

## McLean County Commission Proceedings

Tuesday, June 20, 2023

The second regular June meeting of the Board of Commissioners was called to order at 8:30 a.m. by Chairperson Steve Cottingham. Present were Commissioners Cottingham, Steve Lee, and Barry Suydam. Also present were Auditor Beth A. Knutson; Deputy Auditor Diane L. Blumhagen; Road Superintendent James Grey; and Ethyn Calvert of NorDak North Publishing.

Moved by Lee, seconded by Suydam, to approve the minutes of the previous meeting held on June 6, 2023, as submitted. Roll Call Vote: Aye: Lee, Suydam, and Cottingham. Nay: None. Motion carried.

Grey presented an update on department operations reporting that graveling across the county continues. Grey also stated that Equipment Operator III Randolph Mautz has submitted his retirement date of September 14, 2023. Discussion followed regarding steps that may be looked into to increase interest in the position.

Grey received a request to change the speed limit to 25 mph for a section of the road leading into Indian Hills.

Moved by Suydam, seconded by Lee, to change the speed limit as presented. Discussion followed. Roll Call Vote: Aye: Suydam, Lee, and Cottingham. Nay: None. Motion carried.

Grey informed the commission that five department vehicles sold at the Sheriff's Auction that was held on June 17, 2023.

Lee requested an update on 4<sup>th</sup> Street SW off of County Road (CR) 20 south of Mercer, ND. Discussion followed.

Cottingham requested an update on CR 17. Discussion followed.

Knutson discussed a letter of interest for the open McLean-Mercer Regional Library Board position from Rena Rustad. Discussion followed.

Moved by Lee, seconded by Suydam, to appoint Rena Rustad to the McLean-Mercer Regional Library Board for a three-year term. Discussion followed. Roll Call Vote: Aye: Lee, Suydam, and Cottingham. Nay: None. Motion carried.

Moved by Lee, seconded by Suydam, to approve per diem and mileage for Rena Rustad if she chooses to attend the June 26, 2023 meeting. Roll Call Vote: Aye: Lee, Suydam, and Cottingham. Nay: None. Motion carried.

Knutson presented a Memorandum of Understanding (MOU) between the Mandan, Hidatsa, and Arikara (MHA) Nation and the McLean County Sheriff's Department regarding 911 addressing. The request came from Chief Deputy Sheriff Richard Johnson who recommended entering into the MOU with MHA Nation.

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

Knutson presented a quote from Diamond Tower Service Inc, of Waite Park, MN, for complete tower inspection and relamping of the 300' guyed tower near Underwood, ND. The quote of \$4,000.00 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 Suydam, seconded by Lee, to approve the tower realignment from Diamond Tower Service Inc, of Waite Park, MN, for the amount of \$4,000.00. Roll Call Vote: Aye: Suydam, Lee, and Cottingham. Nay: None. Motion carried.

Tax Director Todd Schreiner and Property Assessor Elizabeth Patterson joined to the meeting to present applications from the Planning and Zoning Commission Meeting held on June 19, 2023.

Moved by Lee, seconded by Suydam, to concur with the Planning and Zoning Commission and approve the request for a Conditional Use Permit submitted by William Schmidt and Bernadette Rose Brotherton, of Underwood, involving land located in the SE¼ of Section 21, Township 146 North, Range 83 West, more specifically identified as Outlot B containing 1.52 acres. Roll Call Vote: Aye: Lee, Suydam, and Cottingham. Nay: None. Motion carried.

Moved by Suydam, seconded by Lee, to concur with the Planning and Zoning Commission and approve the request for a Conditional Use Permit submitted by Josh and Shaune Goetz, of Washburn, involving land located in the NE¼NE¼ of Section 30, Township 145 North, Range 82 West, more specifically identified as Lot 1 of Outlot A containing three acres. Roll Call Vote: Aye: Suydam, Lee, and Cottingham. Nay: None. Motion carried.

Schreiner presented the proposed budget for 2024 for Veterans Service, with the only changes being the Salaries line item has been left blank and Vetra Spec line item has been added in the amount of \$1,100.00. Total budget presented, not including Salaries, \$3,660.00.

Schreiner presented the proposed budget for 2024 for Tax Director/Land Use, Salaries line item has been left blank, GIS Maintenance line item increase from \$719.23 to \$800.00, Vanguard Computer Appraisal increase from \$20,000.00 to \$21,000.00, and ESRI line item was added for an additional GIS license in the amount of \$1,650.00. Total budget presented, not including Salaries, \$43,870.00.

Lynn Oberg and Shannon Jeffers of the Water Resource Board joined the meeting to present the board's budget for 2024. They discussed several projects around McLean County.

Director of Disaster Emergency Services and Employee Risk Manage Noelle Kroll joined the meeting.

