

**McLean County Commission Proceedings
Tuesday, September 7, 2021**

The first regular September meeting of the Board of Commissioners was called to order at 8:30 a.m. by Vice-Chairperson Steve Lee. Present were Commissioners Lee, Steve Cottingham, and Barry Suydam via teleconference. Also present were Auditor Beth A. Knutson, Highway Superintendent Jim Grey, Deputy Auditor Diane L. Blumhagen, Wold Engineering representative Mike Rivinius, and James C. Falcon, Editor, McLean County Independent.

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

Grey was present with an update on department operations, he reported the mowing of right-of-ways continues. The Gilbertson Gravel Pit west of Garrison has been completed by Aggregate Construction Inc.

Grey presented the commissioners with a boring permit from Reservation Telephone Cooperative. The request is to bore under County Road 11, west of Garrison, ND, 100-feet with 1¼ conduit and 96 feet of fiber optic cable to provide internet service to Seclusion Addition.

Moved by Cottingham, seconded by Lee, to approve the boring permit request from Reservation Telephone Cooperative as presented. Roll Call Vote: Aye: Cottingham, Suydam, and Lee. Nay: None. Motion carried.

Grey presented an estimate to replace the thermal garage door at the Washburn Shop from Midwest Doors Inc., Bismarck, ND.

Moved by Cottingham, seconded by Lee, to accept the estimate from Midwest Doors Inc. which included installation, for a thermal garage door at Washburn Shop in the amount of \$7,061.00. Roll Call Vote: Aye: Suydam, Cottingham, and Lee. Nay: None. Motion carried.

Grey requested permission to advertise for bids for the purchase or lease of one or more motor graders. Discussion followed.

Moved by Cottingham, seconded by Lee, to authorize Grey to advertise for bids for the purchase or lease of motor graders. Roll Call Vote: Aye: Cottingham, Suydam, and Lee. Nay: None. Motion carried.

Rivinius informed the commissioners of their scheduled meeting with the North Dakota Department of Transportation set for October 4, 2021, at 8:00 a.m., during the NDACo convention, to discuss any future Federal Aid projects. He presented a 5-year paved road plan which included two options each for the years of 2021 and 2022. He stated that he had visited with the North Dakota Department of Transportation. They approved the bridge project for construction fund bid opening hearing set for November 2022 with construction starting in the following summer of 2023.

Moved by Cottingham, seconded by Lee, to authorize Wold Engineering to move ahead with preliminary engineering for the project. Roll Call Vote: Aye: Suydam, Cottingham, and Lee. Nay: None. Motion carried.

Knutson informed the board that the transmission on a Weed Control spray truck went out, Weed Control Officer Vance Tomlinson received an estimate of \$4,600.00 to have the transmission replaced.

Knutson presented the Pledge of Securities received from Farmers Security Bank of Washburn, ND. The total public deposits on July 31, 2021, were \$12,634,298.86 and the total pledged securities were \$13,695,863.04.

Moved by Cottingham, seconded by Suydam, to approve the Pledge of Securities received from Farmers Security Bank. Roll Call Vote: Aye: Cottingham, Suydam, and Lee. Nay: None. Motion carried.

Received and ordered filed the fee collection report from the Recorder's Office in the amount of \$9,364.10 for the month of August.

Received and ordered filed the fee collection report from the Sheriff's Office in the amount of \$1,786.80 for the month of August.

Knutson discussed changes made to the final budget, with the final budget hearing being set for September 21, 2021 at 10:00 a.m.

Kyle Patterson, Regional Coordinator from Vision Zero, joined the meeting to introduce himself and to discuss what the department can offer.

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

| CHECK# | VENDOR | DESCRIPTION | AMOUNT |
|--------|------------------------------|--|------------|
| 305151 | AGGREGATE CONSTRUCTION INC | 40,000 TON OF ¾" CRUSHED GRAVEL-GILBERTSON PIT | 107,600.00 |
| 305152 | AUTO VALUE BISMARCK | PARTS AND OIL | 1,231.91 |
| 305153 | DIAMOND MOWER LLC | CYLINDER REPHASING AND BLADES | 596.93 |
| 305154 | ELECTRIC SYSTEMS INC | WASHBURN SHOP DOORS WIRING | 198.75 |
| 305155 | MCLEAN SHERIDAN RURAL WATER | WATER | 102.98 |
| 305156 | NEWMAN SIGNS INC | SIGNS | 601.27 |
| 305157 | NORTHERN PLAINS EQUIPMENT CO | ¾ ROLL PIN | 0.96 |
| 305158 | OK AUTOMOTIVE | PARTS | 30.43 |
| 305159 | SCOTTS HARDWARE | WASHBURN AND GARRISON SHOP PARTS | 180.68 |
| 305160 | SOUTH DAKOTA LTAP | JIM GREY REGISTRATION FOR ANNUAL ROAD CONFERENCE | 100.00 |
| 305161 | ASHLEY BROSSART | JAIL NURSE | 2,805.00 |
| 305162 | CHS CREDIT CARD DEPT | GASOLINE | 3,956.18 |
| 305163 | CHASE DRUG STORE | AUGUST INMATE PRESCRIPTIONS | 2,205.91 |
| 305164 | CHARMTEX INC | TRACK FOR SHOWER CURTAINS | 275.70 |
| 305165 | CITY OF WASHBURN | COURTHOUSE WATER/SEWER, LEC WATER | 569.42 |
| 305166 | DIRTY DEEDS EXCAVATING | PAINTED WOODS OVERFLOW MAINTENANCE | 1,350.00 |

