

**McLean County Commission Proceedings
Tuesday, July 16, 2019**

The final regular July meeting of the Board of Commissioners was called to order at 8:33 a.m. by Chairperson Steve Lee. Present were Commissioners Lee, Steve Cottingham, and Barry Suydam. Also present were Auditor Beth A. Knutson, Deputy Auditor Nancy Leidholm, Road Superintendent Jim Grey, and Alyssa Meier of BHG News Service.

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

Highway Superintendent Jim Grey joined the meeting with department updates. He reported that bridges and guard rails are being mowed and gravelling in ongoing. All rental tractors have arrived and should be ready to go by mowing season beginning August 5, 2019. Grey informed the commission that road project CP-2800(019), a chip sealing project on County Road 22 and the Falkirk Road is projected to begin July 29, weather permitting. He reported that he and Carlson are not impressed with the Sharq cutting edges purchased recently as they do not pick up wind rows without spilling out the ends and doesn't feel it was money well spent.

Cottingham questioned Grey regarding a complaint on County Road 23 northeast of Underwood getting greasy when it rains. Grey stated that it now is basically a section line road and is closed and the department will not do anything with it.

Knutson informed the commission of a request from Kelly Sorge of Indian Hills Resort for a fish cleaning station to be installed at Deep Water Bay. Sorge is willing to maintain it but does not want the expense of putting it in. Discussion followed. Lee doesn't want to open a can of worms by providing a fish cleaning station but is willing to discuss the issue if Sorge will attend a commission meeting.

Land Use Administrator Todd Schreiner joined the meeting with yesterday's Planning & Zoning Commission recommendations.

Moved by Suydam, seconded by Cottingham, to concur with the Planning & Zoning Commission and approve the conditional use request from Brent Ravnaas of Turtle Lake to construct a non-farm structure on agricultural land described as Outlot A located in the SW¼SE¼ of Section 28, Township 149 North, Range 80 West, containing 1.53 acres. Roll Call Vote: Aye: Cottingham, Suydam, and Lee. Nay: None. Motion carried.

Moved by Suydam, seconded by Cottingham, to concur with the Planning & Zoning Commission and approve the conditional use request from Steven and Doreen Bristol of Ashley to construct a non-farm structure on agricultural land described as Outlot A located in the NW¼NW¼ of Section 28, Township 148 North, Range 84 West, containing 2.00 acres. Roll Call Vote: Aye: Cottingham, Suydam, and Lee. Nay: None. Motion carried.

Knutson updated the commission stating that Marco of Bismarck will begin installing the copier/printer/scanner/fax equipment beginning July 24.

Knutson presented Lynn Helm's "Director's Cut" report regarding oil/gas production, producing wells, and permitting, ND sweet crude prices and rig count along with the State Summary Report for April, 2019.

The 2020 police service contracts with the cities were discussed showing a 2% overall increase. Lee wants to make sure the county is recouping their expenses and not going backward providing this service to the cities.

Moved by Cottingham, seconded by Suydam, to approve the 2020 police service contracts as presented. Roll Call Vote: Aye: Cottingham, Suydam, and Lee. Nay: None. Motion carried.

Moved by Suydam, seconded by Cottingham, to appoint Recorder Heidi Anderson as NDACo Delegate for the years 2019 – 2020.

Moved by Suydam, seconded by Cottingham, to approve the following voucher for payment:

CHECK #	VENDOR	DESCRIPTION	AMOUNT
A138583	BUTLER MACHINERY COMPANY	PARTS, SCHULTE MOWER HITCH	18,989.62
A138584	ENERBASE COOP RESOURCES	GREASE, LP, FUEL – UNDERWOOD SHOP	7,249.04
A138585	GARRISON FARMERS UNION OIL CO	FUEL – ROSEGLEN SHOP	3,465.40
A138586	FORCE AMERICA DISTRIBUTING LLC	PARTS	5.55
A138587	GARRISON CITY	GARBAGE/WATER	55.66
A138588	ISTATE TRUCK CENTER	PARTS	879.97
A138589	JOHN DEERE FINANCIAL	DEF FLUID, PARTS	337.44
A138590	MCLEAN COUNTY IMPLEMENT LLC	PARTS, WASHBURN SHOP SUPPLIES, OIL	894.11
A138591	MDU	WASHBURN, TURTLE LAKE, MAX & GARRISON SHOPS	137.43
A138592	ND DEPT OF ENVIRONMENT QLTY	PETROLEUM TANK RENEWAL	1,200.00
A138593	NELSON INTERNATIONAL	PARTS	468.08
A138594	PRAXAIR DISTRIBUTION	WELDING SUPPLIES	423.71
A138595	RESERVATION TELEPHONE COOP	TELEPHONE SERVICE	119.16
A138596	SMITHYS LLC	PARTS	57.50
A138597	WAGON WHEEL LUMBER INC	PARTS	10.68
A138598	WASHBURN AUTO BODY LLC	TAILGATE PROTECTOR	62.09
A138599	WEST RIVER TELECOMM	TELEPHONE & DSL	92.72
A138600	WHOLESALE AG PRODUCTS WEST	10 GALLONS – MAD DOG	178.00
A138601	JAN HANSON	JULY TRAVEL	78.07

