

The Sargent County Board of Commissioners met at 9:00 a.m. with the following members present: Dave Jacobson, Jason Arth, Sherry Hosford, Mike Walstead, and Bill Anderson. Also present was Tibby Hinderlie, The Sargent County Teller; and Pam Maloney, Sargent County Auditor.

Jayne Pfau, Assistant State's Attorney, arrived at 9:05 a.m.

Approve December payroll in the sum of \$184,728.40 (Nos. 12888-12966 & 74157-74172) and the following bills: (Walstead/Arth, unanimous)

74113	Flint Hill Resources, LP	MC-800 Asphalt	14,364.92
74114-74125		Health Unit Expenses	8,712.80
74126	Forman City	Water/Sewer/Garbage	164.45
74127	Ottertail Power Co.	Electricity	2,212.33
74128	Ransom County	VSO Salary/Benefits	931.30
74129		Health Unit Expense	3,532.00
74131	Crossroads Electric	JDA-Milnor Spec Home	333.75
74132	Ottertail Power Co	JDA- Milnor Spec Home	14.67
74133	Riverside Building Center	JDA-Milnor Spec Home	5,248.73
74134	Sakry Plumbing	JDA-Milnor Spec Home	5,911.01
74148-74156		Health Unit Expenses	4,592.54
74173-74190		Human Services Expenses	4,028.86
74196	Ameripride Linen	Cleaning Services	88.15
74197	AMS Alcohol Monitoring	Daily Monitoring Fees	471.90
74198	Anderson, Earl Jr.	Commission Travel	10.80
74199	Arth, Jason	Soils Travel	27.54
74200	Avid Hawk, LLC	Web Services	45.00
74201	Baldwin, Duayne	Soils Travel	28.08
74202	Barnes CountyJail	Prisoner Board	2,880.00
74203	Bayger, Vanessa	Cell Phone Reimbursement	225.00
74204	Bishoff, George	Soils Travel	18.36
74205	Bopp Law Office	Rent/Telephone	411.98
74206	Bryant, Rick	Cell Phone Reimbursement	600.00
74207	Cenex Fleet Card	Gas Purchases	87.09
74208	Comfort Inn	Tax Director Travel	409.50
74209	Computer Prof. Unlimited, Inc.	Data Processing	1,255.58
74210	CHS-Dakota Plains	Sheriff Gas Purchases	371.24
74211	Dakota Water Solutions	Water Jugs	49.00
74212	Dickey Rural Networks	Telephone	1,188.84
74213	Ekstrom Repair	Equipment Repairs	1,572.80
74214	Election Systems & Software, Inc.	General Election Costs	3,306.93
74215	Ferderer, Denise	Tax Director Travel	175.00
74216	Forman Drug	Office Supplies	28.67
74217	Forman Market	Supplies	83.69
74218	Forman Repair	Main St Bldg Generator Repair	193.94
74219	Gall's	Sheriff Uniforms	570.38
74220	Gwinner One-Stop	Sheriff Gas Purchases	553.29
74221	Hansen Hardware & Lumber	Main St Bldg Windows/Installation	1,693.50
74222	Hardware Hank	Supplies	59.72
74223	Information Tech. Dept.	WAN Access/Lerms	641.75
74224	Jacobson, David	Commission Travel	421.29
74225	Johnson, Bryan	Cell Phone /Ammunition	1,005.60
74226	Kozok, David	Cell Phone /Sheriff Travel	658.83
74227	Kudelka, J. Cyril	Soils Travel	6.48
74228	Maloney, Pam	Auditor Travel	10.50
74229	McLaen, Lori	Painting FCS Office	140.00
74230	ND Post Board	Police Officer License	45.00
74231	Workforce Safety	Volunteer Coverage	24.70
74232	NDACO Resource Group	Label Paper	72.66
74233	Nelson's Home Center	Supplies	105.38
74234	Paeper, Travis	Cell Phone Reimbursement	600.00
74235	Pearson, Randy	Soil Travel	22.14
74236	Peterson, Brenda	Sheriff Travel	270.00
74237	Pharmchem, Inc.	Sweat Patch Analysis	225.00

