

OFFICIAL PROCEEDINGS OF THE MCHENRY COUNTY BOARD OF COMMISSIONERS

September 5, 2023

9:00 AM

Chairman Nelson called the meeting to order. Commissioners Brady Nelson, Duane Drader, Lance Johnson and Armann Anderson present. Commissioner Bruner absent. Kelani Welstad was also present.

A motion was made by Drader and seconded by Anderson to approve the August 1<sup>st</sup> and 8<sup>th</sup> minutes. Motion carried unanimously.

Kristi Brummond joined the meeting. The board reviewed the variance application from Tyler Welstad to establish three tree rows, with the first row requesting to be 66' from the center of county road 16 located in the NW ¼ NW ¼ of Section 22-159-78. The county right-of-way is 66' from the center of the road. During the public hearing at the zoning board level, there was concern with future horizontal growth and encroaching in the county right-of-way as there has been discrepancies in the actual footage they were planted. Kelani stated they were planted at 66'. A motion was made by Johnson and seconded by Anderson to approve the variance at 66'. Commissioners Anderson, Johnson and Drader voting aye. Commissioner Nelson voting nay. Motion carried. The board stated the trees will be measured and all trees within the 66' right-of-way will need to be removed. The board also stated the county will not be responsible for damaging trees if they encroach within the 66' right-of-way if road work would need to take place.

The board reviewed the conditional use application from Roger Myers to establish a borrow clay pit located in N ½ of Section 20-151-78. A motion was made by Johnson and seconded by Anderson to approve the CUP, as recommended by the zoning board. Motion carried unanimously.

A motion was made by Drader and seconded by Anderson to approve the raffle permit for the Velva Wildlife Club. Motion carried unanimously.

A motion was made by Drader and seconded by Anderson to approve abatements 1477 and 1478. Motion carried unanimously.

A motion was made by Anderson and seconded by Drader to enter into a joint powers agreement with the ND Association of Counties for the collection and distribution of 911 fees. Motion carried unanimously.

A motion was made by Johnson and seconded by Drader to grant Sheriff Skager permission to attend an out-of-state conference in Aberdeen SD. Motion carried unanimously.

A motion was made by Drader and seconded by Anderson to accept a tree removal bid from The Ground Up to remove three trees on the courthouse grounds. Motion carried unanimously.

The board reviewed the August Community Service report.

A motion was made by Johnson and seconded by Drader to accept the contract police agreement from Upham City. Motion carried unanimously.

A motion was made by Drader and seconded by Johnson to accept the Juvenile Detention Services agreement with DJS and YCC. Motion carried unanimously.

A construction report was presented to the board regarding the dome project, which indicated all of the interior repairs have been made. The exterior repairs will resume in six to eight weeks with stripping of the paint, to follow with painting the dome in mid to late spring. The windows will then be installed which will complete the project.

A change order was received from JLG to fix the uneven subfloor in the new restroom and level the transition between the existing office and jury room where the wall was removed. A motion was made by Nelson and seconded by Johnson to approve the change order. A request was also made for the board to approve \$5,000 +/- to cover any changes from unforeseen conditions so construction will not be delayed until a board meeting. This request was denied.

A motion was made by Nelson and seconded by Drader to advertise for debris removal bids for various bridges throughout the county. Motion carried unanimously.

The board reviewed the current tax foreclosure list.

The board discussed holding the abandoned vehicle auction but a list has not been received from the Sheriff's Department. One of the commissioners will try to obtain a list.

A motion was made by Johnson and seconded by Drader to apply for state funding to replace the Halvorson Bridge NE of Upham. Motion carried unanimously.

A motion was made by Drader and seconded by Anderson to purchase four tires for the Towner blade. Motion carried unanimously.

A motion was made by Johnson and seconded by Anderson to advertise for bids for concrete and floor heat for a new 40' x 60' shop in Upham. Motion carried unanimously.

A motion was made by Nelson and seconded by Johnson to purchase tires and a windshield for the plow truck in Granville. Motion carried unanimously.

A consent motion was made by Anderson and seconded by Drader to approve the following: Treasurer's Miscellaneous Receipts #47868-47952; the monthly payroll in the amount of \$146,243.07 paid by warrant checks #27719-27767; Clerk of Court July County fees \$665.00, State fees \$13,895.10, Velva City \$20.00; Towner City \$60.00; County Recorder July recording fees of \$4,437.00 and misc fees of \$353.94; Deputy reports for June/July.

