

**McLean County Commission Proceedings**  
**Tuesday, August 2, 2022**

The first regular August meeting of the Board of Commissioners was called to order at 8:41 a.m. by Chairperson Steve Lee. Present were Commissioners Lee, Steve Cottingham, and Barry Suydam. Also present were Auditor Beth A. Knutson, Deputy Auditor Diane L. Blumhagen, Road Superintendent Jim Grey, Disaster Emergency Services Director/Risk Manager Noelle Kroll, Dakota Central Human Service Zone Director (DCHSZ) Steven Reiser, and Greg Cunningham of Washburn.

Moved by Suydam, seconded by Cottingham, to approve the minutes of the previous regular meeting held on July 19, 2022, as submitted. Roll Call Vote: Aye: Suydam, Cottingham, and Lee. Nay: None. Motion carried.

Kroll requested to accept the bid of \$5,600.00 from Amanda Schooling and Jennifer Wiechmann for a functional exercise pending the states approval of the bid. McLean County Emergency Management was awarded a grant for \$7,500.00 and all costs are covered at 100% with no cost share.

Moved by Cottingham, seconded by Suydam, to approve the functional exercise bid in the amount of \$5,600.00 pending the state's approval. Roll Call Vote: Aye: Cottingham, Suydam, and Lee. Nay: None. Motion carried.

Steve Reiser presented the 2023 budget for DCHSZ. Total budget requested is \$2,114,070.96 with revenues totaling \$2,053,600.96. Funds received from the state and carryover funds from previous years will fund the budgeted amount. There will be no additional cost to the county and no mills will be levied.

Reiser informed the board of his upcoming retirement set for December 31, 2022. Discussion followed.

Grey was present with an update on the department operations reporting that right-of-way mowing has started, informing the board that all of the John Deere motor graders have been delivered.

Grey requested to advertise for bids for three motor graders to be purchased in 2023.

Moved by Suydam, seconded by Cottingham, to approve advertising for bids for three motor graders to be purchased in 2023. Roll Call Vote: Aye: Suydam, Cottingham, and Lee. Nay: None. Motion carried.

Building Maintenance Supervisor Curt Malo joined the meeting.

Grey requested approval to reopen the advertisement for the Equipment Operator III position in the Butte area.

Moved by Cottingham, seconded by Suydam, to reopen the advertisement for the Equipment Operator III position in the Butte area. Roll Call Vote: Aye: Cottingham, Suydam, and Lee. Nay: None. Motion carried.

Moved by Cottingham, seconded by Suydam, to authorize the Equipment Operator III position be advertised until filled. Roll Call Vote: Aye: Cottingham, Suydam, and Lee. Nay: None. Motion carried.

Grey informed the board that the east side corner of U.S. Highway 83 and County Road 8, near Garrison, has been cleaned up. He is looking to fence and gate the area in the future.

Grey requested authorization to purchase a refrigerator for the Garrison Shop. Discussion followed.

Moved by Cottingham, seconded by Suydam, to authorize purchasing a refrigerator not to exceed \$750.00. Roll Call Vote: Aye: Cottingham, Suydam, and Lee. Nay: None. Motion carried.

Grey requested authorization to purchase scaffolding for the Washburn Shop. He has a set that he would sell to the county for \$800.00. Discussion followed.

Moved by Cottingham, seconded by Suydam, to authorize purchasing scaffolding from Jim Grey in the amount of \$800.00. Roll Call Vote: Aye: Cottingham, Suydam, and Lee. Nay: None. Motion carried.

Grey presented the Commission with a boring permit request from West River Telecommunications Cooperative. The boring permit requested to bore 2<sup>nd</sup> St NW, six miles SW of Turtle Lake, in Section 24 and 25, Township 146, Range 81, to serve Diane Schell at 128 19<sup>th</sup> Ave NW, Turtle Lake, with fiber cable telecommunication.

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

Ted Duma of Wilton, ND, joined the meeting to hear the commission position on dust suppression being applied to a section of gravel road two miles west of Wilton on 16<sup>th</sup> Avenue SW. Discussion followed.

Malo informed the commission that there had been no response in trying to secure a bid from a local company to replace the rain gutters on the LEC. Malo requested approval to accept the bid from ABC Seamless Siding (ABC) for rain gutter replacement at the LEC in the amount of \$13,914.00.

Moved by Cottingham, seconded by Suydam, to accept the bid from ABC for rain gutter replacement in the amount of \$13,914.00. Roll Call Vote: Aye: Cottingham, Suydam, and Lee. Nay: None. Motion carried.

Received and ordered filed the fee collection report from the Sheriff's Department for the month of July in the amount of \$982.43.

Received and ordered filed the fee collection report from the Recorder's Department for the month of July in the amount of \$9,840.00.

Deputy Auditor Kayla Oberlander and Chief Deputy Auditor Lori Foss joined the meeting.

Knutson presented the commission with a revised estimate for Prairie Dog Funds. Previous estimate was from the 2020 upper Great Plains Transportation Institute Study which was updated in 2022. The estimated 2022 revised funds are \$3,543,801.00 which is a decrease from \$3,668,199.00 due to more counties being added to the list. Discussion followed.

The board conducted the second reading of proposed changes to the following personnel policies:

- Policy 406 – Overtime and/or Compensatory Time Updated changes to reflect departments with budgeted overtime will no longer receive compensatory time, overtime will be paid out instead.
- Policy 305 – Holidays Updated verbiage to reflect changes in overtime and/or compensatory time.

Moved by Suydam, seconded by Cottingham, to approve the second reading of the above policies with an effective date of August 1, 2022. Roll Call Vote: Aye: Cottingham, Suydam, and Lee. Nay: None. Motion carried.

Foss presented the commission with the completed Salary Survey received from Gallagher. Discussion followed which resulted in the commission reviewing the salary survey to be discussed at a later commission meeting.

Knutson presented the commission with the preliminary budget as follows:

The 2023 preliminary budget is available for public inspection anytime during regular business hours in the McLean County Auditor's Office.

Moved by Cottingham, seconded by Suydam, to accept the preliminary budget as presented and set the 2023 Preliminary Budget Hearing for 10:00 a.m. on September 20, 2022. Roll Call Vote: Aye: Cottingham, Suydam, and Lee. Nay: None. Motion carried.

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

Knutson presented the Uncollected Tax List for years 2019-2021 showing a total amount of \$817,214.04.

Knutson presented the budget narrative for period ending July 31, 2022. She presented data showing property tax collections are at 94% collected including 98% with discount for 2022 or \$18,658,774.31; government reimbursement revenues totaled \$1,682,712.90 compared to \$1,789,659.79 in 2021; fees and miscellaneous revenues totaled \$1,028,872.55 compared to \$1,333,931.22 in 2021; and expenditures were at 51.20% of total budget for 2022.

Moved by Suydam, seconded by Cottingham, 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, Cottingham, and Lee. Nay: None. Motion carried.

There being no further business, the chairperson declared the meeting adjourned at 10:24 a.m. until the next regularly scheduled meeting on Tuesday, August 16, 2022. 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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Diane L Blumhagen, Deputy Auditor