

Forman, North Dakota
November 21, 2017

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, Mike Walstead, Sherry Hosford, and Bill Anderson. Also present was Tibby Hinderlie, the Sargent County Teller; and, Pam Maloney, Sargent County Auditor.

Approve November 7, 2017 meeting minutes as corrected. (Walstead/Arth, unanimous)

Some discussion on the SRF Project/Silver Lake Access Road and the letter from NDDOT regarding 2018 Traffic Counts. Tabled until later in the meeting when Damon DeVillers, Interstate Engineering, will be present to answer some questions.

Approve 2018 County Federal Aid Program Sheet and authorize the chairman to sign the document for return to ND DOT. (Anderson/Hosford) Upon roll call vote, motion carried unanimously.

Approve Progressive Estimate #2/Final Estimate for Mayo Construction for CNOC-4111(070)/County Road #4 from County Road #5 to the South Dakota border, and authorize the Chairman to sign. (Hosford/Anderson) Upon roll call vote, motion carried unanimously.

Lyle Bopp, State's Attorney, arrived at the meeting at this time.

Discussion was held on the "Agreement for Professional Services" from Gallagher Benefit Services. Commissioner Anderson had a few concerns on Sections 10 - Indemnification, 12.7 - Enforcement & 12.8 - Waivers. Mr. Bopp will review the contract & be in contact with Gallagher Benefit Services concerning any requested changes.

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: 10 x 10 feet in NW corner of Lot 1, Block 6, Camp's Addition, Cogswell City, for \$25, to Elden & Rita Linderkamp, PO Box 87, Cogswell ND 58017-0087; and E1/2 Lots 4-5-6-7 less N 6' of E1/2 Lot 4, Block 2, Cooper's Addition, Rutland City, for \$4,523.49 (\$1.00 + specials), to the City of Rutland, PO Box 181, Rutland ND 58067-0181. (Hosford/Walstead, unanimous) Upon roll call vote, motion carried unanimously. A gentleman from Fargo also attended the sale, interested in a property in Crete which was not on the forfeited lands list to be sold.

Denise Ferderer, Tax Director, arrived at the meeting. She requested that Sandra Hanson, former tax director, be compensated for time spent helping the tax director's office deal with commercial reappraisal issues; meet with the State Board of Equalization; and, handle other tax equalization matters. The commission response was that pursuant to the motion of July 18, 2017 Ms. Hanson could only be compensated for 3 days/week (21 hours) at this time. If she needs to work in the tax office, she should adjust her Emergency Manager/911 Coordinator hours to balance out the approved 3 days/week, and, if that is not possible, Ms. Ferderer and Ms. Hanson should consult with the Commission concerning the matter prior to putting in extra hours. With the ongoing issues concerning the reappraisal of commercial property and adjustments made to residential property by the State Board of Equalization, Ms. Ferderer has found it to be useful, and necessary, to consult with Ms. Hanson regularly and frequently.

Motion to adopt a Resolution Revising and Re-Enacting a Portfolio System for Sargent County's Departments, Boards and Commissions pursuant to the draft resolution submitted, in writing, by Commissioner Anderson. (Anderson/Arth) Much discussion followed. Motion to table consideration of the motion until the next meeting, and for the above resolution to be referred to Commissioners Arth and Hosford for comments and recommendations. (Anderson/Hosford) Upon roll call vote, motion carried unanimously.

More discussion regarding Sandra Hanson's work in the tax director's office. She has put in 51 extra hours in October, including consultations with Gwinner City and the State Board of Equalization, according to her time sheets. Motion to modify the motion made at the July 18, 2017 commission meeting to provide that Ms. Hanson will be paid for a total of 3 days/week (21 hours) in the capacity of Emergency Manager & 911 Coordinator, and to assist the tax director as needed, but that the assistance to the tax director should not exceed 1 day of the 3 days per week. Further, Ms. Hanson will be paid for the 51 extra hours of assistance to the tax director worked in October with the December payroll. (Anderson/Walstead) Roll Call Vote: Yes - Arth, Walstead, Anderson & Jacobson. No - Hosford.

Merrill Engquist, Road Supervisor; & Damon DeVillers, Interstate Engineering; arrived at the meeting.

Discussion was held on the SRF Project/Silver Lake Access Road. The road needs upgrading and the townships do not have the resources to do the work. The SRF Grant would provide 60% of the funding for the estimated \$390,000 cost of the project, with the County being responsible for the remaining 40% of the cost. Mr. DeVillers will bring more information to the next meeting, as the County have to reply to the state as to whether it will accept the award of funds for this project.

