

OFFICIAL PROCEEDINGS OF THE MCHENRY COUNTY BOARD OF COMMISSIONERS

March 7, 2023

9:00 AM

Chairman Nelson called the meeting to order. Commissioners Bryan Bruner, Brady Nelson, Duane Drader, Lance Johnson and Armann Anderson present.

A motion was made by Anderson and seconded by Johnson to amend the January minutes to read section 14-158-76 when referring to possible bridge funding options. A motion was made by Johnson and seconded by Drader to approve the February 7th minutes. Motion carried unanimously.

A motion was made by Bruner and seconded by Johnson to sign the Contract for Construction with Mayo Construction for project CP-2507(023) to reshape and pave Co Rd 2 to Russell. Commissioners Johnson, Nelson, Bruner and Drader voting aye. Commissioner Anderson voting nay. Motion carried.

County Recorder, Johnna Torr met with the board to present information on a new scanner. The purchase will come out of the document preservation fund.

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

A motion was made by Drader and seconded by Anderson to approve the utility permit to Verendrye Electric to bore under Co Rd 19 just east of 18th Ave N for the purpose of placing a new cable. Motion carried unanimously.

A motion was made by Anderson and seconded by Bruner to approve the liquor and beer license for the Star City Golf Club. Motion carried unanimously.

A motion was made by Johnson and seconded by Anderson to extend the Murex Petroleum road agreement until November 1, 2023. Motion carried unanimously.

Tina Powell, Katelyn Crider with JLG Architects, Trey Skager and Josh Frey met with the board to discuss the courthouse remodel plans and architectural fee proposal. A motion was made by Johnson and seconded by Drader to sign the contract with JLG. Motion carried unanimously. JLG will move forward with preparing the plans to go out on bid.

Commissioner Nelson turned the meeting over to Vice Chair Anderson and left to attend a funeral.

Linda Fairbrother met with the board to ask if the board would like an audit prior to her retirement. A motion was made by Bruner and seconded by Drader to have an audit done. Motion carried unanimously.

A motion was made by Drader and seconded by Bruner to approve a floodplain permit for the NDDOT to mill and overlay a portion of Hwy 52 near Anamoose. Motion carried unanimously.

A motion was made by Johnson and seconded by Drader to send a letter of support to urge NDDOT to four-lane Hwy 52 from Minot to Voltaire. Motion carried unanimously.

The community service report for February was presented to the board.

A motion was made by Johnson and seconded by Drader to approve abatements 1450, 1452-1458. Motion carried unanimously.

Information regarding right-of-way encroachments along roads was shared with the board. This information will be shared with the townships.

County Extension personnel, Rachel Wald and Kendra Metcalfe, met with the board to review their quarterly projects. Presentations have been given to schools regarding vaping, Succession Planning classes will begin next week, On-the-Move nutritional classes will be starting, and the Stepping Out program will begin in Drake. The NDSU staff annual performance reviews will be held on March 28th and a commissioner is welcome to attend.

The board recessed for lunch.

A motion was made by Anderson and seconded by Drader to have Sidwell update the soils data. Commissioners Drader, Bruner, Nelson and Anderson voting aye. Commissioner Johnson voting nay. Motion carried.

Velva City Mayor and Auditor, Mike Schreiner and Jenny Johns, met with the board regarding the lack of an assessor for Velva City, due to a recent resignation. Velva City employed an assessor, who also acted as the city zoning administrator and building inspector. All cities and townships throughout the county contract with an assessor to complete their assessments. Velva City is considering vacating their position and relinquishing their assessing authority to the county. Since the County Tax Director has only been in office for less than a year, there has not been time for her to obtain her assessors certification, which generally takes about three years. Velva City will need to decide if they will pursue filling their position.

A motion was made by Johnson and seconded by Bruner to reappoint Corey Long to the county planning and zoning board. Motion carried unanimously.

The county received notification from NDDOT of two bridges that were approved to be replaced, which is bridge 25-115-04.0 located .5 miles West of Upham on Co Rd 16 and bridge 25-107-26.1 located on 15th Ave N, one mile North of Hwy 2 in Norwich Township.

The board will interview for the Blade Operator/Road Maintenance position at the April meeting.

The board discussed the rapidly increasing costs of maintaining roads. A motion was made by Johnson and seconded by Anderson to increase the road maintenance fee \$10/mile for townships to total \$200/mile due to a deficit of \$158,000 when comparing maintenance costs versus income. Motion carried unanimously.

A consent motion was made by Anderson and seconded by Drader to approve the following: Treasurer's Miscellaneous Receipts #47288-47361; the monthly payroll in the amount of \$143,148.57 paid by warrant checks #27420-27472; Clerk of Court Feb County fees \$610.00, State fees \$11,790.25; County Recorder Feb recording fees of \$3,293.00 and misc fees of \$535.98; Sheriff Feb statement of fees \$275.00, Sheriff mileage \$197.00, Deputy reports for Feb.

