

**McLean County Commission Proceedings  
Tuesday, March 15, 2016**

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

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

Highway Superintendent Jim Grey joined the meeting with a department update. He reported that crack sealing was moving right along and should be done around the middle of April, weather permitting. They are holding off a bit on pulling shoulders to get roads back into shape. Grey informed the commission that the motor for the lift station at the Garrison shop had gone out and should be repaired this week. The washout on County Road (CR) #27 should be fixed by next week.

The Commission discussed the possible purchase of a John Deere 4650 tractor for sale on an upcoming auction. It was decided to pass on the tractor and look for something down the road that would be a better fit for the county.

Received and ordered filed the fee collection report for the month of February from the Recorder's office in the amount of \$5,894.80.

Received and ordered filed the fee collection report for the months of January and February from the Sheriff's office in the amount of \$1,362.34.

Korgel presented the budget narrative report for the month of February. Property taxes are at 91% collected with the discount compared to 90% in 2015; government reimbursements including PILT, State Aid, and Coal Severance are at \$285,467.65 compared to \$448,511.34 in 2015; fees and miscellaneous revenues are at \$290,755.01 compared to \$176,508.47 in 2015. On the expense side 13.88% of the budget has been expended where budget expenditures normally would be around 16.67%.

Korgel presented revised job descriptions for approval for positions in the Auditor's office including Director of Computer Operations/Chief Deputy Auditor/Superintendent of Schools Designee, Deputy Auditor – Accounting/Wellness, Deputy Auditor – Tax, and Administrative Assistant/Receptionist.

Moved by Krebsbach, seconded by Suydam, to approve the revised job descriptions for the Auditor's office as submitted. Roll Call Vote: Aye: Krebsbach, Suydam, and Lee. Nay: None. Motion carried.

Maintenance Supervisor Curt Malo joined the meeting requesting \$800.00 to repair a panel for the fire alarm system in the Law Enforcement Center.

Moved by Suydam, seconded by Krebsbach, to approve the expenditure for the fire alarm system at the Law Enforcement Center. Roll Call Vote: Aye: Krebsbach, Suydam, and Lee. Nay: None. Motion carried.

Korgel presented the Formal Record of Action for approval and signing with regards to the American Trust Center retirement plan update required by the IRS.

Moved by Krebsbach, seconded by Suydam, to approve the American Trust Center retirement plan updates as submitted. Roll Call Vote: Aye: Krebsbach, Suydam, and Lee. Nay: None. Motion carried.