Discussion was held on the letter received from NDDOT regarding Traffic Counting Operations in Region 1 in 2018. If the county has locations where additional counts are desired, they can be added to the DOT's work schedule. Mr. DeVillers will bring back suggestions to the next meeting.

Commissioners Jacobson and Hosford requested that Mr. Engquist check out County Road #2, as it is in poor condition following the heavy truck traffic of the recent harvest season.

Mr. DeVillers will check with the NDDOT regarding the availability of funding from the Federal Aid Program. He stated that the Anderson Bridge (122-23.0), a wood timber bridge on County Road #7, east of Havana, constructed in 1952, is currently not eligible for federal aid funding, as it has too high a sufficiency rating. He has requested that it be re-inspected by the DOT.

The Sargent County Safety Projects were discussed. The county has decided not to apply rumble strips to road edges, but to do marking/stripping with an epoxy paint instead. Approximate cost of all County Safety Projects, including striping, would be \$410,000, with the Federal grant paying 90% of the cost, and the local cost at \$41,000. This would also include the signing upgrades needed. Mr. DeVillers also suggested that if Sargent County bid the project with Richland County, it could possibly reduce the cost.

Mr. Engquist updated the commission on County Road #12. The Road Department has approximately 1 1/3 miles of Base One remaining to incorporate into the road base. The southernmost 4 2/3 miles of the project have been completed, and should be good for winter travel. There is also slope work that will need to be done. The culvert projects near the Lois Brakke farm in Tewaukon Township & the Kevin Oland, formerly Edwin Anderson, farm in Marboe Township have been completed.

The commission reviewed an "Application for Drainage Work within County Road Right-Of-Way" from Heimbuch Farms, Cogswell, ND, proposing to add 2 36" culverts crossing County Road #5 starting in the far NW corner of the SW1/4 of Section 7-129-57-Brampton Township, crossing to the far SE corner of the NE1/4 of Section 12-129-58-Southwest Township. Application tabled until the required hydraulic/hydrology study has been done by a qualified engineer and provided to the Commission.

Approve November payroll in the sum of \$180,733.48 (Nos. 14197-14252 & 76087-76102) and the following bills: (Arth/Anderson) Upon roll call vote, motion carried unanimously.

76052-76059		Health Unit Expenses	1,480.02
76060	Forman City	Water/Sewer/Garbage	193.58
76061	Ottertail Power Co.	Electricity	1,154.50
76062	Ransom County	VSO Salary/Benefits	859.09
76065	Ottertail Power Co.	JDA-Milnor Spec Home	157.62
76066	Three River Decorating	JDA-Milnor Spec Home	5,548.57
76067-76078		Health Unit Expenses	2,755.14
76103-76120		Human Service Expenses	6,459.72
76121	Ameripride Linen	Cleaning Services	227.50
76122	Arth, Jason	Commission Travel	240.75
76123	Avid Hawk, LLC.	Web Services	45.00
76124	AXON Enterprise, Inc.	Sheriff Firearm	1,402.11
76125	B & K Electric	Exhaust Fan- Courthouse	572.45
76126	Bayger, Vanessa	County Car License	8.00
76127	Bituminous Paving, Inc.	Asphalt Hot Mix/Courthouse	
		Rear Entrance	3,421.44
76128	Bopp Law Office	Telephone/Rent/Dues	425.00
76129	Brian's Repair & Auto Parts	Sheriff - Oil Change	61.00
76130	Cenex Fleet Card	Gas Purchases	60.26
76131	Cliff's One Stop	Sheriff Gas	25.26
76132	Cole Paper	Copier Paper	231.70
76133	Quality Inn	Tax Travel	334.80
76134	Comfort Suites	Sheriff Travel	251.10
76135	Computer Prof. Unlimited, Inc.	Data processing	1,255.58
76136	CHS Dakota Plains	Gas Purchases	645.76
76137	Dakota Precision Fabricating	Metal Work	91.50
76140	Dakota Water Solutions	Water Jugs	70.00

