

McLean County Commission Proceedings
Tuesday, December 15, 2015

The final regular December 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 Brandon Lerbakken and Perry Hesch representing JMAC Resources, Kendal Schmidt representing Max Farmers Elevator, Auditor Les Korgel, Chief Deputy Auditor Lori Foss, Deputy Auditor Nancy Leidholm, and Suzanne Werre of BHG News Service.

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

Moved by Krebsbach, seconded Lee, to nominate and elect Steve Lee to Commission Chairperson. Nominations ceased. Roll Call Vote: Aye: Krebsbach, Suydam, and Lee. Nay: None. Motion carried.

Lee assumed the role of Chairperson.

Moved by Suydam, seconded by Krebsbach, to nominate and elect Doug Krebsbach to Commission Vice-Chairperson. Nominations ceased. Roll Call Vote: Aye: Krebsbach, Suydam, and Lee. Nay: None. Motion carried.

The commission presented Equipment Operator III David Lakoduk with his clock to commemorate his retirement at the end of the month and thanked him for his 32 years of service with McLean County.

Highway Superintendent Jim Grey joined the meeting along with Wold Engineering representative Ron Wagner. Grey reported that crews have been busy pushing snow and ice due to the recent weather. Prior to this they were busy cleaning up washboards on county roads and cutting down trees in various right-of-ways. Grey added that equipment repair is taking place as well.

Grey presented an agreement with the North Dakota Department of Transportation (NDDOT) for accessing right-of-ways to install 911 signage.

Moved by Krebsbach, seconded by Lee, to enter into the agreement with NDDOT for accessing right-of-ways to install 911 signage as submitted. Roll Call Vote: Aye: Krebsbach, Suydam, and Lee. Nay: None. Motion carried.

States Attorney Ladd Erickson joined the meeting.

Grey visited with the commission regarding leasing options for motor graders.

Moved by Krebsbach, seconded by Suydam, to advertise for leasing options for up to three motor graders with bid opening to be scheduled for January 19, 2016 at 10:00 a.m. Roll Call Vote: Aye: Krebsbach, Suydam, and Lee. Nay: None. Motion carried.

Chief Deputy Sheriff/E-911 Coordinator Richard Johnson, Maintenance Supervisor Curt Malo, Clerk of Court Cathy Bailey and Sheriff J. R. Kerzmann joined the meeting.

Grey informed the commission that surrounding counties charge considerably more for private work such as snow removal, blading, and graveling. Lee suggested making an adjustment to the charges to be effective January 1, 2016. Erickson is concerned as townships have already set their 2016 budgets and recommended discussing this issue at the upcoming annual township meetings. Grey was instructed to put together numbers for the January 5, 2016 commission meeting.

Kendal Schmidt of Max Farmers Elevator joined the meeting to discuss safety concerns and the county's possible involvement in upgrading a section line road south of the new fertilizer plant in Max. Grey presented a cost estimate for grade raise and surface graveling. Krebsbach questioned if the elevator is willing to pick up the price of this project as the county won't foot the bill. Lee stated that it is not in the budget for 2016 but the county could offer technical assistance and help with right-of-ways. Erickson questioned drainage issues and Lee stated that the Water Board would be involved if any road is built.

County Recorder Beth Knutson joined the meeting.

Wold Engineering representative Ron Wagner requested and received approval to add an additional mile of chip seal starting at Highway 53 and County Road (CR) 33 and continuing through the city of Butte to the county line to county road project CP-2879(016), the county funded micro surfacing project on CR #33 from Butte south 12 miles, making a total of 13 miles.

Land Use Administrator Todd Schreiner and his assistant Cassandra Goetz joined the meeting with two items requiring final zoning action from the regular Planning & Zoning Commission meeting held on December 14, 2015.

Moved by Suydam, seconded by Krebsbach, to concur with the Planning & Zoning Commission and approve the conditional use permit request from Ryan & Jolene Rust of Turtle Lake, for land described as the W½W½NW¼, Section 10, Township 146 North, Range 80 West, known as Outlot A, to construct a non-farm structure on agricultural land. Roll Call Vote: Aye: Krebsbach, Suydam, and Lee. Nay: None. Motion carried.

Moved by Krebsbach, seconded by Suydam, to concur with the Planning & Zoning Commission and approve the conditional use permit request from JMAC Resources, Inc. of Bismarck, for land described as the NE¼, Section 26, Township 144 North, Range 81 West, to operate a sand and gravel pit for mining, processing and selling of sand and gravel products. Roll Call Vote: Aye: Krebsbach, Suydam, and Lee. Nay: None. Motion carried.

