

OFFICIAL PROCEEDINGS OF THE MCHENRY COUNTY BOARD OF COMMISSIONERS

October 1, 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 Medalen and seconded by Haman to approve the September 3rd minutes. Motion carried unanimously.

A motion was made by Medalen and seconded by Bergstad to sign the Memorandum of Understanding with the ND Game & Fish Department, whereas the county agrees to maintain the fishing piers at the county parks. Motion carried unanimously.

A motion was made by Boutilier and seconded by Haman to sign the contract with HACTC for a prisoner board fee of \$75/day, effective 1-1-20 through 12-31-21. Motion carried unanimously.

Abatements #1319 and #1320 were presented to the board to remove the residential values on the property due to the buyout through the StARR program. Abatement #1321 was presented for a Homestead Credit. A motion was made by Bergstad and seconded by Medalen to approve all abatements. Motion carried unanimously.

A motion was made by Bergstad and seconded by Medalen to reappoint Jerry Effertz and Joan Gunter to represent McHenry County on the State Fair Board. Motion carried unanimously.

A motion was made by Boutilier and seconded by Bergstad to approve the utility permit from Verendrye Electric to bore under Co Rd 18 between sections 1/12 in 156-78. Motion carried unanimously.

A motion was made by Boutilier and seconded by Medalen to sign the Federal Aid road maintenance agreement with NDDOT. Motion carried unanimously.

A motion was made by Bergstad and seconded by Boutilier to allow the sale of used bridge planks at ½ price of new, with a limit of 20 planks. The county reserves the right to stop sales at any time. Motion carried unanimously.

The county budget hearing was held. John and Claudette Merck and Marvin Block joined the meeting. The Merck's stated they support the county budget, but would like to see the state provide more funding to counties. With no other comments or questions, a motion was made by Boutilier and seconded by Bergstad to approve the budget as presented. Motion carried unanimously.

Tax Director, Becki Freund, met with the board to discuss the contract with Vanguard for residential properties. This software will be used to house parcel information as well as sales comparisons. The initial setup fee is \$14,000 with an annual fee of \$4,625. A motion was made by Bergstad and seconded by Medalen to sign the contract. Motion carried unanimously.

Emergency Manager, Kelsey Siegler, met with the board to discuss a request from the LEPC board to require house numbers on mailboxes or end of driveways throughout McHenry County to assist emergency service vehicles. In discussing the manpower and money needed for a project this size, the board opted to send a flyer in the tax statements asking individuals to post their house numbers. A motion was made by Boutilier and seconded by Haman to print colored flyers in-house. Commissioners Bruner and Boutilier voting aye. Commissioners Bergstad, Medalen, Haman voting nay. Motion failed. A motion was made by Haman and seconded by Medalen to print colored flyers at Staples. Commissioners Medalen and Bergstad voting aye. Commissioners Haman, Boutilier, Bruner voting nay. Motion failed.

A motion was made by Haman and seconded by Bruner to print the flyers in black and white in-house. Commissioners Haman, Bruner, Boutilier voting aye. Commissioners Bergstad and Medalen voting nay. Motion carried.

Kent Indvik with Wold Engineering met with the board to give an update on the bridge replacement project West of Upham.

The board recessed for lunch.

Dustin Welstad, Chief Deputy, met with the board in the absence of the Sheriff. The board asked Dustin to explain the CAD system the Sheriff's Dept has requested. The laptops needed for this system will be paid for by the Stonegarden grant. The board if the paperwork was in order so the impound vehicle sale could be held. Welstad said it should be done by November 6.

The board discussed the janitorial duties and will be reviewing the job description.

States Attorney, Josh Frey, met with the board regarding a civil asset forfeiture policy. The board was presented with a sample policy and application process. A motion was made by Haman and seconded by Boutilier to adopt the policy and application process. Motion carried unanimously.

Kevin Gefroh met with the board regarding right-of-way encroachments along roads. The board informed the county can only enforce encroachments along county roads. Township boards are responsible for township roads. The board will be reviewing all right-of-ways along county roads and landowners will be notified for encroachment violations.

