

OFFICIAL PROCEEDINGS OF THE MCHENRY COUNTY BOARD OF COMMISSIONERS

May 2, 2023

9:00 AM

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

Chairman Nelson turned the meeting over to Vice Chair Armann Anderson in order to attend a project meeting regarding the jury room renovation.

A motion was made by Johnson and seconded by Bruner to approve the April 4<sup>th</sup> minutes. Motion carried unanimously.

Community Service Coordinator, Lisa Coffman met with the board to present her monthly report.

The board reviewed the following zoning applications: Wyatt Bachmeier – variance, Aggregate Construction – conditional use, Rodney Buri – variance. A motion was made by Johnson and seconded by Drader to approve all applications as recommended by the zoning board. Motion carried unanimously.

Chairman Nelson joined the meeting.

Kendra Metcalfe, Rachel Wald and Shana Forester met with the board regarding the soon-to-be vacant FCW position due to Kendra's resignation. A motion was made by Bruner and seconded by Anderson to fill the position. Motion carried unanimously.

Katelyn Crider with JLG Architects met with the board regarding the progress on the jury room renovation project. It is currently 95% designed. The board reviewed the designs and questioned the overage cost for the wiring changes. The company responsible for the wiring will be contacted for more information regarding the high cost. The next phase would be the construction documents. A motion was made by Drader and seconded by Johnson to approve the design phase. Motion carried unanimously.

Tim Anderson from Rosehill Township and James Green from Wagar Township met with the board regarding the township road maintenance agreement. They would like verbiage added to the agreement that would state what the expectations would be as far as how often a township would see a blade. The board explained it's difficult to determine due to weather, breakdowns and personnel, but the county's goal is approximately once every 5 weeks. The board will review the agreement and try to make some changes.

Chad Johnson with RDO Equipment stopped by to see how things are working. The board requested an RDO representative provide some training to the new blade operators.

Barry Wiersch met with the board to request a compensation/benefit adjustment. No decision was made.

Jason Mayfield with Wold Engineering stated the Russell paving project is set to start after July 4<sup>th</sup>. The board discussed the detour route during the bridge replacements North of Granville. The board discussed applying for funds to rehab or replace some historic bridges.

The board recessed for lunch.

Alex Kasowski, Pius Black, Lynn Kongsli, Ron Gefroh and Dustin Johnson met with the board regarding the condition of Co Rd 19 from Karlsruhe to Hwy 41. It was mentioned there was an agreement with Strata for the maintenance of a portion of that road, but no one has a copy of it. Commissioner Nelson will work with Strata to get something in writing.

Kelsey Siegler met with the board to discuss a possible burn ban. A motion was made by Bruner and seconded by Anderson to adopt a burn ban through October 31<sup>st</sup>. Motion carried unanimously.

A motion was made by Bruner and seconded by Johnson to advertise the following items for sale: Oshkosh water truck, 1993 Topkick chassis, two 2008 Ford pickups and the orange pickup in Drake. Motion carried unanimously. Additional items will be added.

The board discussed contracting with Vanguard to appraise the large elevators and industrial sites throughout the county. An estimate will be requested.

Josh Frey, Miriam Smette and Lauren Haman met with the board. Due to the jury room remodel, they will be losing space so they are looking into renting additional space at their current location. Josh mentioned he would like to contract with the Towner County legal assistant to help in McHenry County. He will provide more information after talking with Towner County. Josh has received a request for the county to sign a waiver which would not allow litigation with opioid pharmaceutical companies. Signed the waiver could assist the state in recovering fund to help fight opioid use. A motion was made by Drader and seconded by Anderson to sign the agreements for the National Opioid Settlements. Motion carried unanimously. The board also discussed encroachments along county roads. The commissioners were asked to identify the problem spots and provide the list to the States Attorney.

The board discussed the plans for a new drug dog in the Sheriff's Department. A bill was presented for \$16,500 for the purchase of the dog and training, which funds have been collected by the department through donations.

A motion was made by Johnson and seconded by Bruner to approve 10 loads of gravel on county roads in commission district 3. Motion carried unanimously.

A consent motion was made by Johnson and seconded by Drader to approve the following: Treasurer's Miscellaneous Receipts #47463-47562; the monthly payroll in the amount of \$153,214.30 paid by warrant checks #27517-27569; Clerk of Court March City of Towner \$60.00, County fees \$985.00, State fees \$15,346.94; Clerk of Court April City of Upham \$80.00, County fees \$738.95, State fees \$13,700.60; County Recorder April recording fees of \$3,213.00 and misc fees of \$226.24; Sheriff Apr statement of fees \$180.00, Sheriff mileage \$240.00, Deputy reports for Mar.