The board continued to audit bills until completed. A motion was made by Drader and seconded by Anderson 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>
86926	Advanced Business Methods	Copy machine lease	1,347.10
86927	Acme Tools	Shop supplies	6.57
86928	Amazon Capital Services	Office supplies	214.68
86929	4 Acres Welding	Repairs	125.00
86930	American Welding & Gas, Inc	Cylinder rent	79.66
86931	Attorney General Office	Program fees	2,075.00
86932	Baymont Inn & Suites, Mandan	Lodging	176.40
86933	Bearded Moose	Prisoner meals	20.00
86934	B & J Excavating, Inc	Gravel	46,972.50
86935	Brummond, Kristine	Meals, mileage	189.37

86936	BSC Student Finance	Lodging	825.00
86937	Burckhard, Adam	Gravel	11,472.00
86938	Cenex Fleetcard	Gas	5,082.50
86939	Dokken's Automotive LLC	Tire rotation, oil change	206.55
86940	Drake City	Utilities	335.78
86941	Domestic Violence Crisis Center	Fees	145.00
86942	Enerbase	Diesel, gas	3,927.08
86943	Envision Cooperative	Gas, diesel fuel, oil changes	2,693.59
86944	First District Health Unit	3rd Qtr Mill Levy	28,720.25
86945	Frey, Joshua	Mileage, meals, lodging, registration	2,152.00
86946	Galls LLC	Uniform	292.99
86947	Gallagher Benefit Services	Fox Lawson Compensation Consulting	4,000.00
86948	Graphics, Lettering & Trim	Reflective graphics	860.00
86949	General Trading Company	Parts	213.83
86950	Heart of America Medical Center	Prisoner Medical Expense	1,200.00
86951	Hansen, Jerry	Mileage	39.30
86952	HACTC	Prisoner board, medical	34,137.16
86953	Hardware Hank	Supplies	908.75
86954	Heringer Lumber	Supplies	172.20
86955	Information Technology Dept	Data processing	948.75
86956	John Deere Financial	Tractor lease	3,353.45
86957	JLG Architects	Courthouse renovations	6,495.15
86958	Johnson, Lance	Mileage	179.47
86959	Lowe's Garden Center	Trees	304.48
86960	Linde Gas & Equipment, Inc	Cylinder rent	170.17
86961	Lake Region Law Enforcement	Prisoner Board	85.00
86962	Mayo Construction, Inc	CP-2507(023) HBP Russel South	10,781.97
86963	Mike's Body Paint & Glass	Impounds, repairs	1,374.42
86964	McHenry County Treasurer	County car mileage	16.00
86965	Menards	Shelf	389.88
86966	Mouse River Journal	Legal Publications	851.83
86967	Mouse River Oil Company	Gas, diesel fuel, grease, rags	2,727.94
86968	ND Dept Corrections & Rehab	Transport	150.00
86969	NDACo Resources Group	Datto Backup	112.86
86970	ND Telephone Company	Circuit fees	41.14
86971	NDSU Extension Service	Salaries	12,249.28
86972	NDCVSOA	Registration	120.00
86973	Newman Signs, Inc	Road sign posts	168.77
86974	Northwest Tire, Inc	Blade tire, o-ring	3,241.23
86975	Odin Township	Overweight permit	19.70
86976	Otis Elevator Company	Logistics fee	100.00
86977	Office Depot, Inc	Filing cabinets, shredder, office supplies	1,620.36
86978	Otter Tail Power Company	Electricity	1,521.30
86979	Pharmchem, Inc	Drug testing	305.55
86980	PowerPlan	Blade Repairs	2,660.32
86981	RV Enterprises	U-joint	45.00
86982	South Dakota Sheriff's Association	Registration	121.05
86983	Smette Oil Company, Inc	Gas, Diesel	2,230.06
86984	Sommer, Tony	Tire repair	150.00
86985	Spartan Firearms	Ammunition	1,610.00
86986	SRT Communications, Inc	Phone, 911 service	1,384.33
86987	Steven's Welding and Machine	Mower repairs	2,697.04
86988	Towner Ambulance	Sheriff's service	500.00
86989	Thorson, Branden	Mileage	243.66

86990	Towner Health & Wellness	States Attorney Office rent	832.00
86991	Towner City	Utilities	470.42
86992	TransUnion Risk Alternative	Online fee	220.00
86993	Thomson Reuters West	Online resource fee	196.91
86994	Tractor Supply Credit Plan	Post pounder	29.99
86995	Uniform Center	Uniforms	56.87
86996	Verendrye Electric Cooperative	Electric service	329.82
86997	Verizon Wireless	Wireless service	743.88
86998	Voltaire Township	Overweight permit	19.70
86999	Wald, Rachel	Mileage	195.85
86700	Ward County	Prisoner board	160.00
86701	Welsh, Ryan	Meals, dog food	504.99

At 1:25 PM, there being no further business to come before the board at this time, a motion was made by Drader and seconded by Anderson to adjourn. Motion carried unanimously.

ATTEST:

\_\_\_\_\_  
Darlene Carpenter, Auditor

\_\_\_\_\_  
Brady Nelson, Chairman