

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

Approve December 5, 2017 meeting minutes as presented. (Arth/Jacobson, unanimous)

Lyle Bopp, State's Attorney; & Jayne Pfau, Assistant State's Attorney; arrived at the meeting at this time.

More discussion was held on the December 31, 2017 deadline to apply for a Court Facilities Improvement Grant. The proposed project will be to update the computer monitors & provide Kevlar protection in the courtroom. Motion to authorize the chairman to sign the Court Facilities Improvement Grant Application and to submit the application by the December 31 deadline. (Anderson/Arth) Upon roll call vote, motion carried unanimously.

Appoint Bryce Carlson, Rutland; Paige Cary, Forman; & Mark Gainor, Milnor; (member-at-large-term expires 12/31/20) to the Sargent County Jobs Development Authority. Applications are on file in the County Auditor's office. (Anderson/Jacobson) Upon roll call vote, motion carried unanimously.

Re-appoint County Sheriff Travis Paeper Deputy Coroner and Deputy Matron Vanessa Bayger as Assistant Coroner. (Anderson/Arth) Upon roll call vote, motion carried unanimously.

Travis Paeper, Sargent County Sheriff; & Brenda Peterson, Health Department Administrator; arrived at the meeting. They are the Chairman and Secretary, respectively, of the Sargent County Personnel Board. They presented the new employee handbook which Chuck Horter from NDACO had revised for Sargent County. The personnel board had gone through this handbook and suggested many additional revisions to better fit the policies to the needs of Sargent County and its employees. Motion to approve the employee handbook as recommended by Chuck Horter of NDACo and the personnel board, and to commend the members of the personnel board for their active participation & contribution of time, talent and effort in getting the work done. Voting members of the Personnel Board are: Travis Paeper; Sandra Hanson; Brenda Peterson; Trilby Lawrenson; and, Virgil Nogowski. Ex-officio non-voting members were: Assistant States Attorney Jayne Pfau; and, County Commissioner Bill Anderson. The revised handbook will be effective as of today, December 19, 2017. (Anderson/Arth) Upon roll call vote, motion carried unanimously.

Carol Peterson, Milnor City Economic Development Coordinator, arrived at the meeting. She is asking the county's sponsorship of the Milnor City Transportation Alternative Grant to replace sidewalks, curb & gutter along Milnor's business district on Main Street. Pursuant to NDLTAP Grant Regulations, applications by cities with a population of less than 5,000 must be sponsored by the County in which the city is situated. Motion for Sargent County to be the sponsoring agent, at no cost to the county, and authorize Commission Chairman Mike Walstead to sign any documents required for the grant application sponsorship as the authorized representative of Sargent County. (Anderson/Arth) Upon roll call vote, motion carried unanimously.

There was discussion on the possibility of Sargent County becoming a ND Cares Community. The mission of ND Cares is to strengthen an accessible, seamless network of support for service members, veterans, families and survivors. Motion to participate in ND Cares; to acquire 6 signs to be placed at the points where State Highways #11, #13 & #32 enter Sargent County; to appoint a steering committee consisting of Mike Walstead, VSO portfolio commissioner; Jon Hanna, Veteran's Service Officer; & Carol Peterson, Milnor City Economic Development Coordinator; and, to adopt the following resolution: (Anderson/Arth) Upon roll call vote, motion carried unanimously.

Resolution of Support

Effective Date December 19, 2017

WHEREAS, the freedom and security enjoyed today by the citizens of the United States, the State of North Dakota, and the county of Sargent are the direct result of sacrifices made by the men and women of the United States Armed Forces; and

WHEREAS, the service and sacrifice of the members of the United States Armed Forces and their families continue to provide us with the freedom to pursue individual and community goals; and

WHEREAS, citizens of Sargent County recognize the continued sacrifices of Service Members, Veterans, Families, and Survivors in the defense of this nation and the preservation of freedom; and

WHEREAS, citizens of Sargent County recognize the generations of veterans and their families who have proudly and valiantly served this great state and nation, and who have played an integral role in defending our homeland and preserving freedom around the world; and

WHEREAS, ND Cares, in recognition of the United States Armed Forces and their families, is working with federal, state, county, city, and private organizations to strengthen an accessible, seamless network of support for Service Members, Veterans, Families, and Survivors within North Dakota.

NOW, THEREFORE, as Sargent County Commissioners, we do hereby proclaim this day, December 19, 2017, that the county of Sargent joins the North Dakota Cares coalition in supporting Service Members, Veterans, Families, and Survivors. Signatures of Commissioners affixed.

Approve the following voting precincts for the upcoming 2018 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.

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

Approve beer and liquor licenses for 2018 to: Gerald Dill, Dilly's Bar N Grill, 101 N Main St, Stirum ND; providing there is no timely filed objection from the Sheriff or State's Attorney. (Anderson/Jacobson) Upon roll call vote, motion carried unanimously. States Attorney Bopp stated that his office was not aware of any reason why the applications for licenses should not be approved.

