

Forman, North Dakota  
November 19, 2013

The Sargent County Board of Commissioners met at 9:00 a.m. The following members were present: Jerry Waswick, Mike Walstead, Steven Wyum, David L Jacobson and Bill Anderson. Absent: None. Also present was Paige Cary, The Sargent County Teller.

Approve minutes of the November 5, 2013, commission meeting as revised. (Waswick/Wyum, unanimous)

Cheryl Wyckoff, Coordinator, Sargent County Food Pantry, met with the commissioners to request permission to install a refrigerator in the alcove across the hall from the Food Pantry. Donations are pending for the purchase of the refrigerator and wiring with approval from this Board to allow the placement of the refrigerator and authorization of wiring for an electrical outlet, if necessary. Approve request from the Food Pantry. (Walstead/Waswick, unanimous)

The Annual Tax Sale was conducted at 10:00 a.m. Properties were auctioned individually and sold to the highest qualified bidder thereon. Motion to approve County Deeds for the following sales: Lots 11-12, Block 26, Original Townsite, City of Milnor, for \$969.88 and Lot 11, Block 35, Original Townsite, City of Milnor, for \$1314.77 to Milnor City, a municipal corporation, PO Box 70, Milnor, ND; Lots 1-2-3, Block 21, Auditor's Plat, Cogswell City for \$750.00 to Wayne Duval, 112 4<sup>th</sup> St, Hickson, ND; Lot 6, Block 2, Williamson's Addition, Havana City for \$800 to Wallace E and Helen M Herman, as joint tenants, 234 Sargent Ave E, Havana, ND; Lots 7-8, Block 7, Weber's Addition, Havana City for \$800 to Darwin D and Pearl M Brakke, 75 Weber St S, Havana, ND; North 75' of Lots 9-10-11-12, Block 3, Greene's First Addition, City of Rutland, for \$181.31 and N1/2 of Lots 13-14, Block 3, Greene's Addition, City of Rutland, for \$91.15 to Rutland City, a municipal corporation, PO Box 81, Rutland ND; and N1/2 Lot 9 and all Lot 10, Block 6, GCDC First Addition, City of Gwinner, for \$2315.00 to Gwinner City, a municipal corporation, PO Box 425, Gwinner ND. (Anderson/Waswick, unanimous)

Gwinner City is interested in purchasing two additional tax deed properties in that city for \$1.00 each. These properties had no special assessments against them, and, according to law, had to be offered for sale for the minimum sales price at the annual tax sale by Sargent County. In the opinion of the States Attorney, State law, according to an opinion of the North Dakota Attorney General, allows the County to negotiate with the City for the sale of tax deed property within the City that is not sold to a qualified bidder at the annual tax sale. Motion to accept the offer from Gwinner City of \$1.00 for the properties with the condition that Gwinner City gives its assurance that it will not convey the property to the former owners for less than the minimum sales price set by the County Commission at the meeting of November 5, 2013. (Anderson/Waswick, unanimous)

Sparky Engquist, Road Supt. and Dean Fiala, Jerry Kappenman and Lysle Coleman from Denver Township met with the Board. Mr. Fiala, Mr. Kappenman and Mr. Coleman requested the replacement of 2 culverts through County #2 north of Crete with a larger structure, due, in part, to the installation of larger culverts through ND Highway #32 this past summer. Sparky indicated that a hydraulic study of the watershed has been completed by Interstate Engineering, and that he will provide a copy to the Auditor's office. He also will confer with Damon DeVillers, Engineer, Interstate Engineering to provide design specifications for replacement of the existing culverts. This information will be reviewed at the December 3<sup>rd</sup> meeting. Board members also questioned Sparky about weed mowing; scope and extent of the use of the extra county pickup; serial numbers for new radios that had been installed in County trucks and road equipment; and, closure of Emergency Drain #3523 at Buffalo Lake. Sparky stated that no weed mowing list or letters for County rights-of-way were necessary; that the second Road Department pickup was used by County employee Virgil Nogowski for County Road Department business, pursuant to existing County policy and consistent with past practice; that the radio serial numbers were being obtained and will be provided to the County Auditor; and, that Emergency Drain #3523 will be closed in the next few weeks, and information of the closure will be provided for transmittal to the State Water Commission as soon as the work is completed.