The board conducted the second reading of proposed changes to the policy manual, specifically Policy 208 Employment Applications & Hiring Process. Foss presented changes that were made to the Application Submission and Interview process as follows: in the Application Submission process, applications can be submitted electronically through the county website; during the Interview process the Auditor's office shall forward copies of all applications and supporting documents to the appropriate department head (or his/her delegated representative(s)), a representative of the Auditor's office, and optionally a member of the County Commission if the department or the Board of Commissioners desires Commission representation; the Auditor's office along with the department head shall delineate a candidate selection/scoring process for each open position prior to the candidate scoring; the interview time and location will be determined by the Auditor's office and the department head or representative. The Auditor's office will coordinate the scheduling of the interviews in consultation with the department head or representative as well as serve appropriate written notice to all hiring committee members and to all candidates scheduled to be interviewed; the Auditor's office will have the human resources functions during the interviewing process including the authority to ask general questions; and lastly, the interviews will be conducted in a panel format with panel size and makeup determined by the Auditor's office and department head or representative.

Foss explained the changes she made to the policy presented at the last meeting effectively make the application/hiring/interview process a cooperative arrangement between the Auditor's office serving as the Human Resource Department for the county and all county departments. The Auditor's office representative would serve as an impartial judge of candidates and ensure that compliance is maintained in all steps of the hiring process. Lee feels the county needs a policy that is followed by all departments. Foss explained that the scoring process would be done off of what is advertised for each position. Erickson feels the Auditor's office has too much power and control and that the current process does not benefit the Sheriff's department. Kerzmann wants to see all applications and feels there needs to be more communication. Suydam feels that the Auditor's office is trained in the hiring process and should be involved to insure things are done legally. Discussion followed.

Moved by Krebsbach, seconded by Suydam, to table a decision on Policy 208 Employment Applications & Hiring Process until the January 5, 2016 commission meeting to give the commissioners ample time to study the changes. Roll Call Vote: Aye: Krebsbach, Suydam, and Lee. Nay: None. Motion carried.

Moved by Krebsbach, seconded by Suydam, to approve a beer and liquor license transfer from Norma Rist to Cindy Kittelson involving Strawberry Cooler, Ruso, ND. Roll Call Vote: Aye: Krebsbach, Suydam, and Lee. Nay: None. Motion carried.

Korgel presented a financial recap for the period ending November 30, 2015 including a listing of delinquent taxpayers owing more than \$4,000.00 which shows 7 taxpayers owing a total of \$85,660.57. Property tax collections overall stand at 98% compared to 99% on November 30, 2014. On the expense side we have spent 81.38% of the 2015 budget.

Moved by Krebsbach, seconded by Suydam, to approve the following transfer of funds resolution:

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 \$1,012,000.00 from Unorganized Township Roads 8471-2901-000 to County Road 2100-3999-000.

Transfer \$7,175.00 from Leafy Spurge 8025-2901-000 to Weed Control 8026-3999-000.

Transfer \$151,264.75 from Human Services 2210-2901-000 to Social Services 2200-3999-000.

Transfer \$1,100,000.00 from DCSS Human Services 2310-2901-000 to DCSS 2300-3999-000.

Approved this 15th day of December, 2015.

Steve Lee, Chairperson

Leslie Korgel, Auditor

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

Moved by Suydam, seconded by Krebsbach, to approve the following resolution to amend the 2014 budget:

2015 BUDGET AMENDMENT RESOLUTION

Be it resolved, that the McLean County Board of Commissioners this 15th day of December, 2015, move to amend various 2015 budgets as follows: Oil Impact Grants – Highway Department to include the additional expenditures of \$3,527,289.92 for oil impact projects, funds to be paid by state road oil impact grants; Emergency repairs \$63,610.37, funds to be paid from unorganized township roads; County Park road grants \$30,589.15, funds to be paid from ND Game and Fish grant; County owned property special assessments \$46,790.19, funds to be paid from tax levy; Sobriety Expense \$52,459.00, funds to be paid from 24/7 fees; Law Enforcement Grants \$53,955.88, funds to be paid from state grant; Oil Impact Grant Round 1 \$58,636.44, funds to be paid from state grant; Oil Impact Grant Round II \$17,872.80, funds to be paid from state grant.

Approved this 15th day of December, 2015.