A138602	CURT MALO	REIMBURSE JULY CELL PHONE	30.00
A138603	BUSINESS CARD	CELL PHONE CASE, QUEEN SASH	104.91
A138604	STEVE COTTINGHAM	JULY PLANNING & ZONING TRAVEL	16.24
A138605	LEE STEVE	JUNE TRAVEL	151.38
A138606	CULLIGAN WATER CONDITIONING	PORTABLE EXCHANGE RENTAL – PARK	235.00
A138607	DACOTAH PAPER COMPANY	PAPER PLATES, TOILET PAPER, MAGIC ERASER, CLEANERS, D BATTERIES	267.68
A138608	DOCS SHOP	WS WIPES, ROTATE TIRES, ROTORS & PADS, OIL CHANGES – SHERIFF	937.97
A138609	CALANDRIA JARBOE EDWARDS	REIMBURSE JULY CELL PHONE	30.00
A138610	MICHELLE EFFERTZ	REIMBURSE JULY CELL PHONE	30.00
A138611	ENERBASE COOP RESOURCES	GASOLINE – SHERIFF	94.75
A138612	WILTON FARMERS UNION OIL CO	GASOLINE – SHERIFF	400.82
A138613	GARRISON FARMERS UNION OIL CO	OIL CHANGE, CLEANING SUPPLIES – SHERIFF	64.57
A138614	TURTLE LAKE FARMERS UNION OIL	HOSE/FITTINGS – WEED CONTROL	94.01
A138615	GARRISON VETERINARY SERVICE	DOG FOOD, BOARDING – SHERIFF	438.21
A138616	GRAINGER	PHOTOCONTROL FLUSH	.67
A138617	GRIMSLEYS EXHAUST AND FUELS	GASOLINE – SHERIFF	330.00
A138618	HATZYS REPAIR	OIL CHANGES, ROTATE TIRES – SHERIFF	121.95
A138619	HIWAY 83 EXPRESS	GASOLINE – SHERIFF	30.35
A138620	IDEMIA	LIVESCAN MAINTENANCE – SHERIFF	1,161.50
A138621	INFORMATION TECHNOLOGY DEPT	T-1 LINE ACCESS, ACTIVE DIRECTORY USER ACCOUNTS, EXCHANGE EMAIL ACCOUNTS, VPN, ANTI VIRUS; LERMS USER FEES – SHERIFF	1,287.40
A138622	JAVA ROSE FLORAL	FLORAL ARRANGEMENT – WALTH	59.95
A138623	KENS BODY SHOP	IMPOUNDS	2,025.00
A138624	KRAUSES MARKET	COOKIES FOR HAZMAT MEETING	10.37
A138625	MCLEAN COUNTY IMPLEMENT LLC	BELT FOR JAIL, SEAFOAM	76.73
A138626	MCLEAN COUNTY AUDITOR	JUNE POSTAGE – COUNTY AGENT	78.36
A138627	MDU	GAS – LAW ENFORCEMENT CENTER, COURTHOUSE	434.95
A138628	MENARDS	PAINT FOR PARKING LOT, HANDICAP SIGN	212.99
A138629	MIDCONTINENT CABLE CO	CABLE TV – SHERIFF	221.42
A138630	NAPA AUTO PARTS GARRISON	BATTERY, AIR FRESHENER – PARK	256.66
A138631	ND STATE RADIO COMM	TELETYPE 4/1/2019 – 6/30/2019	480.00
A138632	ND STATES ATTORNEY ASSOC	2019 ND STATES ATTY ASSOC DUES	300.00
A138633	OFFICE DEPOT	ENVELOPES, DIVIDERS, STICKY NOTES, NAME PLATE – COTTINGHAM, DYMO LETRA TAGS, BINDER, SHEET PROTECTORS, TAPE, CLIPS	240.36
A138634	OLE OLSONS TOWING	TOWING SEMI – SHERIFF	2,155.32
A138635	PHARMCHEM INC	SWEAT PATCH ANALYSIS – SHERIFF	199.85
A138636	ROGER BRITTON	PLANNING & ZONING TRAVEL	17.40
A138637	DONALD FLINN	PLANNING & ZONING TRAVEL	11.60
A138638	RICHARD HULTBERG	PLANNING & ZONING TRAVEL	44.08
A138639	JOHN MATTHEWS	PLANNING & ZONING TRAVEL	41.76
A138640	DARWIN SAARI	PLANNING & ZONING TRAVEL	26.68
A138641	PLUNKETTS PEST CONTROL	GEN PEST CONTROL PROGRAM – LEC	18.00
A138642	PRO VISION VIDEO SYSTEMS INC	IN CAR VIDEO SYSTEM	2,755.39
A138643	RADISSON HOTEL BISMARCK	ANDERSON – ROOM	84.60
A138644	RECORD KEEPERS	SHREDDING SERVICES	32.00
A138645	RESERVATION TELEPHONE COOP	GARRISON DEPUTIES, PARK, 911 TRUNKING RECURRING	228.38
A138646	S AND J HARDWARE	BLEACH, IRON OUT, KNIFE, TAPE, CIRCUIT BREAKER, VACUUM BREAKER – PARK	313.11
A138647	SRT COMMUNICATIONS INC	LINE RECORD/TRANSPORT-MILE/ TRUNKING	698.28
A138648	RYAN OBERG	REIMBURSE JULY CELL PHONE	30.00
A138649	TJA USE OF FORCE TRAINING INC	OC INSTRUCTOR TRAINING – SHERIFF	295.00
A138650	ULTEIG ENGINEERS INC	PLANS/SPECS LOWER BUFFALO CREEK – WATER RESOURCE BOARD	1,088.00
A138651	UNDERWOOD WASHBURN CLINICS	INMATE MEDICAL – SHERIFF	477.00
A138652	UNIFORM CENTER	UNIFORMS – SHERIFF	616.57
A138653	UNICOM	LABOR TO REPROGRAM SIREN – SHERIFF	45.00
A138654	VERIZON CONNECT NWF INC	MONTHLY SERVICE FEE – SHERIFF	568.50
A138655	VERIZON WIRELESS	DATA CARDS, DETECTIVE, SHERIFF PHONES	1,053.97
A138656	WASHBURN AUTO BODY LLC	6' RUNNING BOARDS/LABOR – 2015 FORD EXPEDITION – LAND USE	617.38
A138657	WASTE MANAGEMENT	8 YARD DUMPSTER SERVICE	1,638.66
A138658	WATER PURITY INC	WATER DELIVERED	70.00
A138659	WEST RIVER TELECOMM	911 TRUNKING RECURRING, MONTHLY TELEPHONE & DSL	3,341.63

