

McLean County Commission Proceedings

Tuesday, September 17, 2024

The second regular September meeting of the Board of Commissioners was called to order at 8:31 a.m. by Chairperson Steve Cottingham. Present were Commissioners Cottingham, Steve Lee, and Barry Suydam. Also present were Auditor Beth A. Knutson; Administrative Assistant/Receptionist Lynda Snyder; McLean County Water Resource Board Member Lynn Oberg; Highway Department Administrative Assistant/ Director of Emergency Services/Risk Manager Noelle Kroll; Assistant Road Superintendent Travis Verke; and Road Superintendent James Grey.

Moved by Lee, seconded by Suydam, to approve the minutes of the previous meeting held on September 4, 2024, as submitted. Roll Call Vote: Aye: Lee, Suydam and Cottingham. Nay: None. Motion carried.

Chief Deputy Auditor/Computer Operations Director Lori Foss joined the meeting.

Oberg presented a pamphlet with information on the Missouri River Joint Water Board (MRJWB) public meetings scheduled. Oberg pointed out the purpose of the meetings are to educate, advocate and engage the general public, policymakers, state and federal leaders, and regulatory agencies on the importance of the Missouri River. Discussion followed. Oberg stated that McLean County has opted out of participating in this group in the past and feels that the Commission should reconsider as we are not able to make suggestions to the group if we are not members of MRJWB. Discussion followed. Oberg presented the MRJWB Joint Powers of Agreement which States Attorney Ladd Erickson had reviewed and notated his concerns with the agreement. Oberg stated he felt it was important for the commissioners to attend the public meeting being held at Fort Mandan on September 25.

Grey presented an update on department operations reporting that graveling and mowing continues in the county with mowing to be completed in the middle of October. Grey stated there have been no breakdowns and the equipment continues to run well. He also stated that some culvert work was being done in the Wilton area.

Grey informed the commissioners that they will be advertising again for the Equipment Operator II position as the candidate mentioned in the previous meeting was not able to accept the position due to personal reasons.

Grey presented a boring request from RTC Networks requesting to bore across 14th St NW in an unorganized township identified as Township 148, Section 27 Northeast, Range 86 West, placing 80 feet of fiber optic cable inside plastic conduit pipe five feet under the road ditch to provide services to Wyatt and Amy Rime.

Moved by Suydam, seconded by Cottingham, to approve the boring permit request from RTC Networks as presented. Discussion followed. Roll Call Vote: Aye: Suydam, and Cottingham. Nay: None. Abstained: Lee. Motion carried.

Suydam opened up discussion on the stock piles of gravel, Grey is waiting to hear back from Sundre. Discussion followed.

Foss presented a quote from NRG for four Microsoft Office 2021 licenses for ToughBook laptops. Discussion followed.

Moved by Lee, seconded by Suydam, to approve purchasing four licenses of Microsoft in the amount of \$1,164.04. Roll Call Vote: Aye: Lee, Suydam, and Cottingham. Nay: None. Motion carried.

Cottingham opened up discussion on the public meeting for the MRJWB at Fort Mandan. Lee would like to attend. Discussion followed.

Verke stated that Midwest Doors is repairing a non-functional door opener today in Garrison. Discussion followed.

Moved by Lee, seconded by Suydam, to approve replacing the garage door at the Garrison shop. Roll Call Vote: Aye: Suydam, Lee, and Cottingham. Nay: None. Motion carried.

Discussion followed regarding the garage doors at the other county shops.

Sheriff J.R. Kerzmann, Chief Deputy Sheriff Richard Johnson, Lieutenant Curt Olson, Recorder Heidi Anderson, Clerk of Court Bonnie Bohnsack, and Tax Director/Land Use Administrator/Veteran Services Officer Todd Schreiner joined the meeting.

Darrin McLachlan joined the meeting.

Chairperson Cottingham recessed the meeting at 8:56 a.m.

Chairperson Cottingham reconvened the meeting at 9:01 a.m. for the McLean County Budget Hearing.

Foss rejoined and explained adjustments made to the salaries. Foss stated the cost-of-living adjustment used in the budget calculation was 3.2%. Foss also answered questions on the budgeted health insurance amounts. Discussion followed.

NDSU Extension Agriculture and Natural Resource Agent Sarah Bedgar joined the meeting.

Building Maintenance Supervisor Curt Malo joined the meeting.

Knutson made budget adjustments as requested during the meeting to reduce the Building and Maintenance budgeted by \$20,000.00.

Moved by Lee, seconded by Suydam, to approve the 2025 salary increase option #3 for all employees as presented. Discussion followed. Roll Call Vote: Aye: Lee, Suydam, and Cottingham. Nay: None. Motion carried. Discussion followed.

Moved by Lee, seconded by Suydam, to approve the 2024 McLean County budget after adjustments made by Knutson at the meeting. Discussion followed.

The 2024 McLean County budget 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. Discussion followed.

