

OFFICIAL PROCEEDINGS OF THE MCHENRY COUNTY BOARD OF COMMISSIONERS

June 4, 2019

9:00 AM

Chairman Bruner called the meeting to order. Commissioners David Medalen, Harry Bergstad, Larry Haman, Bryan Bruner and Gregg Boutilier were present.

A motion was made by Boutilier and seconded by Bergstad to approve the May 7<sup>th</sup> minutes. Motion carried unanimously.

Jackie Burckhard introduced Kendra Metcalfe as the new Family and Community Wellness Agent in the NDSU Extension Office.

The board discussed a building being constructed along Main Street in Deering on the East side of town. The board expressed their concern with the setback distance to Main Street, which is a county road. Due to the size of the building, it will likely create snow problems in the winter. The county received notification from the city, indicating a variance was approved to allow it to be built 102' from the center of the highway.

Maynard Peterson from RDO Equipment met with the board to let them know they now deliver bulk fluids on site. A motion was made by Haman and seconded by Boutilier to purchase 2 – 55 gallon barrels for DEF to be placed at the Granville and Towner shops. Motion carried unanimously.

A motion was made by Boutilier and seconded by Bergstad to approve the following zoning permits: Kasowski Farms - a variance permit to construct a storage shed 120' from the center of 2nd Ave N located in the NW ¼ NW ¼ of Section 31-154-77; Scott Smith - a variance permit to replace and expand a deck which would be 79' from the center of 80th St NE located in the SW ¼ SE ¼ of Section 22-159-76; Robert Apryl - a variance permit to place an additional non-farm dwelling in the SE ¼ SE ¼ of Section 18-154-79. Motion carried unanimously.

A motion was made by Bergstad and seconded by Medalen to sign the Federal Aid contract with NDDOT for the SC-2500(019) project. Motion carried unanimously.

Richard Wiesz with the ND Department of Agriculture met with the board to learn about the county's noxious weed policy. Weed Board members Jo Ashley and Tom Krumwiede were in attendance.

A motion was made by Boutilier and seconded by Bergstad to approve the utility permit for SRT to install fiber optic cables along and across Co Rd 3 within the city limits of Granville. Motion carried unanimously.

A motion was made by Boutilier and seconded by Bergstad to approve the utility permits for Verendrye Electric to bore under Co Rd 18 in sections 8, 10 and 12 of township 156-77. Motion carried unanimously.

A motion was made by Bergstad and seconded by Bruner to appoint Jon David Olson to the County Weed Board. Motion carried unanimously.

A motion was made by Boutilier and seconded by Bergstad to approve the gaming site authorization for the Star City Golf Course. Motion carried unanimously.

A motion was made by Bergstad and seconded by Medalen to approve the raffle permit for the Towner Rodeo Association. Motion carried unanimously.

A motion was made by Bergstad and seconded by Boutilier to approve the raffle permit for the Velva Wildlife Club. Motion carried unanimously.

A motion was made by Boutilier and seconded by Medalen to approve Homestead Credit abatement #1312 as recommended by the Tax Director. Motion carried unanimously.

The board opened the bids on the county shop project. A motion was made by Haman and seconded by Bergstad to table the discussion on the bids. Motion carried unanimously.

The board opened the bids for the PW 66 project. The following bids were received: Dig It Up Backhoe - \$492,699.00, Hanson's Excavating - \$873,953.00, Wagner Construction - \$997,473.00, B & J Excavating - \$584,109.25. A motion was made by Medalen and seconded by Bergstad to reject all bids due to the high cost. Motion carried unanimously.

A motion was made by Haman and seconded by Boutilier to table the discussion on the PW 66 project. Motion carried unanimously.

The board recessed for lunch.

The board reviewed the applications for the Road Maintenance Supervisor.

States Attorney Josh Frey, Sheriff Trey Skager and Riga Township Supervisor Billy Seright joined the meeting. Seright requested Riga Township be moved back into Commissioner District 4 instead of Commissioner District 5. The board explained the commission districts are determined by the census so changes cannot be made until the 2020 census is completed and populations are reviewed.

