

OFFICIAL PROCEEDINGS OF THE MCHENRY COUNTY BOARD OF COMMISSIONERS

April 5, 2022

9:00 AM

Chairman Haman called the meeting to order. Commissioners Bryan Bruner, Larry Haman, Armann Anderson, David Medalen and Brady Nelson were in attendance. Others present were Shawn Kramer and Pam Brattelid.

A motion was made by Medalen and seconded by Anderson to approve the March 1st minutes. Motion carried unanimously.

Tony Coffman, Community Service Coordinator, met with the board to present quarterly reports and to explain how the community service program should work.

The board reviewed the variance permit from Russell Lunde to place two grain bins a minimum of 125' from the center of 79th St N in the SE ¼ of Section 27-159-78. The public hearing was held by the zoning board with no one appearing for or against this application. A motion was made by Bruner and seconded by Nelson to approve the variance, as recommended by the zoning board. Motion carried unanimously.

A motion was made by Anderson and seconded by Bruner to approve the site authorization for the Velva Volunteer Fire Department gaming at the Star City Golf Club. Motion carried unanimously.

A motion was made by Nelson and seconded by Anderson to sign the funding agreement for District Court services for 2023-24. Motion carried unanimously.

Sheriff Skager met with the board and presented a proposal for surveillance cameras for the county lot. Skager also informed the board of unused Stonegarden grant funds from 2021 that can be rolled into this year, and has been requested by the Sheriff's Department to use toward the purchase of a new vehicle. It was asked if these funds could be used to pay for one of the two new vehicles requested at the February meeting and Skager responded no. Since a third vehicle was not budgeted for, another question asked was where the funds would come from to outfit the car since the grant does not cover that. No decisions were made at this time.

A motion was made by Nelson and seconded by Anderson to approve abatement #1411. Motion carried unanimously.

The board held a phone conference with Michael Schmitke with the State Auditor's office who presented an overview of the county's recent audit report. The county only had one finding which was due information that was not shared from the previous auditor.

The board discussed the request from the Sheriff to purchase another vehicle through the Stonegarden grant program. There was concern of where the unfunded expense of outfitting the car would come from, but the board agreed it's hard to turn down a vehicle. A motion was made by Medalen and seconded by Bruner to approve the vehicle purchase. Motion carried unanimously.

The board discussed the camera proposal and felt more research was needed.

Due to SRT converting to fiber, the internet connection from the courthouse to the Memorial Building will no longer work. A motion was made by Bruner and seconded by Nelson to purchase a wireless bridge to replace the previous connection. Motion carried unanimously.

The board set the abandoned vehicle sale for 10:00 AM on June 1, 2022.

Due to the rising cost of fuel and other expenses, a motion was made by Bruner and seconded by Nelson to increase the road maintenance rate to \$190/certified mile. Motion carried unanimously.

A motion was made by Nelson and seconded by Anderson to increase the private blading rates to \$125/hr with a \$50 minimum. Motion carried unanimously.

A motion was made by Bruner and seconded by Anderson to place load restrictions on all county and township roads at 7 tons/axle, effective immediately. Motion carried unanimously.

The board recessed for lunch.

The board reviewed the contract with JLG to provide an estimate for the proposed renovations to the upper floor of the courthouse. JLG will be contacted with questions regarding the contract.

Deputy Auditor, Britney Keller, met with the board to express her interest in taking classes required to become a certified assessor. A motion was made by Bruner and seconded by Anderson to allocate funds for the cost of the classes. Motion carried unanimously.

The Velva Historical Society has requested to receive funding through the county historical society levy. The board will wait for the outcome of the advisory vote on the June ballot regarding this levy.

Due to the vacancy in the Tax Director's office since October and the work being performed by the two full-time employees in the Auditor's office, a motion was made by Nelson and seconded by Anderson to allow compensation for these employees as follows: 50% of the compensation of the previous Tax Director split 60/40 between the two employees each month from October - March. Motion carried unanimously.

Emergency Manager, Kelsey Siegler, met with the board regarding a burn ban. A motion was made by Bruner and seconded by Armann to approve a burn ban that will follow the ND Fire Index rating. Motion carried unanimously.

The board reviewed the repair list to the county buildings provided by the custodian.

The board discussed the drug testing policy and will be making changes to improve compliance.

A consent motion was made by Medalen and seconded by Bruner to approve the following: Treasurer's Miscellaneous Receipts #46379-46447; the monthly payroll in the amount of \$135,908.96 paid by warrant checks #26853-26902. Clerk of Court Feb County fees \$321.25, State fees \$9,134.15, City of Towner \$40.00; Clerk of Court Mar County fees \$471.05, State fees \$7,734.99; County Recorder February recording fees of \$3,806.00 and misc fees of \$508.70; County Recorder March recording fees of \$2,973.00 and misc fees of \$625.70; Sheriff Feb statement of fees \$520.00, Sheriff mileage \$673.00; Sheriff Mar statement of fees \$300.00, Sheriff mileage \$396.00, Deputy reports for Jan/Feb/Mar.

States Attorney, Josh Frey joined the meeting. The board discussed section line law and concerns with the JLG contract.