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

Warrant	Paid	Reason	Amount
85800	Advanced Business Methods	Copy machine lease	215.67
85801	Amazon Capital Services	Supplies	93.11
85802	4 Acres Welding	Repairs	901.85
85803	Agritec, Inc.	Diesel	94.00
85804	American Welding & Gas, Inc	Cylinder rent	37.75
85805	Anderson, Armann	Mileage	13.75
85806	Ashley, Jo	Mileage, registration	353.02
85807	Bearded Moose	Prisoner meals	69.49
85808	Bruner, Bryan	Mileage	31.44
85809	Cenex Fleetcard	Gas	4,923.49
85810	Dacotah Paper Company	Supplies	175.74

85811	Deere & Company	Tractor lease overage	1,013.20
85812	DK Service	Diesel, oil changes, & battery	952.15
85813	Dokken's Automotive LLC	Repairs	954.68
85814	Dakota Pipe & Steel	Steel	10.80
85815	Drader, Duane	Mileage	262.00
85816	Drake City	Utilities	91.45
85817	Drake Knights of Columbus	Hall rent	150.00
85818	Dakota Truck & Farm Service	Tire Repair	266.10
85819	Domestic Violence Crisis Center	Fees	192.50
85820	Enerbase	Propane, gas	1,338.99
85821	Envision Cooperative	Gas, diesel fuel, propane	4,104.53
85822	First District Health Unit	1st Qtr Mill Levy	28,720.25
85823	Galls LLC	Uniform Items	124.18
85824	Gerdau Ameristeel	Steel	130.09
85825	Heart of America Medical Center	Prisoner medical	445.00
85826	HACTC	Prisoner board, medical	29,630.47
85827	Hardware Hank	Supplies	235.91
85828	Heilman's Diesel Repair	Pins	5.85
85829	Information Technology Dept	Data processing	888.30
85830	John Deere Financial	Parts	590.41
85831	J & J Market	Supplies	36.99
85832	J & K Plumbing LLC	Urinal repair	487.73
85833	Johnson, Lance	Mileage	847.56
85834	Linde Gas & Equipment, Inc	Cylinder rent	143.61
85835	Mike's Body Paint & Glass	Towing, repairs	1,836.00
85836	McHenry County Treasurer	County car mileage	207.20
85837	McHenry County Treasurer	Sheriff February Fees & Mileage	947.50
85838	McHenry County Treasurer	Atlas	50.00
85839	Menards	Shop Supplies	125.60
85840	Metcalf, Kendra	Registration, supplies	85.95
85841	Mouse River Journal	Legal publications, subscription	824.84
85842	Mouse River Oil Company	Diesel, grease, fuses & gas	573.19
85843	ND Association of Counties	4th Quarter WC Assessment	350.00
85844	NDACo Resources Group	Datto Backup	112.86
85845	ND Sheriff's & Deputies Association	2023 Dues	400.00
85846	ND Dept of Transportation FMD	BRC-BRS-0099(012)	547.82
85847	ND Telephone Company	Circuit fees	41.14
85848	Northern Integrity Heating & Air	Boiler repair at Lake Hester	152.50
85849	Office Depot, Inc	Office Supplies	2,334.19
85850	Otter Tail Power Company	Electric service	4,657.08
85851	Pharmchem, Inc	Drug testing	255.60
85852	PowerPlan	Blade parts & repairs	1,825.91
85853	Pro IT, LLC	IT Support	125.00
85854	Redwood Toxicology Laboratory, Inc	Drug testing	39.40
85855	Smette Oil Company, Inc	Diesel, gas	1,762.46
85856	SRT Communications, Inc	Phone, 911 service	1,642.62
85857	Sundre Sand & Gravel, Inc	Salt sand	1,091.64
85858	Staples Credit Plan	Office supplies	242.21
85859	Towner Animal Health Clinic	Animal Exams	335.00
85860	Towner Health & Wellness	States Attorney Office rent	545.00
85861	Tri-N Propane	Propane	1,294.10
85862	Towner City	Utilities	388.41
85863	Torr, Johnna	Mileage, meals	142.15
85864	Towner Parts & Equipment	Supplies	31.95
85865	TransUnion Risk Alternative	Online fee	110.00
85866	Thomson Reuters West	Westlaw Online resource	196.91
85867	Upham City	Utilities	456.00
85868	Verendrye Electric Cooperative	Electricity	420.93

85869	Verizon Wireless	Wireless service	704.07
85870	Wald, Rachel	Mileage	218.77
85871	Ward County	Prisoner board	1,200.00
85872	Wold Engineering, PC	M-22-175 CP-2507(023)	50,381.25
85873	Yunker Law PC	Attorney fees	180.00
85874	Ziegler Oil Company	Diesel, propane	4,783.38

At 4:04 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. Motion carried unanimously.

ATTEST:

Darlene Carpenter, Auditor

Brady Nelson, Chairman