74238	Public Employment HR Consulting	Job Descriptions/Park	320.00
74239	Quill.com	Office Supplies	874.02
74240	Reardon Office Equipment	Office Chairs	484.98
74241	Richland County Corrections	Prisoner Board	220.00
74242	Sakry Plumbing	Courthouse Repairs	416.04
74243	Sargent County Teller	Printing/Publishing	1,271.56
74244	SC Treasurer	Postage/ Bank Fees	2,640.30
74245	Secretary of State	Election Costs	2,923.41
74246	Steins Inc.	Courthouse Supplies	221.04
74247	Toepke, Alison	Business Cards	46.95
74248	Ulven, Clarmont	Soils Travel	18.36
74249	US Records Midwest, LLC.	Custom Plat Envelopes	82.55
74250	Vanguard Appraisals	Property Appraisals	17,675.00
74251	Verizon Wireless	Sheriff MIFI Cards	160.04
74252	Waswick, Gerald	Commission Travel	385.56
74253	Wayne Trophies	Retirement Plaques	59.50
74254	White Banner Uniforms	Sheriff Uniforms	336.04
74255	AW Diesel	Equipment Repair	3,425.00
74256	CHS Dakota Plains	Antifreeze	205.16
74257	Dust Control, LLC.	Magnesium Chloride	6,633.00
74258	Forman Repair	Equipment Repair	28.90
74259	Interstate Engineering	Engineering Services	19,493.22
74260	Lee's Service Station	Tires	636.80
74261	Marboe Township	Clay fill County #14	2,000.00
74262	Mark Sand & Gravel	Road Projects, Cty.Rd # 2, #10, & #14	308,280.04
74263	McLaen's Service, Inc.	Tires	1,547.56
74264	Muscha Pavement Marking, Inc.	Pvmt. Marking Cty. #4	8,324.48
74265	NDACO	Mileage Fee/Drug Test	7.00
74266	NDDOT	Hall Township Bridge Project	10,298.75
74267	RDO Powerplan	Packer Repair Parts	411.35
74268	Rutland Oil Co.	Road Fuel/Gasoline	6,677.00
74269	Southside Automotive	Tires	1,102.29
74270	Bopp, Mark	JDA Travel	20.52
74271	Crossroads Electric	JDA-Milnor Spec Home	15,700.00
74272	Dickey Rural Networks	911 Contracts	251.00
74273	Dusek, Terry	JDA Travel	41.04
74274	Erickson, Jerry	JDA Travel	34.56
74275	Hanson, Sandra	JDA Travel	4.32
74276	Klapperich, Cindy	FCS Agent Expenses	1,086.94
74277	Narum, Ron	JDA Travel	73.44
74278	NDACO	911 Wireless	1,179.60
74279	NDAAEA	2017 Membership Dues	75.00
74280	NDSU	Extension Projector	459.00
74281	NDSU Extension Service	2017 Calendars	16.52
74282	Ottertail Power Co.	JDA-Milnor Spec. Home	18.17
74283	Pearson, Randy	JDA -Milnor Spec Home	4,005.10
74284	Peterson, Carol	JDA Travel	41.04
74285	Peterson, Jessica	JDA Travel	12.96
74286	Ptacek, Robert	JDA Travel	49.14
74287	SC Treasurer	Extension Postage	122.66
74288	Seykora, Melissa	Extension Travel	540.30
74289	US Imaging	Record Digitization	18,505.00
74290	VISA	Extension Supplies	274.21
74291	Walstead, Michael	JDA Travel	64.26

Approve December 6, 2016 minutes as corrected. (Arth/Hosford, unanimous)

Motion to re-appoint Robert Ptacek and Sandra Hanson, representing townships, to the Sargent County Jobs Development Authority Board. (Walstead/Anderson, unanimous)

There are many employees interested in a webinar presented by the Upper Great Plains Transportation Institute regarding conflict response. Commissioner Anderson will call Denise Brown with UGPTI and set up a presentation sometime after February 15th.

More discussion was held on the Court Facilities Improvement Grant. The project will be to update/streamline/conceal the wiring for computers and other electronic devices. Motion to authorize the chairman to sign the Court Facilities Improvement Grant Application. (Walstead/Anderson, unanimous)

Commissioner Walstead reported that Joe Butler, courthouse custodian, had ordered hoods for the courthouse sewer vents. This will, hopefully, prevent downdrafts in the sewer vents and take care of the odor problems in the basement restrooms.

One of the Silver Lake Park seasonal site renters had called regarding the electricity bill. He stated that he had written down the meter reading when he plugged in his camper this past spring and also when he had disconnected his camper from electricity for the 2016 season. He states that his bill reflects 40 more kilowatt hours than what he had written down. He's wondering if he would be able to padlock his box to ensure that nobody else has access to it. It was decided to contact Harvey Kleingarn of B & K Electric and Park Manager Russ Boutain to see if there is a breaker for the seasonal sites that can be shut off for the season. If padlocks are used, the board suggested that the park obtain the locks and put them on all the sites. This matter will be referred to the County Park Board for consideration at its next meeting.

Discussion on the suggested Sargent County School Choice Week Proclamation request received from the National School Choice Week (NSCW) organization of Washington DC. The auditor was instructed to send a copy of the request to the three county schools to get their input on the NSCW Proclamation, and their recommendation as to any commission action on the request.

