

Forman, North Dakota
January 19, 2021

The Sargent County Board of Commissioners met at 9:00 a.m. with the following members present: Lyle Bopp, Mark Breker, Richard Ruch, and Jerry Waswick. Jason Arth was absent. Also present were Dave Jacobson, County Resident; Jayne Pfau, State's Attorney; Margie Johnson, State's Attorney Legal Assistant; Mary Engst, the Sargent County Teller; and, Pam Maloney, Sargent County Auditor.

Chairman Lyle Bopp called the meeting to order.

The Pledge of Allegiance was recited.

The board proceeded to review bills.

Damon DeVillers, Interstate Engineering; and Tim Faber, Road Supervisor; arrived at the meeting. Jason Arth joined the meeting via technology. Discussion was held regarding the County Road #1 Drainage Project and the easement obtained in order to get the project completed. Commissioner Waswick stated that as the easement did not include a map of where the tile would be installed, the landowners did sign the easement and had received payment for the easement, that the alternate route of the actual tiling had been approved by the engineer; that Mr. Jacobson should return the easement to be properly recorded. Mr. Waswick also stated that he would consider compensating the renter once it is known how much hay land is actually lost. Mr. Faber stated that he would be back to the area in the spring to clean up & reseed the area. Motion by Waswick to request Dave Jacobson to bring back the easement to be recorded. Mr. Jacobson stated that he would bring back the easement to Mr. Bopp's office tomorrow, January 20. Commissioner Waswick withdrew his motion.

Wendy Willprecht, Emergency Manager/911 Coordinator; and Alison Toepke, Treasurer/Recorder/Clerk of Court; arrived at the meeting. Brenda Peterson, Health Unit Administrator; & Jessica Peterson, Gwinner City Auditor; joined the meeting through technology. Ms. Peterson stated that there are 4 active cases in Sargent County at this time. Vaccinations are going well. Ms. Willprecht did not have much to report, but she is working closely with Ms. Peterson to assist with anything she can. Discussion was held on whether or not to open the county facilities to the public. Motion to open the doors of county facilities to the public on February 1, 2021, but to continue with the mask mandate per CDC guidelines. (Waswick/Breker) Roll Call Vote: Yes – Bopp, Breker & Waswick. No – Ruch. Absent – Arth. Motion carried.

Melissa Seykora, NDSU Extension Ag and Natural Resources (ANR) Agent; and, Cindy Klapperich, NDSU Extension Family and Community Wellness (FCW) Agent; reported on the activities of the County's Extension Service office personnel from October through December, 2020. A written report was delivered to each commissioner and to the county auditor. A copy of the report can be obtained from the Extension Office. Ms. Klapperich has been involved with numerous projects involving county residents, including: Human Development/Family Science Education; 4-H Youth Development; Nutrition, Food Safety & Health Education; & Personal and Family Finance Education. She also did pH testing of home canned foods, participated in two virtual conferences & did several weekly news columns & social media posts. She is looking ahead to Parent Education Classes and other education classes. Ms. Seykora had worked with numerous projects including: 4-H Awards and Recognition Event; Dakota Innovation & Research Workshop; 4-H Stem Challenge Activities; & SC Extension Advisory Council Meeting. She has also participated in cover crop field visits, SCN sampling, SCD meetings, NDSU Extension Community Forums & SE Legislative Updates. Moving forward she will be conducting pesticide trainings, 4-H Crop Judging, Crop Improvement Annual Meeting, Wheat Production Update, Silo Film Screening & Professional Development meetings. The commission thanked them for their service and dedication to the public.

Margie Johnson, State's Attorney Legal Assistant, presented the board with a revised 612 Parental Leave Policy. This policy would provide twelve weeks of leave at base pay if you are the fulltime primary caregiver; and four weeks of leave at base pay if you are considered the secondary caregiver. It also states that an employee may not use any paid parental leave unless the employee agrees in writing, before commencement of the leave, to subsequently work for Sargent County for at least 12 weeks (or 4 weeks for the secondary caregiver). This work obligation begins on the employee's first scheduled workday after such paid parental leave concludes. Much discussion was held regarding the time frame for this policy. Motion to approve 612 Parental Leave Policy with eight weeks for the primary caregiver and two weeks for the secondary caregiver. (Waswick/Breker) Upon roll call vote, motion carried unanimously.

Ms. Johnson also presented a change to 311 Shared Leave Bank Policy. Previously, employees were not able to donate unused personal hours to the sick leave bank, only vacation or sick leave hours.

Motion to allow employees to donate unused personal hours to the sick leave bank, along with vacation and sick leave hours. (Waswick/Ruch) Upon roll call vote, motion carried unanimously.

Mr. Faber brought up several items regarding the road department. The bathroom, office & breakroom need major repairs, as it has leaked in there for several years. They are working on getting bids for the work to be completed. There are two trucks that need major repairs, the foreman's pickup needs costly repairs, & safety lights need to be installed on some of the vehicles. He also requested to use the red emergency trailer for road purposes. He believes that it would be a good trailer to store signs & then to pull it out when signage work is being done. As it was under the direction of the emergency manager, it was decided that if the emergency manager is okay with it, permission would be given for him to use it.

