

OFFICIAL PROCEEDINGS OF THE MCHENRY COUNTY BOARD OF COMMISSIONERS

June 7, 2016

9:00AM

Chairman Bergstad called the meeting to order. Commissioners Harry Bergstad, David Medalen, Gregg Boutilier, Bryan Bruner and Larry Haman were present.

A motion was made by Medalen and seconded by Bruner to approve the May 3rd and 18th minutes. Motion carried unanimously.

Neil Kitzman met with the board to discuss cutting edges.

A motion was made by Medalen and seconded by Haman to rescind the motion made on May 3rd to award the Meadow Township culvert project to the low bidder since they were not able to get the material. Motion carried unanimously.

A motion was made by Medalen and seconded by Boutilier to award the Meadow Township culvert project to Woodall Dirtworks, who had the second lowest bid of \$10,982.50. Motion carried unanimously.

A motion was made by Haman and seconded by Boutilier to accept the resignations from Lorraine Myers, Clerk of Court and Cassey Breyer, States Attorney. Motion carried unanimously.

The board received an update via telephone from County Agent Rachel Wald regarding the salsa garden project.

A motion was made by Bruner and seconded by Haman to approve the contract with The Village Business Institute to provide EAP services to McHenry County. Motion carried unanimously.

The board reviewed the variance application from Blane Keller to place a second non-farm dwelling on Outlot 359 located in the NWSW and SWSW of Section 25-153-80. They also reviewed the variance application from Gary Ellingson to construct an addition on an existing home which will be 170' from the center of Hwy 41 located in Outlot 1 of the SESE in Section 20-152-80. A motion was made by Haman and seconded by Bruner to approve these applications. Motion carried unanimously.

A motion was made by Boutilier and seconded by Medalen to approve the gaming application from the Velva Fire Department to conduct gaming at the Star City Golf Course and to approve the raffle permit for the Towner Rodeo Association. Motion carried unanimously.

A motion was made by Bruner and seconded by Medalen to sign the mutual aid agreement proposed for McHenry County cities, McHenry County resources and McHenry County response agencies. Motion carried unanimously.

Cassey Breyer and Miriam Smette met with the board. Miriam discussed dates for upcoming training and possible leave dates. A VOCA grant was awarded in the amount of \$18,214.

Dena Filler from the Domestic Violence Crisis Center met with the board to request funds as they have in the past to provide the county with domestic violence and sexual assault services to the citizens. A motion was made by Haman and seconded by Medalen to provide the Domestic Violence Crisis Center with 50% of the monthly fees collected, effective June 1. Motion carried unanimously.

Jason Mayfield, Greg Hagen and Tony Schmaltz joined the meeting. Jason gave an update on the county road projects. A motion was made by Medalen and seconded by Haman to retain the good bridge planks from the Kongsli Bridge. The board also discussed the Granville City road project and agreed to not allow the contractors to cut the new county pavement through town.

Tony Schmaltz met with the board to request the authorization of more Strata trucks and more weight on the county roads. A motion was made by Boutilier and seconded by Bruner that additional trucks over 16 need to be approved by the county commission. Motion carried unanimously.

The board recessed for lunch.

A motion was made by Medalen and seconded by Bruner to approve change order CNOB-CNOC-2506(063) to add 1,400 CY of 2 ft subcuts, 1,800 SY of fabric and backfilled with gravel. Motion carried unanimously.

Jennifer Stewart met with the board. She presented her findings on the Gackle protest. A motion was made by Bruner and seconded by Medalen to leave the values as they are, as recommended by the Tax Director. Motion carried unanimously.

A motion was made by Medalen and seconded by Bergstad to recess as a Board of Commissioners and convene as a Board of Equalization. Motion carried unanimously. Also present was Velva City Assessor, Ron Nagle.

The board reviewed the city assessments. A protest letter was received from Dana Triggs regarding her values. A motion was made by Boutilier and seconded by Bruner to approve the city assessments as presented. Motion carried unanimously.

The board reviewed the organized township assessments. A motion was made by Haman and seconded by Medalen to approve the organized township assessments as presented. Motion carried unanimously.

Glen Sletto joined the meeting.

A motion was made by Boutilier and seconded by Bruner 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 for the unorganized townships. An application for inundated land was received from Aaron Bryn. A motion was made by Boutilier and seconded by Bruner to deny as it does not meet the eligibility requirements per ND Century Code. Motion carried unanimously. The inundated land application from Ole Bryn was reviewed. A motion was made by Bruner and seconded by Boutilier to approve the credit on parcel 42-8454 but to deny the credit on parcel 42-8457 since it is not 10 contiguous acres. Motion carried unanimously. A motion was made by Haman and seconded by Bruner to approve the FRE's for the unorganized townships. A motion was made by Haman and seconded by Medalen to approve the Homestead Credits for the unorganized townships. A motion was made by Haman and seconded by Bruner to approve the Disabled Veterans Credits.