Steve Lee, Chairperson

Leslie Korgel, Auditor

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

Krebsbach reported that the highway department did not get the bookmobile as discussed at the December 1 meeting.

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

CHECK #	VENDOR	DESCRIPTION	AMOUNT
A128566	BUTLER MACHINERY COMPANY	PARTS & REPAIRS	19,062.53
A128567	ENERBASE COOP RESOURCES	FUEL/GAS	3,105.00
A128568	TURTLE LAKE FARMERS UNION OIL	PARTS	4.85
A128569	GARRISON CITY	GARBAGE/WATER	67.95
A128570	GARRISON LUMBER	MAG ALUM LEVEL	8.99
A128571	JANZ, GARY	30,000T @ \$1.00/T ROYALTY	30,000.00
A128572	JOHN DEERE FINANCIAL	PARTS	5,262.00
A128573	LYLE SIGNS, INC	SIGNS	39.15
A128574	MCLEAN ELECTRIC COOPERATIVE	ROSEGLLEN, UNDERWOOD & GARRISON SHOPS	400.00
A128575	MCLEAN SHERIDAN RURAL WATER	WATER	63.84
A128576	MDU	TURTLE LAKE, MAX, GARRISON & WASHBURN SHOPS	1,040.45
A128577	NAPA AUTO PARTS-WASHBURN	PARTS	397.34
A128578	NAPA AUTO PARTS-GARRISON	GARRISON SHOP SUPPLIES	8.89
A128579	ND ASSOCIATION OF COUNTIES	MILEAGE – RANDOM TEST BY NORTHERN TESTING	32.40
A128580	NDACE	CONFERENCE REGISTRATION & MEMBERSHIP DUES – GREY	350.00
A128581	NDLTAP - UGPTI	LOCAL ROADWAY SIGNING 101 – VIELLIEUX & SCHAFER	50.00
A128582	NEW AGE HEATING & AIR, LLC	WASHBURN SHOP SUPPLIES	260.00
A128583	PRAXAIR DISTRIBUTION	PARTS	352.14
A128584	RESERVATION TELEPHONE COOP	TELEPHONE	97.65
A128585	TITAN MACHINERY	PARTS	247.03
A128586	TRUCKS OF BISMARCK	PARTS	554.68
A128587	UNDERWOOD FARM SUPPLY	HOSE SPLICE	11.70
A128588	VERIZON WIRELESS	HIGHWAY CELL SERVICE	208.78
A128589	WALLWORK TRUCK CENTER	PARTS	578.99
A128590	WASTE MANAGEMENT	GARBAGE	49.81
A128591	WEST RIVER TELECOM	TELEPHONE/DSL	87.68
A128668	AMERIPRIDE LINEN & APPAREL	SHOP TOWELS, FLOOR MATS	179.36
A128669	AT&T MOBILITY	SHERIFF, STATES ATTORNEY CELL SERVICES; LAND USE – DATA CARD	203.57
A128670	JOHNATHAN BOLES	TRAVEL – TRAINING	235.76
A128671	CAPITAL TROPHY, INC.	4 9X12 PLAQUES – SHERIFF	224.00
A128672	CHARM-TEX, INC.	INMATE CLOTHING – SHERIFF	243.52
A128673	CITY OF WASHBURN	COURTHOUSE, LAW ENFORCEMENT CENTER – WATER/SEWER	359.81
A128674	COMMUNITY MEMORIAL HOSPITAL	PRISONER MEDICAL – SHERIFF	864.35
A128675	DACOTAH PAPER COMPANY	WIPES, PAPER TOWELS, BLEACH, GARBAGE BAGS, CLEANER, SHAMPOO/BODY WASH, KLEENEX, TOILET TISSUE, PENCILS	771.61

