

## McLean County Commission Proceedings

Tuesday, May 9, 2023

The first regular May meeting of the Board of Commissioners was called to order at 8:26 a.m. by Chairperson Steve Cottingham. Present were Commissioners Cottingham, Steve Lee, and Barry Suydam. Also present were Auditor Beth A. Knutson; Clerk of Court Bonnie Bohnsack; Deputy Auditor Diane L. Blumhagen; Assistant Road Superintendent Travis Verke; and Ethyn Calvert of NorDak North Publishing.

Moved by Lee, seconded by Suydam, to approve the minutes of the previous regular meeting held on April 25, 2023, as submitted. Roll Call Vote: Aye: Lee, Suydam, and Cottingham. Nay: None. Motion carried.

Bohnsack joined the meeting to update on Clerk of Court's department stating the employment relationship with Karalee Buske has been severed. Bohnsack requested permission to advertise for a Deputy Clerk of Court position.

Moved by Lee, seconded by Suydam, to advertise for a Deputy Clerk of Court position. Roll Call Vote: Aye: Lee, Suydam, and Cottingham. Nay: None. Motion carried.

Road Superintendent Jim Grey and Director of Disaster Emergency Services Noelle Kroll joined the meeting.

Grey presented an update on department operations reporting that blading and culvert work is ongoing. Grey informed the board that Payton Huebner has been hired for an Equipment Operator I position and will start May 22, 2023. Grey requested permission to advertise for Equipment Operator III with possible underfill of Equipment Operator II for the Butte area. Discussion followed.

Moved by Lee, seconded by Suydam, to advertise for one or more Equipment Operator III with possible underfill of Equipment Operator II for the Butte area. Discussion followed. Roll Call Vote: Aye: Lee, Suydam, and Cottingham. Nay: None. Motion carried.

Grey informed the board that Mayo Construction Company Inc. has started overlay on County Road 2 West of Max.

Building Maintenance Supervisor Curt Malo joined the meeting.

Kroll discussed a burn ban for McLean County. The burn ban, if approved, would be effective immediately. Discussion followed.

Moved by Suydam, seconded by Lee, to adopt the 2023 Fire Emergency Declaration and Burn Ban as follows:

McLean County  
State Of North Dakota

2023 Fire Emergency And  
Automatic Burn Ban  
For  
McLean County, North Dakota

May 9, 2023

Whereas, McLean County, North Dakota has very dry conditions with significant fuel supply available, and has experienced high winds; and

Whereas; McLean County has been threatened with rural fires as of this date; and

Whereas, all available resources remain committed to protecting life and property; and

Whereas, the impact of fires could threaten the health, well-being, and safety of citizens in McLean County; and

Whereas, the cost of emergency response and the inordinate equipment wear may be far in excess of available County resources.

Now, Therefore, be it Resolved, that the Board of McLean County Commissioners declares a Fire Emergency and Automatic Burn Ban effective when the North Dakota Rangeland Fire Danger Rating is Very High, Extreme and/or a Red Flag Warning has been issued for McLean County, North Dakota, effective immediately thru July 31, 2023.

What's Included (when the ND Rangeland Fire Danger Rating is Very High, Extreme and/or a Red Flag Warning)

No Open Burning: includes burning of leaves, grass clippings, garbage/pits, ignition of farm or crop residue/land, hay land, sloughs, construction debris, fallen trees, campfires/bonfires/recreational fires and fireworks.

What's Excluded

Controlled Devices: only when device(s) (gas, charcoal, wood-fired/pellet grills, patio fireplaces and chimneys, gas camp stoves, and smokers/pellet grills) is/are on a hard, non-organic surface and 15' away from vegetation and an extinguisher or water is available on site.

Any individual who willfully violates this burn ban is guilty of a Class B Misdemeanor (NDCC 37-17.1-10.1; maximum sentence of 30 days in jail and a \$1,500.00 fine), and restitution of fire suppression costs may be sought from the court. the McLean County Sheriff's Department is authorized to issue citations to violators.

The North Dakota Rural Fire Danger Guide is posted on the McLean County website: [www.mcleancountynd.gov](http://www.mcleancountynd.gov) or residents can contact the McLean County Sheriff's Office at 701-462-8103.

Dated at Washburn, North Dakota this 9th day of May, 2023.

\_\_\_\_\_  
Steve Cottingham, Chairman  
McLean County Commission

Attest: \_\_\_\_\_  
Beth Knutson  
McLean County Auditor

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

Knutson presented a quote from Rapid Fire Protection for repairs to the sprinkler system at the Law Enforcement Center in the amount of \$3,505.00.

Moved by Lee, seconded by Suydam, to approve the sprinkler system repairs and accept the bid of \$3,505.00. Discussion followed. Roll Call Vote: Aye: Lee, Suydam, and Cottingham. Nay: None. Motion carried.

