



M E M O

County Administrator

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TO: County Commissioners
FROM: Robert W. Wilson
DATE: October 12, 2022
SUBJECT: Consider 2023 State's Attorney Salary

As you will recall, the Commission considered setting a salary for the incoming State's Attorney at the September 13th meeting. There are two candidates seeking the office. Both are Assistant State's Attorney's currently at a D62A Step 10 with a projected annual salary of \$127,421 in 2023.

If the Commission were to consider the move from ASA to the State's Attorney position a "promotion," county policy would dictate the successful candidate receive a salary increase of not less than 5% - placing that person at the 004 pay grade, step 8: \$137,692.

At the last meeting, commissioners requested salary information from other counties in North Dakota. That information is captured in the attached salary survey for the counties of Burleigh, Ward, Grand Forks, Williams, and Stark. (Attachment 1) I have also attached a spreadsheet from the NDACo website containing the salaries of all State's Attorney's across North Dakota as well as a table of current ASA salaries.

Please note the numbers on the NDACo spreadsheet for Burleigh County and Grand Forks County are different than the salary reported by their respective HR Departments. Those two counties made some adjustments after salaries were reported to NDACo.

SUGGESTED MOTION: Authorize the incoming Cass County State's Attorney to be compensated at a Grade 004 Step _____ with a salary of _____ effective January 1, 2023.

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County	Budget Year	Position	Total Budgeted Salary	Hours Per Week	Job Type	Shared with Another County?	Combined Position	Hire Date
Adams	2022	State's Attorney	52562	39	Full Time			10/7/2009
Barnes	2022	State's Attorney	95014	40	Full Time			1/2/2019
Benson	2022	State's Attorney	46655	19	Part Time			1/7/1991
Billings	2022	State's Attorney	103500	40	Full Time			7/1/2019
Bottineau	2022	State's Attorney	63780	38	Full Time			9/10/2021
Bowman	2022	State's Attorney	64800	40	Full Time			12/1/2018
Burke	2022	State's Attorney	61265	38	Full Time			1/1/2011
Burleigh	2022	State's Attorney	130125	40	Full Time			7/22/2013
Cass	2022	State's Attorney	148687	40	Full Time			1/1/1999
Cavalier	2022	State's Attorney	48588	14	Part Time			1/1/1999
Dickey	2022	State's Attorney	59711	20	Part Time			1/1/2021
Divide	2022	State's Attorney	76928	30	Part Time			12/1/2014
Dunn	2022	State's Attorney	93598	40	Full Time			1/1/2019
Eddy	2022	State's Attorney	48060	20	Part Time			1/1/2019
Emmons	2022	State's Attorney	87807	38	Part Time			6/6/2017
Foster	2022	State's Attorney	47698	20	Part Time			1/2/2019
Golden Valley	2022	State's Attorney	51721	10	Part Time			3/1/2016
Grand Forks	2022	State's Attorney	145842	40	Full Time			2/1/2008
Griggs	2022	State's Attorney	52403	38	Full Time	Nelson	EMERGENCY MANAGER	11/5/2013
Hettinger	2022	State's Attorney	54476	40	Full Time			1/1/2019
Kidder	2022	State's Attorney	43000	35	Part Time			5/1/2011
LaMoure	2022	State's Attorney	72280	35	Full Time			1/1/2019
Logan	2022	State's Attorney	47712	35	Part Time			1/1/2022
McHenry	2022	State's Attorney	60156	30	Part Time			7/21/2016
McIntosh	2022	State's Attorney	45934	20	Part Time			1/1/2019
McKenzie	2022	State's Attorney	131394	40	Full Time			6/19/2018
McLean	2022	State's Attorney	101135	40	Full Time	Sheridan		1/6/2003
Mercer	2022	State's Attorney	105000	40	Full Time			12/15/2021
Morton	2022	State's Attorney	100942	40	Full Time			1/14/1985
Mountrail	2022	State's Attorney	153115	40	Full Time			1/2/1985
Nelson	2022	State's Attorney	59080	28	Part Time			6/3/2013
Oliver	2022	State's Attorney	36550	20	Part Time			1/1/2011
Pembina	2022	State's Attorney	102501	40	Full Time			1/2/2017
Pierce	2022	State's Attorney	53072	30	Part Time			9/1/1989
Ramsey	2022	State's Attorney	99313	40	Full Time			3/8/2021
Ransom	2022	State's Attorney	74275	40	Full Time			1/1/2007
Renville	2022	State's Attorney	36000	20	Part Time			1/1/2021