A128676	DAKOTA CENTRAL SOCIAL SVCS	McLEAN COUNTY SHARE BILLABLE EXPENSES – NOVEMBER 2015	71,143.85
A128677	DOC'S SHOP	SHERIFF EXPENSES – BATTERY, ROTATE TIRES, BRAKES, CABLES, OIL CHANGES	1,879.24
A128678	MICHELLE EFFERTZ	MILEAGE, DECEMBER CELL PHONE REIMBURSEMENT	136.95
A128679	EIDE FORD	MULTI POINT INSPECTION – SHERIFF	1,601.01
A128680	ELECTRONIC COMMUNICATIONS	351 VERTEX VHF PORTABLE RADIOS – SHERIFF	970.00
A128681	WILTON FARMERS UNION OIL CO	GASOLINE – SHERIFF	716.54
A128682	GARRISON FARMERS UNION OIL CO	GASOLINE, OIL CHANGE – SHERIFF	1,042.61
A128683	FIRST DISTRICT HEALTH UNIT	EMPLOYEE FLU SHOT, CAMPGROUND LICENSE RENEWAL THRU 12/31/16	270.00
A128684	GARRISON VETERINARY SERVICE	DRUG DOG – NEUTER, DOG FOOD	232.20
A128685	GARRISON FAMILY CLINIC	INMATE MEDS	90.00
A128686	GRIMSLEYS EXHAUST & FUELS	GASOLINE – SHERIFF	939.59
A128687	TERRI GUDERJAHN	NOVEMBER TRAVEL	39.55
A128688	JAN HANSON	MILEAGE – ROBOTICS TRUNK TO MORTON COUNTY	32.20
A128689	HARRYS AUTO	GASOLINE – SHERIFF	73.40
A128690	HATZY'S REPAIR	OIL CHANGE, REPAIRS – SHERIFF	310.90
A128691	HIWAY 83 EXPRESS	GASOLINE – SHERIFF	202.12
A128692	INFORMATION TECHNOLOGY DEPT	T-1 LINE ACCESS, ACTIVE DIRECTORY USER FEES, VPN, EXCHANGE EMAIL ACCOUNTS	574.95
A128693	RICHARD JOHNSON	CELL PHONE REIMBURSEMENT	30.00
A128694	K & D SERVICES	BELT	12.84
A128695	KRAUSE'S MARKET	SHAMPOO, INMATE MEALS – SHERIFF	5,778.25
A128696	NOELLE KROLL	REIMBURSE DECEMBER CELL PHONE, NOVEMBER TRAVEL	48.40
A128697	LEXISNEXIS MATTHEW BENDER	ND CENTURY CODE 15 RV-3B – AUDITOR, SHERIFF, RECORDER, STATES ATTORNEY	296.18
A128698	LEXIPOL LLC	YEAR SUBSCRIPTION POLICY MANUAL UPDATE/SUBSCRIPTION ACCESS – SHERIFF	8,425.00
A128699	LIGHT AND SIREN	HOOK KIT FOR NFORCE LIGHTBAR – SHERIFF	170.33
A128700	CURT MALO	REIMBURSE DECEMBER CELL PHONE	30.00
A128701	MAX FARM SERVICES	GASOLINE – SHERIFF	66.23
A128702	MCHENRY COUNTY AUDITOR	EMPLOYEE W2S	59.36
A128703	MCLEAN ELECTRIC COOPERATIVE	SECURITY LIGHTS – COURTHOUSE, PARK; PARK BOARD, CENTENNIAL PARK, CIVIL DEFENSE, CAMPER PADS, CAMPGROUND METER	629.00
A128704	MCLEAN COUNTY AUDITOR	NOVEMBER POSTAGE – COUNTY AGENT	9.35
A128705	MDU	COURTHOUSE, LAW ENFORCEMENT CENTER	266.34
A128706	MIDCONTINENT CABLE CO	CABLE TV – LAW ENFORCEMENT CENTER	68.72
A128707	MID DAKOTA WHEEL ALIGNMENT	ALIGN TRIALER AXEL – WEED CONTROL	238.05
A128708	NAPA AUTO PARTS-WASHBURN	UNDERWOOD TOWER – OIL, BATTERY	142.34
A128709	NDACO RESOURCES GROUP	MANAGED SERVER PRO – JANUARY, MANAGED WORKSTATIONS - JANUARY, SUBSCRIPTION ANTI – VIRUS – JANUARY	1,408.26
A128710	NORTH DAKOTA ENVELOPE CO	DEPARTMENTAL ENVELOPES	1,539.25
A128711	ND SECRETARY OF STATE	NOTARY RENEWAL – KROLL	36.00
A128712	NDSU	SITE LICENSE SOFTWARE - COUNTY AGENT	164.00
A128713	LINDA MCCAW	FARM RECORD BOOKS – COUNTY AGENT	120.00
A128714	ND YOUTH CORRECTIONAL CTR	DETENTION CARE – McLEAN CO JUVENILE COURT	4,274.70
A128715	NELSON AUTO CENTER	2016 FORD EXPEDITION – SHERIFF	30,042.00
A128716	BRADLEY NIELSEN	REIMBURSE GASOLINE – SHERIFF	33.03
A128717	NORTH COUNTRY MARINE	RESCUE BOAT MOTOR REPAIRS	364.33
A128718	NW TIRE	TIRES – SHERIFF	1,330.87
A128719	RYAN OBERG	REIMBURSE DECEMBER CELL PHONE	30.00
A128720	OFFICE DEPOT	6 X 9 ENVELOPES, CERTIFICATE FRAMES/PAPER, D BATTERIES; HP 507A YELLOW LASER TONER	578.44
A128721	PEDERSON DAVID	TRAVEL	50.60
A128722	PHARMCHEM INC.	SWEAT PATCH ANALYSIS	625.00
A128723	RICHARD HULTBERG	DEC PLANNING/ZONING TRAVEL	43.70
A128724	DONALD FLINN	DEC PLANNING/ZONING TRAVEL	11.50
A128725	VERNON OSTBY	DEC PLANNING/ZONING TRAVEL	42.55
A128726	DARWIN SAARI	DEC PLANNING/ZONING TRAVEL	28.75
A128727	ROGER BRITTON	DEC PLANNING/ZONING TRAVEL	14.38
A128728	POSITIVE CONCEPTS	THERMAL PAPER 8.5" X 100' – SHERIFF	149.95
A128729	RECORD KEEPERS	SHREDDING SERVICES	16.00
A128730	RESERVATION TELEPHONE COOP	GARRISON DEPUTIES, PARK, 911 TRUNKING RECURRING	196.85
A128731	DENNIS R ROHR	HANDWRITING EXAMINATION & REPORT	84.00
A128732	SALHUS SEPTIC PUMPING	PUMP SALLY PORT FLOOR DRAIN –LEC	120.00
A128733	SETON	PROPERTY TAGS	236.40
A128734	SEVERIN, RINGSACK & MORROW	COURT APPOINTED COUNSEL	1,550.00
A128735	SMITHYS LLC	UNIT S-1 LIGHT BAR REPAIR – SHERIFF	280.00
A128736	SRT COMMUNICATIONS, INC	LINE RECORD/TRANSPORT-MILE; TRANSPORT TRUNKING	698.28
A128737	SUPERPUMPER	GASOLINE – SHERIFF	1,369.92
A128738	THE VILLAGE FAMILY SERVICE CTR	EAP ANNUAL CONTRACT 1/16 TO 12/16	3,600.00
A128739	THIRD WATCH COMMUNICATIONS	UNIVERSAL GUN LOCK – UNIT S-17	4,850.65