A motion was made by Boutilier and seconded by Medalen to reorganize as a Board of Equalization. Motion carried unanimously. A motion was made by Boutilier and seconded by Haman to approve the assessments as presented for the unorganized townships. Motion carried unanimously. Glen Sletto explained his situation regarding his property. A motion was made by Haman and seconded by Medalen to adjourn as a Board of Equalization and reconvene as a Board of Commissioners. Motion carried unanimously.

Velva City Mayor, Scott Blotter and Velva Voice editor Courtney Graves joined the meeting.

A motion was made by Medalen and seconded by Boutilier to sign the federal aid contract with NDDOT for county project SC-2511(065) for a seal coat on Co Rd 3 North of Granville. Motion carried unanimously.

Scott Blotter met with the board regarding the Welo Building in Velva. Since this property has been foreclosed on by the county due to delinquent taxes and because it is becoming a safety hazard, Blotter suggested a partnership between the county and the city for demolition. A motion was made by Boutilier and seconded by Bergstad to commit up to a 50% cost share with Velva City for the demolition costs; to authorize the City of Velva to put the project out on bids; to allow the ability for the county to deny the bid prior to Velva City awarding the contract. Motion carried unanimously.

The board discussed the condition of the county nurse's building. A motion was made by Medalen and seconded by Bergstad to advertise for bids to remove the back addition to the building. Motion carried unanimously.

A motion was made by Medalen and seconded by Boutilier to approve the placement of an approach between sections 16/21 in 158-76. Motion carried unanimously.

Petitions were submitted by Lynn Kongsliie to close the following section lines: the North border of section 4, the north border of the NW ¼ NW ¼ in section 3, between sections 4 and 9, between sections 9 and 10 all in 154-77.

Petitions were submitted by Mark Anderson to close the following section lines: between sections 22 and 27, between sections 26 and 27, between sections 27 and 34 all in 155- 77.

A motion was made by Bruner and seconded by Haman to hold the public hearings during the commissioner's regular meeting on July 5th.

A motion was made by Bergstad and seconded by Bruner to require the seller be responsible for filing fees for the Co Rd 10 project. Motion carried unanimously.

The board held interviews for the Clerk of Court position. A motion was made by Haman and seconded by Bruner to offer the position to Tina Berndt. Motion carried unanimously.

A motion was made by Bruner and seconded by Boutilier to purchase a disk to mount on a blade in the amount of \$5,500. Motion carried unanimously.

Boutilier left the meeting.

A consent motion was made by Bruner and seconded by Haman to approve the following: Treasurer's Miscellaneous Receipts #40683-40762; the monthly payroll in the amount of \$158,099.54 paid by warrant checks #22800-22867 and Social Service bills totaling \$6,270.32; Clerk of Court May County fees \$946.25, State fees \$10,076.28; County Recorder April recording fees of \$3,042.00 and misc fees of \$1,043.50; County Recorder May recording fees of \$2,965.00 and misc fees of \$1,070.75; Sheriffs April statement of fees \$1,058.75, Sheriffs mileage \$471.60, Deputy reports for Apr/May.

The board continued to audit bills until completed. It was then the consensus of the board that the following bills be approved and the proper checks be issued thereof:

Warrant	Paid	Reason	Amount
22800	Altenhofen, Tanner	Deputy (Ded. 723.67)	2,532.77
22802	Bergstad, Harry	Mileage- Commissioner Mtg (Ded. 4.05)	48.87