With no additional attendees from the public and no further discussion on the 2025 budget, Chairperson Cottingham closed the budget hearing at 10:07 a.m. and immediately reconvened the commission meeting.

Knutson went over the NDACo Conference registration and arrangements for attending. Discussion followed

Knutson opened up discussion on the Primary Residence Tax Credit. Knutson stated there has been confusion on this and the credit only applies to the structure and not the land. She also stated that if your home is in a trust, it will not qualify for the credit. Discussion followed

Knutson stated that the auditors from Eide Bailly were here last Friday to complete the 2021/2022 audit. Knutson met with them to go over findings and they would like to attend the next commission meeting to present the audit report to the commission. Discussion followed.

Knutson presented a resolution appointing Election Inspectors.

Moved by Suydam, seconded by Lee, to approve the resolution appointing the Election Inspectors.

Resolution Appointing Election Inspectors

November 5, 2024 General Election

McLean County, ND

Whereas, Currently, under state law (NDCC 16.1-05-01), the Board of County Commissioners, in cooperation with the county auditor, shall appoint the inspectors of the election for all polling locations as well as for the absentee board within McLean County by 40 days preceding the election.

Whereas, each election board must be comprised of at least one election inspector per polling location and absentee board within the county. The election inspector supervises the conduct of the election and ensures that all election workers are performing their duties. Additionally, the inspector and judges verify the results of the election and return the election results and associated ballots to the county auditor at the close of polls on election day.

Whereas, The McLean County Auditor is committed to providing a positive voting experience to all voters within McLean County while simultaneously upholding the security and integrity of elections. The attached list of election inspectors ensures McLean County's success for the upcoming election.

Now, Therefore, Be it Resolved, that the McLean County Commission approves the following appointments of election inspectors; Peggy Wollmuth as Election Inspector for the Absentee Board; Lead Odden as Election Inspector for the Garrison Vote Center; Donna Sommer as Election Inspector for the Washburn Vote Center; Lesli Fiedler as Election Inspector for the Turtle Lake Vote Center; and Delores White as Election Inspector for White Shield Precinct; and approves the county auditor to fill any vacancies that may exist for the November 5, 2024 General Election.

Dated this 17th day of September, 2024, at Washburn, North Dakota.

ATTEST:

Steve Cottingham, Chairperson
McLean County Commission

Beth A. Knutson
McLean County Auditor

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

Knutson presented an Amended Resolution Establishing Election Precincts and Polling Locations.

Moved by Suydam, seconded by Lee, to approve the amended resolution for election precincts and polling locations.

Amended Resolution Establishing County Election Precincts and

Polling Locations Beginning September 1, 2024

Be It Resolved, the McLean County Board of Commissioners does hereby establish six (6) election precincts within and for said McLean County, effective September 1, 2024, and acknowledges that said McLean County is keeping in the guidelines established by the 2004 Help America Vote Act (HAVA).

Be It Further Resolved, that McLean County shall have conduct vote by mail elections in 2024. The precincts and polling locations are as follows:

- **Precincts:**
 - **280801** Legislative District 8 - McLean County

- **280401** Legislative District 4B - McLean County Less 280402
- **280402** Legislative District 4A - McLean County-Fort Berthold Reservation
- **280601** Legislative District 6 - McLean County-South McLean SCD
- **280602** Legislative District 6 - McLean County-West McLean SCD
- **283301** Legislative District 33 - McLean County

- **Polling Locations: Open on Election Day 7:00 A.M. to 7:00 P.M.**

- **Vote Centers** (all ballots available to any qualified McLean County voter)
 - Washburn Memorial Hall, 805 Main Ave, Washburn, ND 58577
 - Garrison City Auditorium, 15 Main St S, Garrison, ND 58540
 - Turtle Lake City Hall, 107 Eggert St, Turtle Lake, ND 58575
- **Polling Place** (ballots only available to Precinct 280402 voters)
 - Ralph Wells Community Center, 1104 Warrior St., White Shield, ND 58540

Dated this 17th day of September, 2024, at Washburn, North Dakota.

Attest:

Steve Cottingham, Chairperson
McLean County Commission

Beth A. Knutson
McLean County Auditor

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

Knutson presented Leslie Hultberg's service recognition certificate for signature to be presented at the next meeting.

Knutson presented a transfer of funds resolution from Unorganized Road Funds to County Road in the amount of \$702,666.18. Transfer of funds resolutions are on file in the McLean County Auditor's Office.

Moved by Suydam, seconded by Lee, to approve the transfer of funds resolution. Roll Call Vote: Aye: Suydam, Lee and, Cottingham. Nay: None. Motion carried.

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

Knutson stated applications for ballots were sent yesterday and publications will be in paper this week and next week. Ballots will be sent on September 26^h with UOCAVA ballots going this Friday.

There being no further business, the Chairperson declared the meeting adjourned at 10:24 a.m. The commission minutes and agenda can be found on the county website at <https://www.mcleancountynd.gov>.

Steve Cottingham, Chairperson

Lynda Snyder, Administrative Assistant