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

Warrant	Paid	Reason	Amount
83668	Advanced Business Methods	Copier, Contracts	6,694.15
83669	Agritec Inc	Fuel	79.00
83670	American Welding & Gas, Inc	Supplies	37.83

83671	Anderson, Armann	Mileage	60.95
83672	Attorney General Office	Program fees	3,265.00
83673	Balco Uniform Co, Inc	Bullet proof vest	1,652.60
83674	B J Excavating, Inc	Salted sand	2,100.00
83675	Bruner, Bryan	Mileage	126.36
83676	Burckhard, Jacqueline	Mileage	178.82
83677	Carpenter, Darlene	Mileage, meals	266.60
83678	Cenex Fleetcard	Gas	4,710.99
83679	Clute Office Equipment, Inc	Supplies	39.96
83680	Almond, Crystal	Zoning refund	40.00
83681	Dacotah Paper Company	Supplies	71.38
83682	Dakota Fire Extinguishers, Inc	Annual Service	164.05
83683	Drake Knights of Columbus	Hall rent	150.00
83684	DK Service	Gas, Diesel, Services	2,513.89
83685	DMC Wear Parts	Cutting edges	14,823.70
83686	Dokkens Automotive LLC	Oil change	119.89
83687	Drake City	Utilities	99.70
83688	Domestic Violence Crisis Center	Fees	418.13
83689	Enerbase	Gas	381.90
83690	Envision Cooperative	Gas, Diesel	7,846.98
83691	Gallows Motorcycle Club	Hall rent	250.00
83692	General Trading Company	Supplies	480.42
83693	Hansen, Jerry	Mileage	64.35
83694	HACTC	Prisoner board	23,741.93
83695	Hardware Hank	Supplies	593.06
83696	Heringer Lumber	Supplies	22.97
83697	Information Technology Dept	Data processing	1,293.25
83698	John Deere Financial	Parts	60.85
83699	J J Market	Supplies	17.37
83700	Kitzman, Neil	Mileage	109.20
83701	Kuhnenn Trucking & Excavating	Snow removal	500.00
83702	Laser Labs, Inc	Window tint meters	249.00
83703	Lehmann, Helen	Meal	10.50
83704	Linde Gas & Equipment, Inc	Rent, supplies	181.90
83705	Lowes Printing	Spelling Bee medal	6.50
83706	Matthew Bender Co, Inc	Law manual	70.43
83707	Mike's Body Paint & Glass	Towing, repairs, snow removal	1,961.00
83708	McGuire	Wiper blade	27.96
83709	McHenry County Treasurer	Unorganized Twp State Land pmt, Shf Fees	2,960.55
83710	McHenry County Twp Officers	Unorganized Twp 2022 Dues	1,120.00
83711	McHenry County Weed Board	Booth Rent	250.00
83712	Medalen, David	Mileage	63.77
83713	Menards	Supplies	224.32
83714	Metcalf, Kendra	Mileage, supplies	36.46
83715	Mouse River Journal	Legal publications, job ads	782.32
83716	Mouse River Oil Company	Diesel	2,582.20
83717	NAPA Auto Parts, Minot	Parts	26.98
83718	ND State Auditor	2018, 2019 Audit	20,750.00
83719	NDACo Resources Group	Datto Backup	112.86
83720	ND Telephone Company	Circuit fees	41.14
83721	Nelson's Automotive Center	2022 Ford Explorer	33,723.44
83722	Newport Township	Overweight fees	50.07
83723	Newman Signs, Inc	Road signs	990.24
83724	Office Depot, Inc	Supplies	1,165.69
83725	OK Tire Store, Minot	Patrol car tires	505.20
83726	Olson's Repair	Oil Change, service	329.78
83727	Otter Tail Power Company	Electric service	5,199.72
83728	Pierce County Tribune	Job ads	454.40

83729	Peace Garden Peace Officer Assoc	2022 Dues	80.00
83730	Plorin, Steve	Mileage	172.58
83731	Pomp's Tire Service	Drake, Karlsruhe blade tires	17,039.25
83732	PowerPlan	Blade parts, repairs	14,951.63
83733	Pro Forms	Paper	344.00
83734	Pro IT LLC	IT Service	500.00
83735	Quadient Leasing USA Inc	Postage machine lease	477.00
83736	Souris Basin Planning Council	2022 Joint Powers Dues	4,649.00
83737	The Sidwell Company	Annual GIS Web Hosting	5,903.89
83738	Siegler, Kelsey	LEPC Meeting meals	125.98
83739	Smette Oil Company	Gas, diesel, oil	9,342.23
83740	State Radio Communications	January-March 911 & LETS	23,194.28
83741	SRT Communications, Inc	911, Phone service	1,978.63
83742	Star City Senior Center	Hall rent	100.00
83743	Streicher's	Flashlights	659.94
83744	Thomas Law Firm	Services	125.00
83745	Tri N Propane	Propane	990.00
83746	Towner City	Utilities, machine rent	582.09
83747	Torr, Johnna	Meal	10.50
83748	Transunion Risk Alternative	Online fee	110.00
83749	Thomson Reuters West	Online fee	184.03
83750	Third Watch Communications	Program radios	490.00
83751	Uniform Center	Uniforms	35.99
83752	Verendrye Electric Cooperative	Electric service	434.31
83753	Verizon Wireless	Wireless service	704.77
83754	Volk, Mike	Mileage	175.50
83755	Wald, Rachel	Mileage, registration	406.43
83756	Welsh, Ryan	Meals	175.00
83757	Wold Engineering, PC	Bridge replacement engineering services	2,800.00

At 4:45 PM, there being no further business to come before the board at this time, a motion was made by Bruner and seconded by Anderson to adjourn.

ATTEST:

Darlene Carpenter, Auditor

Larry Haman, Chairman