

OFFICIAL PROCEEDINGS OF THE MCHENRY COUNTY BOARD OF COMMISSIONERS

June 1, 2021

9:00 AM

Vice Chairman Haman called the meeting to order. Commissioners David Medalen, Larry Haman, Armann Anderson and Brady Nelson were present. Commissioner Bruner absent.

A motion was made by Nelson and seconded by Anderson to approve the May 4<sup>th</sup> minutes. Motion carried unanimously.

The board addressed a foreclosed property in Velva City that is causing a concern with the city council. The board would like to continue with the normal process to reduce the price this fall in order to spark the interest of prospective buyers.

A motion was made by Nelson and seconded by Anderson to appoint Corey Long to the County Planning and Zoning Board. Motion carried unanimously.

A motion was made by Medalen and seconded by Nelson to create a new account for the US Treasury Fiscal Recovery Funds. Motion carried unanimously.

A motion was made by Medalen and seconded by Anderson to remove the mask mandate for county buildings, effective June 1. Motion carried unanimously.

A motion was made by Anderson and seconded by Nelson to return two tanks to American Welding and to cancel the lease. Motion carried unanimously.

Helen Lehmann, Glenna and Kolin Johnson, and Becki Freund joined the meeting.

The public hearing was opened regarding the proposal to combine the County Auditor and County Treasurer offices. Glenna Johnson questioned the staffing, checks and balances and what the cost savings would be. It was explained the staffing levels would remain as they currently are with the exception of one less department head. The checks and balances would remain intact, as responsibilities would be divided to ensure that controls exist for proper recording and reporting of county financial transactions. The cost savings could potentially be approximately \$80,000/yr. The board thanked them for their input.

Bids were opened for the road project in Pratt Township to remove a bridge and install culverts. Bids were received from Rocking BS Construction and Woodall Dirtworks. A motion was made by Medalen and seconded by Nelson to accept the low bid of \$19,865.00 from Woodall Dirtworks. Motion carried unanimously.

Becki Freund left the meeting.

Jason Mayfield with Wold Engineering met with the board and presented new quotes from Swingen Construction to repair bridges 25-113.02 and 25-131.17. A motion was made by Medalen and seconded by Anderson to accept the bids from Swingen Construction. Motion carried unanimously.

Helen Lehmann left the meeting.

States Attorney, Josh Frey joined the meeting.

The board recessed for lunch.

Beck Freund and Dick Anderson joined the meeting. Becki presented a conditional use application from Gravel Products to mine gravel in the NE ¼ of Section 34-155-77. Another conditional use application was presented from Mayo Construction for a portable hot mix plant in the NE ¼ of Section 34-155-77. A motion was made by Anderson and seconded by Haman to approve the Gravel Products CUP permit with the following conditions: limited to one year, dust control, weed control (twice a year), no outside material, and to approve the Mayo Construction permit with the following conditions: limited to six months, dust control and an approved road use agreement with the county. Motion carried unanimously.

A motion was made by Medalen and seconded by Anderson to recess as a Board of Commissioners and convene as a Board of Equalization. Motion carried unanimously.

