

OFFICIAL PROCEEDINGS OF THE MCHENRY COUNTY BOARD OF COMMISSIONERS

October 6, 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. Others attending were Duane Drader, Jeff Smette, Brady Nelson, Helen Lehmann, Tina Powell, Miriam Smette, Corey Long, Chris Jorde and Billi Jo Eriksmoen.

Commissioner Medalen requested some changes be made to the draft minutes. A motion was made by Medalen and seconded by Haman to approve as corrected. Motion carried unanimously.

Deputy Richard Juarez met with the board to request the commissioners reverse their budget decision to add a secretary and remove a deputy in the Sheriff's Department. Juarez stated his reasons for the request and the need for that deputy. The commissioners explained their reasons for the changes they made in the budget.

Tax Director, Becki Freund met with the board with questions regarding her budget and what the commissioner's thoughts were. Her original budget request included money to start setting aside funding for the next six years to hire Vanguard Appraisals to complete a county-wide reassessment at a cost of \$704,795. The board added funding to her budget to try to complete this project in-house in an attempt to save money.

The budget hearing was held. A motion was made by Haman and seconded by Boutilier to reconsider the Sheriff's budget and to reinstate the deputy position and remove the secretary position. Motion carried unanimously. The board discussed running the sheriff vehicles an additional year before replacing them and also concerns with their driving speed.

A motion was made by Haman and seconded by Medalen to rescind the motion made on August 4th to reduce a deputy position and add a secretary. Motion carried unanimously.

The board reviewed the budget to find a place to cut in order to add funds back in the Sheriff's budget. A motion was made by Boutilier and seconded by Medalen to decrease the county building repair fund to be used to repair the courthouse dome. Motion carried unanimously.

A motion was made by Bruner and seconded by Haman to approve the budget as amended. Motion carried unanimously.

Kent Indvik and Jason Mayfield met with the board to provide an update on the low water crossing project in Deep River Township. The board questioned them regarding placing axle weight limitations on county roads. The engineers recommended keeping the axle weights.

The board recessed for lunch.

Dusty Zimmerman with Ackerman Estvold met with the board to provide an update on the STaRR project.

Helen Lehmann, Betty Ring, Simon Burckhard, Lydia Piatz and Katie Sveund joined the meeting.

Brenda Keller met with the board regarding her work hours. During the previous meeting, the board set the custodian hours to be 8:00 – 4:30. Brenda stated the work cannot be done in those hours and feels the need for flexibility. A motion was made by Haman and seconded by Boutilier to set the hours from 7:00 – 4:30 with flexibility mid-day. Commissioners Bruner, Boutilier, Cederstrom and Haman voting aye. Commissioner Medalen voting nay. Motion carried.

Emergency Manager, Kelsey Siegler met with board and presented the updated County Emergency Operations Plan. A motion was made by Haman and seconded by Cederstrom to adopt the updated plan. Motion carried unanimously.

A motion was made by Boutilier and seconded by Haman to rescind the previous burn ban that expired on October 1. Motion carried unanimously. A motion was made by Boutilier and seconded by Bruner to adopt a new burn ban, effective immediately, through October. Motion carried unanimously.

A motion was made by Boutilier and seconded by Cederstrom to reappoint Jerry Effertz and Joan Gunter to represent McHenry County as delegates to the ND State Fair Board. Motion carried unanimously.

A motion was made by Boutilier and seconded by Bruner to approve abatements 1338, 1342-1347. Motion carried unanimously.

Tax Director, Becki Freund joined the meeting and asked for a motion to assess active gravel pits at \$1,500/acre. The board felt more research and information would be needed before making a decision. The City of Drake has also requested the county assess their jurisdiction. After a lengthy discussion, a motion was made by Medalen and seconded by Bruner to present them with a 1-year contract with the following rates: \$1.75 for each unimproved lot, \$5.50 for each structure, \$75 for each new structure, and \$50 per trip for mileage. Commissioners Bruner, Medalen and Boutilier voting aye. Commissioners Cederstrom and Haman voting nay. Motion carried.

A motion was made by Boutilier and seconded by Bruner to enter into a contract with NDACo to update the county personnel policy. Motion carried unanimously.

A motion was made by Medalen and seconded by Cederstrom to approve floodplain permit #23 requested by NDDOT to provide a 2” overlay on Hwy 14 from Towner to Bantry. Motion carried unanimously.

A motion was made by Medalen and seconded by Boutilier to approve floodplain permit #24 requested by NDDOT which would include a 2” mill and a 1.5” overlay on Hwy 14 through section 3-159-77. Motion carried unanimously.

A motion was made by Cederstrom and seconded by Bruner to accept the bid from J & J Striping to restripe the centerline on county road 20 from Velva to South of Karlsruhe. Motion carried unanimously.

A motion was made by Haman and seconded by Boutilier to reappoint Stacy Jaeger to the Eaton Irrigation District Board. Motion carried unanimously.

The board reviewed the properties recently foreclosed due to delinquent taxes and set the minimum sale prices.

A motion was made by Medalen and seconded by Boutilier to approve the request from Murray Pfau to place drain tile in the county right-of-way along a portion of county road located in section 23-159-78. Motion carried unanimously.

A consent motion was made by Haman and seconded by Medalen to approve the following: Treasurer's Miscellaneous Receipts #44898-44988; the monthly payroll in the amount of \$123,222.92 paid by warrant checks #25972-26019; Clerk of Court August County fees \$325.00, State fees \$11,138.00, Velva City \$20.00; Clerk of Court September County fees \$614.76, State fees \$11,798.71, Towner City \$60.00; County Recorder August recording fees of \$3,948.00 and misc fees of \$516.40; County Recorder September recording fees of \$3,400.00 and misc fees of \$294.70; Sheriff May statement of fees \$360.00, Sheriff mileage \$512.00; Deputy reports for July-Sept.

