

McLean County Commission Proceedings
Wednesday, December 27, 2023

The second regular December meeting of the Board of Commissioners was called to order at 8:35 a.m. by Chairperson Steve Cottingham. Present were Commissioners Cottingham, Steve Lee, and Barry Suydam via telephone. Also present were Auditor Beth A. Knutson; Chief Deputy Auditor Lori A Foss; Highway Department Administrative Assistant Noelle Kroll; and Wold Engineering Representative Mike Rivinius.

Moved by Lee, seconded by Suydam, to approve the minutes of the previous regular meeting held on December 5, 2023, as submitted. Roll Call Vote: Aye: Lee, Suydam, and Cottingham. Nay: None. Motion carried.

Kroll requested signatures on required documents for Project SC-2804(055), a mill and overlay project.

Rivinius presented customer appreciation gifts and expressed holiday greetings on behalf of Wold Engineering.

Building Maintenance Supervisor Curt Malo joined with a quote from CCR Supply to replace failing countertop in the jail with a stainless-steel unit in the amount of \$5,815.00.

Moved by Lee, seconded by Suydam, to accept the bid as presented with the contingency that the presented price must include installation. Roll Call Vote: Aye: Lee, Suydam, and Cottingham. Nay: None. Motion carried.

Lee notified the board that there was an incident on County Road 22 this morning involving two county plow trucks with the damage extent unknown at this time. Giving the time of the year, he would like to give the department purchasing authority to replace the damaged units as soon as possible.

Moved by Lee, seconded by Suydam, to authorize the Highway Department to spend up to \$150,000 to replace two plow trucks if deemed necessary. Roll Call Vote: Aye: Lee, Suydam, and Cottingham. Nay: None. Motion carried.

Knutson presented county deeds for signing to transfer remaining city properties from this year's delinquent tax sale to the affected cities. The properties are as follows: Lot 1R, Block 5, Bicentennial Rearrangement Addition, City of Garrison (Parcel # 75-0202-00036-000); Lots 5-6, Block 2, Original Townsite, City of Max (Parcel # 76-0001-00002-000); Lot 7, Block 2, Original Townsite, City of Max (Parcel # 76-0001-00003-000); and N 3/5 of Lot 17 & Lots 18-19, Block 5, Original Townsite, City of Turtle Lake (Parcel # 79-0001-00016-000).

Moved by Lee, seconded by Suydam, to approve the sale of the unsold delinquent tax properties as presented to the Cities of Garrison, Max, and Turtle Lake for \$1.00 plus recording fees. Knutson stated that all taxes and specials on the properties have been abated and the cities must own the properties for 90 days prior to selling them. Roll Call Vote: Aye: Lee, Suydam, and Cottingham. Nay: None. Motion carried.

County board appointments were discussed with Knutson notifying the board that all appointments will take place at the first meeting in January.

Knutson discussed the court service contracts that were sent to all cities clarifying that this an optional service to the cities at the courtesy of the county. The cities are not required to enter into the contract with the county. Two signed contracts have been received at this point. Cities have until the end of the year to submit.

Knutson presented 2024 Beer and Liquor License for signing for the following: Painted Woods Recreation Area and Painted Woods Golf Course. Background checks for outstanding violations have been completed by the Sheriff's Department and all necessary fees have been received.

Moved by Lee, seconded by Suydam, to authorize the Auditor's Office to pay any invoices received through the end of the year including the P-Card. Commissioner Lee would like a list of any paid bills sent to them after payment. Roll Call Vote: Aye: Lee, Suydam, and Cottingham. Nay: None. Motion carried.

Foss discussed the need for a funds transfer to the Flexible Benefits fund explaining that the need was due to unfunded employer fees from 2018-2023 in the amount of \$9,179.50.

Moved by Lee, 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 moves to make the following transfer of funds to update revenue funds to the correct accounts as follows:

Transfer \$9,179.50 from County General Fund (1000-2901-000) to Flexible Benefits (2992-3999-000)

Approved this 27th day of December 2023.

Steve Cottingham, Chairperson

Beth A. Knutson, Auditor

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

Knutson discussed communication she received from Bob Frohlich of North Dakota Game and Fish Department (ND G&F) regarding the renewal of fish cleaning station management and maintenance grant agreement which automatically renews on 01/01/2024. The original amount was \$3,500 which ND G&F feels does not cover actual expenditures for this service. Therefore, ND G&F is increasing the grant to \$5,000.

Moved by Lee, seconded by Suydam, to approve the agreement increasing the maintenance grant from to \$5,000 per year. Roll Call Vote: Aye: Suydam, Lee, and Cottingham. Nay: None. Motion carried.

Knutson went on to discuss further communications from Frohlich regarding replacement of a vault toilet at an approximate county cost of \$11,000 which is 25% of total cost and the replacement of a fish cleaning station originally installed in 1993 with an upgraded Barracuda fish grinder at an unknown cost. The VFW in Minot is willing to provide some funds for these projects and our cost share for both projects should actually be covered by county park donations. Both replacements would occur in 2024.

Moved by Lee, seconded by Suydam, to approve an agreement with ND G&F to replace a vault toilet and a fish cleaning station. Roll Call Vote: Aye: Suydam, Lee, and Cottingham. Nay: None. Motion carried.

Sarah Bedgar and Kamile Moderegger of NDSU Extension-McLean County joined the meeting.

Knutson went on to discuss the annual township meetings which will be held on Thursday, January 11, 2024. The first will be in Turtle Lake at the City Hall starting at 9:00 A.M. and the second will be in Garrison at the Cubby Hole starting at 1:00 P.M. The Cubby Hole charges a rental fee of \$50.00 for use of the facility.

Moved by Lee, seconded by Suydam, to approve payment of the rental fee for the Cubby Hole for township meetings in the amount of \$50.00. Roll Call Vote: Aye: Suydam, Lee, and Cottingham. Nay: None. Motion carried.

Knutson said emails containing township meeting information were sent to all township board members yesterday. Paper copies will be sent today as well.

Moderegger and Bedgar presented the third quarter activity report for the department and discussed upcoming projects including various offerings at elementary schools, babysitting classes in a few towns, the upcoming McLean County Ag Show in Garrison, archery season, air rifle trainer certification, and much more. Bedgar volunteer and community support has been outstanding.

Cottingham discussed a recent meeting with the contracted Jail Monitor who recommended an increased in Jailer/Dispatcher staffing of two or three more positions. Knutson informed them that each additional position would cost approximately \$79,000.

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

A detailed list of checks is available for public inspection anytime during regular business hours in the McLean County Auditor's Office.

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

There being no further business, the chairperson declared the meeting adjourned at 9:26 a.m. until the next regularly scheduled meeting on Tuesday, January 9, 2024. The commission minutes and agenda can be found on the county website at <https://www.mcleancountynd.gov>.

Steve Cottingham, Chairperson

Lori A Foss, Chief Deputy Auditor