The board reviewed the city and township assessments. The board considered the following recommendations from the Tax Director: Parcel 54-3-10272 to increase \$700 for the addition of a shed; Parcel 54-3-10308 to decrease \$17,100 due to a tax foreclosure; Parcel 55-42-11339 to decrease \$100,000 as the change occurred after February 1; Parcel 57-7-11929 to increase \$149,900 for the addition of various structures; Parcels 56-2-11475, 56-1-11432, 58-1-11649, 58-6-11828-2, 60-2-12131, 60-3-12173, 60-4-12176, 60-4-12186, 60-4-12191, 60-4-12196, 60-4-12206-1, 60-4-12218, 60-4-12224, 60-4-12229, 60-4-12231 were adjusted due to rounding. A motion was made by Medalen and seconded by Anderson to approve the recommended city changes. Motion carried unanimously. The board considered the recommendations from the Tax Director on the following township parcels: Parcel 1-109 to increase \$59,100 due to no longer FRE; Parcel 1-135 to increase \$4,000 for a residential lot value; Parcel 26-5342 to increase \$60,000 due to no longer FRE; Parcel 48-9266 to increase \$105,700 due to no longer FRE; Parcels 9-1669-1, 19-3621, 19-3734-1, 27-5462-4, 37-7634, 37-7644-2, 51-9842-1 were adjusted due to rounding. Dick Anderson questioned the increase in his valuation. A motion was made by Nelson and seconded by Anderson to approve the recommended township changes. Motion carried unanimously. Inundated land applications were reviewed on parcels 36-7259, 36-4001-12872, 42-8454. A motion was made by Medalen and seconded by Anderson to deny these applications as they no longer qualify. Motion carried unanimously. A motion was made by Nelson and seconded by Anderson to approve a 7% increase in ag land values. Motion carried unanimously.

A motion was made by Anderson and seconded by Medalen to recess as a Board of Equalization and reorganize as a Board of Review for the unorganized townships. Motion carried unanimously. The board reviewed the assessments, farm residence exemptions and homestead credits for the unorganized townships. A motion was made by Nelson and seconded by Anderson to approve the values as presented. Motion carried unanimously. A motion was made by Anderson and seconded by Medalen to approve the FRE's and homestead credits. Motion carried unanimously.

A motion was made by Anderson and seconded by Haman to adjourn as a Board of Review and reorganize as a Board of Equalization. Motion carried unanimously. A motion was made by Medalen and seconded by Nelson to accept the changes for the unorganized townships. Motion carried unanimously. A motion was made by Medalen and seconded by Anderson to adjourn as a Board of Equalization and reconvene as a Board of Commissioners. Motion carried unanimously.

Becki Freund presented a verbal resignation and two-week notice from her position of Tax Director.

A motion was made by Nelson and seconded by Haman to move the Towner motorgrader to Karlsruhe until the Towner blade operator position is filled. Commissioners Nelson, Haman, Anderson voting aye. Commissioner Medalen voting nay. Motion carried.

A motion was made by Anderson and seconded by Haman to advertise for a Tax Director. Motion carried unanimously.

Commissioner Anderson introduced the following resolution and Commissioner Haman moved its adoption:

WHEREAS, McHenry County North Dakota has the potential of having abnormally dry conditions limiting high quality foliage production and creating poor grazing conditions for livestock; and  
 WHEREAS, all available resources remain committed to protecting life and property; and  
 WHEREAS, the impact of dry conditions could threaten the health, well-being and safety of livestock, as well as the livelihood of Farmers and Ranchers within McHenry County; and  
 WHEREAS, the cost of response may be far in excess of available McHenry County resources.  
 NOW, THEREFORE, BE IT RESOLVED, that the Board of McHenry County Commissioners issue a “Declaration of Emergency” due to drought for McHenry County, North Dakota.

A consent motion was made by Medalen and seconded by Anderson to approve the following: Treasurer's Miscellaneous Receipts #45582-45653; the monthly payroll in the amount of \$140,401.18 paid by warrant checks #26363-26411; Sheriff April statement of fees \$889.00, Sheriff mileage \$279.00, Deputy reports for Apr/May.

