

OFFICIAL PROCEEDINGS OF THE MCHENRY COUNTY BOARD OF COMMISSIONERS

May 5, 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 Cederstrom to approve the April 7<sup>th</sup> minutes. Motion carried unanimously.

Alex and Robert Kasowski joined the meeting to request to haul up to 99,000 lb. loads on Co Rd 19 East of Karlsruhe to State Hwy 14. These loads would only occur when load restrictions are off. No decision was made at this time.

A motion was made by Haman and seconded by Cederstrom to have the County Planning & Zoning Board look into removing some small structures from the requirement to obtain a zoning permit. Commissioners Haman, Boutilier, Bruner and Cederstrom voting aye. Commissioner Medalen voting nay. Motion carried.

Tax Director, Becki Freund met with the board to present the zoning applications requiring the board's approval. A variance application was received to extend an existing shelterbelt an additional 100'. The shelterbelt would be 75' from the center of 8th Ave NE located in the SE1/4 of Section 27-156-76. No one appeared for or against the application during the public hearing. The zoning board recommended to approve the request. A motion was made by Medalen and seconded by Cederstrom to approve the variance. Motion carried unanimously. A CUP application was received to permit an existing gravel pit known as the Eaton Pit located in the SW ¼ of Section 31-156-76 and the SE ¼ of Section 32-156-76. No one appeared for or against the application during the public hearing. The zoning board recommended to approve the request. A motion was made by Cederstrom and seconded by Haman to approve the CUP. Motion carried unanimously. A variance application was received to construct a lean-to on the south side of an existing structure which will be 140' from the center of the westbound lane of Hwy 52. No one appeared for or against the application during the public hearing. The zoning board recommended to approve the request. A motion was made by Boutilier and seconded by Bruner to approve the variance. Motion carried unanimously. Due to the added workload of the Zoning Administrator duties, Freund asked the board if they would consider additional compensation, which they agreed to look into.

Brad Murphy and Brian Kraft with RDO Equipment and Matt Miller with Butler Machinery joined the meeting to present their bids for new motorgraders. During the review of the bids, Miller informed the board of the option of a 7-year lease instead of a 5-year lease. A lengthy discussion was held regarding leasing two blades now and rebidding the blades being replaced in the fall for a 7-year lease. A motion was made by Haman and seconded by Bruner to accept the low bid for four blades with electronic controls from RDO Equipment for a unit cost of \$39,019.39/yr. Commissioners Medalen, Bruner, Haman and Boutilier voting aye. Commissioner Cederstrom voting nay. Motion carried.

Kent Indvik joined the meeting. A motion was made by Cederstrom and Boutilier to approve the Construction and Engineering Services agreement with Wold Engineering for the low water crossing FEMA project in Deep River Township. Motion carried unanimously. The board discussed selling some of the ground asphalt from this project to Brown Township and possibly Granville Township.

The board recessed for lunch.

Sheriff Skager met with the board and reported the YTD case counts. He questioned the board's intention of the old county shop in Towner and asked if the Sheriff's Dept. would be able to use it to store detained vehicles and other evidence. The board will look into getting him a key. The commissioners asked for a list of abandoned vehicles to be sold. The auction will take place later in June. The Sheriff presented the board with the numbers to replace his pickup with a new one.

A motion was made by Medalen and seconded by Cederstrom to adopt a burn ban, effective immediately. Motion carried unanimously.

A motion was made by Boutilier and seconded by Medalen to sign the funding agreement with the State Court Administrator's office for providing clerk of district court services. Motion carried unanimously.

A motion was made by Haman and seconded by Bruner to sign the Memorandum of Agreement with the ND Department of Emergency Services to provide 911 dispatching services as well as the updated fee schedule. Motion carried unanimously.

Correspondence was received from Treasurer Linda Fairbrother requesting the tax payments be removed from the protest fund and be apportioned to the proper taxing districts, as the allotted 60 days have expired with no action taken by the applicant. A motion was made by Cederstrom and seconded by Boutilier to approve request to apportion the taxes. Motion carried unanimously.

The board discussed how the levied taxes will be disbursed to the County Historical Society.

A consent motion was made by Boutilier and seconded by Haman to approve the following: Treasurer's Miscellaneous Receipts #44496-44586; the monthly payroll in the amount of \$128,850.07 paid by warrant checks #25717-25765; Clerk of Court Apr County fees \$490.00, State fees \$7,683.25; County Recorder Apr recording fees of \$5,143.00 and misc fees of \$280.30; Sheriff April statement of fees \$640.00, Sheriff mileage \$759.00; Deputy reports for Mar/Apr.