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

CHECK #	VENDOR	DESCRIPTION	AMOUNT
A129302	BHG INC	MOTOR GRADER BIDS	126.00
A129303	CHS INC	OIL FOR CRACK SEALING	24,621.70
A129304	ENERBASE COOP RESOURCES	MXTRN, MLPLX	216.88
A129305	WILTON FARMERS UNION OIL CO	LP AT BUTTE	105.30
A129306	GARRISON FARMERS UNION OIL CO	OIL, SUPPLERLUBE, LP	79.20
A129307	FASTENAL COMPANY	PARTS, SIGNS	244.70
A129308	FILTER CARE OF GRAFTON	WASHED FILTERS	162.09
A129309	GARRISON CITY	GARBAGE/WATER	64.73
A129310	GCR TIRE CENTERS	TIRES	19,111.24
A129311	INTERSTATE POWER SYSTEMS INC	PARTS	39.20
A129312	JOHNSEN TRAILER SERVICE	PARTS	411.08
A129313	JOHN DEERE FINANCIAL	PARTS	2,963.15
A129314	MAC'S INC	PARTS	135.25
A129315	MCLEAN ELECTRIC COOPERATIVE	ROSEGLEN, UNDERWOOD AND GARRISON SHOPS	701.00
A129316	MCLEAN SHERIDAN RURAL WATER	WATER	76.28
A129317	MDU	WASHBURN, GARRISON, MAX AND TURTLE LAKE SHOPS	709.63
A129318	MILLENNIUM EXPRESS	DELIVERY CHARGES	16.52
A129319	NAPA AUTO PARTS-WASHBURN	PARTS, WASHBURN SHOP SUPPLIES, OUTSHOP SAFETY ITEMS, OIL, TURTLE LAKE SHOP SUPPLIES	1,156.48
A129320	NAPA AUTO PARTS-GARRISON	PARTS, GARRISON SHOP SUPPLIES	1,480.01
A129321	ND DEPT OF TRANSPORTATION	PROJECT CER-2840(054)	3,935.47
A129322	NELSON INTERNATIONAL	PARTS	44.26
A129323	PAHLKE STEEL INC	PARTS	19.96
A129324	PRAXAIR DISTRIBUTION	PARTS	661.59
A129325	RESERVATION TELEPHONE COOP	TELEPHONE – HIGHWAY	96.91
A129326	SUNDRE SAND & GRAVEL	PROJECT CNOB-2800(051)	57,584.75
A129327	TITAN MACHINERY	STRAIGHTEN BENT DECK, AEROSOL GRAPHITE	687.69
A129328	TRUCKS OF BISMARCK	PARTS	447.07
A129329	VERIZON WIRELESS	HIGHWAY DEPT CELL SERVICE	174.31
A129330	VINING OIL	GAS AT WASHBURN SHOP AND GARRISON SHOP	15,723.12
A129331	WAGON WHEEL LUMBER	PARTS	5.99
A129332	WASHBURN AUTO BODY LLC	PARTS	187.85
A129333	WASTE NOT RECYCLING, LLC	PARTS	588.00
A129334	WEST RIVER TELECOM	TELEPHONE, DSL	88.23
A129335	AMERIPRIDE LINEN & APPAREL	SHOP TOWELS, FLOOR MATS	176.86
A129336	AMERICAN TRUST CENTER	PLAN RESTATEMENT FEE	375.00
A129337	AT&T MOBILITY	SHERIFF CELL SERVICE, STATES ATTORNEY CELL SERVICE, LAND USE DATA CARD	219.04
A129338	BHG INC	COMMISSION MINUTES, GRAVEL BIDS, NOTARY STAMPS – JOHNSON, KROLL	968.63
A129339	BOBCAT OF MANDAN	2015 BOB HS8 SPREADER	120.33
A129340	CHASE DRUG STORE	PRISONER MEDICATION – SHERIFF	845.71
A129341	CITY OF WASHBURN	WATER/SEWER – LAW ENFORCEMENT	407.26

