

Forman, North Dakota
October 21, 2025

The Sargent County Board of Commissioners met on Tuesday, October 21, 2025, at 9 a.m. The meeting began in the community room of the courthouse with the employee non-agenda meeting.

Those in attendance for the employee non-agenda meeting were: Commissioners, Jerry Waswick, Jason Arth, and Chairman, Wade Anderson. Employees in attendance were: Duane Peterson, HR Director; Jayne Pfau, State's Attorney; Samantha Schilling, Chief Deputy Property Tax and Assessment Director; Lindsay Bosse, Deputy Auditor; LaJuana Hayen, Tax Director; Sharon Halmrast, Chief Deputy Auditor; Wendy Schmiess, EM/911 Coordinator/Dickey-Sargent Water Resource District; Amy Bogart, Chief Deputy Treasurer/Recorder/Clerk of Court; Bobbi Maly, Chief Deputy Recorder/Deputy Treasurer/Clerk of Court; Brenda Wyckoff, Sargent County District Health Unit Administrator; Breanna Spellerberg, Director of Nursing; Vanessa Bayger, Legal Assistant; Trent Mahler, Sargent County Ambulance Coordinator; and Tia Bopp, Auditor.

Chairman Anderson called the meeting to order.

The pledge of allegiance was recited.

Discussion was held regarding a holiday party, building improvements, Work Easy, and the sick bank. There being no further business brought forth for discussion, the commission recessed at 9:55.

The Commission reconvened in the commissioner room at 10:04 a.m. for the regular meeting. Those in attendance were Commissioners Jerry Waswick, Jason Arth and Chairman, Wade Anderson. Attending through media was Scott Johnson. Absent was Lyle Bopp. Also, in attendance were Jayne Pfau, State's Attorney; and Tia Bopp, Auditor.

Motion to approve the agenda as amended. (Arth/Waswick) Motion carried.

Motion to approve the minutes of the October 7, 2025, meeting as presented. (Waswick/Arth) Motion carried.

Motion to authorize the Chairman to sign the letter to the ND DOT regarding highway/rail safety crossings. (Waswick/Arth) Upon roll call vote, motion carried unanimously.

Ronda Hill from Marboe Township arrived at 10:08 a.m.

Motion to approve the Road Permit for Dickey Rural Telephone to do plowing on the north side of County Road 14 then boring to the south and plowing to a location at 21 Broadway Avenue, DeLamere. (Arth/Waswick) Upon roll call vote, motion carried unanimously.

Motion to allow the Tax Director's office to proceed with procuring an office cell phone with the cost coming from the Tax Director's budget. (Waswick/Arth) Upon roll call vote, motion carried unanimously.

Ronda Hill, Marboe Township resident, was present to discuss trees in the right-of-way. The trees were present prior to the Hills acquiring the property. The Commission explained to Ms. Hill on several instances that this is a township issue and the Commission does not have jurisdiction over the matter. She was given the name of the legal counsel at the North Dakota Township Officers Association.

Motion to approve the Road Permit for Dakota Valley Electric to bore County Road 12 approximately 980 feet south of 88th Street SE. The project is in the NE1/4 of Section 25, Township 131, Range 54 to the NW 1/4 of Section 30, Township 131, Range 53. (Arth/Waswick) Upon roll call vote, motion carried unanimously.

Commissioner Waswick mentioned he had spoken with Tim Faber, Road Supervisor, about putting up some chevrons on County Road 3 where it approaches Highway 32.

Commissioner Waswick also stated there is a home owner inquiring about a two-year exemption on a new home. Tax Director, LaJuana Hayen, arrived and explained changes needed to be made to the application. Once the application is approved and completed by the home owner, it will come before the Commission for consideration.

Motion to work on Christmas Eve until noon and then close on Christmas Day as per policy and add December 26th. December 26th would be a paid holiday. (Waswick/Arth). Voting yes were: Commissioners Waswick, Johnson, and Arth. Voting no was Chairman Anderson. Motion carried.

