

McLean County Commission Proceedings

Tuesday, August 3, 2021

The first regular August meeting of the Board of Commissioners was called to order at 8:36 a.m. by Chairperson Barry Suydam. Present were Commissioners Suydam, Steve Cottingham, and Steve Lee. Also present were Auditor Beth A. Knutson, Highway Superintendent Jim Grey, Deputy Auditor Diane L. Blumhagen, Risk Management Officer Noelle Kroll, Building Maintenance Supervisor Curt Malo, Mike Rivinius of Wold Engineering, and Ralph Mancini of BHG News Service.

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

Grey was present with an update on department operations, he reported that work on County Road 9 has been completed. Also, the mowing of bridges and guard rails has been completed. Crews will begin mowing right-of-ways the week of August 16, 2021.

Malo and Grey presented three estimates to replace the heating and cooling units at the Washburn Shop from Northern Plains Heating & Air and H.A. Thompson & Sons. H.A. Thompson & Sons provided two separate estimates which included an 80% efficient furnace and a 95% efficient furnace. Electric Systems Inc. submitted an electrical proposal to install a new low voltage wire to the new thermostat location and 30 amp 120-240v wiring to the new air conditioning unit.

Moved by Cottingham, seconded by Lee, to accept the estimate from H.A. Thompson & Sons which included a Trane S-Series 80% efficient single stage furnace and a Trane 2-ton air conditioning unit in the amount of \$6,825.00, and to accept the Electric Systems Inc. proposal in the amount of \$1,140.00 with bid option of \$145.00 for the wiring of thermostat. Discussion followed. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Rivinius requested approval to go to bid for the repair of Bridge 28-166-35 located on County Road 20. He discussed an additional option of delaying the bid process until October and to discuss with North Dakota Department of Transportation (NDDOT) the option of obtaining funding to replace the bridge in 2023. The estimated project cost for the repair would be \$75,000.00.

Moved by Lee, seconded by Cottingham, to authorize Wold Engineering to initiate discussion with NDDOT to inquire about funding for complete replacement of Bridge 28-166-35 in 2023. Discussion followed. Roll Call Vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion carried.

Kroll discussed completing the purchases approved to close out the Emergency Management Performance Grant. The deadline to use these funds is September 30, 2021, with a 50% matched reimbursement which will be requested after all purchases are made.

Moved by Lee, seconded by Cottingham, to approve purchases from the Emergency Management Performance Grant awarded funds. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Kroll requested approval to purchase simulation round ammunition to replace the Sheriff's Office rounds that were used in the Active Shooter Exercise along with purchasing extra boxes for the next two active shooter exercises that are coming up. Kroll stated each box contains 50 rounds at a cost of \$40.00 per box plus a \$9.00 handling fee. Kroll would like to purchase a total of 12 boxes.

Moved by Lee, seconded by Cottingham, to approve the purchase of 12 boxes of simulation round ammunition. Discussion followed. Roll Call Vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion carried.

Kroll mentioned the upcoming mandatory defensive driving classes scheduled for this fall. There will be a total of four scheduled classes to choose from and information will be provided in the September and October employee newsletters.

Malo discussed increasing the Building Repair line item in the proposed 2022 Building & Grounds Budget from \$80,000.00 to \$200,000.00. He stated the proposed increase includes funding for repairs to the retaining wall along with other items that need to be repaired and replaced.

Malo discussed the current state of the garage basement. Currently three sump-pumps located in the basement are not able to keep the water out. Discussion followed regarding the next steps to remedy the situation.

Malo discussed the replacement of the plumbing fixtures in the Law Enforcement Center. He received a quote from Northern Plains Plumbing not to exceed \$10,000.00 for fixture parts, components, and installation.

Moved by Lee, seconded by Cottingham, to approve the replacement of the plumbing fixtures in the Law Enforcement Center not to exceed \$10,000.00. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Larry Stute, of Bismarck, ND, joined the meeting.

Chief Deputy Auditor Lori Foss joined the meeting.

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

- Policy 305 – Holidays Updated to show Good Friday holiday defined as other holidays are defined and revision to wording to read: "Any other day appointed by the President of the United States *and* Governor of State of North

Dakota, subject to the approval of the Board of County Commissioners, or by resolution of the Board of County Commissioners.”

- Policy 403 – Payment of Salaries Updated to reflect current practices.
- Policy 409 – Administrative Pay Corrections Updated to reflect current practices.
- Policy 410 – Payroll Deductions Updated to clean up formatting.

Moved by Cottingham, seconded by Lee, to approve changes as presented to the above policies. Roll Call Vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion carried.

Knutson received a phone call from a representative of the bar in Butte requesting to close County Road 33 for a street dance. Discussion followed with comments made that it is the City of Butte’s decision. Knutson also mentioned that on the same phone call the Police Contract for 2022 was inquired about. The 2022 contract was presented to the city in the amount of \$5,211.72 and the Butte City Commission only wants to pay \$3,000.00. Discussion followed to keep the 2022 Police Contract at the original amount.

Knutson presented the Pledge of Securities received from Farmers Security Bank of Washburn, ND. The total public deposits on June 30, 2021, were \$13,180,128.07 and the total pledged securities were \$14,843,792.37.

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

Received and ordered filed the fee collection report from the Recorder’s Office in the amount of \$19,736.00 for the month of July.

Received and ordered filed the fee collection report from the Sheriff’s Office in the amount of \$886.10 for the month of July.

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

Knutson received the 2022 preliminary budget from the Garrison Diversion Conservancy District, requesting of one mill.

Knutson presented the 2020 financials from the McLean County Fair Board as previously requested by the commissioners.

Discussion followed regarding the preliminary budget and the estimated tax statements.

Moved by Lee, seconded by Cottingham, to approve the original Preliminary Budget for 2022 as presented by the auditor. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Moved by Lee, seconded by Cottingham, to set the 2022 Preliminary Budget Hearing for 10:00 a.m. on September 21, 2021. Roll Call Vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion carried.

NDSU Extension Agent Calla Edwards joined the meeting.

Chairperson Suydam opened the public hearing at 10:00 a.m. for the Petition to Vacate an Access Easement in Stute’s Blue Lake Resort 1st Addition.

Knutson presented a Notice of Access Easement Vacation for a 25-foot access easement located within Lot 8 of Stute’s Blue Lake Resort 1st Addition, McLean County, North Dakota. Discussion followed.

Moved by Lee, seconded by Cottingham, to approve the 25-foot Access Easement Vacation located within Lot 8 of Stute’s Blue Lake Resort 1st Addition. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

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 \$18,228,579.36; Government Reimbursement revenues totaled \$1,789,657.79 compared to \$1,744,084.27 in 2020; Fees and Miscellaneous revenues totaled \$1,333,931.22 compared to \$1,147,132.41 in 2020; and expenditures were at 44.43% of total budget for 2021.

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

There being no further business, the chairperson declared the meeting adjourned at 10:15 a.m. until the next regularly scheduled meeting on Tuesday, August 17, 2021. The commission minutes and agenda can be found on the county website at <http://www.mcleancountynd.gov>.

Barry Suydam, Chairperson

Diane L. Blumhagen, Deputy Auditor