRE REPAIRS, WINDSHIELD CHIP	413.46
A127622	WASHBURN AUTO BODY LLC	REPAIRS – SHERIFF	
A127623	WASTE MANAGEMENT	COURTHOUSE/LEC GARBAGE PICKUP	139.06
	JULY PAYROLL		\$352,176.01

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

Korgel then presented various 2016 budgets including the budget for the County Auditor. The salary line item shows a 3% increase. All other line items remained the same as 2015. He then presented the budget for the County Commission which includes a 3% increase in the salary line item and no changes in any other line item. Employee Benefits shows increases in the Medical Insurance, Retirement and Workforce Safety Insurance line items. Social Security shows an increase from \$275,000.00 to \$325,000.00 due to proposed salary increases. The Historical Society submitted a total budget amounting to \$20,750.00; Korgel explained that they may not receive the entire amount requested due to their levy cap of 0.25 mills. Special Assessments shows a budget of \$150,000.00. The Advertising/Tourism budget shows the addition of Annual Website Maintenance in the amount of \$600.00. The Dues and Membership budget was next and Korgel explained that these line items are a best guess estimate due to the fact that Oil & Gas and Coal Conversion dues are based on a percentage of production which can only be estimated at this time.

Maintenance Supervisor Curt Malo joined the meeting with a request to purchase an HS8 Spreader attachment for the Bobcat in the amount of \$3,401.77 to address issues of ice in the parking lot during winter months. He presented a quote from Bobcat of Mandan. Malo was directed to check with various in-county vendors and report back before the commission makes a decision on the purchase.

Korgel presented a financial recap for the period ending July 31, 2015 including a list of delinquent taxpayers owing more than \$4,000.00 which shows 12 taxpayers owing a total of \$112,563.18. Property tax collections stand at 96% which is equal to the same time in 2014. On the expense side we have spent 47.40% of the 2015 budget. The county will continue with spending restrictions due to the continued decreases in revenue collections.

There being no further business, the chairperson declared the meeting adjourned until the next regularly scheduled meeting on Tuesday, August 18, 2015. The commission minutes and agenda can be found on the county website at <http://www.mcleancountynd.gov>.