Discussion on the On-site Sewage Treatment Systems Ordinance. After conferring with Richland County to coordinate provisions and reduce unduly burdensome regulations, States Attorney Bopp; Health District Administrator Peterson and Commissioner Anderson have recommended some revisions to the previously adopted ordinance. Motion to amend Sargent County's On-site Sewage Treatment Systems Ordinance to conform to the new draft language as presented by the state's attorney. (Anderson/Arth) Upon roll call vote, motion carried unanimously. Motion to: request that the state's attorney create the application and do other administrative work as needed to implement the ordinance; and, authorize and direct the Sargent County District Health Board to administer the provisions of the ordinance, and to set fees, as appropriate. (Anderson/Arth) Upon roll call vote, motion carried unanimously.

Motion to approve a new County Commission Chairmanship Rotation Policy pursuant to the draft circulated by Commissioner Anderson following the December 5 Commission meeting. (Anderson/Arth) Tabled until a full board is present.

Merrill Engquist, Road Supervisor, arrived at the meeting. Road Commissioner Jacobson presented the commission with a list of proposed goals for the Road department in 2018. Mr. Engquist commented that most of the items listed have been worked on in 2017, and will continue to be worked on through 2018. Discussion was held on blading roads. Commissioner Arth asked if the road department would try continuous blading for 6 months, instead of spot blading, to see what kind of difference this would make. He would also like to see the road employees' logs to see when and where they have bladed. Mr. Engquist reported that, in his opinion, the 2003 GMC pickup will likely need to be replaced soon, as it is nearing 300,000 miles and many of its components are worn out. The tractor lease program through NDACO & John Deere was also discussed and as soon as information comes forth from Green Iron Equipment, Milnor, the county will lease another tractor through this program, however, a 12 month lease will be preferable to the 8 month lease that the Road Department had this year. Mr. Engquist stated that, in his opinion, a smaller tractor than the one that was leased in 2017 will be more useful and practical for Road Department purposes.

Approve amending 2017 budgets as follows: (Jacobson/Anderson) Upon roll call vote, motion carried unanimously.

ROAD	\$1,416,548	TO	\$ 1,427,552.44
MCH	\$ 1,281	TO	\$ 4,218.44
EMERGENCY	\$ 0	TO	\$ 14,139.20
HISTORICAL SOCIETY	\$ 8,450	TO	\$ 8,906.66
SENIOR CITIZENS	\$ 62,000	TO	\$ 64,024.53
JOB DEVELOPMENT	\$ 134,200	TO	\$ 156,663.10
EXTENSION EDUCATION	\$ 1,000	TO	\$ 1,477.39
GARRISON DIVERSION	\$ 33,700	TO	\$ 36,062.09
WATER RESOURCE	\$ 285,300	TO	\$ 321,995.75
SOIL CONS. SERVICE	\$ 30,000	TO	\$ 31,552.43
TRI-COUNTY DRAIN #1	\$ 34,200	TO	\$ 34,225.61
DRAIN #4	\$ 70,000	TO	\$ 71,849.25
WATER CHANNEL IMP #1	\$ 15,000	TO	\$ 15,173.14
WTR CHAN IMP #1 I&S	\$ 740,000	TO	\$ 756,228.27
RICHLAND/SARGENT DR #1	\$ 102,000	TO	\$ 102,427.98
JACKSON IMP #1	\$ 175,000	TO	\$ 181,759.05

Approve transfer among the following 2017 budget funds: (Anderson/Arth) Upon roll call vote, motion carried unanimously.

- From Capital Improvements to County General (Park) \$12,500.00.
- From General Fund Building and Maintenance to the Courthouse Building Fund \$25,000.00.
- From General to Recorder's Document Preservation \$13,000.
- From Federal Aid Road to Road \$25,000

Approve December payroll in the sum of \$181,153.64 (Nos. 14295-14362 & 76241-76256) and the following bills: (Arth/Jacobson) Upon roll call vote, motion carried unanimously.