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

Warrant	Paid	Reason	Amount
80431	Advanced Business Methods	Copy machine lease	204.55
80432	Agritec, Inc	Diesel fuel	40.01
80433	American Cleaning	Janitorial services	1,695.00
80434	Baycom, Inc	Toughbooks	10,254.00
80435	BEC Integrated Solutions	Security system	4,505.00
80436	BJ Excavating	Gravel roads	28,735.00
80437	Boutilier, Gregg	Mileage	43.13
80438	Bruner, Bryan	Mileage	153.53
80439	Cenex Fleetcard	Gas	2,084.94
80440	CH Repair	Wheel Alignment	95.00
80441	Dakota Communications, Inc	Equip 2020 Dodge Durango	10,554.52
80442	Dacotah Paper Company	Supplies	110.53
80443	Davenport, James	Fax line	35.73
80444	Dakota Business Solutions	Postage, supplies	646.98
80445	Dirty Dog Digging Trucking	Bridge repair	9,980.38
80446	Deere Credit, Inc	JD 6130M Lease	2,111.25
80447	Digital Ally	2020 Dodge Durango video system	4,055.00
80448	Dig It Up Backhoe Service	PW66 Culvert	167,821.77
80449	DK Service	Gas, diesel fuel	1,573.78
80450	Dokkens Automotive LLC	Oil change, rotate tires	102.64
80451	Document Output Center LLC	Shipping fees	7.75
80452	Drake City	Utilities	101.98
80453	Domestic Violence Crisis Center	Collections	50.00
80454	Enerbase	Diesel fuel, oxygen	1,726.29
80455	Envision	Oil change, diesel fuel, supplies	945.53
80456	Election Systems & Software	Supplies	367.63
80457	Expressway Suites	Lodging	259.20
80458	Fairbrother, Linda	Convention door prize	43.82
80459	Frey, Joshua	Dictation microphone	293.99
80460	Galls LLC	Deputy uniforms	408.95
80461	GP Commercial Sales, Inc	Supplies	125.93
80462	Grilley Township	Overweight permits	86.28
80463	General Trading Company	Supplies	144.66
80464	HACTC	Prisoner board	21,896.15
80465	Hardware Hank	Supplies, truck battery	846.24
80466	Hits, Inc	Training registration	500.00
80467	Harvey Motor Service	Repairs	149.90
80468	Intab LLC	Election supplies	116.86
80469	Information Technology Dept	Data Processing	1,586.35
80470	JJ Truck Repair	Truck repair	1,334.75
80471	Joe Mosser Enterprises	Gravel roads	39,937.75
80472	Kostenko, Darrin	Gravel roads	9,909.25
80473	Mike's Body Paint & Glass	Towing, repairs	2,638.59
80474	McHenry County Treasurer	Sheriff September fees	1,086.00
80475	Medalen, David	Mileage	172.50

80476	Menards	Supplies	53.91
80477	Metcalfe, Kendra	Supplies	43.18
80478	Mouse River Journal	Legal publications	329.12
80479	Mouse River Oil Company	Diesel fuel	3,384.79
80480	NAPA Auto Parts of Rugby	Battery charger	169.00
80481	ND Association of Counties	10% Wireless & Landline fee, D&A test	1,897.83
80482	NDACo Resources Group	Data Backup	112.86
80483	ND State Treasurer	\$.50 911 Fees	8,739.02
80484	ND Telephone Company	Circuit fees	41.14
80485	Office Depot	Supplies	987.07
80486	Otter Tail Power Company	Electric service	1,632.54
80487	Pfeifer Construction	Build approach, gravel road	2,143.00
80488	Pheasantland Industries	2020 Dodge Ram decals	59.92
80489	PowerPlan	Parts, repairs	2,835.62
80490	Praxair Distribution, Inc	Cylinder rent	75.35
80491	Pro Forms	Receipt forms	455.70
80492	Quadient Finance USA, Inc	Metered postage	4,040.00
80493	Quadient Leasing	Postage meter lease	477.00
80494	Rugby Lumber, Inc	Treated bridge plank	901.00
80495	Seachange Print Innovations	Election supplies	103.33
80496	The Sidwell Company	Annual web hosting	5,622.75
80497	Sirchie	Evidence supplies	161.07
80498	Smette Oil Company	Diesel fuel, gas	1,795.34
80499	State Radio Communications	911 Fees	14,198.28
80500	SRT Communications	Phone, 911 service	1,359.45
80501	Staples Credit Plan	Supplies	145.24
80502	Towner Health Wellness	Office rent	545.00
80503	Towner City	Utilities, County Parks garbage pickup	511.96
80504	Towner Parts Equipment	Supplies	61.92
80505	Transunion Risk Alternative	Online service	200.00
80506	Trinity Health Corp Finance	BA Test	10.00
80507	Third Watch Communications	2020 Dodge RAM lights	1,600.00
80508	Underground Vaults Storage	Lease rental	265.00
80509	Verendrye Electric Cooperative	Utilities	317.87
80510	Verizon Wireless	Wireless service	785.39
80511	Wald, Rachel	Mileage	273.70
80512	Wold Engineering PC	PW66 Deep River Twp	12,440.00

At 6:35 PM, there being no further business to come before the board at this time, a motion was made by Cederstrom and seconded by Bruner to adjourn.

ATTEST:

Darlene Carpenter, Auditor

Bryan Bruner, Chairman