

January 5, 2021
Forman, North Dakota

The Sargent County Board of Commissioners met at 9:02 a.m. in the Conference Room with the following members present: Jason Arth, Lyle Bopp, Mark Breker, Richard Ruch and Jerry Waswick. Also present were Jill Mulder, Human Resources Director; Mary Engst, Sargent County Teller and Pam Maloney, County Auditor.

Chairman Bopp called the meeting to order.

The Pledge of Allegiance was recited by those present.

Dave Jacobson arrived at the meeting to discuss the County Road #1 Drainage Project Easement. He asked to see the easement, as he had not been contacted regarding the signatures needed from the landowners. Commissioner Ruch had contacted the landowners and had the easements signed on December 15th, however, the easement had not been signed by the Commission Chairman or the County Auditor, so, in Mr. Jacobson's opinion, the work shouldn't have begun until the easement was completed and recorded. Mr. Jacobson also stated that the tiling project did not follow the map which had previously been discussed and approved by the land manager. Mr. Jacobson stated that the original project was to follow the quarter line and the tiling done was further over into the hay land. Commissioner Waswick then requested that Mr. Jacobson return the easement document to the county and Mr. Jacobson refused and retained it. The commissioners will meet with the road supervisor and determine what corrective measures should be taken, and then contact Mr. Jacobson for his input and/or approval.

Motion to approve December 15th minutes as corrected. (Waswick/Arth) Motion carried.

More discussion was held on the County Road #1 Drainage Project. Motion to request the \$500 back from the landowners until the easement is completed correctly. (Arth/Waswick) After more discussion, motion was rescinded. It was decided to invite the land manager, the two landowners, county road supervisor & county engineer to the next meeting to decide the best course of action for this project.

The county auditor updated the commission on the options for teleconferencing equipment. She will be ordering an updated Polycom with additional microphones from Minn-Kota Communications.

Ms. Mulder had provided the commission with some changes she thought would be necessary for the 516 Roadway Worker Safety Standard Operating Procedure Policy. The commission were in favor of her changes, but did not want to approve the policy until a Disciplinary Action policy is included. Ms. Mulder is scheduled to meet with the Personnel Board later this month to discuss a Disciplinary Action policy. Motion to table until a Disciplinary Action Policy is included. (Waswick/Arth) Upon roll call vote, motion carried unanimously.

There was also discussion regarding a Heavy Equipment Daily Inspection Checklist to be used by the road department. The road commissioner and road supervisor will review and incorporate this checklist on a routine basis.

The county has received nine new Covid 19 Business Grant Applications. Motion to approve all nine applications. (Arth/Ruch) Upon roll call vote, motion carried unanimously.

Approve 2021 Sargent Seniors Council Contract, which had been reviewed by the States Attorney and found to conform in form and content to the provisions of the prior contracts. Authorize Chairman to execute the same. (Ruch/Breker) Upon roll call vote, motion carried unanimously.

Wendy Willprecht, Emergency Manager/911 Coordinator; Alison Toepke, Treasurer/Recorder/Clerk of Court; arrived at the meeting. Also present through technology were Brenda Peterson, Health Unit Administrator; Jayne Pfau, State's Attorney; Margie Johnson, State's Attorney Assistant; & Jessica Peterson, Gwinner City Auditor. Ms. Peterson stated that case numbers were way down. There are presently 7 active cases in Sargent County. They are still working on Phase 1A with vaccinations. The Health Department and Forman Drug are working well together to make sure vaccines do not go to waste.

Ms. Willprecht stated that the state will be moving from the orange level to the yellow level as of January 8, but that the mask mandate will run through January 18th.

Ms. Toepke stated that jury trials will resume February 1 and other court proceedings will resume again in March.

Discussion was held whether or not to open the county buildings up to the public. It was decided to wait until the next meeting to make the decision to see if there is a spike in cases after the holiday season.

Commissioner Waswick stated that it might be a good idea to put a notice in the county newspaper regarding vaccinations. He stated that there are multiple scams going on right now and it would be beneficial to let the public know the proper procedure regarding vaccination protocol.

Some discussion was held regarding the Gwinner First Responders and whether or not they should become a county entity. More discussion was tabled until a request has been received from Gwinner First Responders.

Commissioner Breker stated that the trees around Alkali Lake have not been removed and will become a problem for snow removal. Commissioner Arth will share this information with the road supervisor.

Tim Faber, Road Supervisor, arrived at the meeting. Discussion was held regarding Merrill Engquist's continued employment after his retirement date of December 31, 2020. This is a commission decision and as it wasn't approved, Mr. Engquist is not authorized to work for the road department at this time. If Mr. Faber requests approval at a later date for some training and/or consulting services, the request will be considered at that time. Other items were discussed with Mr. Faber such as employee relations, new equipment, shop repairs, and paperwork.

Meeting adjourned at 12:25 p.m.

LYLE BOPP - CHAIRMAN

ATTEST:

PAM MALONEY – COUNTY AUDITOR