

February 2, 2021
Forman, North Dakota

The Sargent County Board of Commissioners met at 8:09 a.m. in the Conference Room with the following members present: Jason Arth, Lyle Bopp, Mark Breker, Richard Ruch and Jerry Waswick. Also present was Pam Maloney, County Auditor.

Chairman Bopp called the meeting to order.

The Pledge of Allegiance was recited by those present.

Motion to instruct the county auditor to call for sealed bids in the official newspaper for furnishing supplies for the period beginning April 1, 2021 and ending March 31, 2022. Bids shall be opened on March 16, 2021 as follows: Gravel (with the stipulation that all graveling be done by October 1, 2021)-11:00 a.m.; Mixing & Drying Blacktop Surfacing-11:20 a.m.; Bituminous Materials-11:25 a.m.; Bulk purchase of 10% Blended Ethanol gasoline, Fuel, Biodiesel Blend/10% bio-diesel with 90% petroleum diesel or "B10" & LP Gas-11:30 a.m. (Arth/Waswick) Upon roll call vote, motion carried unanimously.

Mary Engst, Sargent County Teller, arrived at the meeting.

There was discussion regarding the coroner position. There has been one application received, but there were several questions regarding the candidate. Decision tabled until further information received.

Alison Toepke, Treasurer/Recorder/Clerk of Court; arrived at the meeting to discuss a resolution transferring the courtroom video conference system equipment to the North Dakota Supreme Court.

The following resolution was introduced:

WHEREAS, Sargent County purchased a Video Conference system through AVI Systems, Inc. on February 29, 2020 utilizing funds received through the 2020 Court Facilities Improvement Grant;
And,

WHEREAS, Sargent County resolves to transfer ownership to the North Dakota Supreme Court;
And,

WHEREAS, the North Dakota Supreme Court takes over responsibility to any and all equipment pertaining to the Video Conference system located in the Sargent County Courtroom;
And,

WHEREAS, the North Dakota Supreme Court resumes any and all maintenance agreements and services provided by AVI Systems, Inc.;

And,
WHEREAS, the equipment listed below and also including any and all mounts, cables, cords, plates, converters, transformers, etc. Listed in AVI Project 953089 included on Invoices 88671578 and 88676742;

-24" 1080p monitor HDMI VGA d-sub tilt freesync
Serial No: 907NTTQB9385

-RealPresence Group 700-720p: Group 700 HD codec, EagleEyeIV-12x camera, mic array, univ. remote, NTS
Serial No: 8G19434EEB5ACW

-EagleEye IV-12x Camera with Polycom 2012 logo, 12x zoom, silver and black, MPTZ-10. Compatible with...
Serial No: 134434824

-4K HDMI over HDBaseT Extender w/IR & RS-232, Black; includes HD-RX3-C-B and HD-TX3-C-B
Serial No: 1945JBH13032

-EagleEye IV – Group
Serial No: RC04C1902767

-Support- Group 700 EE IV 12x – On Year AVI Pro Support Standard
Serial No: 8G19434EEB5ACW

-Group Series and Centro Multipoint License. 6-way on Group 500, Group 550, and Centro.
Ect.
Serial No: K1199-2986-6801-1364

And,

NOW, THEREFORE, BE IT RESOLVED by the Sargent County Board of County Commissioners during the Board's regular meeting on Tuesday, February 2, 2021 that: The Sargent County Board of Commissioners supports the transfer in and to the responsibility and ownership of any and all equipment, maintenance, and services pertaining to the Video Conference System located in the Sargent County Courtroom to the North Dakota Supreme Court.

Resolution moved for adoption by Commissioner Waswick. Resolution seconded by Commissioner Arth. Roll Call Vote: Yes – Arth, Bopp, Breker, Ruch and Waswick. No – None. The Resolution was approved.

The county has received three new Covid 19 Business Grant Applications. Motion to approve two applications and to reject one as the business did not fulfill all the requirements. (Ruch/Breker) Upon roll call vote, motion carried unanimously.

Motion to appoint Wade Anderson of Havana to the Health Board to fulfill the unexpired term of Harris Anderson. Mr. Anderson had filed an application and no other applications were received. Term ending April 19, 2024. (Waswick/Ruch) Upon roll call vote, motion carried unanimously.

Jill Mulder, Human Resources Director, arrived at the meeting.