The board continued to audit bills until completed. A motion was made by Haman and seconded by Cederstrom 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>
79619	Advanced Business Methods	Copier contracts	463.75
79620	AgriTec, Inc	Diesel fuel	40.02
79621	Boutilier, Gregg	Mileage	82.23
79622	Bruner, Bryan	Mileage	59.23
79623	Keith Cederstrom	Mileage	59.80
79624	Cenex Fleetcard	Gas	2,119.89
79625	Dacotah Paper Company	Supplies	121.83
79626	Davenport, James	Mileage, fax line	101.79
79627	Dakota Business Solutions	Supplies	463.99
79628	D&D Welding & Repair	Service lawn mower	60.00
79629	Dell Marketing LP	Computer	1,889.27
79630	Dakota Fire Extinguishers	Annual service Courthouse	103.94
79631	DK Service	Gas, diesel fuel, services	1,664.99
79632	Dokken's Automotive LLC	Service 2018 Ford 002	326.90
79633	Designs on Broadway	Printing	807.51
79634	Drake City	Utilities	100.93
79635	Dakota Truck & Farm Service	Tire repair	320.75
79636	Domestic Violence Crisis Center	March fees	188.21
79637	Enerbase	Gas, diesel fuel, propane	3,324.34
79638	Envision Cooperative	Gas, diesel fuel	1,203.13
79639	Freund, Becki	Mileage	40.25
79640	HACTC	Board prisoners	16,506.18

79641	Hardware Hank	Supplies	571.97
79642	Heilman's Diesel Repair	Supplies	22.12
79643	Heringer Lumber	Supplies	69.91
79644	Information Technology Dept	Data processing	676.40
79645	J & J Market	Supplies	58.69
79646	Job Service North Dakota	Unemployment benefits	668.04
79647	Joe's Pumping Service	Septic service	175.00
79648	Kitzman, Neil	Mileage	100.62
79649	Laquinta Inns & Suites	Lodging	172.80
79650	Minot Automotive Center	Vehicle down payment	500.00
79651	Matthew Bender & Company, Inc	Law manual	65.43
79652	Mike's Body Paint & Glass	Wrecker calls	1,026.00
79653	McHenry County Treasurer	Protest tax, Unorg Twp Rd Mtce, Fees	26,481.06
79654	Medalen, David	Mileage	71.88
79655	Menards	Supplies	12.49
79656	Metcalf, Kendra	Supplies	16.49
79657	Mouse River Air	Service AC	135.00
79658	Mouse River Journal	Legal publications	576.72
79659	ND Planning Association	2020 Dues	55.00
79660	NDACo Resources Group	Fees	338.58
79661	ND Telephone Company	Fees	41.14
79662	ND State University	1st Qtr salaries	11,605.22
79663	Newman Signs, Inc	Road signs	1,940.82
79664	Northern Plains Label	I Voted Labels	36.90
79665	North McHenry Soil Cons Dist	Postage	128.03
79666	Office Depot, Inc	Supplies	315.68
79667	O.K. Tire Store Minot	Tires	1,010.40
79668	Otter Tail Power Company	Electric service	3,074.33
79669	Pinkerton Animal Hospital	Vaccination	54.50
79670	PowerPlan	Parts	3,891.37
79671	Praxair Distribution, Inc	Rent	53.99
79672	Pro IT, LLC	IT support	250.00
79673	Smette Oil Company	Gas, diesel fuel	2,537.35
79674	Spectrum	Supplies	67.69
79675	SRT Communications, Inc	Phone service	1,718.16
79676	Staples Credit Plan	Supplies	186.02
79677	Towner Health & Wellness	Rent	545.00
79678	Towner City	Utilities	411.57
79679	Townsend Pricing, Inc	Supplies	213.11
79680	Towner Parts & Equipment	Supplies	6.51
79681	TransUnion Risk & Alternative	Online fee	136.87
79682	Thomson Reuters West	Online fee	188.80
79683	Upham City	Utilities	55.50
79684	Verendrye Electric Cooperative	Electric service	362.15
79685	Verizon Wireless	Wireless service	918.50
79686	Wald, Rachel	Mileage	10.35
79687	Ward County Highway Dept	Road signs	50.00
79688	Wold Engineering PC	PW 66	3,720.00
79689	Ziegler Oil Company	Supplies	12.00

At 3:55 PM, there being no further business to come before the board at this time, a motion was made by Medalen and seconded by Boutilier to adjourn.

ATTEST:

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Darlene Carpenter, Auditor

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Bryan Bruner, Chairman