Mr. DeVillers discussed with the commission the culvert under County Road #12 on Legal Drain #7. Commissioner Ruch will discuss with the SC Water Resource Board the priority for this project.

He also talked with the commissioners about the Jensen Slough Safety Project. It was suggested by Bryon Fuchs, NDDOT, to install better signage around the slough area, before the project was submitted to NDDOT. Motion to direct Interstate Engineering to draw up plans for signage around the slough, send to Tim for approval & make it a priority project for the summer. (Waswick/Ruch) Upon roll call vote, motion carried unanimously.

Mr. DeVillers also brought maps & plans for several seal coat or micro surfacing projects for the county to review. As the county is encouraged to borrow ahead their Federal Aid dollars, it was discussed to move forward with the seal coat projects presented by Mr. DeVillers. Motion to ask ND DOT to borrow ahead for Federal Aid Road dollars and to bid for 31 miles of seal coat projects. (Ruch/Waswick) Upon roll call vote, motion carried unanimously.

Discussion was held regarding a township road maintenance agreement that is currently in effect with Weber Township. Motion to discontinue the township road maintenance agreement, and to request reimbursement for the gravel placed on that road in 2020. (Breker/Waswick) Upon roll call vote, motion carried unanimously.

Approve January 5, 2021 minutes as corrected. (Waswick/Ruch) Upon roll call vote, motion carried unanimously.

Approve Covid Business Grants for 5 businesses in the county who have submitted applications. (Waswick/Breker) Upon roll call vote, motion carried unanimously.

Approve January payroll in the sum of \$227,881.69 (Nos. 18697-18764 & 81397-81403) and the following bills with the exception of the Dickey Rural Networks bill for fiber & labor. (Waswick/Breker). Upon roll call vote, motion carried unanimously.

81354-81364		Health Unit Expenses	3,270.07
81365-81368		Human Services Expense	119.19
81370	Forman City	Water/Sewer/Garbage	198.57
81371	Ottertail Power Company	Electricity	2,774.45
81372	Ransom County	VSO Salary/Benefits	932.16
81374	B & J Saloon	Cares Act Business Grant	1,000.00
81375	Body Works by Alexis	Cares Act Business Grant	500.00
81376	Coteau Des Prairie Lodge	Cares Act Business Grant	1,000.00
81377	Hair by Danielle	Cares Act Business Grant	500.00
81378	Hole in One	Cares Act Business Grant	1,000.00
81379	JS Impressions	Cares Act Business Grant	500.00
81380	Lariat Bar	Cares Act Business Grant	500.00
81381	The Field dba The Schoolhouse	Cares Act Business Grant	1,000.00
81382	The Monkey Hut	Cares Act Business Grant	1,000.00
81385-81396		Health Unit Expenses	7,210.89
81404	A-Z Body Shop	Deductible-Sheriff Vehicle Repairs	250.00
81405	Alcohol Monitoring Solutions	GPS Rental Fee	100.00
81406	Aramark	Cleaning Services	243.31
81407	Avid Hawk, LLC	Web Services	45.00
81408	Cogswell Countryside Grill Counties Providing	Cares Act Business Grant	1,000.00
81409	Technology	Computer Support	4,255.58
81411	CHS-Dakota Plains	Sheriff Gas Purchases	694.93

