

OFFICIAL PROCEEDINGS OF THE MCHENRY COUNTY BOARD OF COMMISSIONERS

June 5, 2018

9:00 AM

Chairman Medalen called the meeting to order. Commissioners David Medalen, Harry Bergstad, Larry Haman, Bryan Bruner and Gregg Boutilier were present. Also in attendance was Josh Frey.

A motion was made by Bruner and seconded by Haman to approve the April 25th and May 1st minutes. Motion carried unanimously.

RDO Representatives Jon Oksendahl and Brad Murphy briefly met with the board.

Josh Frey presented the board with his States Attorney opinion regarding the deposit of funds retained by the Sheriff's Department.

A motion was made by Bergstad and seconded by Bruner to approve the low bid from Asphalt Surface Technologies Corp. in the amount of \$332,808.32 to place a seal coat on 14 miles of pavement East and South of Velva. Motion carried unanimously.

A motion was made by Bergstad and seconded by Bruner to issue the proper deed to Sarah J. Kaylor, Jonathan W. Kaylor, Andrew T. Huwe and Matthew J. Huwe for the sale of county land described as Lots 11 and 12 of Block 12 in Original Bantry, and to cancel any remaining taxes. Motion carried unanimously. Boutilier absent.

A motion was made by Bruner and seconded by Haman to accept the proposal from ABM for a used copy machine. Motion carried unanimously.

A motion was made by Boutilier and seconded by Bergstad to approve the utility permit for Verendrye Electric to bore under Co Rd 18 in Section 11-156-77. Motion carried unanimously.

A notice was received from Towner City informing the county they are in violation of city ordinance 3.0105 Duty of Owner to Maintain. The city is requiring the county to repair the sidewalk in front of the county nurse's building. A motion was made by Boutilier and seconded by Bergstad to authorize Commissioner Haman to get it repaired. Motion carried unanimously.

A motion was made by Bergstad and seconded by Boutilier to appoint Commissioner Haman to the McHenry/Pierce Housing Authority Board. Motion carried unanimously.

The board discussed the additional workload the Veteran Service Officer is experiencing due to the number of contacts from Ward County veterans. The board will contact Ward County to discuss potential remedies for this problem.

The bids were opened for the road project on County Rd 1. Bids were received from Dirty Dog Digging, B & J Construction, Goodman Grading, and Farden Construction. A motion was made by Bergstad and seconded by Boutilier to accept the low bid from Farden Construction, pending it is Class 13 gravel. Motion carried unanimously.

The bids were opened for the road project on County Rd 2. Bids were received from Dirty Dog Digging, B & J Construction, Goodman Grading, and Farden Construction. A motion was made by Bruner and seconded by Bergstad to accept the low bid from Farden Construction, pending it is Class 13 gravel. Motion carried unanimously.

A motion was made by Bergstad and seconded by Haman, approving to clay and gravel in Red Cross Township. Motion carried unanimously.

Trey Skager joined the meeting. The board discussed department issues and the canine project.

The board recessed for lunch.

Kent Indvik met with the board to present project updates. A motion was made by Bergstad and seconded by Bruner to extend the chip seal project (SC-2500(018)) if it is approved by NDDOT. Motion carried unanimously.

Stacey Schmitt and Becki Freund joined the meeting.

A motion was made by Bruner and seconded by Haman to recess as a Board of Commissioners and convene as a Board of Equalization. Motion carried unanimously.

The board reviewed the city and township assessments. The board considered the following recommendations: Parcel 1-78 to remove the structural value since this property qualified for an FRE; Parcel 18-3586 to add \$28,400 true and full value as this property does not qualify for an FRE; Inundated land applications for N Bruce and Shawn Kaylor, Ole and Amy Bryn, and Dean Braasch. A motion was made by Boutilier and seconded by Haman to approve the inundated land applications. Motion carried unanimously. A motion was made by Boutilier and seconded by Haman to increase the agland values 7.5% to fall within the parameters required by the state. Motion carried unanimously. A motion was made by Bergstad and seconded by Bruner to approve the values as presented, including the FRE adjustments, for the city and township assessments. Motion carried unanimously.

