

OFFICIAL PROCEEDINGS OF THE MCHENRY COUNTY BOARD OF COMMISSIONERS

September 2, 2025

9:00 AM

Chairman Anderson called the meeting to order. Commissioners Lance Johnson, Brady Nelson, David Schmitt and Armann Anderson present. Commissioner Bruner absent.

A motion was made by Schmitt and seconded by Johnson to approve the August 5th minutes. Motion carried unanimously.

The board reviewed the request from the Tax Director for a new ag assessment software through Vanguard Appraisals. A motion was made by Nelson and seconded by Schmitt to approve the purchase. Motion carried unanimously.

Galen Keller, Karlsruhe City Mayor, met with the board to request a letter of support from the county for their flexible transportation application. A motion was made by Johnson and seconded by Nelson to send a letter of support to the city. Motion carried unanimously.

The board reviewed the list of county owned property and will be adding some to the sale list to be sold at the county land sale in November.

A motion was made by Schmitt and seconded by Johnson to advertise for a full-time blade operator for the Towner area. Motion carried unanimously.

Brad Muphy, Frank Anderson and Maynard Peterson from RDO Equipment met with the board. Maynard provided information on totes for DEF. A pump system would cost \$1,850 and a gravity fed system would be \$250. A motion was made by Schmitt and seconded by Johnson to purchase a tote and pump for the Towner shop. Motion carried unanimously.

County Recorder, Johnna Torr met with the board. New legislation for documents containing metes and bounds descriptions, which were previously recorded, must be accepted and recorded, but the board will continue to uphold the action taken by the commission in 1998 which requires all properties described as metes and bounds to be surveyed and outlotted. Property owners were given 30 days to complete the survey. A motion was made by Nelson and seconded by Johnson to change the time allowed to 60 days. Motion carried unanimously.

A motion was made by Nelson and seconded by Schmitt to accept the bids from Barlow Builders to add a bathroom to the Granville shop and Fosness Construction to hook up water and sewer. Motion carried unanimously.

The board asked that a letter be sent to Norwich Township requesting information on who built and paved the road into Norwich and also requesting they add that road to their maintenance agreement with the county.

A motion was made by Nelson and seconded by Johnson to advertise the cement bridge decking for bids. Motion carried unanimously.

A consent motion was made by Johnson and seconded by Nelson to approve the following: Treasurer's Miscellaneous Receipts #50454-50550; the monthly payroll in the amount of \$186, 931.39; County Recorder July recording fees of \$3,261.00 and misc fees of \$439.07; Sheriff July statement of fees \$1,063.00, Sheriff mileage \$1,429.00, Deputy reports for July.

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

Warrant	Paid	Reason	Amount
92205	Acme Tools	Trimmer Line	85.97
92206	Advanced Business Methods	Copy Machine Leases - Auditor, Co Agent, Sheriff	5,951.21
92207	Agri Tec Inc	Gas	66.00
92208	Amazon Capital Services	Binders, Clear Protectors, Screen Protectors	504.27
92209	American Welding & Gas	Cylinder Rental	40.13
92210	Applied Concepts, Inc	Radar Unit	3,523.00
92211	Attorney General Office	SCRAM Fees	1,910.00
92212	BAG LLC	Job Opening	114.00
92213	Cenex Fleet Card	Gas- Sheriffs Dept	4,509.86
92214	Cousin Freddy's Septic Service	Porta Potty Rental/Pumping	200.00
92215	Dacotah Paper Company	Batteries, Wipe Disinf Clorox	157.55
92216	Dakota Business Solutions	Postage Machine Ink/half tapes	434.00
92217	Dakota Fire Extinguishers	Sheriffs Dept	167.00
92218	Carpenter, Darlene	Lodging	440.00
92219	Dewanz, David	Replace laptop screen	776.66
92220	Schmitt, David	Mileage	365.40
92221	Dell Marketing LP	Dell Pro 24 Monitor - Treasurer	157.49
92222	Deplazes Redi Mix	Cement - Lost Bridge N of Towner	875.00
92223	Dept of Corrections & Rehab	Transfer Inmate	150.00
92224	Dirty Dog Digging & Trucking	Gravel for Hanretty	5,000.00
92225	DK Service	Labor for Tires- Skager, Fuel - Granville	1,729.70
92226	Domestic Violence Crisis Center	Victim/Witness Fees	162.50
92227	Enerbase	Gas- Sign Truck, Propane - Karlsruhe	828.31
92228	Envision Cooperative	Gas & Fuel - Towner, Gas- Lawn mower	2,342.00
92229	First District Health Unit	3rd Qtr. Certified Mill Levy	30,011.25
92230	Galls	Boots	148.99
92231	HACTC	Prisoner board & Medical	10,991.93
92232	Hardware Hank	Bulbs, dish soap, cleaning supplies	680.38
92233	Harry's Tire Service	Tire's Ford F150	820.00
92234	Heart of America Community Service	2024 Contribution	10,000.00
92235	Heart of America Medical Center	Medical Services for Prisoners	5,795.25
92236	ITD Information Technology Dept	Data Processing Service Fees	1,337.90
92237	Slavick, Kathryn	Mileage, BBQ Bootcamp Supplies	780.81
92238	Bossert, Kevin	Mileage	49.00
92239	Johnson, Lance	Mileage	343.00
92240	Lebanon Township	Overweight fees	181.67
92241	Jones, Lesley	Mileage, BBQ Bootcamp Supplies	611.31
92242	M2 Services	Sprayer	14,288.75
92243	Mattingley LLC	Sprayer	10,148.75
92244	Menards	Spray Paint, WD-40, Toiler Bowl Cleaner	69.49
92245	Minot Dakota Square Scheels	Ammo, Kennel	227.80
92246	Mouse River Oil Company	Gas - Sheriff's Dept, Fuel - Karlsruhe	2,808.11
92247	ND Dept of Transportation FMD	Bridge Inspections	689.19
92248	NDACo Resources Group	Datto Backup	225.72
92249	OK Tire Store	Tires- Welstad	518.32
92250	Otter Tail Power Company	Electric Services	1,629.62
92251	Pioneer Metal Sales, LLC	Park Trim	261.00
92252	PowerPlan	Air Filters, Diagnostics	2,537.92
ACH	Quadient Finance USA	Postage	2,750.00
92253	SKM Collections Division	Execution payments	500.00
92254	SRT Communications	Phone, 911 Service	996.27

92255	The Computer Store	Labor - Sheriff's Dept, LCD Cable	350.00
92256	Thomson Reuters West	Online Resource Fee	227.16
92257	Tony's Tire Service	Labor & Mileage	200.00
92258	Towner Health & Wellness	Office Rent	832.00
92259	Tractor Supply Co	Welding Rods, Gear Lube	115.69
92260	Tyler Technologies	School ERP/TaxWise	3,530.00
92261	Uniform Center	Shirts, Pants, Cap	635.18
92262	Upham City	Upham Shop garbage	81.00
92263	Velva Township	Overweight fees	30.99
92264	Verizon Wireless	Wireless Service	794.70
92265	Village Family Service Center	Annual EAP Contract	1,500.00
92266	ND State Treasurer	Monthly Collections	179.01
92267	Verendrye Electric Cooperative	Electric Services	302.85
92268	POST Board	Skager- Dues	45.00

At 1:20 PM, there being no further business to come before the board at this time, a motion was made by Nelson and seconded by Schmitt to adjourn. Motion carried unanimously.

ATTEST:

Darlene Carpenter, Auditor/Treas.

Armann Anderson, Chairman