81412	Dakota Water Solutions	Water Jugs	28.00
81413	Dell Marketing	Computer Software	361.62
81414	Dickey Rural Networks	Telephone Services	1,078.57
		Home Rule Charter Committee	
81415	Engst, Mary	Travel	172.50
81416	Forman Drug	Auditor-Glue Sticks	2.62
81417	Forman Lumber	Fluorescent Bulbs	11.96
81418	FP Mailing Solutions	Postage Machine Rental	135.00
81419	G & R Controls	Boiler Repair	3,793.70
81420	Gall's	Sheriff Equipment	53.01
81421	Geneseo Bar & Grill	Cares Act Business Grant	1,000.00
81422	Gordy's Grill & Fill	Sheriff Car Wash	24.00
81423	Gwinner One Stop	Sheriff Gas Purchases	200.21
81424	Hump's Bar & Grill	Cares Act Business Grant	1,000.00
81425	Information Tech. Dept.	Wan Access/Netmotion	727.70
81426	J & M Printing	Sheriff Printing	359.81
81427	Johnson, Bryan	Sheriff Car Wash	12.00
81428	Karla's Kut & Kurl	Cares Act Business Grant	250.00
81429	Lee's Service Station	Sheriff Oil Change	57.00
81430	Minn-Kota Communications	Conference Phone	450.00
81431	National Ass'n of Counties	2021 Membership	450.00
81432	NDACO	2021 Dues/Marriage Licenses	7,353.00
81433	ND Ass'n of Counties	2021 Worker's Comp Premium	28,798.36
81434	ND Clerk's Ass'n	2021 Membership Dues	100.00
81435	NDCCA	2021 Community Correction Dues	200.00
81436	ND County Auditor Ass'n	2021 Membership Dues	100.00
	ND County Commissioner		
81437	Ass'n	2021 NDCCA Dues	1,650.00
81438	NDEMA	2021 Membership Dues	50.00
81439	ND Sheriff's Ass'n	2021 Membership Dues	400.00
81440	ND State Radio	State Radio Contract	120.00
81441	NDACO Resources Group	2021 Annual Agreement	32,519.40
81442	No Name Bar	Cares Act Business Grant	1,000.00
81443	Office of Attorney General	SCRAM 24/7	155.00
81444	Quill.com	Office Supplies	619.25
81445	Richland County Corrections	Prisoner Board	440.00
81446	Ruch, Richard	Commissioner Travel	350.70
81447	Sargent County Teller	Printing/Publishing	726.78
81448	Sargent County Treasurer	Postage/ACH Fees	4,826.74
81449	Secretary of State	Notary/Filing Fees	82.00
81450	SEMCA	2021 Grant Match	10,000.00
81451	Southside Automotive	Sheriff Oil Change	81.00
81452	Tyler Technology	License Fees	15,132.75
81453	Uniform Center	Sheriff Uniforms	13.41
81454	Verizon Wireless	Sheriff MIFI Cards	200.07
		Insurance Premium-Road Dept	
81455	Walock Johnson Insurance	Truck	654.00
81456	West Central Detention Center	Prisoner Board	158.00
81457	A W Diesel	Plow Truck Repair	14,512.38
81458	Brian Vculek Farms	County Road #1 Drainage Project	21,977.95
81459	Butler Machinery	Cat Grader Repair	116.37
		Gravel-Haul only Cty Rds #1-#6- #8-#10A-#14 & Load Fees	
81460	Crandall Construction		103,466.83
81461	Enderson Construction	Packer County Road #1	2,800.00
81462	Faber, Tim	Road Tool Purchases	383.84
81463	Forman Drug	Face Masks	29.28
81464	Forman Lumber	Road Shop Lights	103.19
81465	Gerner Ag, Inc	Road Foam Kit	445.00
81466	Halmrast, Cole	Cell Phone Reimbursement	75.00
81467	Lesmeister Gravel	Sand/Gravel/Haul to Shop	2,090.01
81468	ND County Engineer's Ass'n	2021 Membership Dues	275.00

81469	ND Motor Vehicle Dept	Title/Registration	23.00
81470	Rutland Oil Company	Road Fuel	2,245.25
81471	Sanford	Road DOT Testing	111.00
81472	Southside Automotive	Road Supplies/Repair	87.44
81473	Stock Grower's Bank	Road Truck Purchase	16,550.00
81474	Visto's Carquest	Road Tools/Supplies	1,140.18
81475	ZEP Sales	Road Supplies	651.57
81476	Dickey Rural Networks	911 Trunks Rental	231.00
81477	Forman City	911 Cost Share Siren Repair	124.50
81478	ND Ass'n of Counties	911 Wireless Fees	766.80
81479	ND State Radio	911 State Radio Contract	10,425.24
81480	ND 911 Ass'n	2021 Membership Dues	25.00
81481	NDSU Budget Office	Extension Salaries	10,020.57
81482	VISA	Extension Supplies	72.25
81483-81493		JDA Expenses	406.55

The commissioners received a letter from Sherry Hosford, retired Sargent County Water Resource Board secretary, regarding a communication issue that happened upon her retirement. She stated that her email account had been deleted immediately upon her retirement which has caused some critical communication issues. She had been in contact with NRG regarding her retirement & had been advised as to what she should do. However, her account was then deleted by the direction of the HR Director, so many emails that were sent to Ms. Hosford were then not received by anybody. The auditor was instructed to send a letter to NRG asking them to not delete accounts of resigning/retiring employees for several months after their termination.

The board discussed meeting protocol once court is back in session & are in need of the conference room on court calendar dates. The auditor was instructed to purchase a new conference phone, television and any hardware or cables needed for the commissioner's room to be a usable space for the meetings again. (Waswick/Ruch) Upon roll call vote, motion carried unanimously.

Motion to approve the following county deeds: Lots 2-3-4, Block 5, Weber's Addition, Havana City to Paul Berg, Fargo, ND for the purchase price of \$204; Lot 15, Block 8, Original Townsite, Veda Village to Dale Lugert, Lidgerwood ND for the purchase price of \$104; Lot 18, Block 1, Original Townsite, Cayuga City to City of Cayuga, Cayuga ND; Lot 6, Block 1, Williamson's Addition, Havana City to Travis Bergh, Havana ND; & a part of Outlot B, ada Block B more particularly described as: Commencing at a point 16' due North of the NE corner of Lot 1 of Block 4 of Williamson's 2nd Addition, thence running due North 100'; thence running West at right angles 80'; thence running south at right angles 100'; thence running east 80' to point of beginning, Auditor's Plat, Havana City to City of Havana, Havana ND. (Ruch/Breker) Upon roll call vote, motion carried unanimously.

Meeting adjourned at 1:38 p.m.

LYLE BOPP- CHAIRMAN

ATTEST:

PAM MALONEY – COUNTY AUDITOR