A129342	D&L AUTOMOTIVE	CENTER	50.33
A129343	DACOTAH PAPER COMPANY	OIL CHANGE – UNIT S-11 – SHERIFF GARBAGE BAGS, TOILET PAPER, CLEANER, GLOVES, SHAMPOO/BODY WASH, LAUNDRY SOAP, BLEACH, HAND SANITIZER, FOAM CUPS, ZIP LOCK BAGS	1,587.46
A129344	DAKOTA CENTRAL SOCIAL SRVCS	McLEAN COUNTY SHARE BILLABLE EXPENSES – FEBRUARY 2016	68,058.41
A129345	MICHELLE EFFERTZ	TRAVEL, REIMBURSE MARCH CELL PHONE	87.24
A129346	ELECTION SYSTEMS & SOFTWARE	SOFTWARE LICENSE RENEWAL, HARDWARE MAINTENANCE – E-POLLBOOKS	285.00
A129347	LADD R ERICKSON	FEBRUARY TRAVEL	100.84
A129348	WILTON FARMERS UNION OIL CO	GASOLINE, HEADLIGHT – SHERIFF	440.78
A129349	GARRISON FARMERS UNION OIL CO	GASOLINE, BRAKE REPAIRS, TIRE REPAIRS – SHERIFF	688.65
A129350	FIRST DISTRICT HEALTH UNIT	DISBURSE TAX LEVY	162,975.00
A129351	GARRISON VETERINARY SERVICE	K-9 DOG FOOD – SHERIFF	68.00
A129352	GERARD GOVEN	FEBRUARY MEETINGS/MILEAGE	450.60
A129353	SHERRY GREY	REIMBURSE – PRINTER/SCANNER, INK CARTRIDGES, LONI CARLSON – ROOM FALL TRAINING	457.20
A129354	GRIMSLEYS EXHAUST & FUELS	GASOLINE – SHERIFF	335.49
A129355	HARRYS AUTO	GASOLINE – SHERIFF	81.74
A129356	HATZY'S REPAIR	OIL CHANGE, TIRE REPAIR, BRAKES – SHERIFF	444.94
A129357	HIWAY 83 EXPRESS	GASOLINE – SHERIFF	54.21
A129358	HR COLLABORATIVE	HR CONFERENCE REGISTRATION – FOSS	200.00
A129359	INFORMATION TECHNOLOGY DEPT	T-1 LINE ACCESS, VPN, ACTIVE DIRECTORY USER FEES, EXCHANGE EMAIL ACCOUNTS; LERMS USER FEES – SHERIFF	1,439.00
A129360	CALLA JARBOE	REIMBURSE MARCH CELL PHONE, TRAVEL	81.84
A129361	JAVA ROSE FLORAL & CAPPUCCINO	FLORAL ARRANGEMENT – SHIRLEY LEE	55.95
A129362	KEN'S BODY SHOP	TOWING FEES – SHERIFF	350.00
A129363	KRAUSE'S MARKET	INMATE MEALS – SHERIFF; COFFEE, VINEGAR, CPR TRAINING SNACKS	6,107.21
A129364	NOELLE KROLL	REIMBURSE FOR MARCH CELL PHONE	30.00
A129365	CURT MALO	REIMBURSE FOR MARCH CELL PHONE	30.00
A129366	MAX FARM SERVICES	GASOLINE – SHERIFF	41.61
A129367	MCLEAN ELECTRIC COOPERATIVE	SECURITY LIGHT – COURTHOUSE, PARK; PARK BOARD, PARK, CIVIL DEFENSE, CAMPER PADS, CENTENNIAL PARK CAMPGROUND METER	754.00
A129368	MCLEAN FAMILY RESOURCE CTR	STOP GRANT	561.75
A129369	MCLEAN COUNTY FAIR	DISBURSE TAX LEVY	70,000.00
A129370	MCLEAN COUNTY AUDITOR	FEBRUARY POSTAGE – COUNTY AGENT	57.00
A129371	MDU	GAS – LAW ENFORCEMENT CENTER, COURTHOUSE	566.04
A129372	MIDCONTINENT CABLE CO	CABLE TV – LAW ENFORCEMENT CENTER	68.71
A129373	NAPA AUTO PARTS-WASHBURN	WIPER BLADES – MOTOR POOL	10.72
A129374	ND ASSOCIATION OF COUNTIES	2 TUXEDO CHAIRS	287.50
A129375	NDACO RESOURCES GROUP	MANAGED SERVER PRO – APRIL; MANAGED WORKSTATIONS PRO – APRIL; SUBSCRIPTION BASED ANTIVIRUS – APRIL; MONTHLY FEE FOR DATTO – APRIL	1,408.26
A129376	NORTH DAKOTA INSURANCE DEPT	LP HWH: CERT FEES – COURTHOUSE/LEC	120.00
A129377	ND SECRETARY OF STATE	NOTARY RENEWAL FEE – BUSKE	36.00
A129378	NDSU EXTENSION SERVICE	JAN THRU JUN 2016 SALARIES – JARBOE/ EFFERTZ; JUL THRU DEC 2015 MEALS – GRAVES/EFFERTZ	24,222.72
A129379	ND YOUTH CORRECTIONAL CENTER	DETENTION CARE McLEAN COUNTY JUVENILE COURT	8,264.42
A129380	BRADLEY NIELSEN	MEALS – SHERIFF	63.00
A129381	RYAN OBERG	REIMBURSE MARCH CELL PHONE	30.00
A129382	PHARMCHEM INC.	SWEAT PATCH ANALYSIS	350.00
A129383	RICHARD HULTBERG	MARCH PLANNING & ZONING TRAVEL	41.04
A129384	DONALD FLINN	MARCH PLANNING & ZONING TRAVEL	10.80
A129385	DARWIN SAARI	MARCH PLANNING & ZONING TRAVEL	27.00
A129386	ROGER BRITTON	MARCH PLANNING & ZONING TRAVEL	13.50
A129387	POST BOARD	PSYCH EVAL – SHERIFF	135.00
A129388	RECORD KEEPERS	SHREDDING SERVICES – FEBRUARY	33.00
A129389	RENSCH FARM STORE	OIL CHANGE – UNIT S-16 – SHERIFF	64.66
A129390	RESERVATION TELEPHONE COOP	GARRISON DEPUTIES, PARK, 911 TRUNKING	174.03
A129391	DENNIS R ROHR	HANDWRITING EXAMINATION & REPORT	168.00
A129392	SIX, ANNA	CPR TRAINING – SHERIFF	54.50
A129393	SRT COMMUNICATIONS, INC	LINE RECORD/TRANSPORT – MILE/ TRANSPORT TRUNKING	698.28
A129394	TURTLE LAKE INS AGENCY	HSB TECHADVANTAGE POLICY 4-1-16 TO 4-1-17	1,874.00
A129395	TYLER TECHNOLOGIES	WORKFLOW MODULE SUPPORT 2-1-16 TO 1-31-17	523.69
A129396	UNDERWOOD CLINIC PC	INMATE MEDICAL, DEPUTY PHYSICAL	2,728.00
A129397	VERIZON WIRELESS	DATA CARDS	1,440.36
A129398	WATER PURITY INC	WATER DELIVERED	84.00
A129399	WEST RIVER TELECOMM	911 TRUNKING RECURRING, MONTHLY TELEPHONE – COURTHOUSE, SHERIFF	3,622.14
A129400	WESTERN FRONTIER INS AGENCY	NOTARY APP FEE – RITTENBACH,	122.00

