

**McLean County Commission Proceedings**  
**Tuesday, June 3, 2025**

The first regular June 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 Curtis Olson. Also present were Auditor Beth A. Knutson; Administrative Assistant/Receptionist Lynda Snyder; Road Superintendent James Grey; Assistant Road Superintendent Travis Verke; Director of Disaster Emergency Services Noelle Kroll; Hayden Kautt; Robyn Klabunde; Rita and Tom Hoff; Rick Walker; and Sandi Erber.

Moved by Cottingham, seconded by Olson, to approve the minutes of the meeting held on May 20, 2025, as submitted. Roll Call Vote: Aye: Cottingham, Olson, and Lee. Nay: None. Motion carried.

Kroll presented a proposal for Heartland Consulting Group, LLC in the amount of \$7,950.00 to conduct a Full-Scale Active Shooter Exercise in Wilton. She stated that payment for this exercise will be made with grant funds previously received. Discussion followed.

Moved by Olson, seconded by Cottingham, to approve the presented proposal pending state approval of the exercise. Discussion followed. Roll Call Vote: Aye: Olson, Cottingham, and Lee. Nay: None. Motion carried.

Kroll gave an update on current and upcoming activities of the Disaster Emergency Services Department. Discussion followed.

Grey provided a department update stating that blade work has been a challenge with all of the rain but graveling has started and will continue for quite some time.

Grey discussed a request received for a sign on County Road (CR) 8. The taxpayer asked that a 25-mph sign be installed prior to going around the curve. Discussion followed.

Grey stated that he has been looking at purchasing a 15-foot John Deere mower. He stated that they are built heavier and the parts are easily available in the United States. Discussion followed.

Grey presented a quote from RDO Equipment Co in the amount of \$22,000 for a 2023 V Plow attachment. Discussion followed.

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

Grey informed the board of a 2006 plow truck up for online bid at the state auction. The Commissioners previously approved this purchase. Discussion followed.

Grey presented a boring permit request for RTC Networks to bore 1.25-inch HDPE plastic conduit to 14<sup>th</sup> St NW between 50<sup>th</sup> and 51<sup>st</sup> Ave NW. Discussion followed.

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

Representatives of Blackwater Township opened up discussion regarding the roads in Blackwater Township and who is responsible for road maintenance. Grey and Verke agreed that nothing has been documented in writing and going forward all decisions need to be addressed in Commission minutes. Discussion followed.

Moved by Cottingham, seconded by Olson, to authorize the county to maintain all roads currently maintained in the Blackwater Township for the remainder of 2025 with the township taking over in 2026. Grey stated that the Highway Department will coordinate the transition with Blackwater Township. Roll Call Vote: Aye: Olson, Cottingham, and Lee. Nay: None. Motion carried.

Land Use Administrator Todd Schreiner, Assistant Director of Tax Equalization Elizabeth Patterson, and Property Assessor Ryan Oberg joined the meeting.

Chairperson Lee recessed the regular McLean County Commission meeting at 9:04 for the McLean County Tax Equalization Meeting.

Schreiner discussed the most recent property assessment showing 90-100% of the real estate market must be assessed. He explained that with new construction throughout the county and an increase of 5% for residential structure values and 3% for commercial structure values the department was in compliance with the sales ratio study done for 2025. Schreiner also stated that agriculture real estate values decreased ½ to 1% as presented by the state and NDSU Extension. Discussion followed.

Moved by Cottingham, seconded by Olson, to approve the recommendation for a residential real estate sales ratio of 96.9%. Roll Call Vote: Aye: Cottingham, Olson, and Lee. Nay: None. Motion carried.

Moved by Cottingham, seconded by Olson, to approve the recommendation for a commercial real estate sales ratio of 96.7%. Roll Call Vote: Aye: Cottingham, Olson, and Lee. Nay: None. Motion carried.

