

Forman, North Dakota  
December 17, 2019

The Sargent County Board of Commissioners met at 8:30 a.m., subsequent to the meeting of the Sargent County Park Board, in the Commissioner's Room with the following members present: Bill Anderson; Jason Arth; Lyle Bopp; Richard Ruch; and, Jerry Waswick. Absent – none. Also present was Jayne Pfau, State's Attorney; Mary Engst, Sargent County Teller; and Pam Maloney, Sargent County Auditor.

The Pledge of Allegiance was recited.

Alison Toepke, Treasurer/Recorder/Clerk of Court, arrived at the meeting. She stated that her office still has not received a bill from Tyler Technologies for the uploading of the county's digitized documents to Document Pro, despite the fact that the bill has been requested several times. The county has budgeted \$5000 for the project for 2019, but does not have anything budgeted for 2020. She is requesting that the commission approve payment of the bill upon receipt, so it would come out of her office's 2019 budget. Motion to approve Tyler Technologies bill in an amount up to the budgeted amount of \$5000, provided that the bill, when received, is approved by the department head and the county auditor. (Arth/Anderson) Upon roll call vote, motion carried unanimously.

Commissioner Bopp reported that G & R Controls had informed him that their repair personnel planned to be at the courthouse today, Tuesday, December 17, to install the new heating elements that the custodian received last week. They were also asked to check out some leaking radiators while they are here.

Approve December 3, 2019 meeting minutes as corrected. (Ruch/Arth) Upon roll call vote, motion carried unanimously.

Commissioner Waswick reported that Shay Walden had been at the courthouse that morning to inspect the floor in the Emergency Manager's Office. He stated that the cracks in the floor should be ground out and sealed, paneling removed from the walls, deteriorated masonry in walls repaired & drainage installed. He is willing to put together a cost estimate. Commissioner Bopp will coordinate with him to complete the project in a timely manner.

Denise Ferderer, Tax Director, arrived at the meeting to answer questions regarding the GIS contract with Sidwell. The total cost of the project is \$75,050.00, which will be spread out over five years, with the last three years' cost being only the annual hosting fee. Motion to approve the contract and to authorize the tax director and the chairman of the commission to execute the contract. (Anderson/Arth) Upon roll call vote, motion carried unanimously.

Paul Mathews & Bob Banderet, Sargent County residents, arrived at the meeting. They believe the Sargent County Water Resource Board has exceeded the statutory limit of levy for the cleaning & repairing of Drain #11. They also stated that, in their opinion, the county Road Budget would be responsible for more than \$200,000 in replacement culvert road crossings for the project, which, ultimately, is taxpayer's expense. There is a public informational meeting Thursday night, December 19 at 6:00 p.m. in Cogswell. Most of the commissioners plan to attend this meeting to obtain additional information about the proposed project.

Damon DeVillers, Interstate Engineering, arrived at the meeting. He informed the board that he had been approached by Wendy Willprecht, Emergency Manager, and had also talked to Travis Paeper, Sheriff, regarding the intersection of Highway 13 and Highway 32 near Gwinner. Ms. Willprecht believes there are some safety concerns at this intersection and Mr. DeVillers will be addressing those concerns with ND DOT.

Mr. DeVillers also addressed an email from Bryon Fuchs regarding a draft agreement for bridge inspections between NDDOT and the county. He saw no issues or concerns with the draft agreement that had been forwarded to the county. Ms. Pfau, State's Attorney, has also reviewed the agreement & sees no concerns either. Motion to authorize the Chairman and the Auditor to execute the draft Bridge Inspection Agreement with ND DOT (Anderson/Bopp). Upon roll call vote, motion carried unanimously.

The commission received a request from the City of Milnor that the county sponsor Milnor City's Transportation Alternative Grant application. Motion to authorize the chairman to sign a letter of support for the Milnor City TAP project. Milnor City's project includes replacing sidewalks, curbs, gutters and lighting including bump-outs and enhancements along Main Street. Grant funds will pass from ND DOT through Sargent County to the City of Milnor. (Bopp/Arth) Upon roll call vote, motion carried unanimously.

Approve beer and liquor licenses for 2020 to: Gerald D Dill, Dilly's Bar & Grill, Village of Stirum, Vivian Township. There were no objections to the license renewal from either the State's Attorney or the Sheriff. (Anderson/Arth) Upon roll call vote, motion carried unanimously.

Approve Games of Chance Permit SC-2019-4 to Tewaukon Rod & Gun Club, Geneseo for a raffle on January 17, 2020 at Geneseo Hall a/k/a Green Lantern Dance Hall, Geneseo ND. (Anderson/Arth) Upon roll call vote, motion carried unanimously.

Commissioner Bopp stated that he had attended an RSR Human Services Zone meeting on Tuesday, December 10. He requested that the commissioners approve the following terms for Sargent County's zone board members: Brenda Peterson – 1 year; Christina Ferderer – 2 years; and Lyle Bopp – 3 years. Motion to approve the terms stated [of Sargent County's representatives on] the RSR Human Services Zone Board. (Anderson/Arth) Upon roll call vote, motion carried unanimously.