Approve Games of Chance Permit #SC-2016-03 to Cogswell Gun Club, Cogswell, ND for a raffle to be held on Saturday, February 4, 2017 at Kraft Slough. (Anderson/Arth, unanimous)

Approve Games of Chance Permit #SC-2016-04 to Cogswell Gun Club, Cogswell, ND for a raffle to be held on Sunday, February 26, 2017 at Silver Lake. (Anderson/Arth, unanimous)

Approve beer and liquor licenses and a Sunday Alcoholic Beverage Permit for 2017 to Gerald Dill of Dilly's Bar & Grill, Stirum ND. Assistant States Attorney Jayne Pfau stated that the States Attorney's Office has no objection to approval of the application, and that she is not aware of any objections from the Sheriff's Department. (Anderson/Walstead, unanimous)

Travis Paeper, Sargent County Sheriff, arrived at the meeting. He informed the board that he had hired Matt O'Brien to serve as County Deputy Sheriff to replace Deputy Sheriff Rick Bryant while Deputy Bryant is deployed overseas with the North Dakota Army National Guard. Deputy O'Brien's employment with Sargent County started December 12th. Deputy O'Brien has law enforcement experience, most recently working as a city police officer in Oakes, ND and he has also been trained as a school resource officer. Sheriff Paeper recommended starting Deputy O'Brien at Grade 11/Step 2 for a six month probationary period. After he has successfully completed the probationary period, Sheriff Paeper recommends that Deputy O'Brien's pay grade and step be increased to Grade 11/Step 3, based on his prior experience and training. Motion to hire Deputy O'Brien at Grade 11/Step 2 for the six month probationary period, and upon the completion of the probationary period and upon the Sheriff's approval, his compensation will be increased to Grade 11/Step 3. (Hosford/Anderson, unanimous) Deputy O'Brien will be using one of the County transportation vehicles until the Sheriff's Department vehicle assigned to Deputy Bryant is available.

There was also some discussion regarding the suggested installation of surveillance cameras out at the fairgrounds due to incidents involving livestock exhibits at the County Fair in 2015 and 2016. The Fair Board and the Sheriff's office were asked to look into alternatives and report back with recommendations.

Approve transfer among the following 2016 budget funds: Capital Improvements to County Park \$12,500.00. (Hosford/Arth, unanimous)

Approve transfer among the following 2016 budget funds: From General Fairgrounds Contingency Fund to Fairgrounds Building Fund \$1003.23. (Hosford/Arth, unanimous)

Approve transfer among the following 2016 budget funds: From General Fund Building and Maintenance to the Courthouse Building Fund \$25,000.00. (Hosford/Arth, unanimous)

Approve transfer among the following 2016 budget funds: From Federal Aid Road to Road \$750,000.00. (Hosford/Arth, unanimous)

Approve transfer among the following 2016 budget funds: From General to Recorder's Document Preservation Fund \$1,831.63. (Hosford/Arth, unanimous)

Approve amending 2016 budgets as follows: (Walstead/Anderson, unanimous)

ROAD	\$3,348,217	TO	\$ 3,733,658.73
VSO	\$ 10,228	TO	\$ 10,501.01
MCH	\$ 0	TO	\$ 3,414.11
DONATIONS	\$ 49,001	TO	\$ 72,656.03
HEALTH	\$ 124,612	TO	\$ 127,684.47
HISTORICAL SOCIETY	\$ 8,150	TO	\$ 8,585.59
SENIOR CITIZENS	\$ 58,900	TO	\$ 60,163.36
JOB DEVELOPMENT	\$ 297,600	TO	\$ 363,688.88
DOCUMENT PRESERVATION	\$ 14,500	TO	\$ 18,505.00
GARRISON DIVERSION	\$ 32,450	TO	\$ 34,834.24
SOIL CONS. SERVICE	\$ 30,000	TO	\$ 31,915.66
SHORTFOOT CREEK	\$ 0	TO	\$ 103,270.14
DRAIN #2	\$ 1,000	TO	\$ 18,556.00
DRAIN #4	\$ 65,000	TO	\$ 92,045.59
DRAIN #9	\$ 1,000	TO	\$ 2,167.36
DRAIN #11	\$ 100,000	TO	\$ 149,971.44
DRAIN #12	\$ 1,000	TO	\$ 1,254.20
WATER CHANNEL IMP #1	\$ 15,000	TO	\$ 68,955.86
WTR CHAN IMP #1 I&S	\$ 92,000	TO	\$ 465,609.89
TEWAUKON WATERSHED	\$ 5,000	TO	\$ 22,622.68

