

OFFICIAL PROCEEDINGS OF THE MCHENRY COUNTY BOARD OF COMMISSIONERS

February 4, 2020

9:00 AM

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

A motion was made by Boutilier and seconded by Medalen to approve the January 7th and 16th minutes. Motion carried unanimously.

Kelly Jensen, Northern Prairie Social Service Zone Director, requested the county enter into a managed services contract with ProIT for zone computers. A motion was made by Boutilier and seconded by Cederstrom to continue to pay an hourly rate for computer services. Motion carried unanimously.

Nominations were opened for the seat on the Pierce/McHenry Housing Authority Board. Boutilier nominated Cederstrom. A motion was made by Boutilier and seconded by Bruner that nominations cease and a unanimous ballot be cast for Keith Cederstrom. Motion carried unanimously.

A motion was made by Medalen and seconded by Haman to sign the Construction and Maintenance Agreement with NDDOT for project SC-2500(020), which is chipsealing West and South of Upham. Motion carried unanimously.

A motion was made by Medalen and seconded by Haman to appoint Darlene Carpenter to the planning and zoning board. Motion carried unanimously.

A motion was made by Cederstrom and seconded by Haman to send a letter to Towner County, asking for their consideration in sharing the cost of health insurance. Motion carried unanimously.

The board recessed for the Pierce/McHenry Housing Authority Board meeting via phone conference.

The board recessed for lunch.

Sheriff Skager met with the board. He informed the board of upcoming presentations at the schools as well as the case counts for January and drug cases for 2019. The board expressed the need to define the uniform allowance policy as well as making sure everyone understands the asset forfeiture policy. It was agreed to hold a special meeting later in the month to discuss these items with the States Attorney. The auditor was asked to schedule the meeting.

A consent motion was made by Medalen and seconded by Cederstrom to approve the following: Treasurer's Miscellaneous Receipts #44304-44365; the monthly payroll in the amount of \$121,308.02 paid by warrant checks #25567-25619; Sheriff January statement of fees \$906.00, Sheriff mileage \$771.00, Deputy reports for Jan.

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

Warrant	Paid	Reason	Amount
79053	Advanced Business Methods	Copier lease	204.55
79054	Axon Enterprise, Inc	Laser battery packs	228.00
79055	BAG, LLC	Legal publication	21.06
79056	Baycom, Inc	3-Stone Garden laptops	9,537.00
79057	Blue360 Media	Law manual	70.75
79058	Boutilier, Gregg	Mileage	100.05

79059	Bruner, Bryan	Mileage	74.75
79060	Carpenter, Darlene	Mileage	118.45
79061	Cederstrom, Keith	Mileage	87.40
79062	Cenex Fleetcard	Gas	2,960.88
79063	Comfort Suites, Bismarck	Lodging	172.80
79064	Computer Projects of IL, Inc	Laptop software	3,150.00
79065	Dakota Communications, Inc	Service radio/radar	45.00
79066	Dacotah Paper Company	Supplies	130.50
79067	Davenport, James	Fax line	70.29
79068	Dakota Business Solutions	Postage meter ink	211.99
79069	DK Service	Gas, diesel, mud flaps, battery	2,190.65
79070	Drake City	Utilities	97.08
79071	Domestic Violence Crisis Center	December fees	114.30
79072	Enerbase	Propane, gas	570.33
79073	Envision	Diesel fuel, gas	3,046.91
79074	Fosness Construction, LLC	Log jam removal, haul sand	21,700.00
79075	Freund, Becki	Mileage	25.30
79076	Gates Manufacturing, Inc	Harrow pipe	264.94
79077	Hansen, Jerry	Mileage	67.28
79078	HACTC	Prisoner board	16,270.86
79079	Hardware Hank	Supplies	483.72
79080	Heilman's Diesel Repair	Supplies	16.08
79081	HP Inc	2-Laptop & Docking station	2,454.64
79082	HR Collaborative	Registration	200.00
79083	I Design	ID cards	14.00
79084	Ihry Insurance Agency, Inc	Annual premiums	57,709.00
79085	Information Technology Dept	January Data Processing	881.17
79086	Job Service North Dakota	Unemployment benefits	86.64
79087	Keller, Britney	Mileage	88.55
79088	Kitzman, Neil	Mileage	123.05
79089	Lowe's Printing	Spelling Bee, Mathcounts awards, maps	417.20
79090	Mikes' Body Paint & Glass	Patrol car repairs, towing	17,278.77
79091	McHenry County Treasurer	Unorganized Twp gas tax, co car mileage	5,508.60
79092	Medalen, David	Mileage	73.60
79093	Menards	Supplies	18.78
79094	Metcalfe, Kendra	Mileage, supplies	267.37
79095	Mouse River Journal	Legal publications	436.04
79096	ND Association of Counties	Special Operations Fund	400.00
79097	ND County Auditors Association	2020 NDACO Dues	100.00
79098	ND Insurance Dept	State Fire & Tornado premium Towner Shop	30.15
79099	NDACO Resources Group	Data backup	112.86
79100	ND Sheriff's & Deputies Association	2020 Dues	250.00
79101	ND Dept of Transportation FMD	BRC-2506(065)	228.05
79102	ND Telephone Company	911 Fees	41.14
79103	NDSU Extension	September-December salary, travel	13,984.20
79104	Newman Signs, Inc	Road signs	311.42
79105	Office Depot	Supplies	2,243.52
79106	Otter Tail Power Company	Electric service	4,676.30
79107	PharmChem, Inc	Drug kits	605.50
79108	PowerPlan	Parts	915.64
79109	Praxair Distribution, Inc	Cylinder rent, supplies	86.41
79110	Pro Forms	Paper	62.50
79111	Quality Inn	Lodging	172.80
79112	Quill Corporation	Supplies	160.00
79113	Ramada Bismarck Hotel	Lodging	384.00
79114	Rotunda, Harold	2015 Audit	6,800.00
79115	State Auditor Office	2017 Audit	340.00
79116	Souris Basin Planning Council	2020 Joint Powers Dues	4,687.00

79117	Sidwell Company	Annual GIS, Assessment services	8,100.00
79118	Smette Oil, Inc	Diesel fuel, gas	1,918.93
79119	SRT Communications, Inc	Phone, 911 services	1,680.72
79120	Tao Interactive, Inc	50% Website project	2,149.95
79121	Towner Health & Wellness	February rent	545.00
79122	Tri-N Propane	Propane	770.00
79123	Towner City	Utilities	326.80
79124	TransUnion Risk & Alternative Data	Online resource	75.00
79125	Thomson Reuters West	Westlaw	163.80
79126	Upham City	Garbage service	55.50
79127	Vanguard Appraisals, Inc	Annual service	23,375.00
79128	Verizon	Wireless service	803.69
79129	Ward County	Inmate board	900.00
79130	Ward County Weed Board	Ag Expo Booth rent	250.00
79131	Zimbelman, Breanna	Postage, gas	89.63

At 3:05 PM, there being no further business to come before the board at this time, a motion was made by Boutilier and seconded by Cederstrom to adjourn.

ATTEST:

Darlene Carpenter, Auditor

Bryan Bruner, Chairman