

The Sargent County Board of Commissioners met in the Commissioner's Room at the Sargent County Courthouse at 9:00 a.m. with the following members present: Dave Jacobson, Jason Arth, Sherry Hosford, Mike Walstead, and Bill Anderson. Also present was Tibby Hinderlie, the Sargent County Teller; and, Pam Maloney, Sargent County Auditor.

Approve January 3, 2018 meeting minutes as presented. (Hosford/Arth, unanimous)

Approve January payroll in the sum of \$187,006.53 (Nos. 14423-14482 & 76479-76493) and the following bills: (Jacobson/Anderson) Upon roll call vote, motion carried unanimously.

76367-76374		Health Unit Expenses	2,789.49
76375	CHS-Dakota Plains	JDA-Milnor Spec Home	95.00
76376	Mauch, Lisa	JDA-Milnor Spec Home	1,254.07
76377	SCB Public Finance	Pay-off Snow Plow Truck	21,438.05
76378	Tischer, Dean	JDA-Milnor Spec Home	500.00
76379	Forman City	Water/Sewer/Garbage	206.08
76380	Ottertail Power Co.	Electricity	2,607.85
76382	Ransom County	VSO Salary/Benefits	842.64
76384-76396		Human Services Expenses	2,189.51
76397	Ameripride Linen	Cleaning Services	99.09
76398	AMS-Alcohol Monitoring	Blood Alcohol Monitoring	23.40
76399	Avid Hawk, LLC	Web Services	45.00
76400	Barnes County Jail	Prisoner Board	80.00
76401	Bryant, Rick	Sheriff Travel	131.97
76402	Computer Prof. Unlimited	Data Processing	1,255.58
76403	CHS-Dakota Plains	Sheriff/Comm. Gas Purchases	1,292.34
76405	Dickey Rural Networks	Telephone	1,003.14
76406	Forman Market	Courthouse Supplies	32.07
76407	FP Mailing Solutions	Postage Meter Rental	135.00
76408	Galls	Sheriff Office Supplies	109.99
76409	Gwinner One-Stop	Sheriff Gas Purchases	548.73
76410	Gwinner Transfer	Sheriff Car Oil Change	56.56
76411	Hardware Hank	Courthouse Supplies	83.90
76412	Information Tech. Dept.	WAN Access/Netmotion	591.85
76413	Lee's Service Station	Sheriff Car Oil Change	52.00
76414	Lexis Nexis Mathew Bender	Century Code Updates	126.86
76415	McKenna, Josh	Scram Refund	75.00
76416	National Assoc. of Counties	2018 Membership Dues	450.00
76417	NDACO	2018 Dues/Marriage Licenses	7,097.00
76418	NDACO Worker's Comp.	2018 Premium Billing	17,397.15
76419	ND Clerk's Assoc.	2018 Membership Dues	100.00
76420	ND County Commission Assoc.	2018 Membership Dues	1,650.00
76421	ND Recorder's Association	2018 Membership Dues	200.00
76422	ND State Radio	LETS Terminal	120.00
76423	NDACO	2018 Annual Agreement	35,076.12
76424	Nelson Home Center	Road /Courthouse Supplies	362.15
76425	Office of Attorney General	SCRAM 24/7	4,205.00
76426	Pharmchem, Inc.	Sweat Patch Analysis	225.00
76427	Quill.com	Treasurer Office Supplies	17.29
76428	Reardon Office Equipment	Sheriff Office Supplies	98.13
76429	Richland County Corrections	Prisoner Board	3,540.39
76430	SC Treasurer	2017 Real Estate Taxes	1,805.21
76431	Secretary of State	2018 Annual Report Fee	10.00
76432	Secure Software Solutions	2018 PAT License Renewal	1,700.00
76433	SEMCA	2018 Grant Match	10,000.00
76434	SENDCCA	2018 Membership Dues	250.00
76435	Southside Automotive	Tires/Vehicle Repairs	1,446.80
76436	Tougas, Tanner	Sheriff Gas Purchase	40.00
76437	Vanguard Appraisals	Consultation Services	1,800.00
76438	Verizon Wireless	Sheriff MIFI Cards	160.04
76439	Village Family Services	2018 EAP Services Contract	1,200.00
76440	Crandall Construction	Gravel Haul Only CR 1	34,450.68
76441	CHS-Dakota Plains	Road Supplies	104.44
76442	Ekstrom Repair	Road Equipment Repair	744.06