Sandy Hanson, Tax Director/Emergency Manager/911 Coordinator met with the commissioners. Sandy reviewed the potential total payback from the 2009 FEMA account of \$35,735.79, pursuant to the audit recently completed by the North Dakota Department of Emergency Services. These funds have not been released to the County and the townships due to lack of documentation in the county file supporting completion of the work. Some of the work may or may not have been completed but the documentation needed to authorize the release of these funds has not been provided to the Sargent County Emergency Manager by the County or the affected Townships. The total for county road and bridge work that does not have documentation is \$5,287.12 and without documentation for these funds, FEMA will request that the county refund the money. The difference between the \$35,735.79 and the

\$5,287.12 is money that would be due to 8 townships if they had provided documentation to show that the approved work had been completed. In some cases, the County and the Townships opted not to complete the repair work as authorized by the State's FEMA inspectors. As the money has never been disbursed to the County Road Fund or to the Townships, returning it will not be difficult.

Approve November payroll in the sum of \$152,650.65 (Nos. 8907-8959 and 68658-68672) and the following bills: (Walstead/Anderson, unanimous)

|             |                                   |                                    |           |
|-------------|-----------------------------------|------------------------------------|-----------|
| 68515-68518 |                                   | Weed Board Expenses                | 249.52    |
| 68519       | Johnson Excavation                | S & D Crossing                     | 86,813.48 |
| 68520-68525 |                                   | Weed Board Expenses                | 346.47    |
| 68543       | Ransom County                     | VSO Benefits                       | 728.84    |
| 68544-68555 |                                   | Health Unit Expenses               | 1426.97   |
| 68577       | City of Forman                    | Water/Sewer/Garbage                | 166.30    |
| 68558       | Ottertail Power Co.               | Electricity                        | 1,260.87  |
| 68559-68567 |                                   | Health Unit Expenses               | 1,442.60  |
| 68568-68582 |                                   | Human Service Expenses             | 7,224.98  |
| 68583       | American Solutions for Business   | W2's                               | 48.04     |
| 68584       | Best Western Plus                 | Treasurer Travel                   | 149.40    |
| 68585       | Best Western Seven Seas           | Treasurer Travel                   | 149.40    |
| 68586       | Bladow, April                     | Auditor Travel                     | 45.50     |
| 68587       | Bryant, Rick                      | Phone charger & Travel             | 84.84     |
| 68588       | Buhl's Inc.,                      | Cleaning Services                  | 151.25    |
| 68589       | Cenex Fleet Card                  | Gas Purchases                      | 64.05     |
| 68590       | Comfort Inn                       | Tax Dept. Travel                   | 148.00    |
| 68591       | Copy Kat printing, Inc.,          | Office Supplies                    | 230.00    |
| 68592       | Dakota Plains Co-Op               | Gas and Fuel                       | 9,450.80  |
| 68593       | Days Inn                          | Auditor Travel                     | 149.40    |
| 68594       | Dickey Rural Networks             | Telephone                          | 1,088.09  |
| 68595       | Forman Drug                       | File Folders                       | 6.45      |
| 68596       | Gwinner One-Stop                  | Gas                                | 536.95    |
| 68597       | J & M Printing                    | Office Supplies                    | 237.72    |
| 68598       | Jacobson Plumbing, Heating & Exc. | Jail pipe removal                  | 175.30    |
| 68599       | Jacobson, Dave                    | Commission Travel                  | 1,050.16  |
| 68600       | Johnson, Pat                      | Painting bleachers                 | 1,000.00  |
| 68601       | Maloney, Pam                      | Auditor Travel                     | 45.50     |
| 68602       | NDACo                             | Convention/Cont. Ed                | 785.00    |
| 68603       | O'Brien, Chris                    | Treasurer Travel                   | 70.00     |
| 68604       | Paeper, Travis                    | Mowing/Car Wash                    | 998.99    |
| 68605       | Quill                             | Office Supplies                    | 258.64    |
| 68606       | Reardon Office Equipment          | Office Supplies                    | 53.31     |
| 68607       | The Sargent County Teller         | Printing & Publishing              | 571.72    |
| 68608       | Stein's Inc.,                     | Supplies                           | 437.40    |
| 68609       | Underground Vaults & Storage      | Microfilm Storage                  | 200.00    |
| 68610       | Verizon Wireless                  | Wi-Fi Mobile Cards                 | 160.04    |
| 68611       | Arrowhead Transport               | Gravel                             | 25,387.60 |
| 68612       | Bernard Mahrer Const. Inc.,       | Gravel                             | 19,554.71 |
| 68613       | Butler Cat                        | Equipment Repairs                  | 1,227.26  |
| 68614       | Climate Control                   | Dust Control                       | 33,263.00 |
| 68615       | Ekstrom Repair                    | Equipment Repairs                  | 12,781.32 |
| 68616       | Enderson Construction             | Gravel                             | 850.71    |
| 68617       | Federal Publishing                | OSHA Journal                       | 178.50    |
| 68618       | Interstate Engineering            | Engineering Services               | 36,381.00 |
| 68619       | Jacobson Implement                | Bobcat Repairs                     | 77.77     |
| 68620       | Martinsen's Home Center           | Sheriff Office remodel and repairs | 5,055.92  |
| 68621       | Midwest Testing                   | Gravel                             | 275.00    |
| 68622       | Nelson Bulk Oil Co.               | Fuel                               | 6,049.37  |
| 68623       | Sanford                           | DOT Recert/Urinalysis              | 68.00     |
| 68624       | Subsurface, Inc.,                 | Culvert repair/Milnor              | 298.00    |
| 68625       | Zep Sales & Service               | Equipment Repairs                  | 330.97    |
| 68626       | Avid Hawk LLC                     | County Webpage                     | 45.00     |
| 68628       | Blawat, Melissa                   | Extension Travel                   | 637.80    |
| 68629       | Century Link                      | 911 Contracts                      | 191.88    |
| 68630       | Computer Prof. Unlimited Inc.,    | Staff Support                      | 1,023.19  |
| 68632       | Dickey Rural Networks             | 911 Contracts & Database           | 382.42    |
| 68633       | City of Forman                    | Hall Rent                          | 30.00     |
| 68634       | Hanson, Sandra                    | Training/Travel                    | 237.14    |