The board set new minimum sales prices on the county land carried over from last year's sale as well as the properties foreclosed on this year due to delinquent taxes. A motion was made by Bergstad and seconded by Boutilier to approve the new minimum sales prices on these properties. Motion carried unanimously.

The board discussed the weather modification project in Ward County and will be sending a letter opposing the buffer zone into McHenry County.

The board set the sale for the impounded vehicles for November 13th at 10:00 AM. In case of inclement weather, it may be postponed until spring.

The board discussed bills presented for payment for items the county is not responsible to buy, according to the Sheriff's uniform policy. The board will hold these bills until they can talk to the Sheriff.

A consent motion was made by Bergstad and seconded by Medalen to approve the following: Treasurer's Miscellaneous Receipts #43943-44049; the monthly payroll in the amount of \$147,466.72 paid by warrant checks #25338-25395 and Social Service bills totaling \$4,495.92; Clerk of Court August County fees \$455.00, State fees \$10,060.83; Clerk of Court September County fees \$697.31, State fees \$8,126.95; Granville City \$16.00, Upham City \$20.00; County Recorder August recording fees of \$4,168.00 and misc fees of \$573.90; County Recorder September recording fees of \$5,777.00 and misc fees of \$245.30; Sheriff's August statement of fees \$620.00, Sheriff's mileage \$714.00; Sheriff's September statement of fees \$717.50, Sheriff's mileage \$671.00; Deputy reports for Aug/Sept.

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

Warrant	Paid	Reason	Amount
78196	Agro-Tech, Inc	Reimburse bloodhound donation	25.00
78197	Agritec, Inc	Diesel fuel	63.01

78198	B & J Excavating, Inc	Gravel, culvert	5,490.00
78199	Becker Construction	Reimburse bloodhound donation	50.00
78200	Bergstad, Harry	Mileage	107.88
78201	Boutilier, Gregg	Mileage	129.92
78202	Bruner, Bryan	Mileage	187.92
78203	Burckhard, Jacqueline	Mileage	47.56
78204	Carpenter, Darlene	Mileage	240.12
78205	Cenex Fleetcard	Gas	2,618.50
78206	Clute Office Equipment, Inc	Supplies	35.57
78207	Dacotah Paper Company	Supplies	197.23
78208	Davenport, James	Office supplies	81.03
78209	Dakota Business Solutions	Meter postage	2,085.00
78210	Deere Credit, Inc	Tractor lease	2,111.25
78211	Dakota Fire Extinguishers, Inc	Annual service Nurse's Office	47.24
78212	Dig It Up Backhoe Service	Granville bldg demolition	28,900.00
78213	DK Service	Gas, diesel fuel	1,496.15
78214	DMC Wear Parts LLC	Blade wedges	259.30
78215	Document Output Center LLC	Estimated tax statements	3,351.35
78216	Drake City	Utilities	93.48
78217	Dakota Truck & Farm Service	Tire service	299.40
78218	Domestic Violence Crisis Center	Victim/witness fees	107.50
78219	Enerbase	Gas, diesel fuel	2,347.86
78220	Envision	Gas, diesel fuel	1,442.25
78221	Fairbrother, Linda	Mileage	55.68
78222	Farden Construction	CNOC-2507(001)graveling	4,747.68
78223	Fossil Industries, Inc	Buffalo Lodge Lake sign final pmt	315.00
78224	Freund, Becki	Mileage	183.40
78225	Gerdau	Iron	99.07
78226	Goodon Buildings International	Towner shop final pmt	5,000.00
78227	General Trading Company	Supplies	68.48
78228	Hansen, Jerry	Mileage	31.90
78229	HACTC	Prisoner board	17,908.00
78230	Hardware Hank	Supplies	513.90
78231	Heringer Lumber	Supplies	50.04
78232	Ihry Insurance Agency, Inc	(2) 2019 JD Motor graders	48.00
78233	Information Technology Dept	Data processing	1,281.14
78234	John Deere Financial	Parts	1,040.59
78235	JDM Schmitt Concrete	Towner shop	32,125.00
78236	Keller, Britney	Mileage	109.04
78237	Kitzman, Neil	Mileage	58.58
78238	Klimpel, Laurie	Zoning fee	40.00
78239	L and K Spraying	Spray trees	531.25
78240	Legacy Cooperative	Chemical	89.98
78241	LeierGIStics, Inc	Website maintenance	450.00
78242	Matthew Bender & Co, Inc	Century code supplements	373.93
78243	Mike's Body Paint & Glass	Towing, windshield	995.00
78244	McHenry County Treasurer	Sheriff's treasurer checks	125.00
78245	Medalen, David	Mileage	187.34
78246	Menards	Supplies	123.15
78247	Metcalf, Kendra	Mileage	153.12
78248	Mikkelsen Aggregates LLC	Gravel, culvert	3,648.00
78249	Mouse River Air	Towner shop	7,250.00
78250	Mouse River Oil Co	Diesel fuel	4,614.53
78251	Mueller Construction	Towner Shop	350.00
78252	Nutrien Ag Solutions, Inc	Chemical	82,834.00
78253	ND Association of Counties	Registration	75.00
78254	NDACo Resources Group	Computer, data backup	991.91
78255	ND Telephone Company	911 Service	41.14

