

McLean County Commission Proceedings

Tuesday, October 19, 2021

The second regular October meeting of the Board of Commissioners was called to order at 8:31 a.m. by Chairperson Barry Suydam. Present were Commissioners Suydam and Steve Lee. Also present were Auditor Beth A. Knutson, Deputy Auditor Diane L. Blumhagen, and Ralph Mancini of BHG News Service. Absent was Commissioner Steve Cottingham.

Moved by Lee, seconded by Suydam, to approve the minutes of the previous meeting as submitted. Roll Call Vote: Aye: Lee and Suydam. Nay: None. Absent and not voting: Cottingham. Motion carried.

Knutson discussed the Sheriff Department's job description for Assistant Jail Administrator-Support Operations position which was presented to the commissioners at the last commission meeting. Clarification was made on the Essential Functions line 4 verbiage. Discussion followed.

Moved by Lee, seconded by Suydam, to approve the Sheriff Department's Assistant Jail Administrator-Support Operations job description as presented. Roll Call Vote: Aye: Lee and Suydam. Nay: None. Absent and not voting: Cottingham. Motion carried.

Property Assessor Elizabeth Patterson joined the meeting with recommendations from the Planning and Zoning Commission Meeting held on October 18, 2021.

Moved by Lee, seconded by Suydam, to concur with the Planning and Zoning Commission and approve the subdivision plat application submitted by Lake View Properties, LLC, landowner Gerald Traub, of Coleharbor, ND, requesting approval of a subdivision plat involving land located in part of the S½NW¼ of Section 13, Township 148 North, Range 84 West. Roll Call Vote: Aye: Lee and Suydam. Nay: None. Absent and not voting: Cottingham. Motion carried.

Moved by Lee, seconded by Suydam, to concur with the Planning and Zoning Commission and approve the Conditional Use Permit application submitted by Samuel and Shawnee Boyd, representing Shawnee A. Boyd Trust; etal, of Minot, ND, requesting approval of a Conditional Use Permit involving land located in Government Lots 1 and 2 in S½NE¼ of Section 4, Township 150 North, Range 86 West, more specifically identified as Outlot A consisting of 10 acres. Roll Call Vote: Aye: Lee and Suydam. Nay: None. Absent and not voting: Cottingham. Motion carried.

Moved by Lee, seconded by Suydam, to concur with the Planning and Zoning Commission and approve the zoning change application submitted by Buell Consulting, an agent for Verizon Wireless, of Wayzata, MN, requesting a zoning change involving leased land described as 75' by 75' in SE¼ of Section 15, Township 145 North, Range 79 West. Roll Call Vote: Aye: Lee and Suydam. Nay: None. Absent and not voting: Cottingham. Motion carried.

Knutson informed the board that the Highway Department has hired Travis Verke to fill the open Equipment Operator III position.

Recorder Heidi Anderson joined the meeting to inform the board of Deputy Recorder Pandora Hummel's last day will be October 29, 2021. Anderson requested permission to promote Cailey Ferber to Deputy Recorder on November 1, 2021.

Moved by Lee, seconded by Suydam, to approve promoting Cailey Ferber to Deputy Recorder effective November 1, 2021. Roll Call Vote: Aye: Lee and Suydam. Nay: None. Absent and not voting: Cottingham. Motion carried.

Knutson requested authorization to claim unclaimed property for McLean County. The county currently has two items listed in the North Dakota Unclaimed Property Portal, one item for the Clerk of Court and the other is for the Sheriff's Department.

Moved by Lee, seconded by Suydam, to authorize Knutson to claim the unclaimed property as presented. Roll Call Vote: Aye: Lee and Suydam. Nay: None. Absent and not voting: Cottingham. Motion carried.

Knutson presented the signed police contract from the City of Wilton to the commission for signing by Suydam.

In light of COVID demands on staffing, Knutson requested a one-time extension of the deadline for county employees to use any annual leave hours over the maximum of 240 to be extended from October 31, 2021 to December 31, 2021. Currently our paid time off leave resets on October 31 and any hours not used over 240 hours would be lost. Discussion followed.

Moved by Lee, seconded by Suydam, to approve the one-time extension of the 2021 deadline for use of annual leave over 240 hours to December 31, 2021 from the original deadline of October 31, 2021. Discussion followed. Roll Call Vote: Aye: Lee and Suydam. Nay: None. Absent and not voting: Cottingham. 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. Absent and not voting: Cottingham. Motion carried.

Chairperson Suydam recessed the meeting at 8:49 a.m.

Chairperson Suydam reconvened the meeting at 10:00 a.m. for the Delinquent Tax Hearing on Minimum Sale Prices.

Knutson stated there needs to be a hearing 10 days prior to the sale for the cities and public to come in. Knutson informed the commission that there are 29 properties remaining on the list.

With no additional attendees from the cities or public, the Chairperson closed the Delinquent Tax Hearing at 10:05 a.m. and immediately reconvened the commission meeting.

Knutson informed the commissioners that the handicap door opener for the jail front door needs replacement. Building Maintenance Supervisor Curt Malo received a quote for \$1,955.13 for the replacement.

Moved by Lee, seconded by Suydam, to approve the replacement of the handicap door opener in the amount of \$1,955.13. Roll Call Vote: Aye: Lee and Suydam. Nay: None. Absent and not voting: Cottingham. Motion carried.

Knutson informed the commission of price changes on the gun purchases approved at the last meeting for the Sheriff's Department. The Sheriff's Department had found that Donald Roehrich, a county employee, is able to purchase the guns at a more reasonable amount.

Moved by Lee, seconded by Suydam, to purchase three guns from employee Donald Roehrich. Roll Call Vote: Lee and Suydam. Nay: None. Absent and not voting: Cottingham. Motion carried.

There being no further business, the chairperson declared the meeting adjourned at 10:04 a.m. until the next regularly scheduled meeting on Tuesday, November 2, 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