76443	Hansen Lumber & Hardware	Road Supplies	36.72
76445	NDDOT Financial Division	Signal Crossing Project Havana City/CR 7	12,083.96
76446	Nelson Bulk Oil Company	Road Fuel	3,658.50
76447	Visto's Carquest	Road Shop Supplies	340.17
76448	Zep Sales & Service	Road Shop Supplies	191.37
76449	Forman Market	Extension Supplies	4.67
76450	NDACO	911 Wireless	481.80
76451	ND State Radio	State Radio-4 th Qtr.	6,601.92
76452	SC Treasurer	Extension Postage	108.75
76453	Seykora, Melissa	Extension Travel	221.73
76454	US Imaging	Digitizing Project	18,505.00
76455-76465		Health Unit Expenses	3,072.91
76466	Interstate Engineering	Engineering Services CR 10, CR 14 & Silver Lake Project	7,547.20
76467	Mark Sand & Gravel	Road Project on CR 14	103,809.34

Some discussion was held on the Silver Lake Access Road Project. Commissioner Jacobson suggested utilizing the lease program with SCB Public Finance to finance the project and raise the camping rates to repay the amount financed. No motion was made and no action was taken. Commissioner Walstead suggested applying for a grant through the North Dakota Heritage Fund that is administered by the ND Industrial Commission to help fund the county's share of the Silver Lake SRF project. The auditor will look into the grant to see what is required.

Motion to instruct the county auditor to call for sealed bids in the official newspaper for furnishing supplies for the period beginning April 1, 2018 and ending March 31, 2019. Bids shall be opened on March 20, 2018 as follows: Gravel (with the stipulation that all graveling be done by October 1, 2018)-11:00 a.m.; Mixing & Drying Blacktop Surfacing-11:20 a.m.; Bituminous Materials-11:25 a.m.; Bulk purchase of 10% Blended Ethanol gasoline, Fuel, Diesel Exhaust Fluid (DEF), Biodiesel Blend/10% bio-diesel with 90% petroleum diesel or "B10" & LP Gas-11:30 a.m. (Hosford/Anderson) Upon roll call vote, motion carried unanimously.

It was brought to the commissioner's attention that two of the Silver Lake Park seasonal site renters have not paid for their electricity for 2017. The auditor was instructed to send them another request for payment. Failure to pay the amounts due could result in forfeiture of their seasonal camping sites at Silver Lake.

Motion to authorize the chairman and auditor to sign the Final Certification of Local Match for Project RPS-9999(389) – New Automatic Installation by Dakota Missouri Valley & Western Railroad in Havana on Sargent County Road #7. (Jacobson/Anderson) Upon roll call vote, motion carried unanimously.

Discussion on whether the tax director should be on the list of employees to receive reimbursement for cell phone usage. As this position was combined with the Emergency Manager & 911 Director previously, the prior tax director did receive cell phone reimbursement due to the combined positions. Commissioner Hosford has spoken with Ms. Ferderer, the current Tax Director, & she does not expect reimbursement for the few times she uses her cell phone. No change was made to the original resolution regarding eligibility of the tax director for cell phone compensation.

Approve Games of Chance Permit SC-2018-01 to Cogswell Gun Club, Cogswell, ND for a raffle on February 28, 2018 at Silver Lake Recreation Area. (Jacobson/Anderson) Upon roll call vote, motion carried unanimously.

Lyle Bopp, State's Attorney; & Jayne Pfau, Assistant State's Attorney; arrived at the meeting at this time.

Discussion on the proposed pay plan consultant's agreement with Gallagher Benefit Services. Mr. Bopp has spoken with James Fox with Gallagher Benefit Services. The changes that the county requested have been forwarded on to their attorneys. Motion to execute an agreement with the proposed changes; authorize the chairman to sign; & send it to Gallagher Benefit Services for their signature as soon as possible. (Hosford/Anderson) Upon roll call vote, motion carried unanimously.

Brenda Peterson, County Health Department Administrator, arrived at the meeting. Discussion on the second reading of the On-site Sewage Treatment Systems Ordinance. Motion to repeal the old Ordinance 2017-01; approve the second reading and final passage of Ordinance 2018-01; & authorize the publication of titles & penalties of Ordinance 2018-01, pursuant to state law. (Anderson/Hosford) Upon roll call vote, motion carried unanimously.