Duane Peterson, HR Director and Trent Mahler, Sargent County Ambulance Coordinator arrived at the meeting. Peterson reported they have extended a job offer to someone for the Asst. Ambulance Coordinator position for the Milnor squad. Motion to hire K. Nechole Owen for the Assistant Ambulance Coordinator at a B23/1/1. (Waswick/Arth) Upon roll call vote, motion carried unanimously. Additionally, there was discussion on ambulance personnel following the same pay policy when it comes to holidays as the Sheriff's Department. Motion to change Policy 308 to add verbiage including EMS employees to be treated the same as the Sheriff's Department. (Waswick/Arth) Upon roll call vote, motion carried unanimously.

Motion to approve the October payroll in the amount of \$321,969.31 and the bills as presented. (Arth/Waswick) Upon roll call vote, motion carried unanimously.

89322-89337		Health Unit Expenses	15,395.23
89340	City of Forman	CH/Road Water/Sewer/Garbage	580.83
89341	Ottertail Power Company	Electricity	1,060.74
89342	Ransom County	VSO Salary/Benefits	2,745.39
89345-89352		Ambulance Squads Expenses	2,020.85
89353-89368		Health Unit Expenses	9,762.92
89369	Bank of North Dakota	JDA	1,771.05
89380-89384		Weed Control Expenses	604.10
89401	Alcohol Monitoring Systems	GPS Monthly Fee	53.34
89402	Anderson, Wade	Commissioner Travel Reimbursement	453.60
89403	Avid Hawk	Website Services	45.00
89404	Axon Enterprise, Inc.	Sheriff-Body Cams/Tasers & Licensing	26,992.32
89405	Bopp, Tia	Auditor-Training/Mileage	136.50
89406	Bryant, Rick	Sheriff-Travel Reimbursement	45.00
89407	Buckhouse, Scott	CH-Lawn Spraying	100.00
89408	Code 4	Sheriff-Squad Car Unit Tear Down	893.20
89409	Computer Express	Tech Support	1,500.00
89410	Dakota Plains Cooperative	Sheriff/Tax/CH/EM/911 Gasoline	774.91
89411	Dakota Water Solutions	CH/Road Water Jugs	64.00
89412	Dickey Rural Networks	Telephone	992.95
89413	Forman Lumber & Fireworks	CH Scrub	
		Brush/Cleaner/Gloves/Grease	90.69
89414	Geneseo Upholstery & Windshield	Sheriff-Windshield Repair Deductible	250.00
89415	Gordy's Grill & Fill	Sheriff-Car Washes	74.00
89416	Graham Tire Aberdeen	County Car Tires	320.00
89417	Hayen, LaJuana	Tax-Travel Reimbursement	38.44
89418	IBBG Lawncare	Fairgrounds-Mowing	800.00
89419	Information Technology Dept.	WAN Access/Off Prem Connectivity/Office 365/Netmotion	1,893.05
89420	Innovative Office Solutions	CH Supplies/Sheriff Envelopes/Calendar/Labels	369.87
89421	J & M Printing	Sheriff-Log Stickers	384.74
89422	Johnson, Heidi	Sheriff-Training/Travel Reimbursement	122.50
89423	KLJ Engineering, Inc.	MHMP Update	1,433.47
89424	Lexis Nexis Matthew Bender	ND Code Supplements	362.96
89425	Loffler	Sheriff Copier Overages	12.79
89426	ND Ass'n of Assessing Officers	Tax-Training	895.00
89427	ND State Radio Communications	LETS Terminal Fees	120.00
89428	NDACo Resources Group	SmartZone	100.00
89429	Office of the Attorney General	SCRAM 24/7	750.00
89430	Paeper, Travis	Sheriff-Travel Reimbursement	28.00
89431	Peterson, Duane	HR-Phone Reimbursement	100.00

