

OFFICIAL PROCEEDINGS OF THE MCHENRY COUNTY BOARD OF COMMISSIONERS

December 6, 2022

9:00 AM

Vice Chairman Nelson called the meeting to order. Commissioners Bryan Bruner, Brady Nelson, Duane Drader, Armann Anderson and Lance Johnson were present.

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

A motion was made by Anderson and seconded by Bruner to approve the November 1st and 15th minutes. Motion carried unanimously.

A motion was made by Bruner and seconded by Anderson to issue the proper deeds for the sale of county land described below, and to cancel any remaining taxes. Motion carried unanimously.

Andrew M. Telehey	Lot 10 Blk 5 Original Voltaire
Justin Burgess Real Estate LLC	Lots 19-20-21 of Blk 3 Original Deering
Renee A. Roufs	Unplatted Anamoose City part of the NE1/4SW1/4 (268'x 175' x 173') in section 23-151-75
Jesse and Ellie Nelson	Unplatted Anamoose City part of the NE1/4SE1/4 (80' x 206.5') in section 22-151-75

Johnna Torr joined the meeting.

The board was presented with the community service report.

A motion was made by Anderson and seconded by Johnson to reissue lost instrument #83117. Motion carried unanimously.

Jesse Fahnestock and Lynette Vollmer met with the board to express their interest in having the county pursue a financial relationship with First International Bank in Rugby.

Ted Keller met with the board to review the proposal for the dome restoration. He will confirm the prices for the windows and resubmit the bid.

The commissioners met via phone conference with Tom Alexander and Mark Austin representatives with the Pierce/McHenry Housing Authority. A lengthy explanation was received relating to the programs offered through the housing authority and how the process works. Changes needed to be made to the fair market rate for McHenry County so it was asked of the board to increase the rate to 110% of market. A motion was made by Drader and seconded by Johnson to approve McHenry/Pierce Housing Authority payment standard at 110% of fair market rent as proposed. Motion carried unanimously.

Rachel Wald met with the board to present their quarterly report and the projects they have been working on these past months.

Since the burn ban expired the end of November, a motion was made by Bruner and seconded by Drader to rescind the burn ban. Motion carried unanimously.

Chris Jorde met with the board regarding trees that were taken down by Hougom Township in 2020 but not removed. He questioned who is responsible to remove them. It was the consensus of the board that trees in the right of way are the responsibility of the adjacent landowner.

A motion was made by Bruner and seconded by Anderson to appoint the following: Lance Johnson – Zoning Board, Duane Drader – Human Service Zone Board, Bryan Bruner – Souris Basin Planning Council, Bryan Bruner – Human Services Advisory Board, Armann Anderson – Housing Authority Board, Brady Nelson – Housing Authority Board, Duane Drader – Housing Authority Board, Teresa Proper – Park Board, Shane Thull – LEPC, Alexia Heisler – LEPC, Duane Drader – Community Service Advisory Board. Motion carried unanimously.

A motion was made by Johnson and seconded by Drader to reappoint the following department heads: James Davenport – Veteran Service Officer, Kelsey Siegler – Emergency Manager/911, Darlene Carpenter – Superintendent of Schools Designee. Motion carried unanimously.

Jason Mayfield and Kent Indvik met with the board to discuss safety projects recommended by NDDOT. A motion was made by Bruner and seconded by Johnson to approve the safety projects which will include signage, edge striping and road widening. Motion carried unanimously. The board also discussed bridge issues and possible replacements.

The board recessed for lunch.

A letter from Kayla Burkhart with Dakota Midland Grain was presented to the board regarding the deteriorating condition of Co Rd 19, which is used heavily by elevator traffic. She requested the board prioritize this road if funds become available.

The board watched the mandatory workforce safety training video.

Josh Frey and Trey Skager stopped in the meeting to see if there were any questions for them.

A consent motion was made by Drader and seconded by Anderson to approve the following: Treasurer's Miscellaneous Receipts #47054-47136; the monthly payroll in the amount of \$142,005.66 paid by warrant checks #27259-27318; Clerk of Court October County fees \$783.55, State fees \$17,966.55, ND Trust Lands fees \$475.00, City of Towner \$200.00, City of Upham \$50.00; Clerk of Court November County fees \$590.96, State fees \$9,320.52; County Recorder October recording fees of \$4,251.00 and misc fees of \$367.91; County Recorder November recording fees of \$3,301.00 and misc fees of \$395.41; Sheriff October statement of fees \$692.25, Sheriff mileage \$475.00, Sheriff November statement of fees \$540.00, Sheriff mileage \$770.00, Deputy reports for Oct/Nov.