A motion was made by Boutilier and seconded by Bruner to recess as a Board of Equalization and reorganize as a Board of Review for the unorganized townships. Motion carried unanimously. The board reviewed the assessments, farm residence exemptions and veteran's credits for the unorganized townships. A motion was made by Haman and seconded by Bergstad to approve the values, FRE's and veteran's credits. Motion carried unanimously.

A motion was made by Boutilier and seconded by Bergstad to reorganize as a Board of Equalization. Motion carried unanimously. A motion was made by Boutilier and seconded by Bruner to approve the assessments as presented for the unorganized townships. Motion carried unanimously. A motion was made by Boutilier and seconded by Bruner to adjourn as a Board of Equalization and reconvene as a Board of Commissioners. Motion carried unanimously.

The board conducted an interview with Vance Prellwitz for the County Road Supervisor position. A motion was made by Bergstad and seconded by Boutilier to offer the position to Vance. Motion carried unanimously.

A motion was made by Boutilier and seconded by Bruner to dispense with the requirement to mow the county ditches this summer due to the hay shortage. Commissioner Boutilier voting aye. Commissioners Medalen, Bruner, Haman, and Bergstad voting nay. Motion failed.

A motion was made by Bergstad and seconded by Boutilier to install a landline phone in the Karlsruhe county shop. Motion carried unanimously.

A consent motion was made by Haman and seconded by Bergstad to approve the following: Treasurer's Miscellaneous Receipts #42590-42675; the monthly payroll in the amount of \$151,781.30 paid by warrant checks #24325 – 24388 and Social Service bills totaling \$4,418.57; Clerk of Court Apr County fees \$598.25, State fees \$9,842.00; Clerk of Court May County fees \$575.99, State fees \$10,193.89; County Recorder April recording fees of \$12,849.00 and misc fees of \$672.57; County Recorder May recording fees of \$4,120.00 and misc fees of \$367.10; Sheriff's May statement of fees \$735.00, Sheriff's mileage \$629.00; Deputy reports for Mar/Apr/May.

The board continued to audit bills until completed. A motion was made by Bruner and seconded by Boutilier that the following bills be approved and the proper checks be issued thereof:

Warrant	Paid	Reason	Amount
75011	Advanced Business Methods	Copier lease	954.99
75012	Acme Tools	Tools	528.96
75013	Anamoose Township	Overweight fees	122.05
75014	AT&T Mobility	Cell phone service	778.18
75015	B & J Excavating	Graveling	17,582.00
75016	BAG LLC	LEPC minutes	59.25
75017	BALCO Uniform Co, Inc	Uniforms	233.16
75018	Balfour Township	Overweight fees	494.02
75019	Beaver Creek Archaeology	BRC-2506(065)	2,200.00
75020	Bergstad, Harry	Mileage	13.08
75021	Boutilier, Gregg	Mileage	143.34
75022	Bruner, Bryan	Mileage	169.50
75023	Butler Machinery Company	Parts	96.39
75024	C & H Repair LLC	Alignment	89.95
75025	Carlson McCain, Inc	BRC-2506(065)	2,456.16
75026	Cass County Sheriff's Dept	Paper service	33.50
75027	Cenex Fleetcard	Gas	3,114.04
75028	Caterpillar Financial Services	Blade lease	56,758.34
75029	Crop Production Services	Chemical	103,480.00
75030	D & D Welding & Repair	Service lawnmower	90.00
75031	Deere Credit, Inc	Blade lease	49,955.24
75032	Dakota Fire Extinguishers, Inc	Annual service Courthouse	223.94
75033	DK Service	Gas, diesel fuel, repairs	4,277.97
75034	Drake City	Utilities	117.38
75035	Dale's Radiator & Repair	Tire & rim	367.00
75036	Domestic Violence Crisis Center	April Victim/Witness fees	112.50
75037	Envision	Gas, diesel fuel	2,247.34
75038	Election Systems & Software	Supplies	6.85
75039	Falsen Township	Permit fees	93.53
75040	First District Health Unit	2nd Qtr mill levy	23,466.75
75041	Farmers Union Oil Company, Velva	Gas	72.61
75042	Galls, LLC	Uniforms, equipment	438.96
75043	General Scrap, Inc	Repairs	464.28
75044	General Trading Company	Supplies	214.47
75045	Heart of America	2018 Service Program Contribution	9,100.00
75046	HACTC	Prisoner board	8,858.89
75047	Hardware Hank	Supplies	315.63
75048	Hendrickson Township	Overweight fees	233.81
75049	Harvey Motor Service LLC	Supplies	22.07
75050	Information Technology Dept	Data processing	1,280.70
75051	Joe Mosser Enterprises	Snow removal	6,100.00
75052	Johnson, Callie	Mileage, meals, lodging	477.31
75053	Karlsruhe Township	Overweight fees	370.50
75054	Kitzman, Neil	Mileage	42.51
75055	LeadsOnline	Investigation resource	1,578.00