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| 305167 | DOCS SHOP | OIL CHANGES, BATTERY, AIR FILTERS, STRUT, CABIN FILTER | 1,358.98 |
| 305168 | CALANDRIA JARBOE EDWARDS | REIMBURSE CELL PHONE, MILEAGE | 480.80 |
| 305169 | ELECTRIC SYSTEMS INC | COURTROOM OUTLET | 180.00 |
| 305170 | GARRISON RURAL WATER DISTRICT | SPORTSMEN CENTENNIAL PARK WATER | 163.20 |
| 305171 | GOETZ FUNERAL HOME | REIMBURSE CORONER FEES | 750.00 |
| 305172 | GERARD GOVEN | AUG. WATER BOARD MEETINGS AND MILEAGE | 451.16 |
| 305173 | COURTNEY HOIKKALA | REIMBURSE CELL PHONE, MILEAGE | 63.38 |
| 305174 | SHANNON JEFFERS | AUG. WATER BOARD MEETINGS AND MILEAGE | 609.20 |
| 305175 | KRAMER CHEVROLET | AIRBAG MODULE | 83.33 |
| 305176 | MARCO | STANDARD PAYMENT, COLOR COPY USAGE | 4,775.40 |
| 305177 | MIDAMERICAN RESEARCH CHEMICAL | A/C LOK-TABS | 59.00 |
| 305178 | MERCER MCLEAN CO COM ON AGING | 2019 AND 2020 LEVY MONIES COLLECTED | 362.89 |
| 305179 | MCLEAN COUNTY RECORDER | RECORDING FEES | 80.00 |
| 305180 | MENARDS | (8) FOLDING RESIN CHAIRS | 224.64 |
| 305181 | ND DEPT OF HUMAN SERVICES | STATE PROCESSING FEE | 280.54 |
| 305182 | NITRO-GREEN | SPRAY WEEDS AND FERTILIZER | 115.00 |
| 305183 | NORTHERN PLAINS EQUIPMENT CO | GRASSHOPPER 725KT MOWER/FRONT DECK, GRASSHOPPER 3661 MOWER/FRONT DECK | 13,145.25 |
| 305184 | NORTH COUNTRY VET CLINIC | K9 BLOOD WORK AND MEDICATION | 187.03 |
| 305185 | NORTHERN PLAINS | REPLACE JAIL SHOWER VALVE, JAIL FAUCET | 713.37 |
| 305186 | LYNN OBERG | AUG. WATER BOARD MEETINGS AND MILEAGE | 741.48 |
| 305187 | OTTERTAIL POWER COMPANY | ELECTRIC BILL FOR BUTTE SHOP, TURTLE LAKE SHOP, COURTHOUSE, MAX SHOP, WASHBURN SHOP, RADIO TOWER, LAW ENFORCEMENT CENTER | 5,057.01 |
| 305188 | PRESORT PLUS | TAX NOTICE PRINTING AND MAILING | 4,847.16 |
| 305189 | SCOTTS HARDWARE | JAIL AND BUILDING FILTERS, CAULK, TEXTURE SPACKLING, BOLTS, INDOOR FOGGER, UTILITY KNIFE, ROUNDUP, FLY SWATTER, CARB CLEANER, EXTENSION CORD, (3) METAL SHELVES, ROPE, TAPE, DISPATCH COFFEE POT | 623.50 |
| 305190 | THE SIDWELL COMPANY | ANNUAL WEB HOSTING FEE | 4,961.25 |
| 305191 | THE MCCLUSKY GAZETTE | DISPATCHER HELP WANTED AD | 99.76 |
| 305192 | THOMPSON FUNERAL HOME INC | REIMBURSE CORONER FEES | 750.00 |
| 305193 | UNDERWOOD WASHBURN CLINICS PC | DEPUTY PHYSICAL | 150.00 |
| 305194 | UNIFORM CENTER | (3) BADGES | 365.97 |
| 305195 | UNICOM | S6 GRAPHIC REPAIRS, REWIRE GRILL LIGHTS, S15 VEHICLE TRACKER POWER CORD, S1 AND S3 TOUCH UPS | 889.84 |
| 305196 | US FOODS | INMATE MEALS | 1,417.34 |
| 305197 | WEBER ELECTRIC INC | NEW CONDUIT AND INSTALL | 314.80 |
| 305198 | WEST RIVER TELECOMMUNICATIONS | RECURRING 911 TRUNKING | 494.36 |
| 305199 | WESTERN DAKOTA ENERGY ASSOC | 2021-2022 ANNUAL MEMBERSHIP DUES AND ANNUAL COUNTY TRUCK PERMIT DUES | 1,780.35 |
| 305200 | WEX BANK | 13,382.18 | |
| 1570 | LORI A FOSS | AUGUST TRAVEL | 40.32 |
| 1571 | CURT MALO | REIMBURSE CELL PHONE | 30.00 |
| 1572 | STEVE LEE | JULY AND AUGUST TRAVEL | 234.64 |
| 1573 | WILLIAM CARLSON | REIMBURSE TELEPHONE | 30.00 |
| 1574 | TROY KITTLER | REIMBURSE PARTS | 112.44 |
| 1575 | JORDON A SCHUMACHER | REIMBURSE FOR DIABETIC TEST STRIPS | 9.00 |
| 1576 | RYAN OBERG | REIMBURSE CELL PHONE | 30.00 |
| 1577 | ELIZABETH PATTERSON | REIMBURSE CELL PHONE | 30.00 |
| AUGUST PAYROLL | | A detailed list of payroll funds expended is available for public inspection anytime during regular business hours in the McLean County Auditor's office. | 377,683.04 |

