

OFFICIAL PROCEEDINGS OF THE MCHENRY COUNTY BOARD OF COMMISSIONERS

March 1, 2022

9:00 AM

Chairman Haman called the meeting to order. Commissioners Bryan Bruner, Larry Haman, David Medalen, Armann Anderson and Brady Nelson were in attendance.

A motion was made by Anderson and seconded by Bruner to approve the February 1<sup>st</sup> minutes. Motion carried unanimously.

Zoning Chairman, Matt Zelinski, met with the board to discuss the proposal from SRF Consulting to review and update the county zoning ordinance. Since the proposal was higher than expected, the board asked for time to consider and discuss other possible options.

County Ag and Natural Resource Agent, Rachel Wald, presented the board with proposals for a new copy machine. A motion was made by Anderson and seconded by Bruner to purchase the Canon copier. Motion carried unanimously. Rachel also requested to purchase new signage for the NDSU office building. A motion was made by Medalen and seconded by Nelson to approve the signs and to allow the use of the travel budget since this expense was not in the budget. Motion carried unanimously.

The board conducted interviews for the Upham motorgrader operator.

Anna Thorson met with the board to discuss the objective for the poll question to be on the primary ballot regarding funding for historical societies within McHenry County and the proper verbiage. The commissioners will consult with the States Attorney for guidance.

A motion was made by Bruner and seconded by Nelson to designate the courthouse as the poll location for the 2022 Election year. Motion carried unanimously.

The board discussed the protocol when dealing with winter storms and the closure of county offices. The board will talk to the Sheriff about this.

The board recessed for lunch.

The board considered the applicants for the Upham motorgrader position. A motion was made by Medalen and seconded by Nelson to offer the position to Alan Vormestrand. Motion carried unanimously.

A motion was made by Nelson and seconded by Anderson to approve abatement #1410 for a farm residence exemption. Motion carried unanimously.

A letter of resignation was received from County Recorder, Helen Lehmann effective May 31, 2022. A motion was made by Anderson and seconded by Bruner to accept the resignation. Motion carried unanimously.

The board conducted an interview for the Tax Director position. A motion was made by Bruner and seconded by Anderson to offer the position to Raye Johnson. Motion carried unanimously.

The board discussed a section line closure in Mouse River Township. This will be forwarded to the States Attorney.

A consent motion was made by Bruner and seconded by Medalen to approve the following: Treasurer's Miscellaneous Receipts #46311-46378; the monthly payroll in the amount of \$138,531.90 paid by warrant checks #26799-26852. Clerk of Court Jan County fees \$735.00, State fees \$10,581.26; County Recorder January recording fees of \$3,850.00 and misc fees of \$1,180.15; Sheriff Jan statement of fees \$280.00, Sheriff mileage \$344.00, Deputy reports for Dec/Jan.

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:

| <b>Warrant</b> | <b>Paid</b>                      | <b>Reason</b>             | <b>Amount</b> |
|----------------|----------------------------------|---------------------------|---------------|
| 83474          | Advanced Business Methods        | Copier Contracts          | 2,094.82      |
| 83475          | Acme Tools                       | Shop tools                | 207.89        |
| 83476          | American Welding & Gas, Inc      | Cylinder rent             | 111.41        |
| 83477          | Balco Uniform Co Inc.            | Uniform                   | 113.98        |
| 83478          | Bottineau County Sheriff Office  | Prison Board              | 2,858.32      |
| 83479          | Bryan Bruner                     | Mileage                   | 31.01         |
| 83480          | Adam Burckhard                   | Snow Removal              | 4,400.00      |
| 83481          | James Burckhard                  | Snow Removal              | 15,600.00     |
| 83482          | Joshua Burckhard                 | Snow Removal              | 9,400.00      |
| 83483          | Bauer Welding Fabrication        | Repair                    | 665.80        |
| 83484          | Cenex Fleetcard                  | Gas                       | 4,698.81      |
| 83485          | William Cox                      | Tire Repair               | 75.70         |
| 83486          | Computer Projects of IL Inc      | License                   | 700.00        |
| 83487          | James Davenport                  | Mileage                   | 379.67        |
| 83488          | DK Service                       | Gas and Diesel Fuel       | 3,367.69      |
| 83489          | DMC Wear Parts LLC               | Cutting Edge              | 13,379.00     |
| 83490          | Drake City                       | Utilities                 | 197.00        |
| 83491          | Domestic Violence Crisis Center  | Fees                      | 347.50        |
| 83492          | Enerbase                         | Gas and Diesel Fuel       | 3,166.81      |
| 83493          | Envision Cooperative             | Gas and Diesel Fuel       | 3,592.19      |
| 83494          | First District Health Unit       | 1st Quarter Mill Levy     | 28,408.50     |
| 83495          | Galls LLC                        | Uniform                   | 285.89        |
| 83496          | Gerdau                           | Repairs                   | 278.07        |
| 83497          | General Trading Company          | Supplies                  | 364.04        |
| 83498          | Jerry Hansen                     | Millage                   | 64.35         |
| 83499          | HATC                             | Prison Board              | 21,060.90     |
| 83500          | Hardware Hank                    | Supplies                  | 379.24        |
| 83501          | Heilman's Diesel Repair          | Supplies                  | 31.23         |
| 83502          | Information Technology Dept      | Data Processing           | 693.70        |
| 83503          | John Deere Financial             | Parts                     | 23.50         |
| 83504          | Neil Kitzman                     | Mileage                   | 128.70        |
| 83505          | K M Salvage                      | Snow Removal              | 500.00        |
| 83506          | Linde Gas Equipment Inc.         | Shop Supplies             | 308.36        |
| 83507          | Lowes Printing                   | Spelling Bee- Math Awards | 397.95        |
| 83508          | Debra Martinson RDR              | Transcription Service     | 96.00         |
| 83509          | Mikes Body Paint and Glass       | Towing and Repairs        | 1,038.50      |
| 83510          | McGuire                          | Repair 2008 Ford          | 1,870.55      |
| 83511          | McHenry County Treasurer         | Gas tax, HB 1505, Mileage | 31,017.54     |
| 83512          | David Medalen                    | Mileage                   | 33.93         |
| 83513          | Mouse River Journal              | Legal Publications        | 36.00         |
| 83514          | Mouse River Oil Co.              | Diesel Fuel and Supplies  | 5,305.50      |
| 83515          | Napa Autoparts of Minot          | Supplies                  | 20.66         |
| 83516          | ND Association of Counties       | 4th Quarter WC Assessment | 286.93        |
| 83517          | NDACO Resources Group            | Datto Backup              | 112.86        |
| 83518          | ND County Recorders Association  | Registration              | 200.00        |
| 83519          | ND Sheriffs Deputies Association | Dues                      | 400.00        |
| 83520          | ND Telephone Company             | Line Fees                 | 41.14         |

|       |                                |                         |          |
|-------|--------------------------------|-------------------------|----------|
| 83521 | Dominic Nickle                 | Mileage                 | 23.40    |
| 83522 | Office Depot Inc.              | Supplies                | 223.99   |
| 83523 | Otter Tail Power Co.           | Electric Services       | 5,802.37 |
| 83524 | PharmChem Inc.                 | Drug Tests              | 220.15   |
| 83525 | Steve Plorin                   | Mileage                 | 131.04   |
| 83526 | Radisson Hotel Bismarck        | Lodging                 | 345.60   |
| 83527 | Star City Motor                | Tow and impound Vehicle | 171.00   |
| 83528 | Smette Oil Co.                 | Gas and Diesel Fuel     | 5,375.16 |
| 83529 | Spartan Firearms               | Binoculars              | 340.00   |
| 83530 | Spectrum                       | Office Supplies         | 55.99    |
| 83531 | State Radio Communications     | Reverse 911 Service     | 1,060.04 |
| 83532 | SRT Communications Inc.        | Phone and 911 Service   | 1,201.09 |
| 83533 | Staples Credit Plan            | Supplies                | 135.53   |
| 83534 | Thompson-Larsen Funeral Home   | Transport               | 500.00   |
| 83535 | Towner Health and Wellness     | Rent                    | 545.00   |
| 83536 | Tri N Propane                  | Propane                 | 2,531.98 |
| 83537 | Towner City                    | Utilities               | 309.21   |
| 83538 | Towner Parts Equipment         | Parts                   | 77.49    |
| 83539 | Transunion Risk Alternative    | Online Fee              | 200.00   |
| 83540 | Thomson Reuters West           | Online Fee              | 184.03   |
| 83541 | Upham City                     | Utilities               | 76.00    |
| 83542 | Velva Area Voice               | Subscription            | 43.00    |
| 83543 | Verendrye Electric Cooperative | Electric Services       | 834.97   |
| 83544 | Verizon Wireless               | Wireless Service        | 705.02   |
| 83545 | Mike Volk                      | Mileage                 | 108.23   |
| 83546 | Rachel Wald                    | Mileage                 | 239.85   |
| 83547 | Ziegler Oil Co.                | Diesel Fuel             | 5,453.01 |

At 3:05 PM, there being no further business to come before the board at this time, a motion was made by Medalen and seconded by Nelson to adjourn.

ATTEST:

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Darlene Carpenter, Auditor

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Larry Haman, Chairman