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

Warrant	Paid	Reason	Amount
85178	Advanced Business Methods	Copy machine lease	7,582.93
85179	Amazon Capital Services	Supplies	152.07
85180	4 Acres Welding	Repairs	5,589.40
85181	Agritec, Inc.	Diesel	230.05
85182	American Welding & Gas, Inc	Cylinder rent	74.97
85183	Anderson, Karla	Election Training	50.00
85184	Ashley, Jo	Mileage	296.52
85185	BAG LLC	Notice of Election	344.41
85186	Bailey, Jerry	Road Overseer	100.00
85187	BALCO Uniform Co, Inc	Uniforms	656.00
85188	Bottineau County Auditor	Toner cartridge	58.48
85189	Best, Sutton	Road Overseer	100.00

85190	Bossert, Kevin	Mileage	125.00
85191	Bruner, Bryan	Mileage	34.37
85192	Bruner, Diane	Election Training, mileage	87.50
85193	Brummond, Kristine	Mileage, meals	378.00
85194	Cenex Fleetcard	Gas	5,680.47
85195	Dakota Agronomy	Chemical	100.00
85196	Dacotah Paper Company	Supplies	148.62
85197	Davenport, James	Printer ink	67.09
85198	Deering City	Shop rent	5,400.00
85199	DK Service	Diesel fuel, repairs	2,581.34
85200	Dakotaland Autoglass, Inc	Blade window	120.00
85201	DMC Wear Parts LLC	Blade	5,105.00
85202	Drake City	Utilities	190.56
85203	DS Solutions	Test Ballots	327.60
85204	Domestic Violence Crisis Center	1/2 October Fees	196.77
85205	Eidmann, Jim	Road Overseer	100.00
85206	Enerbase	Fuel	687.39
85207	Envision Cooperative	Gas	129.94
85208	Election Systems Software	Ballot coding	4,067.89
85209	Farden Construction Inc.	Gravel	3,504.00
85210	Falsen Township	Permit fee	1.58
85211	Farm House Publishers	Atlases	340.00
85212	First District Health Unit	4th Qtr Mill Levy	28,408.50
85213	Graphics Lettering Trim	Reflective graphics	380.00
85214	General Trading Company	Supplies	135.75
85215	Haman, Lorinda	Mileage, meals, postage	97.86
85216	HACTC	Prisoner board	19,548.12
85217	Hardware Hank	Supplies	426.87
85218	Heilman's Diesel Repair	Parts	109.53
85219	Heringer Lumber	Supplies	82.65
85220	Home of Economy	Supplies	24.58
85221	Hacker's Tree Farm Nursery	Class supplies	188.40
85222	IAAO	Membership dues 2023	240.00
85223	Information Technology Dept	Data processing	1,349.75
85224	John Deere Financial	Supplies	413.90
85225	J & J Market	Program supplies	19.56
85226	Joe Mosser Enterprises	Road work	2,730.00
85227	Johnson, Jenna	Election Training, mileage	68.75
85228	Johnson, Glenna	Canvassing board, mileage	50.00
85229	Keller Backhoe Services	Clean bridges	825.00
85230	Keller, Robert	Snow removal	270.00
85231	Kitzman, Neil	Mileage	113.12
85232	Krumwiede, Tom	Mileage	239.06
85233	Lake, Allison	Election Training	50.00
85234	Lemer, George	Mileage	80.73
85235	Lebanon Township	Permit fee	6.39
85236	Linde Gas Equipment Inc	Cylinder rent	161.34
85237	Lake Hester Township	Permit fee	4.34
85238	Linstrom, Renae	Election Training	50.00
85239	Marshall, Marie	Canvassing board	42.50
85240	Mike's Body Paint & Glass	Impound, repairs	9,345.68
85241	McClusky Gazette	Legal publications	59.86
85242	McHenry County Treasurer	County car mileage	39.20
85243	McHenry County Treasurer	Sheriff November Fees & Mileage	1,499.00
85244	McHenry County Treasurer	Culvert	1,292.00
85245	McHenry County Treasurer	County land sale, tax estimates	19,309.63
85246	Medalen, Keith	Mileage	48.56
85247	Menards	Supplies	18.35