P-CARD FUNDED PURCHASES

| VENDOR | DESCRIPTION | AMOUNT |
|-----------------------------|---|----------|
| CIRCLE SANITATION SERVICE | QUARTERLY GARBAGE PICKUP AT GARRISON AND WASHBURN SHOPS | 459.75 |
| NORTHERN STATES SUPPLY, INC | PARTS | 33.80 |
| BUTLER MACHINERY | PARTS | 139.61 |
| WRT | PHONE AND DSL | 103.06 |
| PRAXAIR DISTRIBUTIONS INC | WELDING SUPPLIES | 498.73 |
| RESERVATION TELEPHONE | TELEPHONE | 147.56 |
| MCLEAN ELECTRIC | ROSEGLEN SHOP | 44.00 |
| MCLEAN ELECTRIC | UNDERWOOD SHOP | 53.00 |
| MCLEAN ELECTRIC | GARRISON SHOP | 395.00 |
| BUTLER MACHINERY | PARTS | 292.28 |
| BUTLER MACHINERY | OIL | 1,672.52 |
| AMAZON.COM | LOTION, SINGLE USE EYE DROPS | 33.54 |
| QUILL.COM | DEPOSIT SLIPS | 49.96 |
| VERIZON WIRELESS | KITTLER - HIGHWAY CELL PHONE | 42.09 |
| | KROLL - DES CELL PHONE | 42.09 |
| | GREY - HIGHWAY CELL PHONE | 42.09 |
| | ERICKSON - STATES ATTORNEY CELL PHONE | 47.09 |
| | OBERG - ASSESSOR JETPACK | 40.01 |
| | KROLL - DES JETPACK | 40.01 |
| FARMERS UNION INSURANCE | INSURANCE PREMIUM FOR VOLVO DUMP TRUCK | 392.00 |
| VERIZON WIRELESS | DATA CARDS | 880.24 |
| | (2) DETECTIVE CELL PHONE | 94.18 |
| | J.R. KERZMANN CELL PHONE | 42.09 |
| DAKOTA AWARDS | JEFF TURNING HEART JR, NOTARY STAMP | 24.99 |
| ESRI INC. | ARC GIS DESKTOP BASIC SINGLE USE PRIMARY MAINTENANCE | 400.00 |
| STREICHERS | SIMULATION FX 9MM MARKING ROUNDS | 489.00 |