Recorder Heidi Anderson joined the meeting to request promoting Ashley Woolley to Deputy Recorder as of May 1, 2023, along with adjusting her salary to reflect the promotion. Discussion followed.

Moved by Lee, seconded by Suydam, to authorize the promotion and salary increase to \$43,035.20 for Ashley Woolley, effective May 1, 2023 with no further increase after six months. Roll Call Vote: Aye: Lee, Suydam, and Cottingham. Nay: None. Motion carried.

Knutson asked permission to advertise for the following board positions: McLean-Mercer Regional Library Board, School Reorganization Board, and Planning and Zoning Board for the Underwood area.

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

Knutson presented the Pledge of Securities received from TruCommunity Bank for the period ending April 30, 2023. The total public deposits were \$26,465,168.66 and the total pledged securities were \$30,265,735.00 with an overage of \$3,800,566.34.

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

Knutson presented a letter from Weed Officer Vance Tomlinson requesting the Weed Board per diem be increased from \$45.00 a meeting to \$100.00. Discussion followed.

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

Moved by Suydam, seconded by Lee, to approve the Special Events Liquor License transfer for Garrison Golf Club Inc. for a wedding to be held at 4110 15<sup>th</sup> St NW, Garrison, on June 30, 2023. Discussion followed. Roll Call Vote: Aye: Suydam, Lee, and Cottingham. Nay: None. Motion carried.

Moved by Lee, seconded by Suydam, to approve the Special Events Liquor License transfer for The Riverboat Saloon, for a wedding to be held at the North Dakota 4-H Camp, Washburn, on August 26, 2023. Roll Call Vote: Aye: Lee, Suydam, and Cottingham. Nay: None. Motion carried.

Knutson presented a Gaming Site Authorization Application submitted by Garrison Area Improvement Inc. for bingo, raffles, pull tab jar, pull tab dispensing device, electronic pull tab device, sports pools, twenty-one, and poker activities at Garrison Golf Club from July 1, 2023, to June 30, 2024.

Moved by Suydam, seconded by Lee, to approve the Gaming Site Authorization Application as submitted by Garrison Area Improvement Inc. Roll Call Vote: Aye: Suydam, Lee, and Cottingham. Nay: None. Motion carried.

Knutson presented a Gaming Site Authorization Application submitted by Washburn American Legion Post #12 for pull tab dispensing device, electronic pull tab device, prize board dispensing device, and poker activities at Painted Woods Golf Course of Washburn from July 1, 2023, to June 30, 2024.

Moved by Lee, seconded by Suydam, to approve the Gaming Site Authorization Application as submitted by Washburn American Legion Post #12. Roll Call Vote: Aye: Lee, Suydam, and Cottingham. Nay: None. Motion carried.

Moved by Lee, seconded by Suydam, to approve the Local Raffle Permit Application submitted by Skyfest Over Fort Stevenson for a raffle to be held at Fort Stevenson State Park on May 29, 2023, with prize listed as a kite with total prize value of \$350.00. Roll Call Vote: Aye: Lee, Suydam, and Cottingham. Nay: None. Motion carried.

Received and ordered filed the fee collection report from the Recorder's Department for the month of April in the amount of \$6,024.70.

Received and ordered filed the fee collection report from the Sheriff's Department for the month of April in the amount of \$1,537.11.

Moved by Lee, seconded by Suydam, to approve the Special Event Permit for the Falkirk Mine Fishing Tournament to be held at Sportsman's Centennial Park, Garrison, on June 3, 2023. Discussion followed. Roll Call Vote: Aye: Suydam, Lee, and Cottingham. Nay: None. Motion carried.

Knutson presented the Uncollected Tax List for years 2020-2022 showing a total of \$1,350,877.48.

Knutson presented the budget narrative for period ending April 30, 2023. She presented data showing property tax collections are at 91% collected including 95% with discount for 2023 or \$18,515,691.27; government reimbursement revenues totaled \$702,072.95 compared to \$706,106.01 in 2022; fees and miscellaneous revenues totaled \$557,130.14 compared to \$546,102.44 in 2022; and expenditures were at 30.51% of total budget for 2023.

Knutson presented the current list of delinquent tax payers owing more than \$4,000.00 showing 44 taxpayers owing \$456,991.43 in back taxes.

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

There being no further business, the chairperson declared the meeting adjourned at 9:16 a.m. until the next regularly scheduled meeting on Tuesday, May 23, 2023. The commission minutes and agenda can be found on the county website at <https://www.mcleancountynd.gov>.

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Steve Cottingham, Chairperson

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Diane L Blumhagen, Deputy Auditor