A138660	WEX BANK	GASOLINE – SHERIFF	6,314.63
A138661	WHOLESALE AG PRODUCTS WEST	TARDON 22K, WIDEMATCH – WEED CONTROL	10,469.00

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

Knutson presented the Auditor’s budget for 2020 that includes a 2% salary increase even though the Salaries line item shows a decrease because of the retirement of the former auditor; the Travel line item is up \$250.00 from 2019; and the remaining line items remain the same as 2019.

Knutson went on to present various budget proposals for 2020 including Election Expenses showing an increase of \$35,000.00 in each the Primary and General Election line items as 2020 is an election year. The budgets for Employee Benefits, Non-Departmental Expenses, Senior Citizens, Dues/Memberships, Emergency Fund, and Job Promotions were also presented.

Discussion followed regarding the McLean County Rescue Boat proposal for 2020 showing an increase in the Repair line item from \$500.00 in 2019 to \$1,000.00 for 2020; an increase in the Miscellaneous line item from \$200.00 in 2019 to \$1,500.00 for 2020; and a new line item, Training, requesting \$2,000.00 for 2020.

Knutson then went on to present the 2020 budget proposals for Unorganized Township Road showing no changes; Utilities up from \$85,000.00 for 2019 to \$100,000.00 for 2020 in the Electricity line item; McLean County Fair Board showing an overall increase of \$2,000.00; McLean County Historical Society showing increases in Electricity, Paving Assessment, Insurance, Gas, Labor/Salaries, and Supplies; and McLean County Park Board showing an overall decrease of \$3,301.89.

Chief Deputy Auditor Lori Foss joined the meeting to present her proposed budgets for 2020. The GIS Implementation budget shows a decrease from \$2,500.00 for 2019 to \$0.00 for 2020. The Flexible Benefits – Medical and Child Care budget shows an increase from \$1,980.00 for 2019 to \$2,310.00 for 2020. Foss then presented her Superintendent of Schools budget for 2020 showing a 2% increase in the Salary line item. The Computer Operations budget shows decreases in the Ink & Toner, Anti-Virus Protection, Capital Outlay, and Cloud Based Backup line items. The Salary line item shows a 2% increase; Training/Conventions shows an increase from \$200.00 in 2019 to \$500.00 for 2020; and line item Annual Tech Contract shows an increase of \$3,032.00 using Armour Interactive of Bismarck and an increase of \$3,632.00 using NRG Technologies of Bismarck. Discussion followed.