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| RECORD KEEPERS | SHREDDING SERVICES | 40.50 |
| SRT COMMUNICATIONS | LINE RECORD/TRANSPORT PER MILE/ TRANSPORT TRUNK | 694.08 |
| INDEED.COM | JOB POSTING | 222.33 |
| WRT | PHONE SERVICE FOR SHERIFF'S DEPT | 94.22 |
| SALHUS SEPTIC PUMPING & PORTA POTTY | PUMPING SEPTIC AT SPORTSMEN CENTENNIAL | 200.00 |
| WRT | SHERIFF | 651.66 |
| | COURTHOUSE | 1,611.36 |
| | NDSU EXTENSION | 42.11 |
| | E-911 | 84.22 |
| | JURY/PERSONAL | 5.22 |
| | PAROLE AND PROBATION | 20.00 |
| | E-911 RADIO TOWER | 89.06 |
| AMAZON.COM | HIGHWAY SHOP BATTERY BACKUP | 42.95 |
| RTC | BENEDICT SPORTSMEN'S PARK | 93.96 |
| ELECTRONIC COMMUNICATIONS | S23 REMOVE OLD & INSTALL NEW RADIO | 475.00 |
| RTC | 911 TRUNKING RECURRING | 80.00 |
| VERIZON CONNECT | JULY MONTHLY SERVICE | 453.32 |
| AMAZON.COM | ADVIL, 5-TAB BINDER DIVIDERS, 5TB EXTERNAL HARD DRIVE | 126.19 |
| MCLEAN ELECTRIC | SECURITY LIGHT COURTHOUSE | 21.00 |
| | SECURITY LIGHT PARK | 1,167.00 |
| | PARK BOARD | 41.00 |
| | SPORTSMEN CENTENNIAL PARK | 385.00 |
| | GARAGE | 144.00 |
| | CAMPER PADS | 532.00 |
| | CAMPER PADS | 592.00 |
| | CENTENNIAL PARK CAMPGROUND METER | 440.00 |
| WASTE MANAGEMENT | CENTENNIAL PARK EXTRA DUMPSTER | 84.23 |
| AMAZON.COM | (2) 6 PACK BIC WHITE OUT | 14.00 |
| AMAZON.COM | 9X12 MANILLA ENVELOPES, (2) 6X9 MANILLA ENVELOPES | 30.82 |
| | (2) 4TB EXTERNAL HARD DRIVES | 176.98 |
| | 12 PACK SCOTCH MAGIC TAPE | 22.99 |
| | 12 PACK LEGAL WRITING PADS | 9.80 |
| DAKOTA AWARDS | CLERK OF COURT STAMP | 121.42 |
| AMAZON.COM | EXTENSION OFFICE 2021-2022 PLANNER WEEKLY/MONTHLY | 6.99 |
| AMAZON.COM | HYDROGEN PEROXIDE, BURN CREAM, GAUZE PADS, MEDICAL TAPE, ADVIL, BANDAGES | 104.06 |
| AMAZON.COM | DVD MEDIA DISC, CD/DVD SLEEVE ENVELOPES WITH WINDOW | 31.74 |
| AMSTERDAM | CONFIDENTIAL EMPLOYEE HISTORY FOLDERS | 89.81 |
| INDEED.COM | AUGUST JAILER/DISPATCHER AND PATROL DEPUTY JOB POSTINGS | 517.38 |
| AMAZON.COM | PENCILS, PAPER MATE RED FLAIR PEN | 26.12 |
| MICROSOFT | MICROSOFT OFFICE 365 HIGHWAY GARRISON AND WASHBURN SHOPS | 8.83 |
| AMAZON.COM | 10 PK 28" TRAFFIC CONES | 1499.80 |
| | 10'X10' EZ POP UP CANOPY | 199.95 |
| FULL SOURCE | SAFETY VESTS | 124.90 |
| TRACTOR SUPPLY | 6' TABLES | 299.94 |

Roll Call Vote: Aye: Lee and Cottingham. Nay: None. Motion carried. Suydam abstaining from voting.

Knutson presented the current list of delinquent tax payers owing more than \$4,000.00.

Knutson presented the budget narrative for period ending July 31, 2021. She presented data showing property tax collections are at 93% collected including 97% with discount for 2021 or \$18,268,325.48; Government Reimbursement revenues totaled \$1,789,657.79 compared to \$1,805,261.76 in 2020; Fees and Miscellaneous revenues totaled \$1,429,774.41 compared to \$1,473,398.32 in 2020; and expenditures were at 57.85% of total budget for 2021.

There being no further business, the Vice-Chairperson declared the meeting adjourned at 9:21 a.m. until the next regularly scheduled meeting on Tuesday, September 21, 2021. The commission minutes and agenda can be found on the county website at <http://www.mcleancountynd.gov>.

Steve Lee, Vice-Chairperson

Diane L. Blumhagen, Deputy Auditor