Moved by Cottingham, seconded by Olson, to approve the recommendation for agriculture real estate values as presented. Roll Call Vote: Aye: Cottingham, Olson, and Lee. Nay: None. Motion carried.

Hoff, Erber and Walker were present to express their concerns with the increases to their assessed value. Discussion followed.

Schreiner commended Oberg and Patterson for their work in identifying and correcting discrepancies in 2025 property values. Discussion followed.

Lee adjourned the McLean County Tax Equalization Meeting and reconvened the regular McLean County Commission Meeting at 10:00 a.m.

Moved by Olson, seconded by Cottingham, to approve the three-year agreement with Vanguard as presented. Roll Call Vote: Aye: Cottingham, Olson, and Lee. Nay: None. Motion carried.

Chairperson Lee recessed the meeting at 10:02 a.m.

Chairperson Lee reconvened the meeting at 10:08 a.m.

Knutson presented a proposal for installation of flooring, including demolition, in the Dispatch area of the Law Enforcement Center (LEC) in the amount of \$14,528.00. Building Maintenance has funds budgeted for this project.

Moved by Olson, seconded by Cottingham, to approve the bid to replace the flooring in the Dispatch area in the amount of \$14,528.00. Roll Call Vote: Aye: Olson, Cottingham, and Lee. Nay: None. Motion carried.

Knutson presented the following police contracts for signatures: City of Washburn 2026; amended City of Wilton 2025 and 2026; and City of Butte 2025. Discussion followed.

Knutson presented the Pledge of Securities received from TruCommunity Bank for the period ending May 31, 2025. The total public deposits were \$23,466,500.64 and the total pledged securities were \$28,192,178.53 with an overage of \$4,725,677.89.

Moved by Olson, seconded by Cottingham, to accept the Pledge of Securities from TruCommunity Bank. Discussion followed. Roll Call Vote: Aye: Olson, Cottingham, and Lee. Nay: None. Motion carried.

Moved by Cottingham, seconded by Olson, to approve the Dakota Central Human Service Zone (DCHSZ) Transfer of Funds resolutions and the McLean County Auditor's Sweep Account Transfer of Funds resolution. Roll Call: Aye: Cottingham, Olson, and Lee. Nay: None. Motion carried.

DCHSZ Transfer of Funds and McLean County Sweep Account Transfer of Funds resolutions are on file in the McLean County Auditor's Office.

Moved by Cottingham, seconded by Olson, to appoint Sarah Chase to the McLean-Mercer Regional Library Board. Roll Call Vote: Aye: Olson, Cottingham, and Lee. Nay: None. Motion carried.

Received and ordered filed the fee collection report from the Recorder for the month of May in the amount of \$9,834.90.

Received and ordered filed the fee collection report from the Sheriff for the month of May in the amount of \$2,093.00.

Knutson presented the current list of delinquent tax payers owing more than \$4,000.00 showing 52 taxpayers owing \$527,263.37 in back taxes.

Moved by Olson, seconded by Cottingham, to approve the following vouchers for payment:

VOUCHER/CHECK	REMIT NAME	DESCRIPTION	AMOUNT
<b>UNPAID VOUCHERS</b>			
1208	BENJAMIN GEHRING	MONTHLY CORONER FEE	1,000.00
1208	BURLEIGH COUNTY SHERIFF'S DEPT	NOTICE OF FORECLOSURE SERVICE	45.00
1208	CITY OF WASHBURN	COURTHOUSE-WATER/SEWER	91.77
1208	DACOTAH PAPER COMPANY	10x250 WIPER, 3.125x30 ROLL THERMAL	324.45
1208	DIRTY DEEDS EXCAVATING	PAINTED WOODS DRAINAGE	3,250.00
1208	DONOVAN & KAFFAR, PLLP	MENTAL HEALTH CASE	450.00
1208	GARRISON DIVERSION	WATER SERVICE	808.60
1208	GARRISON DIVERSION	DISB MONTHLY COLLECTIONS	2,965.06
1208	GARRISON RURAL WATER DISTRICT	PARK RURAL WATER USAGE	138.08
1208	GOETZ FUNERAL HOME INC	MONTHLY CORONER FEE	1,000.00
1208	HIGHWAY 83 LAWN LEISURE INC	BLADES	25.99
1208	MARCO	CONTRACT PAYMENT	1,966.00
1208	MARKS PLUMBING PARTSCOMMERC	PARTS FOR TOILET REPAIR	494.65
1208	MCLEAN COUNTY AUDITOR	MAY POSTAGE	269.39
1208	MCLEAN FAMILY RESOURCE CENTER	DISB MONTHLY COLLECTIONS	250.00
1208	MCRANDALL MOBILE GLASS	WINDSHIELD REPAIR	825.00
1208	MIDWEST DRAGLINE	EROSION BLANKETS, PUMP	772.92
1208	ND SCHOOL BOARD ASSOCIATION	2025-2026 DUES	200.00
1208	ND STATE TREASURER	MONTHLY COLL - DOMESTIC VIOLENCE	105.00
1208	ND STATE TREASURER	MONTHLY COLL - STATE TAX	569.17
1208	NDACO RESOURCES GROUP	REPLACE SWITCHES	2,753.33
1208	NW TIRE	OIL CHANGE & ALIGNMENT	1,039.80
1208	OTTERTAIL POWER COMPANY	UTILITIES - LAW ENFORCEMENT CNTR	2,919.99
1208	OTTERTAIL POWER COMPANY	ELECTRIC BILL - COURTHOUSE	3,118.27
1208	SALHUS SEPTIC	8 MONTHS RENTAL-WATER BOARD	767.90
1208	SCOTTS HARDWARE	PTFE TAPE, GALV STRAP	8.78
1208	SOFTCHOICE CORPORATION	OFFICE 2024-TOUGHBOOKS	2,239.72
1208	SUMMIT FIRE PROTECTION	ALARM SYSTEM TEST & INSPECTION	895.00
1208	UNICOM	REMOVE AND INSTALL NEW EQUIP	6,259.65
1208	WARD COUNTY	PRISONER MEDICAL AND HOUSING	2,818.29
<b>HIGHWAY DEPARTMENT</b>			
1210	B AND F FASTENER SUPPLY CO	NUTS, BOLTS, WASHERS FOR SIGNS	681.09
1210	MCLEAN COUNTY IMPLEMENT LLC	PARTS	84.73
1210	NW TIRE	TIRES FOR MOWER	22.65
<b>DIRECT DEPOSIT</b>			
1209	BETH A KNUTSON	REIMB COFFEE FOR COURTHOUSE	161.16
1209	CURT MALO	REIMB MAY CELL PHONE	30.00
1209	ELIZABETH PATTERSON	REIMB MAY CELL PHONE	30.00
1209	JAN HANSON	REIMB MAY CELL PHONE	30.00
1209	KAMILE MODEREGGER	REIMB MAY CELL PHONE	30.00
1209	KAMILE MODEREGGER	REIMB MILEAGE	172.97
1209	KAYLA L OBERLANDER	REIMB MAY CELL PHONE	30.00