Director Brent Ekstrom of Lewis & Clark Regional Development Council (LCRDC) joined the meeting to update the commission regarding *Census 2020* and *CommunityWorks North Dakota*. He provided a list of projects completed within the county from 1990 to present totaling \$17,844,403.88; funded in part by grants/loans in the amount of \$6,351,278.73 from LCRDC, the remaining amount funded by private sector investment.

Art Thompson of Bismarck, Mike Rambur and Glenn Stockdill of Garrison, representing Lakeview Estates Improvement Association joined the meeting with a request to raise the speed limit from 25 miles-per-hour to 35 miles-per-hour on the portion of 14th Street NW that comes into the development. Thompson stated that the area is significantly developed but lots are large enough and setback are efficient enough to handle the speed limit.

Moved by Suydam, seconded by Cottingham, to approve increasing the speed limit on 14th Street NW from 25 miles-per-hour to 35 miles-per-hour. Roll Call Vote: Aye: Cottingham, Suydam, and Lee. Nay: None. Motion carried.

Thompson then presented a handout regarding an access road into the development. He stated that back in 1996 the residents voted to asphalt the road and the home owners covered the expense at 100%. The road has developed soft a spot, about a 22’ x 77’ area, that needs to be repaired and they are requesting county dollars to help with the expense. Thompson stated the road was initially paved as a benefit for the residents but it has become a heavily use public road. Lee stated that an agreement signed in 2002 states the association will be responsible for all future maintenance with the county agreeing to do snow removal and crack sealing only. Thompson was not aware of the agreement but feels the issue needs to be revisited because travel on the road has changed. Lee feels helping out on this road opens a can of worms to a lot of other potential projects, but is ok with having Wold Engineering take a look at it and come up with a dollar amount. Discussion followed.

Sheriff J. R. Kerzmann and Deputy Sheriff/E-911 Coordinator Richard Johnson joined the meeting. Kerzmann presented his proposed department budgets for 2020. The County Sheriff budget shows a 2% increase in the Salaries line item along with adjustments for the Lieutenant position and the addition of another detective. The Capital Outlay/Equipment line item remains the same at \$180,000.00 for 2020 with the request to upgrade four current patrol vehicles. K-9 Care & Expenses shows an increase from \$5,000.00 in 2019 to \$15,000.00 for 2020 due to the need for additional dogs. The Travel and Training/Conventions line items show slight increases as well. The Fire Arms line item shows a decrease of \$8,000.00 with the remaining line items remaining the same as 2020.

The School Resource Officer shows a 4.8% increase in the Salaries line item as well as increases in the Health Insurance, FICA, Medicare, Retirement and Unemployment line items. Discussion followed regarding funding for the school resource officer. Kerzmann stated that Garrison School has already approved budgeting for two-thirds of the expense for the position. He has not heard from Three Affiliated Tribes yet in regards to funding.

Kerzmann then presented the Vehicle Impound & Towing budget with \$6,000.00 requested for 2020. The Sheriff’s Vehicles budget shows an additional \$10,000.00 in the Gasoline line item along with an additional \$5,000.00 in the Repairs line item, with the remaining line items remaining the same.

Johnson discussed the replacement of the 911 answering system and presented a quote from Electronic Communications for the Eventide NexLog 740 in the amount of \$30,280.00. For the additional cost of \$1,500.00 it can include SIPREC invite for call recording.

Johnson discussed the \$5,000.00/year Livescan service agreement stating that in the five years the contract has been in place, they've only had to replace one printer at the cost of \$500.00. It was decided to keep the \$5,000.00 in the budget for repairs, but to discontinue the service contract.

Foss rejoined the meeting to discuss salary increases and Knutson presented folders with information regarding a 2% increase versus a 4.8% increase that includes a 2.8% cost of living increase to address the compression between new hires and longtime employees.

Discussion followed regarding the scheduling of the Preliminary Budget Hearing and the Final Budget Hearing.

There being no further business, the chairperson declared the meeting adjourned at 11:02 a.m. until the next regularly scheduled meeting on Tuesday, August 6, 2019. The commission minutes and agenda can be found on the county website at <http://www.mcleancountynd.gov>.

Steve Lee, Chairperson

Nancy Leidholm, Deputy Auditor