22803	Block, Marvin	Zoning Mtg (Ded. 3.44)	41.56
22804	Blumhagen, Joey	PT Blade Operator (Ded. 39.51)	477.00
22805	Bossert, Kevin	Blade Operator (Ded. 737.23)	2,797.04
22806	Bossert, John	Blade Operator (Ded. 934.28)	2,779.33
22807	Boutilier, Gregg	Mileage- Commissioner Mtg (Ded. 5.45)	65.83
22808	Brandt, Kelly	Blade Operator (Ded. 801.48)	3,026.91
22811	Bruner, Bryan	Park Bd Mtg/Mileage for Mtgs (Ded. 9.23)	111.37
22813	Carpenter, Darlene	Zoning Mtg (Ded. 3.44)	41.56
22815	Counts, Evan	Deputy (Ded. 736.78)	2,640.97
22817	Dewanz, David	Deputy (Ded. 795.73)	3,016.10
22819	Gardner, Lloyd	Zoning Mtg (Ded. 3.44)	41.56
22822	Goodwin, Maurice	Zoning Mtg/Mileage (Ded. 7.00)	84.44
22824	Hagen, Yvonne	Dance/Benefit (Ded. 81.06)	318.94
22826	Haman, Lorinda	Weed Bd Secretary (Ded. 115.20)	484.80
22828	Hansen, Jerry	Blade Operator (Ded. 1237.32)	3,143.45
22829	Hendrickson, Lyle	Zoning Mtg/Mileage (Ded. 6.75)	81.45
22835	Keller, Brenda	PT Janitor (Ded. 396.16)	1,289.60
22836	Kitzman, Neil	Blade Operator (Ded. 1098.47)	3,322.96
22837	Krumwiede, Tom	Zoning Mtg/Mileage (Ded. 6.87)	82.95
22840	Linstrom, Calise	Deputy (Ded. 1115.01)	2,650.91
22844	Medalen, David	Mileage- Commissioner Mtg (Ded. 1.36)	16.46
22845	Merck, Micky	Blade Operator (Ded. 671.14)	2,640.74
22848	Rieder, Martin	PT Janitor (Ded. 81.64)	474.79
22849	Rognlien, Maxine	Supt of Schools (Ded 8.24)	99.51
22850	Rosencrans, Keith	Blade Operator (Ded. 860.39)	2,874.74
22851	Rostad, Virginia	Park Bd Mtg (Ded. 3.44)	41.56
22852	Schmitt, Randall	Park Bd Mtg/Mileage (Ded. 5.34)	64.50
22855	Smette, Jeffrey	Park Bd Mtg (Ded. 3.44)	41.56
22857	Sommer, Tony	Blade Operator (Ded. 660.46)	2,591.65
22859	Sveund, Kathryn	PT Janitor Help (Ded. 1.52)	18.24
22860	Thiessen, Zacory	Deputy final pay/paid out used vac (Ded. 616.68)	3,052.22
22861	Tougas, Tanner	Deputy (Ded. 724.36)	2,587.16
22864	Weninger, Joseph	TC/Road signs/911 signs (Ded. 362.07)	1,976.43
22865	Wittstruck, Lisa	Zoning Mtg/Mileage (Ded. 5.75)	69.49
22866	Zelinski, Matthew	Zoning Mtg/Mileage (Ded. 6.75)	81.45
22867	Schultz, Leon	TC/Road & 911 signs/mowing (Ded. 363.27)	1,692.83
70271	Advanced Business Methods	Copy machine	3,750.80
70272	AgriTec, Inc	Chemical	39.45
70273	AT&T Mobility	Cell phone service	885.82
70274	The Attic	Ammunition, holster	366.45
70275	Attorney General Office	Sobriety program fees	1,675.00
70276	B&L Electric	Light repair	659.55
70277	Bergstad, Harry	Mileage	91.80
70278	Berndt, Tina	Mileage, meals, lodging	489.18
70279	Berg, Alysha	Witness fee, mileage	120.04
70280	BHG, Inc	Election notice	108.46
70281	Boutilier, Gregg	Mileage	159.84
70282	Breyer, Cassey	Mileage, postage	135.55
70283	Brother International Corp	Paper	244.28
70284	Bruner, Bryan	Mileage	248.94
70285	Butler Machinery Company	Blade parts, repairs	4,999.34
70286	Cain, Debra	Witness fee	25.54
70287	Candlewood Suites Fargo	Lodging	160.20
70288	Carpenter, Darlene	Mileage, meals	219.68
70289	Cenex Fleetcard	Gas	2,297.18
70290	Caterpillar Financial Services	Blade lease	56,758.34
70291	CleanTech	Vehicle cleanup	136.50