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

Highway Superintendent Jim Grey rejoined the meeting along with Bob Critser of Knife River of Bismarck; Todd Mantz of Sundre Sand and Gravel of Minot; and Mitch Meyer of Meyer Aggregate of Dickinson for the scheduled 9:00 a.m. Gravel Crushing & Hauling Bid Opening.

Meyer Aggregate of Dickinson bid the crushing and stockpiling of gravel at \$3.20 per ton; no bid for loading or hauling.

Sundre Sand & Gravel, Inc. of Minot bid the crushing and stockpiling of gravel at \$3.10 per ton; no bid for loading or hauling.

Edwards Gravel & Trucking of Minot bid the crushing and stockpiling of gravel at \$3.00 per ton; loading at \$.18 per ton; and hauling 1-3 miles at \$2.25 per ton with each additional mile at \$.40 per ton.

Knife River of Bismarck bid the crushing and stockpiling of gravel at \$4.00 per ton; no bid for loading or hauling.

Fisher Sand & Gravel of Dickinson bid the crushing and stockpiling of gravel at \$3.15 per ton; no bid for loading or hauling.

Gravel Products, Inc. of Minot bid the crushing and stockpiling of gravel at \$3.00/ton; no bid for loading and hauling

Grey recommends accepting all bids as submitted.

Moved by Krebsbach, seconded by Suydam, to approve Grey's recommendation and accept all the bids as submitted for the crushing, stockpiling, loading and hauling of gravel. Roll Call Vote: Aye: Krebsbach, Suydam, and Lee. Nay: None. Motion carried.

Grey opened submitted bids for the Highway Department Equipment Rental Bid Opening scheduled for 9:15 a.m. Martin Construction of Glasgow, MT submitted the only bid.

Moved by Suydam, seconded by Krebsbach, to accept the equipment rental bid from Martin Construction of Glasgow, MT. Roll Call Vote: Aye: Krebsbach, Suydam, and Lee. Nay: None. Motion carried.

Cassie Goetz, Assistant to the Land Use Administrator, joined the meeting with a recommendation from yesterday's Planning and Zoning meeting.

Moved by Krebsbach, seconded by Suydam, to concur with the Planning & Zoning Commission and approve the request from Gregg and Cloris Schmidt of Bismarck to allow the construction of a structure closer than the required 30 foot setback from the rear lot line for land described as Lot 1, Block 1, Sakakawea Subdivision, located in Township 148 North, Range 85 West, St. Mary Township. Roll Call Vote: Aye: Krebsbach, Suydam, and Lee. Nay: None. Motion carried.

Sheriff J. R. Kerzmann, Chief Deputy Sheriff/E-911 Coordinator Richard Johnson, Assistant Jail Administrator Wade Krohmer, and Detective Justin Krohmer joined the meeting.

States Attorney Ladd Erickson joined the meeting to discuss retirement plans/options for elected officials and possible cost savings to the county. The issue will be revisited at a later date.

Sheriff Kerzmann and Chief Deputy Sheriff Johnson discussed promotions within the Sheriff's Department, including Justin Krohmer promoted from Patrol Deputy-Senior Officer to Detective; Christopher Liebel and Andrea McCullough promoted from Jailer-Dispatcher Sergeant to Patrol Deputy; and June Bies promoted from Jailer-Dispatcher to Jailer-Dispatcher Sergeant. Korgel presented figures provided by Chief Deputy Auditor Lori Foss regarding salary adjustments for each promotion.