Kroll presented the proposed budget for 2024 for Employee Risk Management Program, with the only change being the Training line item increase from \$700.00 to \$2,000.00. Total budget presented, \$8,200.00.

Kroll presented the proposed budget for 2024 for Disaster Emergency Services, with the only changes being the Salaries line item has been left blank and the Overtime line item has also been left blank. Total budget presented, not including Salaries, \$49,860.00.

Moved by Suydam, seconded by Lee, to approve the following 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.

Knutson presented the proposed budget for 2024 for E-911, with the only changes being the Salaries line item has been left blank, Monthly Fee-Redundant Circuit increase from \$24,000.00 to \$32,000.00, and Equipment Purchases decrease from \$20,000.00 to \$15,000.00. Total budget presented, not including Salaries, \$94,950.00.

Knutson presented the proposed budget for 2024 for Communication, with no changes. Total budget presented, \$9,000.00.

Chairperson Cottingham recessed the meeting at 9:40 a.m.

Chairperson Cottingham reconvened the meeting at 9:47 a.m.

Knutson presented the proposed budget for 2024 for State's Attorney, with the only change being the Salaries line item has been left blank. Total budget presented, not including Salaries, \$10,000.00.

Knutson presented the proposed budget for 2024 for Park Board, with the only changes being Rural Water line item decrease from \$2,500.00 to \$1,500.00, and Overtime line item decrease from \$3,955.68 to \$3,400.00. Total budget presented, \$85,946.00.

Knutson presented the proposed budget for 2024 for McLean County Historical Society Funds, with no changes. Total budget presented, \$53,150.00.

Chief Deputy Lori A Foss joined the meeting to present the proposed budget for 2024 for Superintendent of Schools, with the only change being the Salaries line item increasing from \$2,748.20 to \$2,913.09. Total budget presented, \$7,513.09.

Foss presented the proposed budget for 2024 for GIS Implementation, with the only change being Equipment Purchase line decrease from \$3,000.00 to \$0.00. Total budget presented, \$0.00.

Foss presented the proposed budget for 2024 for Flexible Benefits-Medical and Child Care Funds, with the only change being the Administrative Fees line item decrease from \$1,452.00 to \$1,400.00. Total budget presented, \$1,400.00.

Foss presented the proposed budget for 2024 for Computer Operations, Ink and Toner line item decrease from \$500.00 to \$250.00, Equipment Repair line item increase from \$750.00 to \$1,000.00; Dakota Programs Maintenance line decrease from \$14,000.00 to \$13,583.00; ITD Contract line item increase from \$8,650.08 to \$9,170.00; NDACo Annual Tech Contract line item increase from \$18,972.00 to \$38,000.00; Exchange E-Mail Accounts line items increase from \$2,385.00 to \$3,000.00; VPN Accounts line item was added for \$600.00, Adobe Subscription line item was added for \$540.00, Office 365/Highway Shops line item was added for \$216.00, Anti-Virus Protection line item decrease from \$850.00 to \$650.00; Cloud Based Backup line item decrease from \$2,040.00 to \$1,500.00; Capital Outlay line item decrease from \$72,700.00 to \$51,925.00; and Archive Social line item created for \$3,000.00. Total budget presented, \$221,780.57.

Knutson presented the proposed budget for 2024 for Recorder, with the only change being the Salaries line item has been left blank. Total budget presented, not including Salaries, \$12,000.00.

Knutson presented the proposed budget for 2024 for Dues/Membership, Oil and Gas Counties line item increase from \$2,000.00 to \$2,500.00; NDACo line item increase from \$450.00 to \$500.00; NDACo line item increase from \$11,847.00 to \$12,000.00; Lewis and Clark RDC line item increase from \$12,660.84 to \$13,000.00; NDCCA line item increase from \$1,051.00 to \$1,100.00; Recorder line item decrease from \$400.00 to \$200.00; State's Attorney line item decrease from \$600.00 to \$300.00; and County Auditor line item increase from \$125.00 to \$250.00. Total budget presented, \$33,600.00.

Knutson presented the proposed budget for 2024 for the following budgets with no changes for Parole and Probation, totaling \$4,080.00; McLean-Mercer County Library Board, totaling \$1,000.00; and Job Promotions, totaling \$1,600.00.

Knutson presented the proposed budget for 2024 for McLean County Rescue Boat, Repairs line item decrease from \$1,000.00 to \$500.00 and Miscellaneous line item decrease from \$1,000.00 to \$500.00. Total budget presented, \$1,500.00.

Knutson presented the proposed budget for 2024 for Election Expense, Primary Election line item increase from \$250.00 to \$50,000.00 and General Election line item increase from \$250.00 to \$50,000.00. Total budget presented, \$100,000.00.

There being no further business, the Chairperson declared the meeting adjourned at 10:12 a.m. 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