Tim Faber, Road Supervisor; & Loy Justesen, Equipment Operator; arrived at the meeting. Damon DeVillers, Interstate Engineering; joined the meeting through technology. Mr. Faber reported that it would cost approximately \$8000 to repair the 93 Ford snowplow truck. The board decided not to repair the truck and look at purchasing new equipment. The pickup has been repaired and is in good working order. The road crew has started demo of the bathroom and Mr. Faber has been getting quotes to renovate the space. The board approved moving forward with the renovation. There was some discussion on equipment that needs to be updated. Commissioner Arth and Mr. Faber will present a list, with approximate cost, at the next commissioner meeting so the board can set forth a replacement schedule for the items.

The board discussed with Mr. DeVillers the sealcoat plans for county roadways. Motion to move forward with 29.5 miles of sealcoat projects with an approximate cost to the county of \$420,428. (Waswick/Arth) Upon roll call vote, motion carried unanimously.

The commissioners also received notice that there is an additional \$70,876.64 in Covid Relief Allocations available for road projects. Mr. DeVillers will contact ND DOT to see if these funds can be utilized for the sealcoat projects.

Motion to not require bid bonds or cashier's checks with any future bidding for Sargent County, as it is no longer mandated by state law. (Arth/Ruch) Roll Call Vote: Yes – Arth, Bopp, Ruch and Waswick. No – Breker. Motion carried.

Motion to call for sealed bids for the furnishing of one new 2021 Model Motor Grader with possible trade-in of 2015 John Deere 672 Motor Grader, to be opened at 9:30 a.m. on March 16, 2021. Specifications are on file at the County Auditor's Office. (Arth/Waswick) Upon roll call vote, motion carried unanimously.

Travis Paeper, Sheriff; arrived at the meeting.

Jill Mulder, Human Resources Director, presented changes to the 514 Mobile Phone Reimbursement Policy. The commission reviewed the changes & suggested a few more modifications. Motion to approve the updated policy as amended effective immediately. (Waswick/Arth) Upon roll call vote, motion carried unanimously. A copy is available for review at the Auditor's Office.

Ms. Mulder also presented a Progressive Discipline Policy along with a Notice of Disciplinary Action for the board to review. The personnel board has been working toward this goal for quite some time & Sheriff Paeper stated that the personnel board has not reviewed it as a board, but all received a draft copy and there were no revisions or corrections requested. Motion to approve the Progressive Discipline Policy as presented. (Arth/Waswick) Upon roll call vote, motion carried unanimously.

Wendy Willprecht, Emergency Manager/911 Coordinator; Alison Toepke, Treasurer/Recorder/Clerk

of Court; arrived at the meeting. Brenda Peterson, Health Unit Administrator, arrived at the meeting through technology. Ms. Peterson reported that there are four active cases in Sargent County as of February 1, 2021. Their office is now administering the vaccine to those people 75 years of age & older. They have completed their first cycle of 2nd round vaccines.

Ms. Willprecht reported that there will be rapid testing in Gwinner from 2 to 4 pm every Thursday. No appointment necessary and results are back in approximately 15 minutes.

The front door and the southwest elevator entrance door should now be open to the public as of yesterday, February 1. Motion to leave the mask mandate in place in county facilities, but each department head can make the decision whether or not the public needs to wear them in their individual offices. (Arth/Waswick) Roll Call Vote: Yes – Arth, Bopp, Breker and Waswick. No – Ruch. Motion carried.

The commissioners discussed the coroner position with Sheriff Paeper. Sheriff Paeper suggested that the board set up an interview with the applicant to answer any questions they might have, as he is aware that she has questions, as well. An interview committee of Commissioner Waswick, Jill Mulder, Human Resources Director; and Sheriff Paeper; will set up a meeting with the prospective applicant.

Sheriff Paeper also stated that Brenda Peterson, former Coroner, assisted in the recent call that Sheriff Paeper acted as Coroner due to the vacancy of the position. Motion to compensate Ms. Peterson for the time she spent assisting Sheriff Paeper on that call and to pay her as she is needed training in a new coroner. (Waswick/Arth) Upon roll call vote, motion carried unanimously.

Brian Tayer, Sargent County Ambulance-Milnor Squad, arrived at the meeting through technology. He stated that they had 143 runs in 2020. They recently had issues with the heater in the back of the rig, but had sufficient blankets for the patient and have subsequently had the heater repaired. They are doing well with volunteers yet, but there was discussion on ways to retain those volunteers. They are still in the market for a new ambulance, but with the pandemic, it might be a year and a half out before they are able to get one.

Motion to approve January 19 minutes as presented. (Breker/Waswick) Upon roll call vote, motion carried.

