

McLean County Commission Proceedings

Tuesday, February 11, 2025

The first regular February 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 Curt Olson. Also present were Auditor Beth A. Knutson; Administrative Assistant/Receptionist Lynda Snyder; Computer Operations Director Lori Foss; Chief Deputy Sheriff Richard Johnson; Road Superintendent James Grey; Assistant Road Superintendent Travis Verke; Holly Brekhus; Garrison Chief of Police Travis Tesch; and Jan Clark.

Moved by Olson, seconded by Cottingham, to approve the minutes of the previous regular meetings held on January 7, 2025 and January 22, 2025, as submitted. Roll Call Vote: Aye: Olson, Cottingham, and Lee. Nay: None. Motion carried.

Foss informed the commission of the following promotions in the Sheriff's Department: Cody Meadows was promoted to Patrol Lieutenant and Jericho Swanson was promoted to Patrol Sergeant. Foss presented proposed pay increases in light of the promotions Cody Meadows adjusted to \$78,008.28 and Jericho Swanson adjusted to \$59,570.90. An additional adjustment was requested for Jailer/Dispatcher I Daniel Lukach in recognition of prior experience amounting to \$60,860.30. Foss requested all proposed adjustments have a retroactive date of February 1, 2025.

Moved by Olson, seconded by Cottingham, to approve all salary adjustments as proposed retroactive to February 1, 2025. Discussion followed. Roll Call Vote: Aye: Cottingham, Olson, and Lee. Nay: None. Motion carried.

Grey presented an update on department operations reporting that snow removal is being finished and all equipment is working well. He also stated that work continues in the shops.

Grey informed the Board that the belly dumps and gravel reclaimers previously approved for purchase have arrived. He went on to say that he would like to test drive some track skid steers that were budgeted for.

Grey discussed issues with a plow truck that was repaired stating that the transmission is going out. The truck will be repaired in the shop to get through the season. Verke stated that they continue to look for a deal to purchase a used plow truck. Grey added that there are budgeted dollars that could be moved from other accounts and the auction funds may also be used for the purchase. Discussion followed.

Moved by Olson, seconded by Cottingham, to authorize purchase of a plow truck not to exceed \$105,000, if the opportunity presents itself. The Auditor must authorize this purchase if it cannot be approved at a commission meeting prior to purchase. Roll Call Vote: Aye: Olson, Cottingham, and Lee. Nay: None. Motion carried.

Grey stated that one of the department's mowers needs to be replaced and he has been looking at a John Deere mower that is comparable to the Schulte models that we have been purchasing though cheaper and with parts that are more readily available.

Grey requested approval to raise the rates charged to the townships for summer maintenance and snow removal. The rates have not been increased since 2017 and do not cover the costs. Discussion followed.

Moved by Cottingham, seconded by Olson, to raise the current billable rate from \$125 to \$140 per hour for motor grading and from \$140 to \$160 per hour for snow removal. Roll Call Vote: Aye: Cottingham, Olson, and Lee. Nay: None. Motion carried.

Johnson requested permission to advertise for one or more Patrol Deputy positions that are vacant. Discussion followed.

Moved by Cottingham, seconded by Olson, to authorize advertising for one or more patrol deputy positions. Discussion followed. Roll Call Vote: Aye: Olson, Cottingham, and Lee. Nay: None. Motion carried.

Knutson informed the commission that interpretive services are required at the jail in order to comply with state inspection rules. Discussion followed.

Moved by Olson, seconded by Cottingham, to create an account with Language Link for required interpreter services. Johnson stated that we are only charged per instance when the service is used and does not require a paid subscription for the service. Discussion followed. Roll Call Vote: Aye: Olson, Cottingham, and Lee. Nay: None. Motion carried.

Brekhus presented information on funds received as part of the North Dakota Opioid Settlement Fund Grant. She stated that she would like to coordinate with the County's Public Health Department to create a task force to consult with the States Attorney and request funds for the services allowed. Each county is able to use the funds to address a wide array of categories and political subdivisions may not all choose the same services.

Tesch was present to discuss training opportunities for the Garrison Police Department and requested opioid funds to pay for it. The training is an annual subscription to PoliceOne Academy, Dr. Gilmartin Courses, and Echelon Front Leadership training series through Lexipol. Utilizing this training platform will reduce travel costs as the training is all done online. Discussion followed.

Moved by Cottingham, seconded by Olson, to authorize using a portion of the Opioid Settlement on training for the Garrison Police Department, pending review for compliance by the States Attorney, in the amount of \$1,371.90. Roll Call Vote: Aye: Cottingham, Olson, and Lee. Nay: None. Motion carried.

Chairperson Lee recessed the meeting at 9:04 a.m.

Chairperson Lee reconvened the meeting at 9:08 a.m.

Knutson requested permission to replace the motor pool vehicle used by the Assessor in the tax director's office. She stated that the Taurus is still not working. The current vehicle used by the Assessor will be transferred for use as a general motor pool vehicle replacing the Taurus. Knutson went on to state that a 2025 Dodge Durango would be leased through Enterprise using the ARPA funding to pay for the lease at least through 2026. Commissioner Lee asked if purchasing the vehicle had been considered rather than leasing the vehicle. Discussion followed.

Moved by Olson, seconded by Cottingham, to approve ordering a 2025 Dodge Durango whether it is leased or purchased. Roll Call Vote: Aye: Olson, Cottingham, and Lee. Nay: None. Motion carried.

NDSU Extension Agents Sarah Bedgar and Kamile Moderegger joined the meeting to discuss department operations.