76141	Dell Marketing L.P.	Computer Software	481.44
76142	Dickey Rural Networks	Telephone	1,040.50
76143	Enderson Construction	Courthouse Rear Entrance	10,438.35
76144	Forman Drug	Sheriff Supplies	4.13
76145	Forman Market	Supplies	249.28
76146	Forum Communications	Printing/Publishing	90.00
76147	Gordy's Grill & Fill	Sheriff Car Washes	100.00
76148	Gwinner One-Stop	Sheriff Gas Purchases	284.17
76149	Gwinner Transfer	Sheriff Oil Change/Tires	1,190.49
76150	Hardware Hank	Courthouse Supplies	425.31
76151	HP Inc.	Computer- Tax Dept.	995.30
76152	Information Tech. Dept.	WAN Access/Netmotion	591.85
76153	Jacobson/ David	Commission Travel	620.60
76154	James Valley Regional Lodge#4	Sheriff Membership	46.00
76155	Johnson Controls	Boiler Maintenance	1,189.60
76156	Johnson, Bryan	Sheriff Travel/Ammunition	365.56
76157	Kozok, David	Sheriff Travel	80.90
76158	Liberty Business Systems	Postage Meter Ink	209.90
76159	CHI-Lisbon Area Health	Alcohol Blood Draw	44.00
76160	Motorola Solutions, Inc.	New Sheriff Car Radio	9,458.44
76161	NDACO	Registrations/Webinars	2,575.00
76162	NDCCA	Dues/Ecliptic Fees	200.00
76163	ND Motor Vehicle Dept.	Sheriff Car License	11.50
76164	NDACO Resource Group	Handbook Update/Computer Parts	1,625.53
76165	Nelson Auto Center	Purchase Sheriff Car	27,512.00
76166	Nelson Home Center	Building Supplies/Fair Food Stand	3,556.76
76167	Obrien, Matt	Sheriff Cellphone	475.00
76168	Office of Attorney General	SCRAM 24/7	1,255.00
76169	Paeper, Travis	Sheriff Travel	70.00
76170	Pfau, Jane	Office Chair	229.49
76171	Pharmchem, Inc.	Sweat Patch Analysis	350.00
76172	Quill.com	Office Supplies	300.28
76173	Ramkota Hotel	Commission/Tax Travel	753.30
76174	Richland County Corrections	Prisoner Board	2,353.55
76175	Sargent County Teller	Printing/ Publishing	262.63
76177	ServiceMaster of Oakes	Cleaning Services	95.00
76179	Southside Automotive	Sheriff Tire Repair	20.80
76180	Stein's Inc.	Cleaning Supplies	201.49
76182	Tyler Technologies	Document Pro Fees	3,021.92
76183	Underground Vaults	Mfilm Box Rental	200.00
76184	Universal Services	Ink Toners	256.80
76185	Vanguard Appraisals	Consultation Services	1,800.00
76186	Verizon Wireless	Sheriff MIFI Cards	160.04
76187	Bargen, Inc.	GAP Road Repairs CR #1	8,700.00
76188	Bernard Mahrer Construction	Gravel & Hauling CR. #3 & CR. # 5	21,425.44
76189	Brian's Repair & Auto Parts	Install Muffler	15.00
76190	Butler Machinery	Equipment Repair # 102	104.63
76191	California Contractors	Road-Gloves	154.80
76192	Ekstrom Repair	Repair Water Truck	1,964.48
76193	Enderson Construction	Gravel- Haul Only -CR. # 5, CR. # 12, Cty. Shop & Lay Asphalt in Rutland	17,312.65
76194	Hansen Lumber & Hardware	Road Supplies	35.98
76195	Kirk's Ag Repair	Muffler Asphalt Machine	40.95
76196	Mayo Construction	Road Project CR #4	64,679.69
76197	NSC Mineral	Road Salt	2,848.08
76198	CHI-Oakes Community Hospital	Drug Test	40.00
76199	Rutland Oil Company	Road Fuel & Gasoline	3,983.72
76200	Southside Automotive	Road Pickup Repair	145.45
76201	Speich, Bruce	Fencing-Hall Twp Bridge Project	5,630.00
76202	Team Lab	Base One	25,700.00
76203	True North Steel	Culverts-Marboe	1,108.80
76204	Visto's Carquest	Water Truck Repair	1,041.48

76205	Dickey Rural Networks	911 Trunks/Weed Bd.	551.82
76206	Forman Drug	Extension Office Supplies	16.73
76207	Forman Market	Extension Supplies	1.23
76208	Holiday Inn	FCS Agent Travel	165.08
76209	NDACO	911 Wireless	578.00
76210	ND Center for Youth	Extension Supplies	144.00
76211	NDAAEA	Extension 2018 Dues	75.00
76212	NDSU	Extension Software License	82.00
76213	NDSU Extension Service	2018 Calendars	36.60
76214		Weed Control Expense	5.78
76215	SC Treasurer	Extension Postage	49.20
76216	VISA	Extension Supplies	153.95

Meeting adjourned at 12:20 p.m.

DAVID L JACOBSON – CHAIRMAN

ATTEST:

PAM MALONEY – COUNTY AUDITOR