Motion to approve the following county deeds: Lot 12, Block 5, Original Townsite, Havana City, to City of Havana, Havana ND for the purchase price of \$646.52; North part of Lots 7-8-9 ADA a parcel beginning at NE corner of Lot 7, Block 5, thence 75' West to NW corner of Lot 9, Block 5, thence south 50'; thence Southeasterly 23'; thence East 63'; thence North 70' to beginning, Block 5, Original Townsite, City of Cogswell to Cheap Lands, Inc, Port St Lucie, FL for the purchase price of \$50; Lots 10-11-12, Block 9, Original Townsite, Cogswell City to Cheap Home Finders, Inc, Port St. Lucie, FL for the purchase price of \$300; Lot 8, Block 4, Original Townsite, Cogswell City to Cheap Lands, Inc, Port St Lucie, FL for the purchase price of \$25; Lots 8-9-10 Inclusive & 33' x 142' of E1/2 2nd Street Vacated, Block 4, Second Addition, Forman City, to Cheap Lands, Inc, Port St Lucie, FL for the purchase price of \$1000; Lot 16, Block 4, Original Townsite, Cogswell City, to Cheap Home Finders, Inc, Port St Lucie, FL for the purchase price of \$50; A tract beginning 732' S & 248' E of the northwest corner of the NW1/4; S 150'; E 52'; N 150'; W 52' to point of beginning – Section 6-130-55 - .18 acre, Unplatted Lands, Forman City, to Cheap Home Finders, Inc, Port St Lucie, FL for the purchase price of \$500; Lot 18, Block 4, Original Townsite, Cogswell City, to Cheap Home Finders, Inc, Port St. Lucie, FL for the purchase price of \$103; East 100' Lot 3, Block 6, McNeeley's Addition, Cogswell City, to Cheap Lands, Inc, Port St Lucie, FL for the purchase price of \$603; Lot 7, Block 4, Original Townsite, Cogswell City to Cheap Lands, Inc, Port St Lucie, FL for the purchase price of \$103; Lot 6, Block 4, Original Townsite, Cogswell City to Cheap Home Finders, Inc, Port St Lucie, FL for the purchase price of \$103; and Lots 1-2-3, Block 18, Auditor's Plat, Cogswell City to Cheap Home Finders, Port St Lucie, FL for the purchase price of \$803. (Arth/Ruch) Upon roll call vote, motion carried unanimously.

Nathan Berseth, Crossroads Community Advisors, on behalf of the Sargent County Job Development Authority, arrived at the meeting. Bill Anderson, SCJDA member, joined the meeting through technology. The SCJDA has built spec homes in Milnor and Gwinner in the past, and would like to expand the program and build three homes at a time throughout the county. As one sells, they would like to start on another, so there are always three homes being built. He stated that the JDA would like to help with future spec homes as a lender of "gap" financing, not as a developer, with other investors. There are jobs in the county, but housing for those employees is scarce, so they live in other counties and Sargent County loses out on that tax revenue and school funding. The commissioners agree this would be an advantageous project and would like to see the SCJDA move forward.

Ms. Mulder was requested to look into clarification on the resignation policy that the county currently has and training for department heads upon receiving employee resignations. There has been some recent issues regarding receiving resignation letters with a resignation date specified.

Jayne Pfau, State's Attorney, arrived at the meeting, after attending court sessions all morning.

The board discussed the Emergency Manager Trailer that the road department would like to use to store signs & use for transport of signs throughout the county. Ms. Willprecht had contacted the fire departments within the county & they would like to see it available for their use if needed. Commissioner Waswick will check with Ms. Willprecht on which fire departments these were, and possible gift the trailer to the fire departments for all departments to use. The county would have no further authority, or responsibility for the trailer.

Ms. Mulder expressed to the board that she would like them to consider terminating the Joint Human Resource Director contract with Ransom County. She would like to work only in Sargent County, and she feels there is too much to be done in both counties for a shared position. She stated that she doesn't have time to implement training with her current schedule. The commissioners will discuss further at a future meeting.

Commissioner Ruch stated that he would like to see a thank you/recognition published in the official newspaper to the Sargent County Health Department, Ambulance Squads & First Responders for their tireless work during the pandemic. Motion to place an ad in the Sargent County Teller with a budget of \$250 thanking the Sargent County Health Department, Ambulance Squads & First Responders for their dedication and hard work for the residents of Sargent County. (Waswick/Ruch) Upon roll call vote, motion carried unanimously.

Meeting adjourned at 12:58 p.m.

LYLE BOPP - CHAIRMAN

ATTEST:

PAM MALONEY – COUNTY AUDITOR