85248	Metcalfe, Kendra	Mileage	60.00
85249	Midwest Graphics Signs	Sign	669.75
85250	Miller, Daniel	Road Overseer	100.00
85251	Mouse River Concrete	Bridge work	4,500.00
85252	Mouse River Journal	Legal publications	748.44
85253	Mouse River Oil Co	Fuel	5,217.01
85254	M2 Services LLC	Spraying	385.00
85255	ND Association of Counties	Registration	5,279.55
85256	NDEAFCS	Membership dues	115.00
85257	ND Newspaper Association	Legal publications	170.88
85258	NDACo Resource Group	Datto backup	112.86
85259	ND Dept of Transportation MVD	Title transfer	11.50
85260	ND Dept of Transportation FMD	Project BRC-BRS-0099(0012)	37,956.16
85261	ND Telephone Company	Circuit fees	41.14
85262	National Sheriffs Association	Membership dues 2023	71.00
85263	Office Depot Inc	Office supplies	968.91
85264	OK Automotive	Tires	1,779.96
85265	Olson's Repair	Supplies	67.87
85266	Olson, Jon David	Mileage, meals, registration	611.79
85267	Orriginals, Inc	Uniform shirts	887.89
85268	Otter Tail Power Co	Electric service	2,646.72
85269	Pharmchem, Inc	Drug testing	62.90
85270	PowerPlan	Blade parts & repairs	7,751.86
85271	Pride Dairy	Supplies	140.00
85272	Pro Forms	Tax notices	655.15
85273	Quality Inn	Lodging	441.00
85274	Quadient Finance USA Inc	Meter postage	4,000.00
85275	Radar Shop	Radar recertification	784.50
85276	Schmitt, Stacey	Election Training, mileage	78.75
85277	Schmitt, Randy	Road Overseer	100.00
85278	Schaff, Loretta	Election Training	50.00
85279	Schmidt, Timothy	Road Overseer	100.00
85280	Schneider Custom Hauling	Gravel	628.75
85281	Sidwell, Harris Local Government	Annual GIS web hosting	258.00
85282	Siegler, Kelsey	Mileage, LEPC meal	208.75
85283	Smette Oil Company	Diesel fuel, gas	2,216.62
85284	Spartan Firearms	Ammunition	1,260.00
85285	SRT Communications Inc	Phone, 911 service	2,065.09
85286	Stutrud, Scott	Road Overseer	100.00
85287	Souris Valley Ready Mix, LLC	Barricade bridges	640.00
85288	TAO Interactive Inc	2023 website hosting	599.95
85289	Thompson-Larson Funeral Home	Transfer	525.00
85290	Towner Health Wellness	States Attorney December office rent	545.00
85291	Tri-N Propane	Propane	1,133.37
85292	Towner City	Utilities	310.46
85293	Transunion Risk Alternative	Online investigation resource fee	220.00
85294	Tyler Technologies Inc	2023 DocuPro support	4,864.21
85295	Uniform Center	Uniform	249.90
85296	Upham City	Utilities	76.00
85297	Vanguard Appraisals Inc	Annual service contract	2,600.00
85298	Verendrye Electric Cooperative	Electric service	464.69
85299	Verizon Wireless	Wireless service	704.27
85300	Vollmer, Brian	Mileage	183.12
85301	Vormestrand, Alan	Mileage	229.37
85302	Wald, Rachel	Mileage, meals, training, class supplies	740.45
85303	Ward County	Prisoner board	4,160.00
85304	Wiersch, Barry	Mileage	93.75
85305	Westlie Motor Company	Key fobs	311.79

85306	Woodall Dirtworks	Mulch	250.00
85307	Ziegler Oil Co	Diesel fuel, propane	4,696.14

At 4:40 PM, there being no further business to come before the board at this time, a motion was made by Bruner to adjourn.

ATTEST:

Darlene Carpenter, Auditor

Brady Nelson, Chairman