89432	PharmChem	Sheriff-Sweat Patch Analysis	209.70
89433	Pitney Bowes	Postage	150.00
89434	Rutland Oil Company	Sheriff-Gasoline	2,013.55
89435	Southside Automotive	County Car Oil Change & Tire Repair/Sheriff Oil Change	1,145.22
89436	The Sargent County Teller	Publishing Legals/Job Opportunities	784.80
89437	Verizon	Sheriff Mifi Cards	240.06
89438	Vestis	CH Rug Cleaning Services	218.03
89439	Waswick, Jerry	Commissioner Travel/Phone Reimbursement	665.60
89440	Wild Rice Soil Conservation	Extension Rent	550.00
89441	A W Diesel	#127 Muffler Repair/Air Bag, Oil Filter/#126 Tire Repair/Rental Trailer Axle Fix	2,087.95
89442	Alexandria Gravel Products	CR#2, CR#3 Gravel	1,901.54
89443	Bernard Mahrer Construction	CR#2, CR#3, CR#5, CR#14 Gravel	3,255.24
89444	Butler Machinery	Cat Contracts	2355.47
89445	Faber, Tim	DOT Exam	40.00
89446	Hansen Lumber & Hardware	Rd-Lockset/Washers/Screws/Nut Driver/Number Stickers	218.35
89447	IBBG Lawncare	Rd-Shop Mowing	250.00
89448	Job Erection & Engineering, Inc.	Rd-#105 Dump Box Repair	9,688.29
89449	John Deere Financial	Rd-Grease	189.72
89450	Knife River Corp.	CR #10-Mastic Crack Repair	90,200.40
89451	Lyle Signs, Inc.	RD-Weight Limit Signs	245.14
89452	Morris Seal Coat & Trucking, Inc.	CR #3, #7, #10, #12 Crack Seal & Seal Coats	555,272.90
89453	Morris Trucking	Rd-Gravel Trailer Rent	4,000.00
89454	Napa-Lidgerwood	Rd-Shop Towels	16.49
89455	ND Ass'n of Counties	Rd-Drug Test	22.00
59456	NDDOT Financial Management Division	Rd-Bridge Inspection	778.05
89457	Plunkett's Pest Control	Rd-Pest Control	72.22
89458	RDO/PowerPlan OIB	Rd-Motor Grader/Plow Trucks Repair	6,280.59
89459	Rutland Oil Company	Rd-Gasoline, Fuel, DEF	12,090.10
89460	Sanford Health OccMed	Rd-DOT Exam	115.00
89461	Southside Automotive	Rd-#125/2015 Chevy/2003 Sterling Repair	359.99
89462	Swanston Equipment Corp.	Rd-Gloves	71.86
89463	TrueNorth Steel	Rd-54"x50', 30"x20', 30"x30' Culverts/30"x12" Band	9,660.12
89464	Visto's Carquest	Rd-Dually Pickup Fuel, Water Separator/Shop Supplies	251.00
89465	ND State Radio Communications	911 Fees (May-July)	20,238.84
89466	NDSU Extension Service Budget Office	Ext-Seykora Salary	5,349.17
89467	Willprecht, Wendy	EM/911-Travel Reimbursement	87.66
89468-89476		Ambulance Squads Expenses	1,708.85
ACH	JPMorgan	Various Department Expenses	5,845.32

A proposal for the reclassification of Sharon Halmrast was presented. The Commission wants to have a new job description created before approving the reclassification.

Damon DeVillers, Interstate Engineering, arrived at the meeting. Damon summarized different applications for funding and made suggestions on potential projects. He also discussed the county road right-of-ways which the Commission is wanting to have a map of. Motion to allow the Recorder's Office to check out necessary books to Interstate Engineering for the purpose of making copies of documentation outlining various county road right-of-ways. (Waswick/Arth) Upon roll call vote, motion carried unanimously.

There being no further business the meeting adjourned at 11:44 a.m.

WADE ANDERSON, CHAIRMAN

ATTEST:

TIA BOPP –AUDITOR