78256	NDSU	Registration	200.00
78257	Neofunds	Postage meter overage	10.00
78258	Newman Signs, Inc	Telespar	4,914.75
78259	Nelson Funeral Home	Reimburse bloodhound donation	200.00
78260	Northern Integrity Heating & A/C	Reimburse bloodhound donation	500.00
78261	Office Depot, Inc	Supplies	500.73
78262	Olson's Repair	Supplies	207.57
78263	Otter Tail Power Company	Electric service	1,418.86
78264	Pfeifer Construction	Gravel	448.00
78265	PharmChem, Inc	Drug tests	342.60
78266	PowerPlan	Blade parts & service	5,057.27
78267	PraxAir Distribution, Inc	Supplies	295.46
78268	Pro Forms	Tax statements, receipts	1,193.58
78269	Peoples State Bank	Reimburse bloodhound donation	1,000.00
78270	Radisson Hotel Bismarck	Lodging	253.80
78271	The Radar Shop	Recertify radar	473.00
78272	Rugby Lumber, Inc	Towner shop	228.53
78273	Siegler, Kelsey	Mileage	208.80
78274	Smette Oil Company	Diesel fuel, gas	1,049.21
78275	Smette, Jeff	Office supplies	12.99
78276	SRT Communications, Inc	Phone, 911 service	1,484.20
78277	Staples Credit Plan	Supplies	407.66
78278	Susag Sand & Gravel, Inc	Graveling	20,575.21
78279	Towner Health & Wellness	Office rent	545.00
78280	Towner City	Utilities	327.02
78281	Tough-T Manufacturing, Inc	Disk parts	236.64
78282	Towner Parts & Equipment	Supplies	100.95
78283	Towner Plumbing & Heating	Towner shop	5,866.71
78284	Transunion Risk & Alternative	Online information fee	75.00
78285	Thomson Reuters-West	Westlaw	144.35
78286	Uniform Center	Gold insignia	35.97
78287	Underground Vaults & Storage	Storage rent	265.00
78288	Verendrye Electric Cooperative	Electric service	623.79
78289	Verizon Wireless	Wireless service	842.88
78290	Rachel Wald	Mileage	450.62
78291	Ward County	Inmate booking fee	25.00
78292	Western Dakota Energy Association	Registration	95.00
78293	Wold Engineering PC	Gravel, box culvert	15,350.50
78294	Wallwork Truck Center	Batteries	300.68
78295	Ziegler Oil Company	Diesel fuel	2,020.52

At 3:55 PM, there being no further business to come before the board at this time, a motion was made by Haman and seconded by Boutilier to adjourn.

ATTEST:

Darlene Carpenter, Auditor

Bryan Bruner, Chairman