Merrill Engquist, Road Supervisor, arrived at the meeting. Items discussed were ice covered roads south of Rutland and through Havana; Bobcat trade-in; and sign inventory has been finished and the road crew will be putting up signs on warmer days throughout the winter. There was also discussion on the Taylor Township bridge removal and what will need to be done in the spring. Mr. Engquist also stated that he will review maintainer specifications after the first of the year for possible bidding next summer.

The commissioners briefly discussed the 2008 draft of a possible Home Rule Charter for Sargent County which had been distributed by Ms. Pfau, after the last meeting. Ms. Pfau was requested] to do some further research to determine if the commission needs to form a new committee to move forward with a proposed Home Rule Charter, and to bring it to the vote of the people either at the June or November, 2020 election.

Motion to re-appoint Robert Ptacek and Sandra Hanson, representing townships, to the Sargent County Jobs Development Authority Board. Terms ending December 31, 2022 (Arth/Anderson) Upon roll call vote, motion carried unanimously.

Appoint Ronald Narum, representing cities with populations under 500, to the Sargent County Job Development Authority. Term ending December 6, 2022. Mayor Narum's reappointment had been requested by the cities of Cogswell, Havana and Rutland. (Anderson/Arth) Upon roll call vote, motion carried unanimously.

Approve amending 2019 budgets as follows: (Bopp/Anderson) Upon roll call vote, motion carried unanimously.

COMMISSION	\$ 79,480	TO	\$ 81,698.02
BUILDINGS & GROUNDS	\$ 111,370	TO	\$ 115,734.61
GENERAL GOVERNMENT	\$ 42,900	TO	\$ 50,003.74
PARK	\$ 117,419	TO	\$ 131,455.20
COMP MED INSURANCE	\$ 242,150	TO	\$ 265,868.18
ROAD	\$1,461,200	TO	\$1,535,175.06
STATE AID	\$ 14,513	TO	\$ 15,202.25
DONATIONS	\$ 66,096	TO	\$ 156,035.27
EMERGENCY MED SERVICES	\$ 287,685	TO	\$ 414,902.19
HISTORICAL SOCIETY	\$ 9,300	TO	\$ 9,884.34
SENIOR CITIZENS	\$ 66,500	TO	\$ 70,485.29
STATE TAXES	\$ 36,000	TO	\$ 36,408.12
GARRISON DIVERSION	\$ 36,000	TO	\$ 40,054.19
SOIL CONS. SERVICE	\$ 30,000	TO	\$ 32,295.94
WATER CHANNEL IMP #1	\$ 109,440	TO	\$ 114,958.32
TEWAUKON WATERSHED	\$ 46,500	TO	\$ 332,323.63

Approve transfer among the following 2019 budget funds: (Arth/Anderson) Upon roll call vote, motion carried unanimously.

- From Capital Improvements to Courthouse Improvement Fund \$12,500.
- From Recorder's Document Preservation to General \$4,279.85
- From General to Fairgrounds Improvement Fund \$699.70
- From General to Emergency Medical Services \$99100.00
- From Health to State Aid \$1365.00
- From Go Bonds to General \$6624.14

Approve the following voting precincts for the upcoming 2020 elections:

PRECINCT # 1: Milnor City, Hall Township, Herman Township, Milnor Township and Shuman Township

PRECINCT # 2: Gwinner City, Whitestone Hill Township and Willey Township.

PRECINCT # 3: Cogswell City, Brampton Township, Denver Township, Harlem Township, Jackson Township, Sargent Township, Southwest Township, Verner Township and Vivian Township.

PRECINCT # 4: Forman City, Havana City, Bowen Township, Dunbar Township, Forman Township, Rutland Township, Taylor Township and Weber Township.

PRECINCT # 5: Cayuga City, Rutland City, Kingston Township, Marboe Township, Ransom Township and Tewaukon Township.

(Anderson/Bopp) Upon roll call vote, motion carried unanimously. Sargent County will continue "Vote By Mail," with one polling place in the county courthouse for city elections, the statewide Primary and the statewide General Elections.

Approve December payroll in the sum of \$219,607.61 (Nos.17150-17230 & 79735-79743) and the following bills: (Arth/Bopp) Upon roll call vote, motion carried unanimously.