Moved by Krebsbach, seconded by Suydam, to adjust Detective Justin Krohmer's salary from \$47,559.45 to \$52,000.00 retroactive to March 1, 2016. Suydam expressed concern regarding Krohmer stepping into a salary vacated by someone with 24 years' experience. Kerzmann told the commission that since being promoted, Krohmer has brought in several cases and works well with the public. He stated that he has gotten positive feedback regarding Krohmer's work. States Attorney Erickson added that he is needed. Krebsbach stated that if a man is doing a good job, then that should count for something. Lee feels the salary survey takes this into account. Roll Call Vote: Aye: Krebsbach, Suydam, and Lee. Nay: None. Motion carried.

Moved by Suydam, seconded by Krebsbach, to adjust Patrol Deputy Christopher Liebel's salary from \$40,402.92 to \$41,757.00 beginning April 1, 2016, with an adjustment to \$42,800.00 after successful completion of the six month introductory period. Roll Call Vote: Aye: Krebsbach, Suydam, and Lee. Nay: None. Motion carried.

Moved by Suydam, seconded by Krebsbach, to adjust Patrol Deputy Andrea McCullough's salary from \$40,402.92 to \$41,757.00 retroactive to March 1, 2016, with an adjustment to \$42,800.00 after successful completion of the six month introductory period. Roll Call Vote: Aye: Krebsbach, Suydam, and Lee. Nay: None. Motion carried.

Moved by Suydam, seconded by Krebsbach, to adjust Jailer-Dispatcher Sergeant June Bies's salary from \$39,099.49 to \$41,906.00 retroactive to March 1, 2016. Roll Call Vote: Aye: Krebsbach, Suydam, and Lee. Nay: None. Motion carried.

Wold Engineering representatives Ron Wagner and Mike Rivinius; Todd Mantz of Sundre Sand & Gravel, Inc., Minot; Jason Novodvorsky of Aggregate Construction, Minot; Nicole Zieska of Gratech Company, LLC, Berthold; Jake Scepaniak of Wm. D. Scepaniak, Inc., Holdingford, MN; Francis Busse of Mayo Construction Company, Inc., Cavalier; and Mike Cavanaugh of Central Specialties, Inc., Alexandria, MN, joined the meeting for the scheduled road project bid openings.

Highway Superintendent Jim Grey opened bids for the scheduled 10:00 a.m. bid opening for road project CP-2879(016).

Two bids were received. Mayo Construction of Cavalier submitted a total bid in the amount of \$610,679.56 and Astech Corporation of St. Cloud, MN submitted a total bid in the amount of \$629,567.20.

Moved by Suydam, seconded by Krebsbach, to award project CP-2879(016) to Mayo Construction Company, Inc. and authorize the appropriate county officials to sign the construction contract. Roll Call Vote: Aye: Krebsbach, Suydam, and Lee. Nay: None. Motion carried.

Grey opened bids for the scheduled 10:15 a.m. bid opening for road project CNOC-0028(022).

Six bids were received. Gratech Company of Berthold submitted a total bid in the amount of \$4,237,172.82; Central Specialties, Inc. of Alexandria, MN submitted a total bid in the amount of \$4,146,668.50; Aggregate Construction of Minot submitted a total bid in the amount of \$3,870,972.55; Border States Paving of Fargo submitted a total bid in the amount of \$3,946,759.50; Wm. D. Scepaniak, Inc. of Holdingford, MN submitted a total bid in the amount of \$3,886,516.50; and Sundre Sand & Gravel, Inc. of Minot submitted a total bid in the amount of \$4,513,029.75.

Moved by Krebsbach, seconded by Suydam, to award project CNOC-0028(022) to Aggregate Construction, Inc. and authorize the appropriate county officials to sign the construction contract. Roll Call Vote: Aye: Krebsbach, Suydam, and Lee. Nay: None. Motion carried.

There being no further business, the chairperson declared the meeting adjourned until the next regularly scheduled meeting on Tuesday, April 5. The commission minutes and agenda can be found on the county website at <http://www.visitmcleancounty.com/officals/meetings.html>.