

Forman, North Dakota  
February 18, 2020

The Sargent County Board of Commissioners met at 8:35 a.m. in the Commissioner's Room with the following members present: Bill Anderson; Richard Ruch; and, Jerry Waswick. Absent – Jason Arth and Lyle Bopp. Also present was Pam Maloney, Sargent County Auditor.

The Pledge of Allegiance was recited.

Mary Engst, Sargent County Teller, arrived at the meeting at 8:40 a.m.

Approve February payroll in the sum of \$194,885.92 (Nos. 17414-17472 & 80079-80087) and the following bills: (Ruch/Anderson) Upon roll call vote, motion carried unanimously.

79969-79970		Health Unit Expense	275.40
79971		JDA Expenses	1,105.63
79972-79984		Health Unit Expenses	5,773.84
79985	Forman City	Water/Sewer/Garbage	195.32
79986	Ottertail Power Company	Electricity	6,148.43
79987	Ransom County	VSO Salary/Benefits	994.46
79989		JDA Expenses	4,794.01
79990-79991		Weed Control	307.99
79992		JDA Expenses	1,973.26
79993-80008		Health Unit Expense	9,804.65
80009	Ameripride Linen	Cleaning Services	233.98
80010	AMS Alcohol Monitoring	GPS Rental Fee	130.13
80011	Arth, Jason	Commission Travel/Parts	356.74
80012	Avid Hawk, LLC	Web Service	45.00
80013	Bryant, Rick	Sheriff Travel/Training	124.47
80014	Cenex Fleet Card	Treasure Travel	30.72
80015	Counties Providing Tech.	Data Processing	1,255.58
80016	Dacotah Paper Co.	Building Maintenance	71.39
80017	CHS-Dakota Plains	Gas Purchases	963.95
80019	Dakota Water Solutions	Water Jugs	28.00
80020	Dickey Rural Networks	Telephone	1,146.52
80021	Ferderer, Denise	Tax Travel/Training	116.19
80022	Forman Lumber & Fireworks	Court House Maintenance	29.92
80023	Galls	Nitrile Gloves	48.93
80024	Gwinner One Stop	Sheriff Travel	196.46
80025	Sharon Halmrast	Election Travel/Training	200.80
80026	LaJuana Hayen	Tax Travel/Work Shop	80.50
80027	Information Tech Dept.	WAN Access/Netmotion	623.25
80028	J & M Printing	Tax Office Supplies	144.24
80029	Johnson, Heidi	Election Travel/Training	28.00
80030	ND County Auditor's Ass'n	Annual Dues	100.00
80031	ND Treasurer Associations	Dues	200.00
80032	ND Sheriff's & Deputies Ass'n	Dues	250.00
80033	NDACO Resources Group	Sheriffs Equipment Repair	13.78
80034	Otis Elevator Company	Building and Maintenance	35.60
80035	Paeper, Travis	Sheriff Travel	97.50
80036	Pfau, Jayne	States Atty's Conference/Travel	493.65
80037	PharmChem	Scram 24/7	171.30
80038	Quality Inn	Sheriff Travel	345.60
80039	Quill	Aud/Treas/Courthouse Supplies	643.70
80040	Richland Co. Corrections	Prisoner Board	605.00
80041	Sargent Co. Teller	Printing and Publishing	147.02
80042	SEMCA	2020 Grant Match	10,000.00
80043	Swede's Plumbing, Inc.	Court House Maintenance	64.50
80044	Verizon	Sheriff MIFI Cards	200.05
80045	WCR Juvenile Center	Juvenile Detention	600.00

