

## McLean County Commission Proceedings

Tuesday, September 21, 2021

The final regular September meeting of the Board of Commissioners was called to order at 8:32 a.m. by Chairperson Barry Suydam. Present were Commissioners Suydam, Steve Lee, and Steve Cottingham via teleconference. Also present were Auditor Beth A. Knutson, Highway Superintendent Jim Grey, Chief Deputy Sheriff Richard Johnson, Director of Emergency Management Noelle Kroll, Deputy Auditor Diane L. Blumhagen, James C. Falcon, Editor, McLean County Independent, and Todd Kjelland, Editor, Central McLean News Journal.

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

Johnson presented the commissioners with the salary options from the Auditor's Office for the two new Jailer/Dispatchers, John M. Lee and Miguel A. Wise. Lee comes to the position with significant experience and Johnson requested an adjustment of his starting salary at \$42,102.34, with an increase to \$43,715.86 after successful completion of the six-month probation period. Miguel A. Wise comes to the position with significant experience and Johnson requested an adjustment of his starting salary at \$39,997.33, with an increase to \$41,538.48 after successful completion of the six-month probation period.

Moved by Lee, seconded by Cottingham, to approve the starting salary for John M. Lee as recommended at \$42,102.34, with an increase to \$43,715.86 after the successful completion of the six-month probation period and to approve the starting salary for Miguel A. Wise as recommended at \$39,997.33, with an increase to \$41,538.48 after successful completion of the six-month probation period. Roll Call Vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion carried.

Johnson presented a quote from Diamond Tower Service Inc., of Waite Park, MN, for complete tower inspection and re-lamping of the 300' guyed tower near Underwood, ND. The quote of \$3,000.00 includes checking and adjusting guy wire tensions and vertical tower alignment along with inspection of all lighting, grounding, guy wires, guy anchors, structural steel, antennas, coax and general site conditions.

Moved by Lee, seconded by Cottingham, to approve the tower realignment from Diamond Tower Service Inc., of Waite Park, MN, for the amount of \$3,000.00. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Kroll presented the commissioners with the approved Hazard Mitigation Grant Program Subgrant Agreement for FEMA-DR-4475-ND. The funding amounts from the grant program include the following:

Funding Name, Percentage, Dollar Amount:

Federal Funding, 75%, \$22,058.82

State Funding, 10%, \$2,941.17

Local Funding, 15%, \$4,411.77

The grand total of the three lines above is: \$29,411.76.

Moved by Lee, seconded by Cottingham, to approve the acceptance of the Hazard Mitigation Grant. Roll Call Vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion carried.

Kroll requested permission to advertise for bids for a full-scale active shooter exercises using funds from the Homeland Security Grant.

Moved by Lee, seconded by Suydam, to approve advertising for bids for a full-scale active shooter exercises. Roll Call Vote: Aye: Lee, Cottingham, and Suydam. Nay: None. Motion carried.

Grey was present with an update on department operations, reporting that mowing of right-of-ways continues and is expected to finish in mid-October. Graveling has slowed down as the department is down to one belly dump trailer at the moment.

Grey requested permission to advertise for a full-time Equipment Operator III position, with possibility of under-fill to Equipment Operator II depending on experience and qualifications of applicants.

Moved by Lee, seconded by Cottingham, to approve advertising for a full-time Equipment Operator III position, with possibility of under-fill to Equipment Operator II, depending on experience and qualifications of applicants. Roll Call Vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion carried.

Grey presented the commissioners with a utility permit request from Reservation Telephone Cooperative to bore in SW4 of Section 21, Township 148, Range 84, under 14<sup>th</sup> Street NW, Garrison, ND, to provide services to Steven Bristol residence placing a 1½ inch HDPE conduit and fiber optic cable from NW4 of Section 28, Township 148, Range 84.

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

Land Use Administrator Todd Schreiner joined the meeting with recommendations from the Planning and Zoning Commission Meeting held on September 20, 2021.

Moved by Lee, seconded by Cottingham, to concur with the Planning and Zoning Commission and approve the variance of the setback requirements application submitted by Joseph Bryan and Shelley Knight, of Minot, ND, requesting a variance of the setback requirements involving land described as Lot 7R, Replat Slaters Resort Addition, Otis Township. Roll Call Vote: Aye: Cottingham, Lee, and Suydam. Nay: None. Motion carried.

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: Lee and Suydam. Nay: None. Motion carried. Cottingham abstained from voting.

Knutson discussed changes made to the final budget as the following: General Fund levy increased cash note from \$300,000.00 to \$325,000.00 and Cash and Investments increased from \$500,000.00 to \$750,000.00. These changes decrease the final mill levy to 48.25 which is a decrease of 1.01% from 2021. The Weed Board decreased from 2.39 mills to 1.22 mills due to carry over.

Chairperson Suydam recessed the meeting at 9:28 a.m.

Chairperson Suydam reconvened the meeting at 9:34 a.m.

Clerk of Court Bonnie Bohnsack, Recorder Heidi Anderson, and Building Maintenance Supervisor Curt Malo joined the meeting.

Grey and Kroll rejoined the meeting.

Steve Lee requested a decrease in the County Emergency Fund from \$100,000.00 to \$36,151.41 which results in levying the same dollar amount in 2022 as was levied in 2021. Total decrease for all county levies plus special district levies is 1.17%.

Chairperson Suydam recessed the meeting at 9:39 a.m.

Chairperson Suydam opened the public County Budget Hearing at 10:00 a.m.

States Attorney Ladd Erickson and Sheriff J.R. Kerzmann joined the meeting.

With no additional attendees from the public and no discussion on the budget, the Chairperson closed the budget hearing at 10:05 a.m. and immediately reconvened the commission meeting.

Moved by Lee, seconded by Cottingham, to approve the McLean County budget for 2022 as presented including the salary increases for 2022 as follows:

The McLean County budget for 2022 is available for public inspection anytime during regular business hours in the McLean County Auditor's Office.

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

There being no further business, the chairperson declared the meeting adjourned at 10:06 a.m. until the next regularly scheduled meeting on Thursday, October 7, 2021. The commission minutes and agenda can be found on the county website at <http://www.mcleancountynd.gov>.

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Barry Suydam, Chairperson

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Diane L. Blumhagen, Deputy Auditor