

Forman, North Dakota
December 3, 2019

The Sargent County Board of Commissioners met at 9:07 a.m. with the following members present: Jason Arth, Bill Anderson, Lyle Bopp, Richard Ruch and Jerry Waswick. Also present were Mary Engst, the Sargent County Teller; and, Pam Maloney, Sargent County Auditor.

Pam Maloney, County Auditor, called the meeting to order to organize for 2020.

The Pledge of Allegiance was recited.

Nominate Jerry Waswick for Chairman, term ending on December 1, 2020. (Anderson) Move nominations cease and Secretary cast a unanimous ballot for Jerry Waswick. (Arth/Bopp, unanimous) Commissioner Waswick accepted his election, and assumed control of the meeting as Chairman of the County Commission.

Jayne Pfau, State's Attorney, arrived at the meeting.

Nominate Lyle Bopp for Vice-Chairman, term ending on December 1, 2020. (Anderson) As there were no more nominations, motion to elect Lyle Bopp as Vice-Chairman. (Anderson/Arth) Upon roll call vote, motion carried unanimously.

Chairman Waswick made the following portfolio appointments: 1 – Jason Arth; 2 – Jerry Waswick; 3 – Bill Anderson; 4 – Lyle Bopp; 5 – Richard Ruch, with the change that the Water Resource Board be moved from the #2 Portfolio to the #5 Portfolio. Motion to affirm the appointments and the changes made by the chairman. (Bopp/Anderson) Upon roll call vote, motion carried unanimously.

Appoint Bill Anderson and Lyle Bopp (commissioners-terms to expire 12/1/2020) to the Sargent County Job Development Authority. (Ruch/Arth) Upon roll call vote, motion carried unanimously.

Appoint Lyle Bopp to the RSR Human Services Zone Board with term to expire December 1, 2020. (Anderson/Arth) Upon roll call vote, motion carried unanimously.

Appoint Jason Arth to the Sargent County Weed Control Board with term expiring December 1, 2020. (Bopp/Anderson) Upon roll call vote, motion carried unanimously.

Appoint Jerry Waswick to the Sargent County Health Board with term expiring December 1, 2020. (Ruch/Arth) Upon roll call vote, motion carried unanimously.

Appoint Jason Arth and Bill Anderson to the Sargent County Planning Commission with terms expiring December 1, 2020. (Bopp/Ruch) Upon roll call vote, motion carried unanimously.

Appoint Brenda Peterson as Coroner and Travis Paeper as Deputy Coroner with terms expiring December 31, 2024. (Arth/Anderson) Upon roll call vote, motion carried unanimously.

Set regular 2020 monthly meeting dates as the first and third Tuesdays of each month, other than November, 2020, when the 1st Tuesday falls on November 3, which is Election Day, so the first meeting of the month will be held Wednesday, November 4, 2020. (Anderson/Arth) Upon roll call vote, motion carried unanimously.

Authorize Auditor to pay utility bills and withholding taxes. (Anderson/Waswick) Upon roll call vote, motion carried unanimously.

Authorize Treasurer to invest county funds. (Arth/Bopp) Upon roll call vote, motion carried unanimously.

Approve November 19, 2019 minutes as revised. (Arth/Ruch) motion carried unanimously.

Commissioner Bopp had no additional information to report on the Human Resource Director position.

Commissioner Bopp reported that G & R Controls, Fargo, have ordered the new electric heating elements for the courthouse heating system and will be installing them when received. Their

technician was here two weeks ago & went through the system thoroughly to make sure what was needed for repairs at this time.

Commissioner Bopp also reported that there were volunteer Sargent Central students at the Courthouse on November 22 and that they helped with sanding down the carpet glue that is on the floor in the Emergency Manager's Office. There is still glue on the floor which will have to be removed before the floor can be etched & epoxy applied. Commissioner Bopp will check with several contractors to find out who would be able to do the job in a timely manner.

Motion to approve County Deeds and to authorize the chairman to sign deeds for the following sales of property forfeited to Sargent County for non-payment of taxes: Lots 9-10-11, Block 31, Original Townsite, Milnor City, for \$1,488.25 (\$1 + specials), to City of Milnor, PO Box 70, Milnor ND 58060; Lots 9-10-11-12 Inclusive, Block 11, East Side Addition, Forman City, for \$1,867.51 (\$1 + specials), to City of Forman, PO Box 122, Forman ND 58032; and Lot 8, Block 2, Auditor's Plat, Havana City, for \$395, to City of Havana, PO Box 96, Havana ND 58043. (Anderson/Bopp) Upon roll call vote, motion carried unanimously.

There was discussion on the letter received from ND DOT regarding Bridge 41-117-22.0 that is located 1 mile north and 2 miles west of Havana. This bridge requires load limit posting. After a phone call to Road Supervisor, Merrill Engquist, it was found that this bridge is closed due to flood damage. Mr. Engquist will send pictures of the bridge with the road closed signs to forward on to ND DOT.

The commission received a request that the county sponsor Gwinner City's Transportation Alternative Grant application. Motion to authorize the chairman to sign a letter of support for the Gwinner City TAP project. Gwinner City's project includes construction of 5' & 6' wide concrete sidewalks that will start at 1st St NW & continue west on the south side of 3rd Ave NW approximately 1630' & turn north approximately 1170' along the east side of the golf course in an alley right of way easement. (Bopp/Arth) Upon roll call vote, motion carried unanimously.

Alison Toepke, Treasurer/Recorder/Clerk of Court; arrived at the meeting. She had forwarded the Application for Court Facilities Improvement Grant funds to the commissioners and was at the meeting to get feedback or to answer any questions they might have. The grant is requesting funds for: emergency escape ladders for the clerk's office and the courtroom; smoke alarms/low temperature sensors for the clerk of court office, the courtroom and the jury room; and a video conference system & installation of two 120 volt outlets 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.

Ms. Toepke also updated the commission on the CEG Annual Training that's needed for all county employees. All employees, including board members, should be taking the training. The webinar is available year-round & can be viewed on any computer with the provided link. Ms. Toepke just needs to know when the employees do the training, as there is also a Designated Medical Provider Form that needs to be completed, as well. She requested that the commission take an active role in making sure all Sargent County employees take the training, as the county receives discounts on its worker's compensation premiums. All employees and as many members of the various county boards as possible should have the training completed by the end of the year.

Motion to approve Sargent County Road Permit for Cass County Electric Cooperative for boring and installing conduit for 3 phase power under County Road #2 to new bin site approximately 1508 feet north of intersection of 79th St SE and 116th Ave SE - Denver Township. (Arth/Anderson) Upon roll call vote, motion carried unanimously.

The auditor has received a recall notice on the 2013 Ford Explorer in the county fleet for a rear suspension toe link replacement. She was instructed to contact Merrill Engquist, Road Supervisor, to have him make an appointment with an authorized service provider for the repair required by the recall notice.

There was some discussion regarding the Sargent County Water Resource Board and the Drain #11 public information meeting to be held December 19, 2019 at 6:00 p.m. at the Cogswell Community Center.

The commissioners also discussed the pros and cons of becoming a Home Rule county. The state's attorney has a draft Home Rule Charter in the States Attorney's files from 2008 when the commission initially discussed the possibility of adopting a Home Rule Charter. Ms. Pfau will forward it to all commissioners and the auditor & it will be discussed at a future meeting.

Meeting adjourned at 11:05 a.m. and all commissioners moved to the conference room to attend the CEG Annual Training.

JERRY WASWICK – CHAIRMAN

ATTEST:

PAM MALONEY – COUNTY AUDITOR