Trey Skager presented a grant application in which the county would gain three vehicles and two new officers. The county would be responsible to pay \$92,000. The request died for a lack of motion. The board requested grant proposals be presented to the board before they are applied for.

Tax Director Becki Freund and Stacey Schmitt joined the meeting.

A motion was made by Haman and seconded by Medalen 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 15-2934 to add \$55,000 as a structural value since this property failed to qualify for an FRE; Parcel 26-5192-3 to assess a structure as residential and not as a mobile home permit; Parcel 55-1-10665 to add \$17,500 since the local assessor erroneously removed it; Parcel 57-1-11648 to remove the structural value of \$23,100 since the building was demolished; Parcel 60-1-12049 to add the structural value of \$4,500 until the building is torn down. Inundated land applications for Ole and Amy Bryn were reviewed on parcels 36-7259, 36-4001-12872, 42-8454. A motion was made by Haman and seconded by Boutilier to approve the values as presented, including the recommended changes for the city and township assessments as well as the inundated applications. Motion carried unanimously.

A motion was made by Medalen and seconded by Bergstad 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 Boutilier to approve the values, FRE's, Homestead credits and veteran's credits. Motion carried unanimously.

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

made by Boutilier and seconded by Medalen to adjourn as a Board of Equalization and reconvene as a Board of Commissioners. Motion carried unanimously.

Ted Keller with General Roofing and Construction met with the board regarding the courthouse dome. Authorization was previously given to complete an assessment of the maintenance needed to repair the dome.

A motion was made by Bruner and seconded by Bergstad to require all grants need to be approved by the county commission prior to making application. Motion carried unanimously.

Recorder Helen Lehmann met with the board regarding the purchase of a document scanner which was approved last month. Additional information has been received and it is now recommended to purchase the larger scanner for a cost of \$30,000. This scanner would be paid out of the document preservation fund. A motion was made by Bergstad and seconded by Boutilier to allow the purchase of the larger scanner. Motion carried unanimously.

Linda Fairbrother met with the board regarding health insurance and Medicare coverage.

The board reviewed the bids received for the county shop. A motion was made by Haman and seconded by Bergstad to accept the low bids for the following: 54' X 65' pole structure from Goodon for \$77,300, concrete from JDM Schmitt Concrete for \$21,125 and oil-sand separator for \$3,100, and the electrical from B & L Electric for \$11,200. Motion carried unanimously. A motion was made by Bergstad and seconded by Bruner to reject all heating bids as they have decided against floor heat. Motion carried unanimously.

The board discussed the Road Maintenance Supervisor position. A motion was made by Bergstad and seconded by Bruner to offer the position to Dennis Jans. Motion carried unanimously.

A consent motion was made by Bergstad and seconded by Medalen to approve the following: Treasurer's Miscellaneous Receipts #43569-43663; the monthly payroll in the amount of \$149,349.21 paid by warrant checks #25082-25143 and Social Service bills totaling \$16,659.03; Clerk of Court May County fees \$504.00, State fees \$8,778.44; County Recorder May recording fees of \$4,145.00 and misc fees of \$1,194.20; Sheriff's May statement of fees \$792.00, Sheriff's mileage \$1,188.00; Deputy reports for Mar/Apr/May.

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

<b>Warrant</b>	<b>Paid</b>	<b>Reason</b>	<b>Amount</b>
77427	Advanced Business Methods	Copier contract	409.33
77428	Bergstad, Harry	Mileage	46.40
77429	Boutilier, Gregg	Mileage	125.28
77430	Bruner, Bryan	Mileage	144.42
77431	Burleigh County Sheriff's Dept	Paper service	104.00
77432	Butler Machinery Company	Blade repairs	170.00
77433	Carpenter, Darlene	Mileage, memorial	272.54
77434	Cenex Fleetcard	Gas	3,684.33
77435	Colby Enterprises	Road repair	760.00
77436	Dakota Communications, Inc	Gun lock	415.00
77437	DataSpec, Inc	Software	449.00
77438	Dakota Business Solutions	Postage meter supplies	211.99
77439	Deere Credit, Inc	Blade lease	26,210.48
77440	Dell Marketing LP	Software	265.24
77441	Digital Ally	Supplies	50.00
77442	DK Service	Gas, diesel fuel	1,810.20