Richland	2022 State's Attorney	101046	40 Full Time		2/1/2013
Rolette	2022 State's Attorney	97594	38 Full Time		6/17/2019
Sargent	2022 State's Attorney	66317	20 Part Time		1/1/2018
Sheridan	2022 State's Attorney	30000	5 Part Time	McLean	1/1/2012
Sioux	2022 State's Attorney	57695	16 Full Time		2/12/2016
Slope	2022 State's Attorney	38311	21 Part Time		1/1/2016
Stark	2022 State's Attorney	123120	40 Full Time		9/14/2015
Steele	2022 State's Attorney	42114	4 Part Time		1/1/2019
Stutsman	2022 State's Attorney	105299	40 Full Time		12/18/1995
Towner	2022 State's Attorney	47376	16 Part Time	McHenry	1/1/2019
Traill	2022 State's Attorney	84249	20 Part Time	Steele	1/1/2017
Walsh	2022 State's Attorney	104844	40 Full Time		5/1/2007
Ward	2022 State's Attorney	130615	40 Full Time		3/1/1997
Wells	2022 State's Attorney	85661	38 Full time		7/1/2002
Williams	2022 State's Attorney	144643	40 Full Time		2/24/2020

Employee Salary Grade Report

Employee Name	Job Title	Annual Salary	Current Step	Jan-23 Step	Jan-23 Salary	5% Raise Pay Grade	5% Raise Salary	10% Raise Pay Grade	10% Raise Salary
Burdick, Birch	State's Attorney	\$148,686.72	16	17	\$156,751.96				
CC	D62A SR ATTORNEY-E	\$133,494.40	16	17	\$140,735.63				
KS	D62A SR ATTORNEY-E	\$124,350.72	11	12	\$131,226.20				
Stueve, Kimberlee J.	D62A SR ATTORNEY-E	\$120,692.00	9	10	\$127,421.13	004 Step 8	\$137,692.01	004 Step 10	\$141,927.55
Younggren, Ryan J.	D62A SR ATTORNEY-E	\$120,692.00	9	10	\$127,421.13	004 Step 8	\$137,692.01	004 Step 10	\$141,927.55
RS	D62A SR ATTORNEY-E	\$120,692.00	9	9	\$125,519.68				
PE	D62A SR ATTORNEY-E	\$105,277.12							
KM	D62A SR ATTORNEY-E	\$105,277.12							
JT	D62A SR ATTORNEY-E	\$105,277.12							
DD	D62A SR ATTORNEY-E	\$101,880.48							
DS	D62A SR ATTORNEY-E	\$101,880.48							
ST	D62A SR ATTORNEY-E	\$101,880.48							
RV	D62A SR ATTORNEY-E	\$101,880.48							
TG	D62A SR ATTORNEY-E	\$98,483.84							
KN	D62A SR ATTORNEY-E	\$98,483.84							
JV	D62A SR ATTORNEY-E	\$98,483.84							
RJ	D62A SR ATTORNEY-E	\$95,089.28							
NS	D62A SR ATTORNEY-E	\$95,089.28							

004 Pay Grade

Step	2023 Salary
004 Step 8	\$137,692.01
004 Step 9	\$139,809.78
004 Step 10	\$141,927.55
004 Step 11	\$144,045.32
004 Step 12	\$146,163.10