

OFFICIAL PROCEEDINGS OF THE MCHENRY COUNTY BOARD OF COMMISSIONERS

January 7, 2020

9:00 AM

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

A motion was made by Medalen and seconded by Haman to approve the December 3<sup>rd</sup> and 17<sup>th</sup> minutes. Motion carried unanimously.

Clem Schmitt met with the board regarding a section line located between 30 and 31 in 154-75 that has been obstructed. A motion was made by Boutilier and seconded by Medalen to have the States Attorney write a letter to the individual who blocked the section line. Motion carried unanimously.

A motion was made by Boutilier and seconded by Cederstrom to approve the proposed meeting schedule for 2020. Motion carried unanimously.

Abatements #1327-1331 were presented to the board. A motion was made by Cederstrom and seconded by Boutilier to approve all abatements. Motion carried unanimously.

A motion was made by Medalen and seconded by Haman to sign License No. USAF-AFGSC-QJVF-19-1 with the Air Force to allow them to land helicopters on specified county roads. Motion carried unanimously.

A motion was made by Boutilier and seconded by Bruner to approve and sign the DOT certifications for the microsurfacing project known as SC-2500(020). Motion carried unanimously.

A motion was made by Bruner and seconded by Haman to issue the proper deed to Alex D. Cook, Kent A. Cook, and Connie D. Cook for the sale of county land described as Lot 1 of Block 2 in Mueller's Addition to the City of Anamoose, and to cancel any remaining taxes. Motion carried unanimously.

A motion was made by Boutilier and seconded by Haman to approve the pledge of assets from Merchants Bank. Motion carried unanimously.

A motion was made by Boutilier and seconded by Haman to make the following amendments to the 2019 budget: Road & Bridge from \$1,468,100 to \$1,591,313.48, 2014 Flood Disaster from \$76.00 to \$3,696.23, 2017 Flood Disaster from \$0 to \$23,954.73, County Motor Pool from \$1,500 to \$2,123.89, 911 from \$98,638 to \$110,341.51, Emergency Fund from \$0 to \$5,800, Jail from \$150,000 to \$225,845.00. Motion carried unanimously.

A motion was made by Cederstrom and seconded by Boutilier to appoint Mike Morey to fill the unexpired term on the zoning board. Motion carried unanimously.

The board reviewed the proposal for public depositories received from Merchants Bank. A motion was made by Medalen and seconded by Bruner to approve Merchants Bank as the depository for McHenry County for 2020-21. Motion carried unanimously.

Tax Director, Becki Freund met with the board to review the FRE directives which now require a statement of gross income be submitted by the applicant every year. The county equalization meeting was set for June 2 at 1:30 p.m.

Various contractors joined the meeting for the bid opening of the County Rd 10 widening project. A motion was made by Haman and seconded by Bruner to accept the low bid. Motion carried unanimously. The low bid was received from RV Enterprises in the amount of \$49,830.00.

Ted Keller with General Roofing and Construction met with the board to discuss the repairs needed to the dome on the courthouse and possible funding opportunities.

Jason Mayfield and Kent Indvik met with the board. A motion was made by Medalen and seconded by Haman to approve the engineering services agreement with Wold Engineering for the microsurfacing project SC-2500(020), West and South of Upham. Motion carried unanimously.

The board recessed for lunch.

Ryan Ackerman and Dusty Zimmerman met with the board to provide an update on the SRJB and the plans for Outlaw Creek. Copies of the flood-specific emergency action plan were left with the board.

Sheriff Skager met with the board and presented case numbers for McHenry County. He also requested an account be set up with Fed Ex in order for them to return items from the State Crime Lab.

Tax Director, Becki Freund met with the board to present the ag land values received from the state. No changes were made.

A motion was made by Medalen and seconded by Haman to increase the road maintenance fee to \$160/mile, due to rising costs and absence of an increase since 2011. Motion carried unanimously.

A motion was made by Medalen and seconded by Boutilier to change the weight limit to 105,500 lbs. on the ten-mile stretch of pavement starting at the intersection of 80<sup>th</sup> St N and 12<sup>th</sup> Ave N, West to the county line. Motion carried unanimously.

A consent motion was made by Medalen and seconded by Haman to approve the following: Treasurer's Miscellaneous Receipts #44223-44303; the monthly payroll in the amount of \$141,335.78 paid by warrant checks #25513-25566 and Social Service bills totaling \$1,427.23; Clerk of Court December County fees \$610.86, State fees \$12,551.30; County Recorder December recording fees of \$3,570.00 and misc fees of \$491.30; Sheriff December statement of fees \$893.00, Sheriff mileage \$686.00, Deputy reports for Nov/Dec.