77443	Drake City	Utilities	88.95
77444	Domestic Violence Crisis Center	April fees	102.50
77445	Enerbase	Diesel fuel	50.00
77446	Envision	Diesel fuel, oil change	1,800.49
77447	EverSpring Inn	Lodging	84.60
77448	Fairbrother, Linda	Mileage	204.40
77449	Farden Construction, Inc	Gravel Pratt Twp	279.00
77450	First District Health Unit	2nd Qtr Mill Levy	25,273.25
77451	Freund, Becki	Mileage	497.28
77452	Gooseneck Implement	2017 JD R310 Disc Mower	13,750.00
77453	Haman, Larry	Chemical storage	200.00
77454	HACTC	Prisoner board	17,677.29
77455	Hardware Hank	Supplies, dog food	454.25
77456	HP Inc	Monitor	145.00
77457	Ihry Insurance Agency, Inc	Sprayers premium	703.00
77458	ITD Information Technology Dept	Data processing	623.32
77459	John Deere Financial	X720 JD Mower blade	286.10
77460	Keller, Britney	Mileage	164.72
77461	Lehmann, Helen	Mileage	310.46
77462	LeierGIStics LLC	Website maintenance	450.00
77463	Lovett Graphix	Custom stripe (2) 2019 Ford	500.00
77464	Mike's Body Paint & Glass	Repairs, towing	674.00
77465	Magic City Garage Door	Drake shop overhead door	5,460.00
77466	McGuire	Wiper blades	49.50
77467	McHenry County Treasurer	Effertz protest tax, Atlas	3,868.35
77468	Medalen, David	Mileage	124.70
77469	Mouse River Journal	Legal publications, chemical bids	696.08
77470	Nutrien Ag Solutions	Chemical	109,458.00
77471	ND Association of Counties	Registration	305.00
77472	NDLTAP	Registration	50.00
77473	NDACo Resources Group	Data backup, computer, monitor	1,191.09
77474	ND Telephone Company	911 charges	41.14
77475	NDSU Extension Customer Acct Serv	Letterhead	69.00
77476	Newman Signs, Inc	Road signs	981.77
77477	Otter Tail Power Company	Electric service	1,799.50
77478	Pfeifer Construction	Gravel Buffalo Lodge	588.00
77479	PharmChem, Inc	Drug testing	57.10
77480	Pinkerton Animal Hospital	Urgent care	65.00
77481	Power Plan	Blade parts	3,413.42
77482	Powell, Tina	Mileage, meals, lodging	501.78
77483	Praxair Distribution, Inc	Cylinder lease	240.54
77484	Quality Inn	Lodging	507.60
77485	Ramkota Hotel & Conference Center	Lodging	423.00
77486	Siegler, Kelsey	Mileage	210.54
77487	Smette Oil Company	Gas, Diesel fuel	4,406.22
77488	SRT Communications, Inc	Phone, 911 service	1,485.61
77489	Suchor, Jerome	Spraying	150.00
77490	Towner Health & Wellness	June rent	545.00
77491	TrueNorth Steel	Culvert	410.97
77492	Towner City	Utilities	325.86
77493	Towner Foods	Supplies	7.64
77494	Tough-T Manufacturing, Inc	Parts	182.10
77495	Townsend Pricing, Inc	Supplies	51.12
77496	Thomson Reuters-West	Westlaw	144.35
77497	Uniform Center	Uniform items	23.49
77498	Upham City	Garbage pickup	18.00
77499	Verendrye-Electric Cooperative	Electric service	340.32
77500	Verizon	Cell phone services	801.53

77501	Wald, Rachel	Mileage	411.80
77502	Ward County	Prisoner board	315.00
77503	Ward County Sheriff's Dept	Paper service	108.00
77504	Wold Engineering, PC	CNOC-2507(001), PW66 Deep River Twp	15,787.11
77505	Woodall Dirtworks	Little Deep Twp	1,210.00

At 5:40 PM, there being no further business to come before the board at this time, a motion was made by Bergstad and seconded by Haman to adjourn.

ATTEST:

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Darlene Carpenter, Auditor

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Bryan Bruner, Chairman