

OFFICIAL PROCEEDINGS OF THE MCHENRY COUNTY BOARD OF COMMISSIONERS

December 3, 2019

9:00 AM

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

A motion was made by Boutilier and seconded by Medalen to approve the November 5<sup>th</sup> and 19<sup>th</sup> minutes. Motion carried unanimously.

Rachel Wald and Kendra Metcalfe met with the board to present an update on the happenings in the Extension Office and provide information on upcoming seminars.

The Chairman relinquished his chair to the auditor for the purpose of reorganizing the board. The auditor called for nominations for Chair. Haman nominated Bryan Bruner. A motion was made by Medalen and seconded by Boutilier that nominations cease and a unanimous ballot be cast for Bruner. Motion carried unanimously. The auditor called for nominations for Vice Chair. Boutilier nominated Larry Haman. A motion was made by Medalen and seconded by Boutilier that nominations cease and a unanimous ballot be cast for Haman. Motion carried unanimously. The auditor turned the meeting over to Chairman Bruner.

A motion was made by Boutilier and seconded by Bruner to approve Homestead Credit abatement #1317. Motion carried unanimously.

A motion was made by Boutilier and seconded by Haman to reissue lost instrument #78118. Motion carried unanimously.

A motion was made by Boutilier and seconded by Medalen to accept being the project sponsor to build a 10-foot wide sidewalk from the Highway 41 bridge to the Velva Golf Club and to approve a letter of support for the project. Motion carried unanimously. No county funds will be used toward the project.

A motion was made by Medalen and seconded by Boutilier to make the following appointments: Roger Myers – Zoning Board, Tom Krumwiede – Zoning Board, Teresa Proper – Park Board, Becki Freund – Tax Director, Maxine Rognlien – Supt. of Schools, James Davenport – Veteran Service Officer, Kelsey Siegler – Emergency Manager/911. Motion carried unanimously.

The board discussed traffic counts and load limits.

Denver Fosness and Steve Jacobson joined the meeting. The board opened the bids for the logjam removal in Falsen Township. A motion was made by Medalen and seconded by Haman to accept the low bid from Fosness Construction in the amount of \$19,900. Motion carried unanimously.

The board requested applications be sought for the open seat on the board due to the death of Commissioner Bergstad.

A motion was made by Boutilier and seconded by Bruner to purchase a snowblower for the county grounds. Motion carried unanimously.

The board recessed for lunch.

A motion was made by Haman and seconded by Boutilier to advertise for bids to widen a portion of Co Rd 10 in the NE ¼ of Section 36-153-76. Motion carried unanimously.

Harold Rotunda, CPA met with the board to review the 2018 county audit.

Sheriff Skager met with the board and reported the price of new vehicles and informed the board of the need to purchase new equipment since most of the equipment from the current vehicles won't fit in the new vehicles.

A consent motion was made by Medalen and seconded by Boutilier to approve the following: Treasurer's Miscellaneous Receipts #44139-44222; the monthly payroll in the amount of \$156,803.69 paid by warrant checks #25449-25512 and Social Service bills totaling \$43,335.28; Clerk of Court November County fees \$425.00, State fees \$8,471.87, Granville City \$40.00; County Recorder November recording fees of \$3,410.00 and misc fees of \$314.10; Sheriff October statement of fees \$607.00, Sheriff mileage \$926.00; Sheriff November statement of fees \$1,545.00, Sheriff mileage \$1,018.00, Deputy reports for Nov.

