

OFFICIAL PROCEEDINGS OF THE MCHENRY COUNTY BOARD OF COMMISSIONERS

December 7, 2021

9:00 AM

Chairman Bruner called the meeting to order. Commissioners Bryan Bruner, Larry Haman, Armann Anderson, David Medalen and Brady Nelson were in attendance.

A motion was made by Medalen and seconded by Haman to approve the November 2nd, 16th and 24th minutes. Motion carried unanimously.

Tina Powell, Josh Frey, Trey Skager, Judge Hurly, Scott Johnson and Doug Larson met with the board to discuss possible upgrades to the jury room and courtroom. The proposal was presented in two phases, the first to upgrade the jury room and the second to make changes in the courtroom. They would concentrate on the first phase, which is to remove two walls that would eliminate the States Attorney/Emergency Management office. They asked the board to authorize \$5,000 to allow JLG Architects to work on plans and an estimate on the costs for this phase of the project in order to apply for a grant through the Court Facilities Improvement Fund. The architect will be open to other ideas and it was stated the project will only be pursued if grant funds are secured. A motion was made by Medalen and seconded by Haman to allocate \$5,000 for the architectural fees. Motion carried unanimously.

For the purpose of reorganizing the board, Chairman Bruner relinquished his chair to the Auditor. The auditor called for nominations for Chair. Bruner nominated Larry Haman. No other nominations were made. A motion was made by Medalen and seconded by Anderson that nominations cease and a unanimous ballot be cast for Haman. Motion carried unanimously. The auditor called for nominations for Vice Chair. Medalen nominated Brady Nelson. No other nominations were made. A motion was made by Bruner and seconded by Haman that nominations cease and a unanimous ballot be cast for Nelson. Motion carried unanimously. The auditor turned the meeting over to Chairman Haman.

A motion was made by Nelson and seconded by Bruner to change the cutoff dates for the blademen. Motion carried unanimously.

A motion was made by Bruner and seconded by Medalen to issue the proper deed to Cheap Home Finders, Inc. for the sale of county land described as Lot 8 Blk 1 Orig Anamoose, Lots 11-12 Blk 1 Orig Anamoose, Lot 15 Blk 5 Orig Anamoose, Lots 4-6 Blk 3 Muellers Add Anamoose, and to cancel any remaining taxes. Motion carried unanimously.

A motion was made by Nelson and seconded by Haman to approve abatement 1405. Motion carried unanimously.

A motion was made by Bruner and seconded by Anderson to reissue lost instrument #82112. Motion carried unanimously.

A motion was made by Medalen and seconded by Bruner to adopt a capital asset policy, a fraud prevention and investigation policy, and a fund balance policy in accordance with GASB Statement No. 54. Motion carried unanimously.

Jason Mayfield met with the board to discuss future bridge funding. A motion was made by Medalen and seconded by Nelson to accept the bid from Asphalt Technologies Corporation in the amount of \$1,259,733.60 for the micro mill and microsurfacing project known as SC-CVD-2500(021). Motion carried unanimously.

The board recessed for lunch.

Jason Mayfield and Representative Paul Thomas met with the board to discuss bridge needs and possible funding.

Community Service Coordinator, Tony Coffman stopped by to introduce himself.

Helen Lehmann met with the board to discuss when to advertise for her position, as she will be retiring in May.

A consent motion was made by Medalen and seconded by Bruner to approve the following: Treasurer's Miscellaneous Receipts #46093-46161; the monthly payroll in the amount of \$131,072.20 paid by warrant checks #26659-26709; Clerk of Court Nov County fees \$828.70, State fees \$13,976.36; Clerk of Court Dec County fees \$485.00, State fees \$8,513.00, ND Dept of Trust Lands \$2,237.00, City of Velva \$20.00; County Recorder November recording fees of \$3,986.00 and misc fees of \$558.30; Sheriff November statement of fees \$660.00, Sheriff mileage \$580.00, Deputy reports for Oct.