79664	Ottertail Power Company	JDA Expense	31.36
79665	Sargent County Recorder	JDA Expense	20.00
79676-79686 & ACH		Health Unit Expense	2,707.14
79687	Sargent County Insurance	JDA Expense	1,425.00
79688-79690		Heath Unit Expense	450.73
79691	Forman City	Water/Sewer/Garbage	178.97
79692	Ottertail Power Company	Electricity	4,012.41
79693	Ransom County	VSO Salary/Benefits	902.13
79695-79721		Health & JDA Expense	147,547.52
79722-79734		Human Services Expenses	2,739.13
79744	Ameripride Linen	Cleaning Services	233.98
79745	Alcohol Monitoring Systems	Daily Monitoring Fees	218.20
79746	Arth, Jason	Commission Travel	461.68
79747	Avid Hawk, LLC	Web Services	45.00
79748	Bayger, Vanessa	Sheriff Cell Phone	600.00
79749	Blue 360 Media	Traffic Law Book	70.75
79750	Bryant, Rick	Sheriff Travel/Cell Phone	483.80
79751	Code Services	Squad Car Equipment	3,657.27
79752	Counties Providing Technology	Data Processing	1,255.58
79753	CHS - Dakota Plains Cooperative	Gas Purchases	832.87
79755	Dakota Water Solutions	Water Jugs	28.00
79756	Dickey Rural Networks	Telephone Services	1185.44
79757	Even Law Office, PLLC	Court Appointed Attorney	426.00
79758	Ferderer, Denise	Tax Travel	124.12
79759	Forman Drug	Sheriff Supplies	24.64
79760	Forman Lumber & Fireworks	Snow Fence/Batteries	337.88
79761	Gordy's Grill & Fill	Sheriff Car Wash	36.00
79762	Information Tech. Dept.	WAN Access/Netmotion	630.24
79763	J & M Printing	Deputy Sheriff Business Cards	72.64
79765	Johnson, Bryan	Sheriff Cell Phone	600.00
79766	Law Enforcement Systems	Sheriff Office Supplies	192.00
79767	Lexis Nexis-Matthew Bender	Century Codes	130.86
79768	ND Insurance Dept.	Endorsement Premium	2.64
79769	NDACO Resource Group	Tech Support/Equip.	970.96

79770	Office of Attorney General	SCRAM 24/7	1350.00
79771	Paeper, Travis	Sheriff Cell Phone	600.00
79772	Pfau, Jayne	Office Supplies/Phone	465.42
79773	Pharmchem, Inc.	Sweat Patch Analysis	833.90
79774	Quill	Treasure/Sheriff Supplies	511.42
79775	Radisson Hotel – Bismarck	Tax Travel	109.00
79776	Reardon Office Equipment	Tax Copier fees	128.23
79777	Richland County Corrections	Prisoner Board	2310.00
79778	Roberts County Detention	Juvenile Detention	140.00
79779	Sargent County Teller	Printing/Publishing	635.32
79781	Southside Automotive	County Car Expense	23.98
79782	Streicher's	Deputy Sheriff Gear	511.84
79783	Uniform Center	Sheriff Vests	3,945.00
79784	Vanguard	Tax Service Fee	3,500.00
79785	Verizon Wireless	Sheriff MIFI Cards	200.05
79786	Waswick, Jerry	Commissioner Travel	208.80
79787	Watch Guard	Sheriff Car Equipment	4,945.00
79788	Wild Rice Soil Conservation	Extension Rent	500.00
79789	Willprecht, Wendy	911/EM Travel	123.08
79790	Wold, John	Sheriff Travel/Equipment	280.85
79791	A W Diesel	Repairs L9000	5,942.64
79792	CHS – Dakota Plains	Lube Oil	54.48
79793	Ekstrom Repair	Equipment Repairs	130.01
79794	Hansen Lumber & Hardware	Shop Gloves	14.99
79795	Jawaski Glass & Repair	Windshield Replacement	769.90
79796	Productivity Plus	Cat Blade/Fluid Drive Train	48.50
79797	RDO Equipment	Backhoe Grader Mtnc.	6,247.00
79798	Rutland Oil Company	Fuel/WM/#1	6992.70
79799	Southside Automotive	Hardware/Supplies	38.48
79800	Car Quest	Fuel Nozzle/Supplies	127.54
79801	Dickey Rural Telephone	911 Trunks	231.00
79802	City of Forman	Ext-Rental/Forman City Hall	30.00
79803	General Roofing & Construction	Dome & Window Project	72,827.00
79804	H Window Company, LLC	Dome & Windows	22,065.82
79805	J & M Printing	Emergency Booklets	320.39
79806	David Jacobson	Rent	150.00
79807	Klapperich, Cindy	Ext Travel/Dues/Misc.	320.80
79808	Marshall County	Service Fee	51.00
79809	ND State Radio Communications	911 State Radio Fees	14,394.72
79810	NDSU Agriculture Communications	Ext-Warranty/Desktop	364.25
79811	Sargent County Treasurer	Ext-Postage	84.20
79812	Seykora, Melissa	Ext-Travel/Misc.	449.35
79813	Tyler Technologies	DocPro Conversion Upload	1,500.00
79814	Visa	Ext-Supplies/Dues/Equip.	489.76

A motion was made to go into Executive Session as authorized by NDCC 44-04-19.1 to discuss potential litigation at 11:55 a.m. (Anderson/Arth) Upon roll call vote, motion carried unanimously. The executive session was recorded by State's Attorney Jayne Pfau on a cellular phone.

Resumed regular session at 12:04 p.m.

Meeting adjourned at 12:05 p.m.

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JERRY WASWICK – CHAIRMAN

ATTEST:

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PAM MALONEY – AUDITOR