76217-76227	Health Unit Expenses	1,110.82
76228	Crossroads Electric	JDA-Milnor Spec Home 299.16
76229	Forman City	Water/Sewer/Garbage 164.83
76230	Ottertail Power Co.	Electricity 2,530.94
76231	Ransom County	VSO Salary/Benefits 890.27
76232	Lake Agassiz Development	JDA-Milnor Spec Home 3,451.13
76234-76240	Health Unit Expenses	2,276.05
76257	American Business Solution	W9/1099 Forms 44.00
76258	Ameripride Linen	Cleaning Service 99.09
76259	AMS-Alcohol Monitoring	Daily Monitoring 198.90
76260	Applied Concepts	Sheriff Car Equipment 2,467.50
76261	Avid Hawk, LLC	Web Services 45.00
76262	B & K Electric	Ballasts 94.00
76263	Bayger, Vanessa	Sheriff Cell Phone 600.00
76264	Bopp Law Office	Rent/Phone/Office Supplies 841.39
76265	Bryant, Rick	Sheriff Cell Phone 50.00
76266	Calif. Professional Mfg.	Disaster Pouches 275.29
76267	Cenex Fleet Card	Gas Purchases 39.88
76268	Code 4 Services, LLC	Sheriff Equipment Installed 10,487.86
76269	Computer Prof. Unlimited, Inc.	Data Processing 1,255.58
76270	D & K Gunsmithing	Sheriff Gun Repair 58.95
76271	Dacotah Paper Company	Copier Paper 116.92
76272	Dakota Mailing	Pinwheel Tape/Postage Machine 63.15
76273	CHS-Dakota Plains	Gas Purchases 679.53
76275	Dakota Water Solutions	Water Jugs 35.00
76276	Dickey Rural Networks	Telephone 785.92
76277	Ferderer, Denise	Tax Director Cell Phone 150.00
76278	Forman Market	Courthouse Supplies 25.48
76279	Galls	Sheriff/Officer Supplies 241.29
76280	Graham Tires	Sheriff Vehicle Tires 570.20
76281	Gwinner One-Stop	Gas Purchases 426.47
76282	Hanson, Sandra	Cell phone 536.07
76283	Hardware Hank	Supplies 182.67
76284	Information Tech Dept.	WAN Access/Netmotion 591.85
76285	J & M Printing	Tax Office Supplies 80.74
76286	Johnson, Bryan	Sheriff Cell Phone/Travel 634.87
76287	Kozok, David	Sheriff Cell Phone 600.00
76288	Lexis Nexis Mathew Bender	Century Code Update 126.86

76289	Martinson, Adam	SCRAM Refund	30.00
76290	Minn-Kota Communication	Phone Line Service Call	120.50
76291	ND Post Board	Police Officer License/Bryant	45.00
76292	ND States Attorney Assoc.	2017 Association Dues	450.00
76293	NDACO Resource Group	Toughbook/Cable/Paper	5,048.87
76294	Nelson Home Center	Courthouse Supplies	130.84
76295	Paeper, Travis	Sheriff Cameras/Cell phone	2,959.90
76296	Pharmchem, Inc.	Sweat Patch Analysis/Kits	858.00
76297	Quill.com	Office Supplies	485.05
76298	Reardon Office Equipment	Office Supplies	206.67
76299	Richland County Corrections	Prisoner Board	1,540.00
76300	Sakry Plumbing, Inc.	Women Bathroom Repair	311.60
76301	Sargent County Teller	Printing/Publishing	582.28
76302	Sargent County Treasurer	Postage/ACH Charges	5,146.98
76304	Southside Automotive	F250 Repair/Replace Wipers	1,056.84
76305	Vanguard Appraisals	Tax Service	3,500.00
76306	Verizon Wireless	Sheriff MIFI Cards	160.04
76307	Walstead, Mike	Commission Travel	102.72
76308-76320		Human Services Expenses	3,471.05
76321	A W Diesel Service	Antifreeze/ Air Line	321.50
76322	CHS-Dakota Plains	Oil	42.36
76323	Ekstrom Repair	97 Ford Truck Repair	347.03
76324	Enderson Construction	Bridge Project #1-Tewaukon Twp	
		#2-ShortFoot Creek & Disposal	19,270.27
76325	Lyle Signs, Inc.	Road Signs	6,414.10
76326	Northside Implement, Inc.	Road Mower Blade	31.12
76327	RDO Equipment Co.	672G Motor Grader Service	265.50
76328	Rutland Oil Company	Road Gas/ Fuel	5,054.72
76329	SCB Public Finance	Truck Payment	11,156.80
76330	True North Steel	Culverts	11,454.84
76331	Bopp, Mark	JDA Travel	10.70
76332	Cliff's One-Stop	Extension Travel	30.37
76333	Colemer, Allen	JDA Travel	10.70
76334	Dusek, Terry	JDA Travel	44.94
76335	Forman Market	Extension Supplies	6.60
76336	Hanson, Sandra	JDA Travel	20.87
76337	Klapperich, Cindy	FCS Conference Dues/Travel	465.72
76338	Narum, Ron	JDA Travel	32.10
76339	NDACO	911 Wireless	294.30
76340	ND Center for 4-H	Adult Color Books	144.00
76341	Pearson, Randy	JDA Travel	65.82
76342	Peterson, Carol	JDA Travel	65.27
76343	Peterson, Jessica	JDA Travel	32.10
76344	Ptacek, Robert	JDA Travel	52.98
76345	Quill.com	Auditor Office Supplies	454.71
76346	SC Treasurer	Extension Postage	23.98
76347	Seykora, Melissa	Extension Agent Travel	539.93
76348		Weed Board Expense	143.33
76349	Universal Services	Extension Ink Cartridges	441.00
76350	VISA	Extension Dues/ Office Supplies	362.53
76351	Walstead, Mike	JDA Travel	22.73
76352	Dickey Rural Networks	911 Contract	231.00

Meeting adjourned at 11:45 p.m.

MIKE WALSTEAD – CHAIRMAN

ATTEST:

PAM MALONEY – COUNTY AUDITOR