

McLean County Commission Proceedings

Tuesday, March 1, 2022

The first regular March meeting of the Board of Commissioners was called to order at 8:30 a.m. by Chairperson Steve Lee. Present were Commissioners Lee, Steve Cottingham, and Barry Suydam. Also present were Auditor Beth A. Knutson, Highway Superintendent Jim Grey, Tax Director Todd Schreiner, Property Assessor Elizabeth Patterson, Chief Deputy Sheriff Richard Johnson, Deputy Auditor Diane L. Blumhagen, and James C. Falcon of BHG News Service.

Moved by Cottingham, seconded by Suydam, to approve the minutes as presented for the February 1, 2022, and February 17, 2022, meetings as submitted. Roll Call Vote: Aye: Cottingham, Suydam, and Lee. Nay: None. Motion carried.

Grey was present with an update on department operations, reporting that oil sealing has started and will continue when the weather cooperates. Grey also stated that the two pickups from the state sale listing are no longer available and he will continue checking the state bids.

Grey presented a quote from Midwest Doors Inc., of Bismarck ND, for the replacement of three thermal guard doors and three Liftmaster commercial openers at the Washburn Shop in the amount of \$30,360.00.

Moved by Suydam, seconded by Cottingham, to approve the purchase of three thermal guard doors and three commercial openers for the Washburn Shop in the amount of \$30,360.00. Discussion followed. Roll Call Vote: Aye: Suydam, Cottingham, and Lee. Nay: None. Motion carried.

Johnson requested permission to advertise for one or more Patrol Deputy positions in the Sheriff's Department.

Moved by Cottingham, seconded by Suydam, to advertise for one or more Patrol Deputy positions. Roll Call Vote: Aye: Cottingham, Suydam, and Lee. Nay: None. Motion carried.

Schreiner requested to amend the Conditional Use Permit fee for coal mining and power transmission line to \$250.00 plus \$25.00 per acre with a max of 750 acres and no fee after 750 acres. Discussion followed.

Moved by Cottingham, seconded by Suydam, to approve the changes as recommended by Schreiner to the Conditional Use Permit fee for coal mining and power transmission line as presented. Discussion followed. Roll Call Vote: Aye: Cottingham, Suydam, and Lee. Nay: None. Motion carried.

Knutson informed the commission that she received an email from Bob Frohlich, North Dakota Game and Fish (NDG&F), which contained a Memorandum of Understanding for the maintenance of two low water ramps at Steinke Bay. Discussion followed.

Moved by Cottingham, seconded by Suydam, to approve the NDG&F Memorandum of Understanding for Steinke Bay. Roll Call Vote: Aye: Suydam, Cottingham, and Lee. Nay: None. Motion carried.

Chief Deputy Auditor Lori Foss joined the meeting to present the compensation survey proposal received from Gallagher, of Minneapolis, Minnesota, in the amount of \$29,500.00. Discussion followed.

Moved by Suydam, seconded by Cottingham, to approve the compensation survey proposal from Gallagher in the amount of \$29,500.00. Discussion followed. Roll Call Vote: Aye: Cottingham, Suydam, and Lee. Nay: None. Motion carried.

Foss presented updated job descriptions for the following positions for approval: Assistant Jail Administrator-Daily Operations, Chaplain, Chief Deputy Sheriff/E911 Coordinator, Detective, Jail Nurse, Patrol Lieutenant/Training Supervisor-Support Operations, and Patrol/Investigations Lieutenant/K-9 Handler.

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

Knutson presented feedback from a recent survey of courthouse departments with regard to whether or not we should return to a postage meter vs. continue with pickup services by Presort Plus. Discussion followed.

Kelly Heinert of Dakota Business Solutions joined the meeting to propose a postage meter and pricing. Discussion followed.

Administrative Assistant Terri Guderjahn joined the meeting.

Deputy Auditor Kayla Oberlander joined the meeting.

Knutson requested time to review postage meter options as well as discuss options with her staff before a decision is made.

Received and ordered filed the fee collection report from the Recorder's Office in the amount of \$8,615.00 for the month of February.

Received and ordered filed the fee collection report from the Sheriff's Office in the amount of \$1,428.07 for the month of February.

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

Knutson presented the budget narrative for period ending February 28, 2022. She presented data showing property tax collections are at 88% collected including 92% with discount for 2022 or \$17,458,368.80; government reimbursement revenues totaled \$398,647.91 compared to \$388,887.03 in 2021; fees and miscellaneous revenues totaled \$198,637.37 compared to \$398,035.04 in 2021; and expenditures were at 13.25% of total budget for 2022.

Grey rejoined the meeting.

Mike Rivinius, of Wold Engineering joined the meeting.

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 the total amount of \$1,937,471.05.

Schreiner and Patterson rejoined the meeting.

Damian Lenerz from Asphalt Surface Technologies Corp. (Astech), Jeff Zueger from Midwest Ag Energy, and Michael Grosz of Midwest Ag Energy joined the meeting.

Chairperson Lee recessed the meeting at 9:55 a.m.

Chairperson Lee reconvened the meeting at 10:00 a.m. for the bid opening for Project CP-2800(022), a chip seal project involving County Road (CR) 9, CR 12, CR 27, CR14, and Underwood Loop.

The first bid opened was from Astech, of St. Cloud, MN, in the amount of \$1,094,094.08. The second bid was from Morris Sealcoat and Trucking Inc. of Morris, MN, in the amount of \$1,015,449.23 and the final bid was from Bituminous Paving Inc. of Ortonville, MN, in the amount of \$1,108,072.03.

Rivinius recommended awarding Project CP-2800(022) to Morris Sealcoat and Trucking Inc. of Morris, MN, in the amount of \$1,015,449.23.

Moved by Suydam, seconded by Cottingham, to accept the bid for Project CP-2800(022) to Morris Sealcoat and Trucking Inc. of Morris, MN, in the amount of \$1,015,449.23. Roll Call Vote: Aye: Suydam, Cottingham, and Lee. Nay: None. Motion carried.

Chairperson Lee opened a public hearing at 10:10 a.m. for the Midwest Ag Energy Tax Exemption Hearing. Discussion followed. Midwest Ag Energy requested a five-year exemption with 100% exemption in years one and two, 80% exemption in years three and four, and 60% exemption in year five followed by an appraisal after five years.

Moved by Cottingham, seconded by Suydam, to approve the property tax exemption as presented by Midwest Ag Energy. Discussion followed. Roll Call Vote: Aye: Cottingham, Suydam, and Lee. Nay: None. Motion carried.

Chairperson Lee adjourned the Tax Exemption Hearing at 10:22 a.m.

Grey rejoined the meeting to present a quote from Wagon Wheel Lumber to replace windows at the Washburn shop in the amount of \$10,761.51.

Moved by Suydam, seconded by Cottingham, to approve the purchase of windows for the Washburn shop from Wagon Wheel Lumber in the amount of \$10,761.51. Roll Call Vote: Aye: Suydam, Cottingham, and Lee. Nay: None. Motion carried.

Grey presented a quote from Byron Monson in the amount of \$3,150.00 for installation of Washburn shop windows.

Moved by Cottingham, seconded by Suydam, to accept the quote from Byron Monson for the installation of windows at the Washburn shop. Roll Call Vote: Aye: Cottingham, Suydam, and Lee. Motion carried.

There being no further business, the chairperson declared the meeting adjourned at 10:26 a.m. until the next regularly scheduled meeting on Tuesday, March 15, 2022. The commission minutes and agenda can be found on the county website at <http://www.mcleancountynd.gov>.

Steve Lee, Chairperson

Diane L. Blumhagen, Deputy Auditor