Moved by Cottingham, seconded by Olson, to approve the Transfer of Funds Resolution and the McLean County Auditor's Sweep Account Transfer of Funds Resolution. Discussion followed. Roll Call Vote: Aye: Cottingham, Olson, and Lee. Nay: None. Motion carried.

McLean County Sweep Account Transfer of Funds Resolutions are on file in the McLean County Auditor's Office.

TRANSFER OF FUNDS RESOLUTION

Be it resolved, that the McLean County Board of Commissioners approves the following transfers of funds to between TruCommunity Bank accounts as follows:

- Transfer \$695,000 from General Checking (20030090) to Sweep Account (20907080) on 1/6/25
- Transfer \$155,000 from General Checking (20030090) to Sweep Account (20907080) on 1/7/25
- Transfer \$175,000 from General Checking (20030090) to Sweep Account (20907080) on 1/8/25
- Transfer \$100,000 from General Checking (20030090) to Sweep Account (20907080) on 1/9/25
- Transfer \$2,200,000 from Sweep Account (20390002) to General Checking (20030090) on 1/10/25
- Transfer \$560,000 from General Checking (20030090) to Sweep Account (20907080) on 1/13/25
- Transfer \$75,000 from Sweep Account (20390002) to General Checking (20030090) on 1/14/25
- Transfer \$910,000 from General Checking (20030090) to Sweep Account (20907080) on 1/16/25
- Transfer \$505,000 from General Checking (20030090) to Sweep Account (20907080) on 1/17/25
- Transfer \$15,000 from Sweep Account (20390002) to General Checking (20030090) on 1/21/25
- Transfer \$615,000 from General Checking (20030090) to Sweep Account (20907080) on 1/22/25
- Transfer \$205,000 from General Checking (20030090) to Sweep Account (20907080) on 1/23/25
- Transfer \$130,000 from General Checking (20030090) to Sweep Account (20907080) on 1/25/25
- Transfer \$470,000 from General Checking (20030090) to Sweep Account (20907080) on 1/27/25
- Transfer \$70,000 from General Checking (20030090) to Sweep Account (20907080) on 1/28/25
- Transfer \$175,000 from General Checking (20030090) to Sweep Account (20907080) on 1/29/25
- Transfer \$235,000 from General Checking (20030090) to Sweep Account (20907080) on 1/30/25
- Transfer \$635,000 from Sweep Account (20390002) to General Checking (20030090) on 1/31/25

Approved this 11th day of February, 2025.

Steve Lee, Chairperson

Beth A. Knutson, Auditor

Knutson presented the Pledge of Securities received from TruCommunity Bank. The total public deposits were \$22,963,749.19 and the total pledged securities were \$24,272,248.83 on January 31, 2025.

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

Knutson presented information on House Bill 1591 that will provide funding to County Fair Boards and potential matching funds provided by the Ag Commissioner. Discussion followed.

Moved by Olson, seconded by Cottingham, to send a letter of support for House Bill 1591. Knutson stated she will draft the letter and send it this week. Discussion followed. Roll Call Vote: Aye: Olson, Cottingham, and Lee. Nay: None. Motion carried.

Chairperson Lee recessed the meeting at 9:42 a.m.

Chairperson Lee reconvened the meeting at 9:48 a.m.

Knutson started discussion on state aid disbursements and the possibility of changing the county disbursement to add in new political subdivisions. Organized townships have to be disbursed based on 1996 data. The remaining portion of the aid not provided to organized townships can be disbursed however the county sees fit. Knutson stated that the percentages of the non-township portion need to be reassessed, for example we now have eight ambulance districts and distributions are based on only three. Knutson will look at it in detail to make sure distribution is more equitable and will report the changes at a later meeting.

Moved by Olson, seconded by Cottingham, to recalculate the state aid distribution percentages based on current taxable values of the current political subdivisions. Roll Call Vote: Aye: Olson, Cottingham, and Lee. Nay: None. Motion carried.

Knutson stated that per Century Code, maintenance of the Conklin Cemetery was taken over by the County. Building and Maintenance Supervisor Curt Malo notified Knutson that a grave marker for an unidentified individual needs to be replaced as it is damaged. Discussion followed.

Moved by Cottingham, seconded by Olson, to authorize purchase of the permanent grave marker for the unidentified remains. Roll Call Vote: Aye: Cottingham, Olson, and Lee. Nay: None. Motion carried.

Knutson presented the Flexible Transportation Program Funding Reimbursement request sent to the North Dakota Department of Transportation for Project Number FXS-2841(053) in the amount of \$24,876 for signing.

Received and ordered filed the fee collection report from the Recorder's Department for the month of January in the amount of \$6,715.00

Received and ordered filed the fee collection report from the Sheriff's Department for the month of January in the amount of \$1,465.81.

Moved by Cottingham, seconded by Olson, to change the regular commission meeting from February 18, 2025 at 8:30 a.m. to February 25, 2025 at 8:30 a.m. due to scheduling conflicts. Roll Call Vote: Aye: Olson, Cottingham, and Lee. Nay: None. Motion carried.

Moved by Cottingham, seconded by Olson, to change the regular commission meeting from March 4, 2025 at 8:30 a.m. to March 11, 2025 at 8:30 a.m. and March 18, 2025 at 8:30 a.m. to March 25, 2025 at 8:30 a.m. Roll Call Vote: Aye: Cottingham, Olson, and Lee. Nay: None. Motion carried.

Moved by Olson, seconded by Cottingham, 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: Olson, Cottingham, and lee. Nay: None. Motion carried.

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>

Steve Lee, Chairperson

Lynda Snyder, Administrative Assistant