The board continued to audit bills until completed. A motion was made by Nelson 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>
81879	Advanced Business Methods	Copier contracts	2,478.80
81880	Acme Tools	Shop supplies	165.09
81881	Agweek	Subscription	64.00
81882	Anderson, Armann	Mileage	52.08
81883	Anamoose Township	Overweight fees	45.63
81884	Attorney General Office	Program fees	1,505.00
81885	Bag LLC	Meeting minutes, Ads	126.08
81886	B&M Laundry	Service	21.92
81887	Burckhard, Jacqueline	Mileage	89.60
81888	Carpenter, Darlene	Mileage, title registration	204.26
81889	Cenex Fleetcard	Gas	3,160.37
81890	Dacotah Paper Company	Supplies	56.93
81891	Davenport, James	Mileage	98.46
81892	Deere Credit Inc	Blade leases	76,962.72
81893	Deering Township	Overweight fees	955.37
81894	Dakota Fire Extinguishers, Inc	Service	45.98
81895	Drake Fresh Foods	Supplies	13.47
81896	DK Service	Oil change	85.98
81897	Dokken's Automotive LLC	Repairs	946.31
81898	Designs on Broadway	Printing	560.32
81899	Drake City	Utilities	98.30
81900	Domestic Violence Crisis Center	Fees	150.87
81901	Enerbase	Gas	467.59
81902	Envision Cooperative	Gas, diesel fuel	1,183.77
81903	Haman, Lorinda	Supplies, postage	542.51
81904	Heart of America Medical Center	Prisoner medical services	2,516.97
81905	HACTC	Prisoner board	32,945.39
81906	Heilman's Diesel Repair	Supplies	29.00
81907	HITS	Registration	500.00
81908	Home of Economy	Tools	179.00
81909	HR Collaborative	Registration	100.00
81910	John Deere Financial	Supplies	36.75
81911	Kitzman, Neil	Mileage	30.24
81912	Larson, Hank	Refund	8.00
81913	Mike's Body Paint & Glass	Towing services	1,575.00
81914	McHenry County Treasurer	Sheriff April fees & mileage	1,812.00
81915	Medalen, David	Mileage	59.92
81916	Metcalf, Kendra	Supplies	24.61
81917	Mouse River Journal	Legal publications	166.32

81918	Mouse River Oil Company	Diesel fuel	2,343.52
81919	NAPA Auto Parts of Minot	Parts	14.09
81920	Nutrien Ag Solutions, Inc	Chemical	122,582.20
81921	ND Association of Counties	Registration	180.00
81922	NDACo Resources Group	Datto backup, equipment	3,718.27
81923	ND Telephone Company	Fees	41.14
81924	Nelson, Brady	Mileage	22.96
81925	Newman Signs, Inc	Road signs	397.00
81926	Office Depot, Inc	Supplies	848.77
81927	OK Tire Store Minot	Tires	505.20
81928	Otter Tail Power Company	Electric service	2,273.31
81929	Otter Tail Power Company	Zoning fee refund	200.00
81930	Pierce County Tribune	Ads	239.40
81931	PharmChem, Inc	Drug testing	57.10
81932	Pioneer Metal Sales LLC	Supplies	83.00
81933	PowerPlan	Parts	1,580.80
81934	Praxair Distribution, Inc	Cylinder rent	151.66
81935	Ramkota Hotel Conference Center	Lodging	86.40
81936	RV Enterprises	Road work	55,914.65
81937	Saline Township	PW 3948, 3949, 3619, Overweight fees	6,387.09
81938	Stuart Blessum Construction	Memorial Building Roof	5,000.00
81939	Schiller Township	Overweight fees	12.50
81940	Smette Oil Company	Diesel fuel, gas	7,380.84
81941	State Radio Communications	Reverse 911	1,135.72
81942	SRT Communications, Inc	Phone, 911 service	2,032.25
81943	Staples Credit Plan	Supplies	85.87
81944	Towner Health & Wellness	Rent	545.00
81945	Towner City	Utilities	315.16
81946	TransUnion Risk Alternative	Online fee	100.00
81947	Thomson Reuters West	Online fee	175.27
81948	Verendrye Electric Cooperative	Electric service	392.32
81949	Verizon Wireless	Wireless service	672.22
81950	Volk, Mike	Mileage	272.72
81951	Wald, Rachel	Mileage	293.84
81952	Wold Engineering PC	Services	1,760.00
81953	Ziegler Oil Company	Diesel fuel	2,315.81

At 3:25 PM, there being no further business to come before the board at this time, a motion was made by Medalen and seconded by Anderson to adjourn.

ATTEST:

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Darlene Carpenter, Auditor

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Larry Haman, Vice Chairman