

The Sargent County Board of Commissioners reconvened the recessed January 8<sup>th</sup>, 2019, meeting in the Commissioner's Room at the Sargent County Courthouse at 9:05 a.m. with the following members present: Bill Anderson; Jason Arth; Lyle Bopp; and, Richard Ruch. Jerry Waswick was absent. Also present were Jayne Pfau, State's Attorney; Jeanne Sexton-Brown, Sargent County Teller; and, Pam Maloney, Sargent County Auditor. The meeting was adjourned at 9:06 a.m.

Jason Arth, Chairman, called the January 22<sup>nd</sup> meeting of the Sargent County Commission to order at 9:07 a.m.

The Pledge of Allegiance was recited.

Darci Weber, Social Services Director, arrived at the meeting to inquire about the lack of heat in the courthouse. She was assured that the courthouse commissioner and the custodian have been working on the problem, in consultation with Johnson Controls.

Approve January 8, 2019 meeting minutes as corrected. (Bopp/Ruch, unanimous)

Motion to approve Sheriff's Deputy Rick Bryant's request for a 30 days leave of absence beginning January 16<sup>th</sup>, 2019, pursuant to Policy 606 in the Sargent County Employee Handbook. Said leave is without pay or benefits. (Anderson/Ruch) Upon roll call vote, motion carried unanimously.

Motion to instruct the county auditor to call for sealed bids in the official newspaper for furnishing supplies for the period beginning April 1, 2019 and ending March 31, 2020. Bids shall be opened on March 19, 2019 as follows: Gravel (with the stipulation that all graveling be done by October 1, 2019)-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. (Anderson/Bopp) Upon roll call vote, motion carried unanimously.

Alison Toepke, Treasurer/Recorder/Clerk of Court, arrived at the meeting. She informed the commission that the Court Facilities Improvement Grant Committee will be meeting at the end of this week, so it should be known by next week whether Sargent County has been approved for the Wi-Fi equipment acquisition and installation grant request that had been submitted prior to the end of December, 2018. Ms. Toepke has contacted NRG to obtain an updated quote, so the county may get it ordered as soon as notification has been received from the grant committee. The equipment has been budgeted for, so the county will proceed whether or not the grant is awarded. Motion to proceed with the acquisition of the equipment needed for installation of Wi-Fi throughout the courthouse after the decision has been received from the Court Facilities Improvement Grant Committee. (Anderson/Bopp) Upon roll call vote, motion carried unanimously.

Ms. Toepke also asked the commissioners if they had any further questions regarding the new pay plan implementation costs after she had sent them additional clarifying information. Motion to approve the implementation of the pay plan with the regression schedule and budget projections transmitted to the county commissioners last week which amounted to approximately \$122,000, an amount which is slightly less than the amount budgeted for pay plan implementation and pay increases for 2019. (Anderson/Bopp) Upon roll call vote, motion carried unanimously.

Ms. Pfau stated that another minor change, the addition of a suite number, had been made to the lease between Sargent County and the Wild Rice Soil Conservation District. Motion to approve the amendment to the lease and to authorize the chairman and the county auditor to sign the amended lease. (Bopp/Anderson) Upon roll call vote, motion carried unanimously.

Motion to authorize the courthouse commissioner to solicit estimates to replace the carpet in the former extension office suite, now the States Attorney's office suite, in the northeast corner of the 2<sup>nd</sup> floor of the courthouse, and, after choosing the best estimate received, to have the carpet purchased and installed as soon as possible. (Anderson/Ruch) Upon roll call vote, motion carried unanimously.

Motion to authorize the chairman to sign the Final Project Certifications and Project Reimbursement letters for SB 2103 & HB 1176 road projects. (Anderson/Ruch) Upon roll call vote, motion carried unanimously.

Approve January payroll in the sum of \$209,044.27 (Nos. 15857-15913 & 78128-78138) and the following bills: (Anderson/Bopp) Upon roll call vote, motion carried unanimously.