70292	Cenex Propane Partners	Propane	504.00
70293	Crop Production Services	Chemical	169,487.88
70294	Dakota Communications, Inc	Equip 2016 Ford F150	8,171.00
70295	Dacotah Paper Company	Janitorial supplies	167.75
70296	Deere Credit, Inc	Blade lease	49,955.24
70297	DK Service	Gas, diesel	1,772.54
70298	Dokken Construction, Inc	Gravel Hougom, Red Cross Twps	14,500.00
70299	Drake City	Utilities	89.13
70300	DS Solutions	Test ballots	150.00
70301	Dakota Truck & Farm Service	Blade tires	356.20
70302	Envision	Gas, diesel	2,224.64
70303	Equipment Blades, Inc	Cutting edges	1,830.85
70304	Environmental Systems Research	GIS software license	5,810.76
70305	Election Systems & Software	Ballots	1,544.05
70306	Farden Construction, Inc	CNOB-CNOC-2506(063)	793,241.84
70307	First District Health Unit	2nd Qtr Mill Levy	22,509.22
70308	Farmers Union Oil, Velva	Gas, diesel, oil changes	5,137.25
70309	GCR Tire Centers	Deputy's vehicle tires	1,658.60
70310	Granville City	Propane	13.60
70311	General Trading Company	Shop supplies	120.79
70312	Haman, Lorinda	Supplies	43.13
70313	HACTC	Prisoner board	10,067.79
70314	Hardware Hank	Supplies, maintenance	366.61
70315	Heringer Lumber	Sign supplies	64.96
70316	Hermanson Construction	Jury chair repair	120.00
70317	Hauser's Farm Supply, Inc	Mower blades	1,810.10
70318	Home of Economy	Splash guard	8.99
70319	HR Collaborative	Registration	200.00
70320	ITD Information Technology Dept	Data processing	632.25
70321	Job Service North Dakota	Unemployment tax	99.92
70322	Johnson, Callie	Mileage, supplies	429.02
70323	LeierGIStics LLC	Website maintenance	941.70
70324	Loftesnes, Lucille	Mileage	23.76
70325	Martinson, Debra	Transcript	52.00
70326	Matthew Bender & Company	ND Century Code manual	117.60
70327	Mattson, Valorie	Witness fee	73.60
70328	Mike's Body Paint & Glass	Towing, oil change, repair	206.36
70329	Medalen, David	Mileage	234.90
70330	Menards	County Park supplies	183.42
70331	Mouse River Concrete	Bridge repair	5,500.00
70332	Mouse River Journal	Legal publications	435.28
70333	Mouse River Oil Company	Diesel	6,065.10
70334	NAPA Auto Parts, Harvey	Repairs	177.68
70335	NAPA Auto Parts, Minot	Shop tools	316.97
70336	ND Association of Counties	Registration	30.00
70337	NDAAO	Registration	220.00
70338	ND State Auditor	2014 Audit	165.00
70339	NDLTAP	Registration	100.00
70340	ND State's Attorney's Association	2016 Dues	300.00
70341	ND Surplus Property	Laptop	100.00
70342	ND Dept of Transportation MVD	Title/License 2016 Ford F150	11.50
70343	ND Dept of Transportation FMD	Bridge Inspection	38.72
70344	ND Telephone Company	911 fees	123.74
70345	Newman Traffic Signs	Sign supplies	2,222.00
70346	Office Depot	Office supplies	803.19
70347	Otter Tail Power Company	Electric service	1,915.20
70348	PharmChem, Inc	Drug testing	125.00

70349	PowerPlan	Parts	759.66
70350	Pro-Vision	Body cameras	2,416.00
70351	Rhomar Industries, Inc	Sealant	787.81
70352	Yvette Rozmarynowski	Stove	100.00
70353	Redwood Toxicology Dept	Drug test	8.75
70354	Rugby Lumber, Inc	Park shelter building materials	5,532.00
70355	Sherman, Jodi	Transcript	46.95
70356	Skager, Trey	Prisoner meals	15.65
70357	Smette Oil, Inc	Gas, diesel, supplies	4,863.86
70358	Smette, Miriam	Mileage, lodging	410.68
70359	Souris River Joint Water Board	Flood protection plan	7,331.25
70360	SRT, Communications, Inc	Phone, 911 service	2,414.98
70361	Sundre Sand & Gravel, Inc	Gravel County Rd	2,975.90
70362	Staples Credit Plan	Office supplies	474.66
70363	Stewart, Jennifer	Mileage	108.00
70364	Soil Testing Laboratory	Soil test	36.00
70365	Susag Sand & Gravel, Inc	Gravel County Rd	9,714.00
70366	Thomas & Thomas Attorneys-At-Law	Services	100.00
70367	Towner City	Utilities	417.54
70368	Towner Foods	Supplies	79.04
70369	Towner Plumbing & Heating	Supplies	8.94
70370	Thomson Reuters-West Publishing	Westlaw	153.67
70371	Tractor Supply Company	Supplies	64.95
70372	U-N-I Building, LLC	States Atty office rent	750.00
70373	Verendrye Electric Cooperative	Electric service	773.42
70374	Wald, Rachel	Mileage, supplies	323.18
70375	Ward County Sheriff's Dept	Paper service	174.00
70376	Werle, Curt	Spraying	1,487.50
70377	Wold Engineering, PC	CNOB-CNOC2506(063),SC2511(065),BRO2511	41,821.70
70378	Ziegler Oil Company	Gas, propane, diesel	1,966.00

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

ATTEST:

Darlene Carpenter, Auditor

Harry Bergstad, Chairman