Sandra Hanson, Tax Director/911 Coordinator/Emergency Manager, arrived at the meeting. She reported that the Soils Committee had met and recommended no changes to the modifiers for 2017. Motion to approve the soil modifiers as recommended by the Soils Committee, and as outlined below. (Walstead/Arth, unanimous)

SOIL MODIFIERS AGRICULTURAL PROPERTY

Color coded MODIFIERS	SYMBOL	DESCRIPTION	MODIFICATION
ROADS	(R)	Any publicly maintained road 33 ft adjacent to section/quarter line	\$5.00 per acre value on the soil type identified as Roads (R)
INACCESSABILITY	(I)	Any cropland soil that cannot be reached 5 acre accumulative minimum per parcel	50% reduction per acre on the soil type identified as inaccessibility (I)
BODY OF WATER	(BoW)	Cropland soils under water and unable to grow 5 acre accumulative minimum per parcel	\$75.00 value per acre on the acreage identified as under water BoW
MARSH	(M)	Cropland soils that drain poorly or do not drain 5 acre accumulative minimum per parcel	50% reduction per acre on the soil type identified as marsh (M)
STREAMS/ WATERWAYS/ LEGAL DRAINS	(WW)	Established waterways on cropland soil types that permanently not able to be used as cropland. Examples: such as, but not limited to Crooked Creek, Wild Rice River, Legal Drains	\$75.00 value per acre on the soil type Identified as streams/waterways /legal drains (WW)

Ms. Hanson also indicated that the terms of George Bishoff and Robert Ptacek on the Soils Committee will expire in 2017. Robert Ptacek is interested in another term, but George Bishoff is not. The township supervisors from the townships of Denver, Harlem, Verner & Vivian will re-appoint Robert Ptacek; and the township supervisors from Brampton, Jackson, Sargent and Southwest will appoint a replacement for George Bishoff.

Ms. Hanson also provided the commission with the findings from the 2011 FEMA audit. There are several township and county projects that either were not completed to FEMA specifications, or were not done at all, and, therefore, there is a potential payback to FEMA of \$133,516.63.

Ms. Hanson reported that it looks as if the recommended valuation of Sargent County Ag land by NDSU will remain stable or decrease slightly for the coming year, and, as a result, Sargent County's 2017 agriculture values will be within the 10% tolerance as determined by the NDSBOE without any changes by the Commission. The actual decision on valuation recommendations will be made after the County Board of Equalization meets this coming spring.

Vanguard is still working on the commercial re-appraisal. The Tax Director's Office will be planning days to have one-on-one meetings with those owning commercial properties to go over the changes made in the appraisals of their commercial property. Ms. Hanson will keep the commission informed as the project is completed.

There was some discussion on the proposal for a Storm Lake Dam assessment area that had been referred back to the County Water Resource Board. Commissioner Anderson suggested that

representatives from the U.S. Fish and Wildlife Service, Milnor City and the Sargent County Water Resource District prepare a Memorandum of Understanding regarding future responsibility for the Storm Lake Dam, control structure and channel. Commissioner Hosford referred to correspondence from the WRB's attorney, suggesting that Milnor City's attorney draft a letter for consideration by the parties.

Merrill Engquist, Road Supervisor, arrived at the meeting. Mr. Engquist reported that he has received quotes from Lillegard's of Wahpeton and Berube's of Lisbon for a trade-in of the County's Bobcat 570 for a new Bobcat 570. Both quotes were for identically equipped Bobcats. Lillegard's quote was \$3,548 to boot. Berube's was \$2,245 to boot. Motion to accept the trade-in deal with Berube's. (Anderson/Walstead, unanimous)

Mr. Engquist is still waiting on information regarding the tractor lease program through the NDACO.

Lyle Bopp, State's Attorney, arrived at the meeting at 11:30 a.m.

Road Commissioner Jacobson informed Mr. Engquist that, as of the first of the year, the road pickup will stay at the shop at night pursuant to a motion previously approved by the County Commission giving the Road Commissioner discretion in the use of County Road Department vehicles. The minutes will be reviewed.

The commissioners inquired about the county FEMA projects that were on the 2011 Audit Findings that had not been completed to FEMA specifications, or had not been done. Mr. Engquist replied that some of the sites did not receive the scope of work that had been approved by FEMA because in some cases the FEMA requirements were either unnecessary or unnecessarily expensive, and because the deadline for getting the work completed arrived before the County crew could get to all of the smaller FEMA sites, but that the county had gotten all of the major sites repaired to FEMA specifications and had been reimbursed for all of the work that had been done.

Meeting adjourned at 12:00 p.m.

DAVID L JACOBSON – CHAIRMAN

ATTEST:

PAM MALONEY – COUNTY AUDITOR