1209	RYAN OBERG	REIMB MAY CELL PHONE	30.00
1209	SARAH BEDGAR	REIMB MAY CELL PHONE	30.00
1209	TRAVIS R VERKE	REIMB MAY CELL PHONE	30.00
1209	VANCE TOMLINSON	DIESEL	79.39
<b>ON DEMAND/MANUAL CHECKS</b>			
401247	ND SECRETARY OF STATE	NOTARY APPLICATION FOR L. BLOTSKE	36.00
401248	DELTA DENTAL	DENTAL INS PREMIUM	7,790.53
401249	BRAVERA WEALTH	MONTHLY CONTRIBUTIONS	1,309.59
401250	SCHWEIGERT, KLEMIN & MCBRIDE PC	GARNISHMENT	381.46
401251	DCI CREDIT SERVICES INC	GARNISHMENT	1,690.92
401252	MISSOURI VALLEP FOP #3	FOP DUES	15.00
401253	FRATERNAL ORDER OF POLICE	FOP DUES	59.00
1190	AFLAC	MONTHLY PREMIUM	1,322.98
1199	ND CHILD SUPPORT ENF	CHILD SUPPORT	2,820.20
1200	OHIO CHILD SUPPORT PMNT CENTRAL	CHILD SUPPORT	457.87
401255	DACOTAH PAPER	GLOVES, TISSUE, TP	303.71
401256	INFORMATION TECHNOLOGY DEPT	WAN, ADOBE, VPN, OFFICE, INTUNE	3,991.84
401257	LIGHT & SIREN	PARTS	1,846.00
401258	NORTH CENTRAL INTERNATIONAL LLC	MRAP REPAIR	7,849.65
401259	SALHUS	RENTAL - COUNTY SHOPS	110.00
401260	SHERIFF'S OFFICE CHISAGO COUNTY	CERTIFICATE OF SERVICE-PHELPS	70.00
401262	USABLE LIFE	CANCER INS PREMIUMS	87.28
401263	AVESIS	VISION INS PREMIUM	1,758.78
401264	DACOTAH PAPER	GLOVES, TP, LAUNDRY DETERGENT	303.70
1205	QUADIENT FINANCE USA INC	POSTAGE MACHINE REFILL	2,000.00
401265	ND ATTY GENERAL	MNTHLY COLL 24/7 SOBRIETY PROG	625.00
<b>P-CARD FUNDED PURCHASES</b>			
1207	ALL SEASON’S GARDEN CENTER	FUNERAL ARRANGEMENT-HVINDEN	83.00
1207	AMAZON	12-PK CLEANING DUSTERS	44.01
1207	AMAZON	3-RING BINDERS, MANILA FOLDERS	142.03
1207	AMAZON	OFFICE SUPPLIES	174.99
1207	AMAZON	LED FLUSH MOUNT CEILING LIGHT	19.99
1207	AMAZON	ELECTRIC STANDING DESK	129.99
1207	AMAZON	20x24x2 FILTERS	212.32
1207	AMAZON	SWAT OPERATOR PINS	332.55
1207	AMAZON	EQUIPMENT REPAIR/MAINTENANCE	188.78
1207	AMAZON	LAPTOP SCREEN EXTENDER	189.97
1207	AMAZON	OUTDOOR FLOWER POTS	183.60
1207	AMAZON	STRIPS OF STROBE LIGHTS & ADAPTER	158.94
1207	AMAZON	CLEAN WIPES, GLUE STICKS, ETC	38.94
1207	AMAZON	WIRELESS MICROPHONES	72.19
1207	AMAZON	BASKETBALL RIM	165.65
1207	AUTO VALUE BISMARCK	PARTS	828.09
1207	AUTO VALUE BISMARCK	FILTER	32.02
1207	CIRCLE SANITATION	GARBAGE PICKUP	246.00
1207	CIRCLE SANITATION	GARBAGE PICKUP	219.75
1207	CIRCLE SANITATION	GARBAGE PICKUP	444.00
1207	DAKOTA AWARDS INC	NOTARY STAMP - BLUMHAGEN	32.99