75056	Lehmann, Helen	Mileage, meals	121.13
75057	LeierGIStics LLC	Website maintenance	965.62
75058	Lake George Township	Overweight fees	765.37
75059	Lake Hester Township	Overweight fees	368.56
75060	Matthew Bender & Company, Inc	Law manual	62.00
75061	Mike's Body Paint & Glass	Repairs, towing	1,113.69
75062	Medalen, David	Mileage	109.00
75063	Modern Marketing	Sheriff magnets	343.45
75064	Mouse River Journal	Legal publications	645.62
75065	Mouse River Oil Company	Diesel fuel	7,667.36
75066	ND Association of Counties	Drug testing	54.00
75067	ND State Auditor	2016 Audit	165.00
75068	NDLTAP-UGPTI/NDSU	Registration	50.00
75069	NDACo Resources Group	Data backup, equipment	196.71
75070	NDACS	Registration	75.00
75071	ND Dept of Transportation FMD	BRO-0025(011)	3,668.04
75072	ND Telephone Company	911 fees	41.14
75073	Newman Signs, Inc	Road signs	108.74
75074	Nord, Aaron	Canine kennel	601.63
75075	Office Depot, Inc	Supplies	995.57
75076	Otter Tail Power Company	Electric service	2,133.85
75077	PowerPlan	Parts	1,334.44
75078	Powell, Tina	Mileage, lodging	436.81
75079	Praxair Distribution, Inc	Supplies	75.10
75080	Purchase Power	Meter postage	2,520.00
75081	Radisson Hotel Bismarck	Lodging	251.10
75082	Redwood Toxicology Laboratory	Drug testing	8.75
75083	Souris Basin Planning Council	2018 Mileage Assessment	261.60
75084	Schmitt, Stacey	Mileage	86.65
75085	Schiller Township	Overweight fees	24.38
75086	SeaChange Print Innovations	Ballot envelopes	3,390.42
75087	Siegler, Kelsey	Mileage, meals	365.28
75088	Smette Oil Company	Diesel fuel	3,000.45
75089	Smette, Miriam	Postage	7.90
75090	State Radio Communications	License renewal	180.00
75091	SRT Communications, Inc	Phone, 911 service	2,707.52
75092	Staples Credit Plan	Office supplies	114.66
75093	Suchor, Jerome	Spraying	125.00
75094	Team Electronics, Inc	Strip 2015 Ford Explorer	718.00
75095	Towner Health & Wellness	States Atty office rent	480.00
75096	Towner City	Utilities	518.54
75097	Towner Foods	Supplies	29.34
75098	Towner Parts & Equipment	Parts	36.02
75099	Thomson Reuters-West	Westlaw	416.37
75100	Verendrye Electric Cooperative	Electric service	917.38
75101	Village Family Service Center	Annual EAP Contract	1,350.00
75102	Wald, Rachel	Mileage, registration	185.04
75103	Ward County Sheriff's Dept	Paper service	134.74
75104	Welsh, Ryan	Mileage	235.44
75105	Westlie Motor Company	Patrol cars repairs	3,567.59
75106	Wold Engineering, PC	SC-2500-(018), FEMA #5467	28,759.25
75107	Ziegler Oil Company	Diesel fuel	2,405.34

At 5:25 PM, there being no further business to come before the board at this time, a motion was made by Haman and seconded by Bergstad to adjourn.

ATTEST:

Darlene Carpenter, Auditor

David Medalen, Chairman