A128740	UNDERWOOD CLINIC PC	DEPUTY PHYSICAL, INMATE MEDICAL	2,891.00
A128741	UNIFORM CENTER	PANTS, JACKETS, SHIRTS – SHERIFF	808.95
A128742	US POSTMASTER	COUNTY PO BOX FEES	206.00
A128743	VERIZON WIRELESS	DATA CARDS – SHERIFF	720.18
A128744	WASHBURN AUTO BODY LLC	UNIT S-4 TIRE REPAIR – SHERIFF	25.00
A128745	WASTE MANAGEMENT	LAW ENFORCEMENT CENTER, COURTHOUSE	139.06
A128746	WATER PURITY INC	WATER DELIVERED	70.00
A128747	WEST RIVER TELECOM	911 TRUNKING RECURRING, MONTHLY TELEPHONE CHARGES	3,494.19
A128748	WESTERN FRONTIER INS AGENCY	NOTARY BOND RENEWAL –KROLL, HUMMEL, RITTENBACH	150.00
A128749	WEX BANK	GASOLINE, OFFICE SUPPLIES – SHERIFF	537.70

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

Korgel informed the commission that the City of Wilton is requesting that the county act as a fiscal agent and sponsor them in their application for funding of the depot renovation through the NDDOT Transportation Alternative Program (TAP).

Moved by Krebsbach, seconded by Suydam, to act as the fiscal agent and sponsor the depot renovation for the City of Wilton through the NDDOT TAP, with no fiscal responsibility to the county. Roll Call Vote: Aye: Krebsbach, Suydam, and Lee. Nay: None. Motion carried.

There being no further business, the chairperson declared the meeting adjourned at 10:51 a.m. until the next regularly scheduled meeting on Tuesday, January 5, 2016. The commission minutes and agenda can be found on the county website at <http://www.visitcleancounty.com/officials/meetings.html>.

Steve Lee, Chairperson

Nancy Leidholm, Deputy Auditor