80046	Willprecht, Wendy	Quarterly EM Training	122.02
80047	AW Diesel	Equipment Repairs	425.73
80048	CHS/Dakota Plains Ag.	Road Equipment Repairs/supplies	55.73
80049	Engquist, Merrill	Road Travel	169.20
80050	Forman Lumber & Fireworks	Paper Products	45.97
80051	Hansen Lumber	Gloves	9.99
80052	Interstate Engineering	Engineering Services	2,040.40
80053	Kustom Machine, Inc.	Equipment Repairs	72.60
80054	ND Ass'n of Co. Engineer	Registration/Dues	300.00
80055	ND DOT Transportation	Bit Seal Coat & SC Bike Rack	3,053.16
80056	North Dakota One Call	Locate Requests	9.60
80057	RDO Equipment	Motor Grader Repairs	4,096.02
80058	Rutland Oil Company	Road Fuel	3,874.50
80059	Sanford	DOT Exams	222.00
80060	Team Laboratory Chem. Corp.	Fine Road Patch	664.00
80061	Visto's CarQuest	Road Small Tools	366.26
80062	Dickey Rural Telephone	911 Contract	231.00
80063	KDDR	Extension Show Booth	75.00
80064	ND Ass'n of Counties	911 Wireless	757.10
80065	ND 911 Ass'n	2020 Membership	25.00
80066	NDSU	Ext-Letterhead/Enclosures	154.32
80067	RSR Human Service Zone	Balance-Human Service Funds	213,392.75
80068	SC Treasurer	Real Estate Taxes/Ext Postage	1,978.42
80069	Seykora, Melissa	Ext-Equipment	29.99
80070	Visa	Ext-Events/Office Supplies	1,282.32

Jayne Pfau, State's Attorney, arrived at the meeting at 8:50 a.m.

Approve February 4, 2020 meeting minutes as corrected. (Ruch/Anderson) Upon roll call vote, motion carried unanimously.

Commissioner Waswick reported that Shay Walden will be digging out a sump pump hole in the Emergency Manager's Office sometime this next week.

The Home Rule Charter Commission has met twice & will meet again on Friday, February 21. Per diem rates & mileage for the commission was discussed. Motion to set per diem rates at \$50/meeting and mileage at .575 cents/mile, the same as other county boards. (Anderson/Ruch) Upon roll call vote, motion carried unanimously.

The board discussed the parking lot expansion project. Motion to hire Interstate Engineering to prepare plans, designs, specifications and a bid packet for review by the commissioners as soon as possible. (Anderson/Ruch) Upon roll call vote, motion carried unanimously.

Commissioner Waswick stated that he had received a request to plant tree(s) in memory of an individual who had passed away. The rest of the commissioners see no issue with this, only that the family consults with the custodian and courthouse commissioner about placement before planting the tree(s).

Approve Games of Chance Permit SC-2020-3 to Harvest for Hunger, Gwinner for a raffle on March 20, 2020 at CHS/Dakota Plains Ag, 13219 Hwy 13, Gwinner, ND. (Anderson/Ruch) Upon roll call vote, motion carried unanimously.

Motion to approve beer and liquor license name change for 2020 from Dale Lugert, Geneseo Bar, Kingston Township, to Geneseo Bar & Grill, LLC, Dale Lugert, Kingston Township. (Anderson/Ruch) Upon roll call vote, motion carried unanimously.

Commissioners Anderson and Ruch will attend the Sargent County Water Resource Board meeting on Thursday, February 20<sup>th</sup> to discuss a Joint Powers Agreement between the county and the water resource board regarding Drain #11 Improvement Project.

The Office of the State Court Administrator, Supreme Court, contacted the Sargent County Commission requesting a decision on providing clerk of district court services for the county. A

motion to enter into a funding agreement with the state for the 2021-2023 biennium to receive reimbursement for providing clerk services based on .57 fulltime equivalent. (Jacobson/Ruch) Upon roll call vote, motion carried unanimously.

The board discussed the emergency manager's request for increased hours. She is currently working 21 hours/week with flex hours for training & meetings. She is requesting increasing her weekly hours to 30. Decision was tabled at this time.

Merrill Engquist, Road Supervisor, arrived at the meeting. Mr. Engquist stated that he is still reviewing maintainer specifications, but will have those ready by the end of the week. He is also surveying the roads for gravel placement for the 2020 season and the crew has been working on signage throughout the county. The state's attorney provided clarification regarding Section 524 in the Employee Handbook – Emergency Closings. As the road crew is considered “employees in essential operations”, they may be asked to work on a day when operations are officially closed. In these circumstances, employees who work will receive regular pay. There was also discussion regarding paying overtime over 8 or 10 hours/day instead of 40 hours/week. No decision was made at this time.

Meeting adjourned at 10.43 a.m.

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JERRY WASWICK – CHAIRMAN

ATTEST:

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PAM MALONEY – AUDITOR