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

Warrant	Paid	Reason	Amount
82889	Advanced Business Methods	Copy machine contract	204.55
82890	Acme Tools	Supplies	39.99
82891	A 1 Evans Septic Tank Service	Septic service	300.00
82892	Agritec, Inc	Diesel fuel	127.01
82893	Amsterdam Printing & Litho	Extension Office supplies	561.98
82894	American Welding & Gas, Inc	Cylinder rent	37.14
82895	Ashley, Jo	Mileage	209.44
82896	Bag LLC	LEPC Meeting minutes	32.37
82897	Bailey, Terry	Mileage	31.36
82898	Barta, Jennifer	Mileage	85.12
82899	B J Excavating, Inc	Gravel	2,920.00
82900	Blue360 Media LLC	Online law resource	307.99
82901	Bossert, John	Replace lost ck#82722	36.40
82902	Brandt, Kelly	Mileage	31.92
82903	Bruner, Bryan	Mileage	66.08
82904	Burckhard, Jacqueline	Supplies	45.94
82905	Burckhard, James	Gravel	251.00
82906	Cenex Fleetcard	Gas	4,357.26
82907	Deering City	Annual shop rent	5,400.00
82908	DK Service	Diesel fuel, mount tires	2,086.30
82909	Dokken's Automotive LLC	Oil change, repairs	190.98
82910	Drake City	Utilities	101.95
82911	Domestic Violence Crisis Center	Fees	147.50
82912	Enerbase	Gas, diesel fuel	3,145.96
82913	Envision Cooperative	Gas	162.04
82914	First District Health Unit	4th Qtr Mill Levy	26,563.50
82915	Florey, David	Meals	70.00
82916	Galls LLC	Uniforms	765.66
82917	Goodman, Natalie	Mowing	180.00
82918	Granville City	Hall rent	50.00
82919	General Trading Company	Supplies	164.56
82920	HACTC	Prisoner board	17,922.15
82921	Hardware Hank	Supplies	612.95
82922	IAAO International Assoc Assessing	2022 Membership	225.00
82923	Information Technology Dept	Data processing	1,447.45
82924	J J Market	Supplies	79.57
82925	Kaylor, Gary	Mileage	49.28
82926	Keller Backhoe Service	Bridge repair	997.00

82827	Krumwiede, Tom	Mileage	447.32
82828	Lemer, George	Mileage	51.52
82929	Linde Gas & Equipment, Inc	Cylinder rent, supplies	202.11
82930	Lowe's Printing	Business cards	195.00
82931	Mike's Body Paint & Glass	Towing	665.00
82932	McGuire	Repair 2008 Ford F350	768.96
82933	McHenry County Treasurer	Tax estimate, property sale	10,317.28
82934	Medalen, David	Mileage	18.48
82935	Medalen, Keith	Mileage	14.56
82936	Menards	Supplies	82.82
82937	Metcalf, Kendra	Mileage	47.00
82938	Mouse River Journal	Legal publications	426.80
82939	Mouse River Oil Company	Diesel fuel, oil	6,911.83
82940	NAPA Auto Parts of Minot	Supplies	418.03
82941	ND Association of Counties	Registration, Employee Handbook update	4,340.00
82942	NDAAEA	2022 Membership	75.00
82943	ND Telephone Company	Circuit fees	41.14
82944	ND Weed Control Association	2022 Membership, registration	325.00
82945	NEAFCS	2022 State & National Dues	115.00
82946	Newman Signs, Inc	Weight Limit signs	747.68
82947	Office Depot, Inc	Supplies	1,505.94
82948	Olson's Repair	Supplies	45.00
82949	Jon David Olson	Mileage	418.32
82950	Otter Tail Power Company	Electric service	1,985.21
82951	Pierce County Tribune	Help wanted ad	126.00
82952	Pfeifer Construction	Gravel	1,152.00
82953	PharmChem, Inc	Drug patch tests	377.40
82954	PowerPlan	Blade parts	2,083.07
82955	Quality Inn	Lodging	172.80
82956	Ramkota Hotel Conference Center	Lodging	172.80
82957	Redwood Toxicology Lab, Inc	Drug screening	10.22
82958	Smette Oil, Inc	Diesel fuel, gas	3,372.50
82959	SRT Communications, Inc	Phone, 911 service	1,705.88
82960	Schock's Safe & Lock Service, Inc	Courthouse	261.50
82961	Staples Credit Plan	Supplies	38.97
82962	Strata Corporation	Gravel	602.44
82963	Streicher's	Body cam cases	144.96
82964	Susag Sand & Gravel, Inc	Replace lost ck#82112	2,328.00
82965	TAO Interactive, Inc	2022 Website hosting	599.95
82966	Towner Health & Wellness	States Atty office rent	545.00
82967	Tri N Propane	Propane	1,054.99
82968	Towner City	Utilities	315.53
82969	Transunion Risk Alternative	Online resource	300.00
82970	Thomson Reuters West	Westlaw online resource	175.27
82971	Tyler Technologies, Inc	2022 DocuPro Support	4,632.58
82972	Upham City	Utilities	61.50
82973	Vanguard Appraisals, Inc	Annual appraisal contract	2,600.00
82974	Verendrye Electric Cooperative	Electric service	424.41
82975	Verizon Wireless	Wireless service	706.38
82976	Velva Glass & Auto	Window installation	923.59
82977	Wald, Rachel	Mileage	324.80
82978	Wold Engineering PC	Bridge repair services	2,400.00
82979	Ziegler Oil Company	Diesel fuel	2,540.31
82980	Zimbelman, Breanna	County vehicle wash	14.00
82981	Zink, DyVonne	Painting Nurse Offices	1,975.00

At 3:10 PM, there being no further business to come before the board at this time, a motion was made by Bruner and seconded by Nelson to adjourn.

ATTEST:

Darlene Carpenter, Auditor

Larry Haman, Chairman