The board continued to audit bills until completed. A motion was made by Bruner and seconded by Cederstrom 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>
78844	Advanced Business Methods	Copier contract	226.20
78845	Acme Tools	Supplies	11.99
78846	Attorney General Office	Program fees	1,195.00
78847	BAG, LLC	Ad	41.80
78848	Blue360 Media	Law Manuals	272.32
78849	Boutilier, Gregg	Mileage	110.78
78850	Brandt, Kelly	Mileage	219.82
78851	Brown, Gabe	Mileage	129.92
78852	Bruner, Bryan	Mileage	106.72
78853	Cenex Fleetcard	Gas	3,110.76
78854	Dakota Communications, Inc	2020 Tahoe video system	8,772.95
78855	Dell Marketing	Computer software	530.48
78856	Deluxe	Check stock	331.59
78857	Dakota Fire Extinguishers, Inc	Annual service	140.93
78858	DK Service	Gas, diesel fuel	701.64

78859	Dokken's Automotive, LLC	Mount tires	80.80
78860	Drake City	Utilities	103.98
78861	Dusek, David	Mileage	238.60
78862	Domestic Violence Crisis Center	Fees	112.50
78863	Frey, Joshua	Office supplies	645.84
78864	G&P Commercial Sales, Inc	Supplies	55.50
78865	Gaffaney's of Minot, Inc	Desk	1,229.00
78866	Galls, LLC	Uniform	313.17
78867	GovernSoft	Annual software	13,317.00
78868	Gravel Products, Inc	Salted sand	850.89
78869	GPS City	Equipment	307.77
78870	Grossman, Lee	Mileage	337.20
78871	General Trading Company	Supplies	79.06
78872	Haman, Lorinda	Supplies	89.99
78873	Hansen, Jerry	Mileage	118.90
78874	HACTC	Prisoner board	17,010.86
78875	Hardware Hank	Supplies	1,094.81
78876	Heringer Lumber	Supplies	11.48
78877	Information Technology Dept	Data processing	632.67
78878	J&J Market	Supplies	11.86
78879	Johnson's Plumbing Service	Supplies	77.60
78880	Keller, Robert	Snow removal	80.00
78881	Larson, Hank	Refund fee	42.00
78882	LeierGIStics, LLC	Website maintenance	450.00
78883	Lovett Graphix	2020 Tahoe lettering	350.00
78884	Lowe's Garden Center & Floral	Memorial plant	119.98
78885	MailFinance	Postage meter rent	477.00
78886	Minot Auto Supply	Parts	61.99
78887	Matthew Bender & Company, Inc	Law manual	65.43
78888	McHenry County Treasurer	Sheriff December fees, Foreclosed property	2,079.00
78889	Menards	Supplies	16.00
78890	Metcalfe, Kendra	Mileage	90.54
78891	Mid-State Organized Crime Info Ctr	2020 Dues	100.00
78892	Modern Marketing	Supplies	76.47
78893	Mouse River Oil Company	Diesel fuel	2,708.02
78894	National Association of Counties	2020 Dues	450.00
78895	NAPA Auto Parts of Minot	Parts	94.19
78896	NAPA Auto Parts of Rugby	Parts	24.67
78897	ND Association of Counties	2020 Estimated WC Premium	17,365.12
78898	ND Association of Counties	2020 Dues, 3rd Qtr 911 Fees	9,796.08
78899	ND Clerks Association	2020 Dues	100.00
78900	ND Recorders Association	2020 Dues	200.00
78901	ND State Treasurer	\$.50 911 Fees	8,495.32
78902	NDSU	Farm Record Books	120.00
78903	NDACTVSO	2020 Dues, registration	110.00
78904	Otis Elevator Company	Maintenance contract	1,607.39
78905	O. K. Tire Store-Minot	Squad car tires	651.27
78906	Olson's Repair	Supplies	88.98
78907	Otter Tail Power Company	Electric service	3,616.31
78908	PharmChem, Inc	Drug testing	342.60
78909	Rugby Lumber, Inc	Supplies	46.95
78910	RV Enterprises	Clean culverts	1,700.00
78911	Rugby Welding & Machine	Repairs	39.05
78912	Schmidt, Rick	Mileage	162.40
78913	Smette Oil Company	Gas, diesel fuel	1,289.50
78914	State Radio Communications	October-December fees	14,871.12
78915	SRT Communications, Inc	Phone service	1,504.16
78916	Staples Credit Plan	Supplies	94.12

78917	Towner Health & Wellness	Office rent	545.00
78918	Tri-N Propane	Propane	805.00
78919	Towner City	Utilities	326.02
78920	Towner Parts & Equipment	Supplies	211.63
78921	Towner Plumbing & Heating	Supplies	154.12
78922	Transunion Risk & Alternative	Online fee	75.00
78923	Upham City	Garbage pickup	18.00
78924	Verendrye Electric Cooperative	Electric service	489.69
78925	Verizon Wireless	Wireless service	805.89
78926	Vision West ND/Dunn County	Registration	165.00
78927	Wald, Rachel	Mileage	221.56
78928	Westlie Motor Company	Parts	204.34
78929	Ziegler Oil Company	Propane	484.50
78930	PowerPlan	Blade parts & service	4,403.65

At 4:00 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:

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Darlene Carpenter, Auditor

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Bryan Bruner, Chairman