The board continued to audit bills until completed. A motion was made by Anderson and seconded by Bruner 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>
86161	Advanced Business Methods	Cannon scanner, copy machine lease	5,560.38
86162	Amazon Capital Services	Office supplies	226.64
86163	American Welding & Gas, Inc	Cylinder rent, acetylene	509.65
86164	Anderson, Armann	Mileage	146.06
86165	Attorney General Office	Program fees	3,565.00
86166	BAG LLC	Legal publications	180.68
86167	Bottineau County Sheriff's Dept	Prisoner medical expense	87.65
86168	Best, Sutton	Mileage	37.99
86169	B & P Trucking, LLC	Snow removal	840.00
86170	Bruner, Bryan	Mileage	186.02
86171	Burckhard, Jacqueline	Mileage	203.05
86172	Carpenter, Darlene	Mileage, cake	97.63
86173	Cenex Fleetcard	Gas	4,405.38
86174	Colby Enterprises	Log Jam Removal	16,000.00
86175	DK Service	Gas, diesel, oil change	1,672.15
86176	DMC Wear Parts LLC	Cutting edges, wedges, blades	36,508.37
86177	Dokken's Automotive LLC	Oil change	96.55

86178	Designs on Broadway	Print newsletter	973.47
86179	Drader, Duane	Mileage	249.55
86180	Drake City	Utilities	98.65
86181	Dakota Truck & Farm Service	Tire repair	290.70
86182	Domestic Violence Crisis Center	Fees	382.50
86183	Enerbase	Diesel, gas	3,471.85
86184	Envision Cooperative	Gas, diesel fuel, propane, oil change	4,320.58
86185	Galls LLC	Uniform	110.23
86186	Gallows Motorcycle Club	Hall rent	250.00
86187	GoDaddy.com	County Website domain	40.34
86188	HACTC	Prisoner board, medical	25,987.37
86189	Hardware Hank	Supplies	217.79
86190	Heilman's Diesel Repair	Supplies	134.50
86191	Heringer Lumber	Painting supplies	51.42
86192	Home2 Suites Hilton	Lodging	176.40
86193	Information Technology Dept	Data processing	1,789.75
86194	JLG Architects	Courthouse renovations	3,385.81
86195	Job Service North Dakota	Unemployment benefits	229.88
86196	Kitzman, Neil	Mileage	26.85
86197	Linde Gas & Equipment, Inc	Cylinder rent	85.94
86198	Lien's Jewelry	2-Retirement clocks	165.00
86199	Mike's Body Paint & Glass	Impound, repairs	4,920.06
86200	McDonough, Mark	Dog, training	16,500.00
86201	McHenry County Treasurer	1 cent gas tax	4,417.15
86202	McHenry County Treasurer	Sheriff's April fees, mileage, tow bill	758.50
86203	McHenry County Treasurer	County car mileage	74.80
86204	Metcalf, Kendra	Program supplies, registration	98.51
86205	Mouse River Journal	Legal publications	552.82
86206	Mouse River Oil Company	Diesel, Gas	6,194.77
86207	Maertens Welding Machine Company	Parts	181.50
86208	NAPA Auto Parts of Rugby	Parts	90.01
86209	Northern Bag & Box Company	Sand bags	293.97
86210	ND Association of Counties	Drug testing	126.00
86211	ND County Recorder's Association	Registration	400.00
86212	ND Telephone Company	Circuit fees	41.14
86213	NDSU Extension Service	Salaries	12,000.50
86214	Newman Signs, Inc	Letters	116.85
86215	Northern Prairie Human Service Zone	Toner	68.97
86216	Office Depot, Inc	Office Supplies	248.90
86217	Otter Tail Power Company	Utilities	5,136.22
86218	Pharmchem, Inc	Drug testing	159.75
86219	PowerPlan	Parts	1,482.61
86220	Pro Forms	Paper	356.73
86221	Pratt Township	Overweight fees	28.52
86222	Quadient Leasing USA, Inc	Postage machine lease	4,477.00
86223	Runnings	Tools	320.21
86224	RV Enterprises	Bobcat rental	60.00
86225	Siegler, Kelsey	Mileage	60.92
86226	Smette Oil Company, Inc	Gas, diesel	2,263.62
86227	State Radio Communications	January-March 911 & LETS	23,075.96
86228	SRT Communications, Inc	Phone, 911 service	1,613.43
86229	Star City Senior Center	Hall rent	100.00
86230	Staples Credit Plan	Cart	83.99
86231	Towner Health & Wellness	States Attorney Office rent	545.00
86232	TrueNorth Steel, Inc	Culverts	17,032.00
86233	Towner City	Utilities	380.10
86234	Transunion Risk Alternative	Online resource	110.00
86235	Thomson Reuters West	Online fee	196.91

86236	Third Watch Communications	Equipment	4,197.00
86237	Uniform Center	Uniforms	90.99
86238	Verendrye Electric Cooperative	Electric service	491.38
86239	Verizon Wireless	Wireless service	763.15
86240	Vormestrand, Alan	Mileage	50.43
86241	Wald, Rachel	Mileage	227.29
86242	Ward County	Prisoner board	1,440.00
86243	Ziegler Oil Company	Diesel, propane	3,909.64

At 5:25 PM, there being no further business to come before the board at this time, a motion was made by Drader and seconded by Bruner to adjourn. Motion carried unanimously.

ATTEST:

\_\_\_\_\_  
Darlene Carpenter, Auditor

\_\_\_\_\_  
Brady Nelson, Chairman