1207	DAKOTA DUST-TEX	FLOOR MATS	97.50
1207	DAKOTA DUST-TEX	FLOOR MATS	97.50
1207	EXTREME CLEANING INC	HOOD CLEANING	750.00
1207	FIREFLY RESERVATIONS	RESERVATIONS AT CENTENNIAL	7.00
1207	INDEED	CREDIT FOR AUG 24 JOBS AD	(153.63)
1207	KRAUSES MARKET	GROCERIES FOR THE JAIL	103.48
1207	KRAUSES MARKET	SUPPLIES FOR SCHOOL PROGRAM	30.41
1207	LINDE GAS & EQUIPMENT	WELDING SUPPLIES	86.47
1207	MCLEAN ELECTRIC COOPERATIVE, INC.	ELECTRICITY	508.00
1207	MCLEAN ELECTRIC COOPERATIVE, INC.	SPORTSMEN'S CENTENNIAL PARK	978.00
1207	MCLEAN SHERIDAN RURAL WATER	RURAL WATER	232.28
1207	MILITARY-CASH	LEG STRAP ADAPTERS	1,283.40
1207	MY ASSET TAG/A SMARTSIGN STORE	PROPERTY TAGS	372.04
1207	NAPA AUTO PARTS GARRISON	PARTS	99.96
1207	NAPA AUTO PARTS GARRISON	FILTERS	23.95
1207	ND DEPT OF TRANSPORTATION	UNDERCOVER VEHICLES	3.00
1207	NORDAK NORTH PUBLICATIONS	MINUTES	817.54
1207	NORDAK NORTH PUBLICATIONS	HELP WANTED ADS	1,412.00
1207	NORDAK NORTH PUBLICATIONS	VARIANCE REQUESTS	192.60
1207	NORDAK NORTH PUBLICATIONS	ADS FOR WEED SPRAYER/OPERATOR	163.80
1207	NORDAK NORTH PUBLICATIONS	NOTICES	202.50
1207	NORDAK NORTH PUBLICATIONS	AD FOR BIDS	565.38
1207	NORTHERN PLAINS EQUIPMENT CO	CHAIN AND CYL STOPS	134.24
1207	NORTHERN PLAINS EQUIPMENT CO	BOLTS	138.00
1207	OTTERTAIL POWER COMPANY	WASHBURN	855.83
1207	PHARMCHEM INC	SWEAT PATCH ANALYSIS	527.55
1207	RECORD KEEPERS	SHREDDING SERVICES	45.00
1207	RTC NETWORKS	TELEPHONE	149.00
1207	RTC NETWORKS	PHONE & DSL	166.00
1207	SHRM	1 YEAR MEMBERSHIP	299.00
1207	STOCK CHECKS INC	CHECK STOCK	72.25
1207	TSC	STRIVE DOG FOOD	359.94
1207	VERIZON	TASK FORCE OFFICER	83.58
1207	VERIZON	HIGHWAY CELL	42.04
1207	VERIZON	DES CELL	42.04
1207	VERIZON	HIGHWAY CELL	42.04
1207	VERIZON	ST ATTY CELL	47.63
1207	VERIZON	ASSESSOR CELL	40.01
1207	VERIZON	DES JETPACK	40.01
1207	VERIZON CONNECT FLEET USA LLC	MONTHLY RECURRING CHARGES	488.60
1207	WEST RIVER TELECOMMUNICATIONS	PHONE & DSL	101.65
1207	WEST RIVER TELECOMMUNICATIONS	SHERIFF	408.04
1207	WEST RIVER TELECOMMUNICATIONS	COURTHOUSE	820.54
1207	WEST RIVER TELECOMMUNICATIONS	NDSU EXT	124.45
1207	WEST RIVER TELECOMMUNICATIONS	E-911 TELCO TARIFFS	93.14
1207	WEST RIVER TELECOMMUNICATIONS	E-911 RADIO TOWER	179.85
1207	MAY PAYROLL	A DETAILED LIST OF PAYROLL	506,317.87
		FUNDS EXPENDED 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.

          Knutson reminded the board that the McLean County Sheriff’s Auction is set for June 21, 2025, at 9:00 a.m., at the Garrison County Shop.  She also stated that the review of budgets will begin at the next meeting.

          There being no further business, the Chairperson declared the meeting adjourned at 10:21 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

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Lynda Snyder, Administrative Assistant