The board continued to audit bills until completed. A motion was made by Haman and seconded by Medalen 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>
78606	American Welding & Gas Inc	Supplies	173.83
78607	Ashley, Jo	Mileage	273.53
78608	Bag LLC	LEPC Minutes	47.58
78609	BALCO Uniform Co, Inc	Uniform	196.80
78610	Barton, Breana	Lost mileage ck#78118	105.40
78611	Boutilier, Gregg	Mileage	180.96
78612	Brandt, Kelly	Mileage	71.92
78613	Bray's Saddlery	Uniform	69.98
78614	Bruner, Bryan	Mileage	27.84
78615	Burckhard, Jacqueline	Mileage	77.18
78616	Cenex Fleetcard	Gas	2,983.32
78617	CI Sport	Office supplies	585.00
78618	Cenex Propane Partners	Propane	261.71
78619	Dacotah Paper Company	Supplies	229.70
78620	Dell Marketing LP	Software	265.24
78621	Dakota Fire Extinguishers, Inc	Service Drake Shop	124.18
78622	DK Service	Gas, diesel fuel, services	2,622.02
78623	Dokken's Automotive LLC	Oil change	104.66
78624	Drake City	Utilities	83.50
78625	Domestic Violence Crisis Ctr	Collections	173.34
78626	Enerbase	Gas, diesel fuel	2,458.08
78627	Envision Cooperative	Gas, diesel fuel	1,508.18
78628	First District Health Unit	4th Qtr Mill Levy	25,273.25
78629	Freund, Becki	Mileage	300.44
78630	Galls, LLC	Uniform	386.88
78631	Gerdau	Iron	171.81
78632	Goodman, Natalie	Mowing	270.00
78633	General Trading Company	Supplies	184.73
78634	Haman, Lorinda	Mileage, postage	100.30
78635	Hanson Services LLC	Pump septic	300.00
78636	Hansen, Jerry	Mileage	81.20
78637	HACTC	Prisoner board	22,274.00
78638	Hardware Hank	Supplies	789.20
78639	Home of Economy	Supplies	45.78
78640	HP Inc	Monitors	272.00
78641	Kitzman, Neil	Mileage	193.72
78642	Krumwiede, Tom	Mileage	127.60
78643	Lautt's Auto Body & Towing, Inc	Tow, impound vehicle	348.50
78644	LeierGISitics LLC	Website maintenance	450.00
78645	Lemer, George	Mileage	168.38

78646	Law Enforcement Systems, Inc	Supplies	61.00
78647	Matthew Bender & Company, Inc	Law manual	65.43
78648	Mike's Body Paint & Glass, Inc	Tow, impound, repair vehicles	3,794.20
78649	McGuire	Key	163.75
78650	McHenry County Treasurer	County Land Sale	2,400.00
78651	McHenry County Treasurer	Protest taxes	6,523.73
78652	Medalen, David	Mileage	51.62
78653	Menards	Supplies	89.53
78654	Metcalf, Kendra	Mileage	399.85
78655	Mary Holen Construction	Deep River Township	585.00
78656	Mouse River Journal	Publish minutes	209.36
78657	Mouse River Oil Company	Diesel fuel	4,737.07
78658	Mueller Construction	Shop door installation	300.00
78659	NDLTAP-UGPTI	Registration	25.00
78660	ND Telephone Company	Circuit fees	41.14
78661	NDSU Extension	3rd Qtr Salaries	11,648.45
78662	NDSU Extension	Supplies	180.00
78663	NeoFunds	Postage	4,001.02
78664	Newman Signs, Inc	Road signs	143.51
78665	O.K. Tire Store-Minot	Tires	252.60
78666	J David Olson	Mileage	128.76
78667	Otter Tail Power Company	Electric service	2,823.40
78668	PharmChem, Inc	Drug testing	399.70
78669	PowerPlan	Blade parts, repairs	5,305.69
78670	Praxair Distribution, Inc	Cylinder lease	55.95
78671	Pro Forms	Supplies	288.24
78672	Pro IT, LLC	On-site IT services	800.00
78673	Quality Inn	Lodging	169.20
78674	Rugby Lumber, Inc	Supplies	40.82
78675	Smette Oil Company	Gas, diesel fuel	1,954.42
78676	SRT Communications, Inc	Phone, 911 service	1,532.30
78677	Sundre Sand & Gravel, Inc	Gravel roads	14,911.58
78678	Staples Credit Plan	Office supplies	408.95
78679	TAO Interactive, Inc	Website downpayment	2,149.95
78680	Towner Health & Wellness	December rent	545.00
78681	Tri-N Propane, Inc	Propane	443.54
78682	Towner City	Utilities	327.15
78683	Thomson Reuters-West	Westlaw	144.35
78684	Tyler Technologies, Inc	Docu Pro annual fee	4,201.89
78685	Upham City	Garbage pickup	18.00
78686	U.S. Postal Service	Postage	2,000.00
78687	US Records Midwest LLC	Deed record books & repair	1,595.55
78688	Vanguard Appraisals, Inc	Appraisal service	2,600.00
78689	Verizon Wireless	Wireless service	805.89
78690	Wald, Rachel	Mileage	229.80
78691	Ward County	Inmate board	445.00
78692	Wold Engineering, PC	SC-2500(019), BRC-2506(065)	5,913.72
78693	Ziegler Oil Company	Diesel fuel	2,135.25
78694	Zuercher Technology LLC	Mobile annual maintenance fee	118.13

At 3:30 PM, there being no further business to come before the board at this time, a motion was made by Boutilier and seconded by Haman to adjourn.

ATTEST:

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Darlene Carpenter, Auditor

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Bryan Bruner, Chairman