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| 68636 | Holiday Inn                 | Home Economist Travel      | 298.80    |
| 68637 | Information Tech. Dept.     | WAN/ Lerm's User Fee       | 560.20    |
| 68639 | Jerry's Construction        | Sheriff Office remodel     | 960.00    |
| 68640 | Klapperich, Cindy           | Extension Travel           | 130.25    |
| 68642 | NDACo                       | 911 Wireless Fees          | 720.79    |
| 68643 | NDCCA                       | Dues/Fees                  | 200.00    |
| 68644 | NDDOT                       | Engineering Services       | 58,072.02 |
| 68645 | ND Workforce Safety & Ins.  | Community Service          | 40.26     |
| 68646 | NDACo Resources Group       | Tech Support               | 1,987.50  |
| 68647 | NDSU Ag Communications      | Registration               | 120.00    |
| 68648 | Office of Attorney General  | SCRAM 24/7                 | 1,130.00  |
| 68649 | Olson, Dick                 | Sheriff Office remodel     | 960.00    |
| 68650 | Peterson, Brenda            | Community Service          | 362.42    |
| 68651 | Pharmchem, Inc.             | SCRAM 24/7                 | 42.00     |
| 68652 | Richland County Corrections | Prisoner Board             | 1,960.79  |
| 68653 | SC Treasurer                | Postage reimbursement/Ext. | 78.96     |
| 68656 | Tyler Technologies          | Document Pro Software      | 2,486.14  |
| 68657 | Visa                        | Credit Card Purchases/Ext. | 671.56    |

Bids were opened for surplus property owned by Sargent County. Motion to accept all high bids on all items for which bids had been received; authorizing that all items without a bid be offered to the public for \$1.00 per item; and, authorizing the County Auditor to dispose of remaining items as she deems appropriate. (Wyum/Anderson, unanimous)

Discussion followed on designating voting precincts in Sargent County for 2014. Precincts must be designated by December 31, 2013. Tabled until the December 17 meeting.

Meeting adjourned at 12:00.

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DAVID L JACOBSON – CHAIRMAN

ATTEST:

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SHERRY HOSFORD - AUDITOR