78081		JDA Economic Development	100.00
78093-78100		Health Unit Expenses	1,842.86
78101	Forman City	Water/Sewer/Garbage	182.81
78102	Ottertail Power Company	Electricity	2,823.75
78103	Ransom County	VSO Salary/Benefits	872.75
78106-78117		Health Unit Expenses	7,065.70
78139-78151		Human Services Expenses	1,980.66
78152	Ameripride Linen	Cleaning Services	193.65
78153	AMS Alcohol Monitoring	GPS Rental Fee	100.00
78154	Avid Hawk, LLC	Web Service	45.00
78155	Barnes County Jail	Prisoner Board	720.00
78156	B. Maxell Estate	Sheriff Equipment	350.00
78157	Bryant, Rick	Sheriff Travel	163.61
78158	Code 4 Services, Inc.	Squad Car Equipment	1,552.28
78159	Computer Express	Laptop Repair	254.00
78160	Counties Providing Tech.	Data Processing	4,255.58
78161	Crossroads Electric	HVAC Service Health Dept.	367.54
78162	CHS-Dakota Plains	Gas Purchases	1,174.45
78164	Dakota Water Solutions	Water Jugs	63.00
78165	Dickey Rural Networks	Telephone	1,187.72
78166	Even Law Office, PLLC	Court Appointed Attorney	273.50
78167	Forman Market	Supplies	36.74
78168	Gordy's Grill & Fill	Sheriff Car Wash	48.00
78169	Gwinner One-Stop	Sherriff Gas Purchases	359.02
78170	Hanson, Sandra	Health Insurance Premium	1,388.16
78171	Information Tech Dept.	WAN Access/Netmotion	559.10
78172	Johnson Controls	Courthouse Heating Repairs	3,955.93
78173	Kozok, David	Sheriff Travel/Dues	232.52
78174	LaQuinta Inn	Sheriff Travel	158.00
78175	Lee's Service Station	Sheriff Oil Change	57.00
78176	McLaen's Service	Sheriff Vehicle Tires/Repair	884.85
78177	Midstates Wireless	Sheriff Radio Repair	125.00
78178	NACO	2019 Membership/Dues	450.00
78179	ND Ass'n of Counties	2019 Dues/Marriage Licenses	7,357.00
78180	NDACO, Workers Comp	2019 WC Premium	20,805.61
78181	ND County Commissioners Assoc.	2019 Dues	1,650.00
78182	ND Motor Vehicle Dept.	Sheriff Vehicle Title	11.50
78183	NDEMA	2019 Membership/Dues	30.00
78184	ND State Radio	LETS Terminal Rental	120.00
78185	ND Workforce Safety	Volunteer Coverage	10.78
78186	NDACO Resource Group	REC/COC Desktop Set-Up	111.00
78187	Nelson's Home Center	Supplies	1,087.77
78188	Office of Attorney General	SCRAM 24/7	1,630.00
78189	Paeper, Travis	Sheriff Travel/Dues	105.92
78190	Pharmchem	Sweat Patch Kit/Analysis	862.45
78191	Quill.com	Auditor/Custodian Office Supplies	85.94
78192	Reardon Office Equipment	Auditor Copier	3,500.00
78193	Sargent County Teller	Printing/Publishing	549.80
78194	Sargent County Treasurer	Postage/ACH Fees	2,089.52
78195	Secretary of State	Annual Fair Report	10.00
78196	Secure Software Solution	2019 PAT License Renewal	2,500.00
78197	SEMCA	Crime Prevention Grant Match	10,000.00
78198	Shopko	Courthouse Supplies	115.58
78199	Southside Automotive	County Car Expense	64.12
78200	Tougas, Tanner	Sheriff Travel	16.00
78201	Verizon Wireless	Sheriff MIFI Cards	200.05
78202	Village Family Services	2019 EAP Yearly Contract	1,260.00
78203	Walstead, Michael	Health Insurance Premium	651.14
78204	Willprecht, Wendy	Cell Phone	250.00
78205	CHS-Dakota Plains	Road Oil	42.36
78206	Ekstrom Repair	Vehicle Repair 08 Ford	1,326.43
78207	Enderson Construction	Haul Only Cty #3/Dirt Work	31,136.49
78208	Engquist, Merrill	Cell Phone	500.00
78209	Interstate Engineering	Sealcoat Projects Engineering	1,106.00
78210	John Deere Financial	Road Tow Chain	279.15
78211	Lovell Township	Culvert Cost Share Cty #5	3,221.00
78212	ND Ass'n of County Engineers	2019 Dues	200.00

78213	ND DOT	Pavement Marking/Signage	28,509.91
78214	ND One Call	Locate Requests	2.40
78215	RDO Equipment	Road Cutting Edges	5,148.27
78216	Southside Automotive	Road Supplies	43.44
78217	Visto's Carquest	Road Supplies	222.16
78218	Dickey Rural Telephone	911 Trunks	231.00
78219	Jacobson, David	EMS Office Space Rental	150.00
78220	ND State Radio	State Radio 4 <sup>th</sup> Quarter	6,675.52
78221	NDSU Ag Communications	Extension Printing	14.00
78222	SC Auditor	Extension WAN Access	240.00
78223	SC Treasurer	Extension Postage	332.58

Bruce Speich, county resident; and Merrill Engquist, Road Supervisor; arrived at the meeting. Mr. Speich was requesting permission to either bore under County Road #14 or cut the road to place 2 24" culverts according to specifications of the NRCS' engineer. The proposed work concerns a tile drainage project and the flow of water to and through a wetlands mitigation area that is part of the project. There was also a possibility that Mr. Speich could accomplish the aims of the proposed work without boring under or cutting through County #14 at DeLamere by cleaning an existing road ditch going north and east from the county road. After much discussion, it was decided to have Interstate Engineering, Sargent County's engineering firm, take a look at the plans Mr. Speich had provided and make a recommendation for consideration at the February 5<sup>th</sup> meeting.

Mr. Engquist then provided the commissioners with an inventory of gravel on hand at the different pits. Thorpe – 10,000 ton; Hankinson– 4,000 ton (which is earmarked for north of Geneseo); Marlowe – 5,000 ton (which is earmarked for County Road #12); Storhaug - 27,000 ton; & Jorgenson - 8,000 ton.

Mr. Engquist also stated that the John Deere tractor that had been rented from Green Iron Equipment at Milnor has been returned, as was required by the rental agreement, and he will be looking to negotiate another lease, or possibly a purchase, depending on what kind of government discounts are available. He was instructed to also check with Titan Machinery, concerning government discount programs that may be available.

There was further discussion on replacing the oldest/most hours motor grader. Motion to authorize the road supervisor and road commissioner to develop specifications to trade one motor grader and to authorize the auditor to advertise for a March 5 bid opening when the specifications have been determined. (Anderson/Bopp) Upon roll call vote, motion carried unanimously.

Travis Paeper, Sheriff, arrived at the meeting to answer questions regarding: Deputy Bryant's leave of absence; a shotgun equipped for law enforcement purposes that was recently purchased from a private party to be installed in one of the department's vehicles; the purchase and use of ammunition; and, certification of marksmanship and firearm use by Sargent County Sheriff's Department personnel.

Meeting adjourned at 12:10 p.m.

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JASON ARTH – CHAIRMAN

ATTEST:

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PAM MALONEY – COUNTY AUDITOR