Denise Ferderer, Tax Director, arrived at the meeting. There were several applications for abatements that needed to be addressed. 1) Parcel 25-7956000 – Lot 3, Block 2, Peterson Subdivision, Milnor City. The applicant, Sargent County Job Development Authority, request that the taxes for 2016 & 2017 be abated as the Sargent County Job Development Authority is an organized County government authority pursuant to the laws of the State of North Dakota and is therefore tax exempt. Milnor City has approved the abatement application. Motion to concur with Milnor City. (Anderson/Arth) Upon roll call vote, motion carried unanimously. 2) Parcel 14-4423001 - .94 acre parcel in Section 13-130-55 in Rutland Township. The applicant, Dale McLaen, is requesting the building assessment be removed as the house was moved off in the summer of 2016. Rutland Township has approved the abatement application. Motion to concur with Rutland Township. (Hosford/Jacobson) Upon roll call vote, motion carried unanimously. 3) Parcel 26-8856000 – Lot 1, Block 4; 26-8857000 – Lot 2, Block 4; & Parcel 26-8858000 – Lot 3, Block 4; all parcels in Klefstad's Second Subdivision, Forman City. The applicant, Forman City, is requesting that the taxes be abated as Forman City bought the property from the Roger Hom Estate in February 2017, but the deed was misplaced and not recorded until December 2017. The city approved the application. Motion to concur with the action of the City. (Anderson, died for lack of second) Motion to deny the application. (Hosford/Jacobson) Roll Call Vote: Yes – Arth, Jacobson & Hosford. No – Anderson & Walstead. Motion carried. The application for abatement was denied and the taxes will not be abated on these three parcels.

Ms. Ferderer stated that things were going well in her office & she is appreciative of the help she receives from other county employees. Some discussion was held on the Gwinner Tax Team's "Letter to the Editor" and the commissioners suggested that she request to be invited to the meeting between the Gwinner Tax Team and the state tax commissioner when and if that takes place.

The commission also informed Ms. Ferderer about the decision to not include the tax director on the list of employees to receive cell phone reimbursement at this time. In the event that there is an increase in the use of her cell phone for County business, she should notify the Commission of that development and the matter will be reconsidered.

Assistant States Attorney Pfau suggested that the Sheriff's Department paragraph of the Cell Phone Reimbursement Policy be changed to read "all full time" instead of "5 full time" due to the increase in the number of full time Sheriff's Deputies. Motion to change 3. B. on the Sargent County Mobile Electronic Communications Device Program for County Officials and Employees to read: County Sheriff, Chief Administrative Deputy/Coroner and Sheriff's Deputies – All Full Time. (Anderson/Hosford) Upon roll call vote, motion carried unanimously.

There was also discussion of the possibility of establishing uniform building permit applications for all cities and townships in the County. A uniform system would provide the cities, townships and other taxing districts with the up to date and complete information needed for tax equalization purposes. The county has no authority to establish uniform building permits that the cities or townships require pursuant to their individual zoning ordinances, however, it was suggested that the tax director could send out her own form to the cities and townships requesting the information needed to assist them in the performance of their tax equalization duties.

Mr. Bopp informed the board that he & Ms. Pfau would be at the North Dakota States Attorneys' conference Wednesday, January 17 through Friday, January 19, but that he would be available by cell phone if needed.

Motion to appoint Mike Walstead as Sargent County's representative to the Barnes County/Southeast Multi-County Regional Jail Study Committee, in the event that it gets off the ground. (Hosford/Anderson) Roll Call Vote: Yes – Arth, Jacobson, Anderson & Hosford. No – Mike Walstead. Motion carried.

Motion to approve the following bill that was presented late: (Jacobson/Anderson) Upon roll call vote, motion carried unanimously.

76468

VISA

Extension Supplies

71.43

Merrill Engquist, Road Supervisor, arrived at the meeting. He suggested replacing the Cat blade this year with a reconditioned or new machine. The Cat blade currently in use has about 26,000/27,000 hours on it. He thinks that the County may be able to acquire a reconditioned machine for about \$150,000. He will do some checking to see what is available. Mr. Engquist also reported that a suitable replacement for the 2003 GMC crew pickup has not yet been located. A heavier duty vehicle is preferable, he stated. He will be attending the County Engineers' conference in Fargo next week. Assistant Road Supervisor Virgil Nogowski has reported numerous incidents of significant sign damage again – painting, shooting & running down of signs. The vandalism has been reported to the

Sheriff's Department and information about the vandalism has been provided to the County's official Newspaper.

Meeting adjourned at 11:55 a.m.

MIKE WALSTEAD – CHAIRMAN

ATTEST:

PAM MALONEY – COUNTY AUDITOR