

Forman, North Dakota
March 6, 2018

The Sargent County Board of Commissioners met in the Commissioners' Room at the Sargent County Courthouse at 10:00 a.m. with the following members present: Dave Jacobson, Bill Anderson, Sherry Hosford, Jason Arth, & Mike Walstead. Also present was Paige Cary, the Sargent County Teller; and, Pam Maloney, Sargent County Auditor.

The commissioners made a conference call to Jill Breuer, Richland County 911 Coordinator, regarding the SE Coordinated Regional Interoperability Board Memorandum of Understanding between the county and the state of North Dakota to allow the state to utilize Sargent County's radio frequencies, if necessary. Motion to authorize use of any Sargent County radio frequency required for the statewide interoperable radio network to ITD. (Hosford/Anderson) Upon roll call vote, motion carried unanimously.

Commissioner Jacobson provided information about a 2012 pickup from Minnesota Motors that he had looked at to possibly replace the road department's 2003 GMC crew pickup. It was the consensus of the Commission that it wasn't a suitable choice for the intended use.

Lyle Bopp, State's Attorney, arrived at the meeting at 10:15 a.m.

Kenneth Forster, Sargent County Fair Board member, arrived at the meeting. He reported that the 2018 fair would be held July 26-29. Events this year will include a ranch rodeo, rodeo, demolition derby & motocross. There are also two street dances scheduled. The Fair Board has installed a 5 ton air conditioner in the auditorium and is working on improvements to the white food stand. The Fair Board is sitting well financially at this time. The commission thanked Mr. Forster for coming in & commended the entire fair board for all their hard work.

The commission then made a conference call to John Trombley, The Village Consulting & Training Manager/Organization Development Consultant, regarding the hostile work environment complaint investigation. Mr. Trombley had emailed the commissioners and Mr. Bopp copies of his findings for consideration. As this was an investigation & not an organizational assessment, he will not make a formal recommendation on the procedure to follow, but he did make some suggestions on how the board could proceed. His mission is to resolve challenges & create a better experience at the workplace. He has not filed the final report as he also has some supporting documentation that the commissioners have not yet received. Once the Commission has received the entire report, the Commission will decide whether or not to accept his findings as the findings of Sargent County, and then proceed accordingly.

Mr. Bopp stated that he had received a revised draft contract back from Gallagher Benefit Services and they had made some of the changes requested. He stated that, in his opinion, the revised contract was ready to be approved by the Commission, and signed by the appropriate County officials. Motion to approve the contract and authorize the chairman to sign said document. (Arth/Anderson) Upon roll call vote, motion carried unanimously.

Mr. Bopp had consulted with Linda Leadbetter, State Supervisor of Assessments in the ND Tax Commissioner's Office, regarding the tax exempt status of the structures owned by the Five Star Dairy that is situated in Hall Township. Ms. Leadbetter informed Mr. Bopp that she believes the dairy's buildings would not be taxable as they don't process any of the dairy's milk production on site, but sell it all to processors in Minnesota. There is some legal precedence that points to a different conclusion, however. The matter remains under advisement.

Travis Paeper, Sheriff; Tanner Tougas, Deputy Sheriff; & Alison Toepke, Treasurer/Recorder/Clerk of Court; arrived at the meeting. Sheriff Paeper first introduced Mr. Tougas as the newest deputy in Sargent County and living in Gwinner. The commissioners welcomed Deputy Tougas to Sargent County. Sheriff Paeper then provided quotes to replace the security cameras in the courthouse, as the current ones are approximately 7 to 8 years old & technology has advanced considerably during that time. The commissioners discussed the purchase as the item was not budgeted for. There was discussion on waiting until the Court Facilities Grant would be available next December, but there is not a guaranty of receiving the grant if applied for and/or whether all cameras would be included in the grant. Sheriff Paeper pointed out that one use of the cameras would be to monitor the activities of persons performing Court ordered community service work in and around the Courthouse. Motion to purchase the cameras and pay for them out of the Sheriff's Grants budget at a cost of \$3,048.13, contingent that use of the funds for the camera purchase qualifies as a permissible use, as the funds come from Community Service dollars. (Hosford/Anderson) Upon roll call vote, motion carried unanimously.

Sheriff Paeper also provided a quote for courthouse access control. The quote was for equipment & installation of the door access control hardware and intercom system and amounted to \$6,559.61. This would limit the public accessing the courthouse to only through the back door/elevator entrance. Some of the surrounding counties are installing the access control to their courthouses. Travis Anliker, Dickey Rural Networks, had stated that he thought the other counties had gotten a grant to pay for this security feature. Sheriff Paeper will contact a few of the surrounding counties to find out what grant program they utilized, and if it would be something Sargent County would be able to take advantage of.

The board recessed for lunch at 12:10 p.m.

The board reconvened at 1:10 p.m.

Melissa Seykora, NDSU Extension Ag and Natural Resources (ANR) Agent; Cindy Klapperich, NDSU Extension Family and Community Wellness (FCW) Agent; & Alison Toepke, Treasurer/Recorder/Clerk of Court; arrived at the meeting. More discussion was held on Extension funding for 2019 and future years. The decision was to fund any deficit of the Extension budget with monies from the General Fund pursuant to NDCC 11-38-01.3, for one year. If the State's funding formula doesn't change with the 2019 legislature, then the board will consider taking a mill levy increase sufficient to cover the funding shortfall to a vote of the people at the next primary election.

Approve February 20, 2018 meeting minutes as corrected. (Hosford/Arth, unanimous)

The board discussed Sandra Hanson's resignation. She has been continuing to work into March trying to get the Disaster Assistance/FEMA work done. The auditor will visit with her to see if she wants to extend her resignation to March 30, 2018. Hiring a replacement for Ms. Hanson for the post of 911 Coordinator/Emergency Manager was also discussed. The possibility of combining the duties of the 911 Coordinator/Emergency Manager with other departments was one of the possibilities mentioned. Hiring an assessor to assist the County Tax Director and combining the duties with that position was also discussed. No decision was made.

The proposal to replace the flooring in the lunch room & the restrooms in the basement was discussed. It was the consensus of the board to not replace the lunchroom floor covering at this time, & to request an additional estimate for the replacement of the floor coverings in the restrooms. The custodian will be requested to obtain an additional estimate.

More discussion was held on the Construction and Maintenance Agreement for LPA State Aid Project for Project SRF-0041(016) – Silver Lake Access Road. There needs to be an agreement between the county and the townships regarding the maintenance of the road after the project is completed. Motion to approve the Construction and Maintenance Agreement contingent upon obtaining township acceptance of the agreement. (Anderson/Hosford) Roll Call Vote: Yes – Anderson, Hosford & Walstead. No – Arth & Jacobson. Motion carried.

The Asche abatement application, which was tabled from the last meeting, has been withdrawn.

The commission received a response from Mike Wolff, NDACO County Employer Manager, regarding the Ergonomic Initiative Program that Ryan Lorenz, MobilityPLUS Rehabilitation, talked about at the last commission meeting. The ergonomic grant initiative money has already been utilized for all counties. Since WSI treats us as one employer, in 2016, NDACO applied for & received the maximum \$50,000 grant. Each county received two new office chairs at that time. The auditor was instructed to contact Mr. Lorenz and provide him with this information.

The annual Employees' Non-Agenda Meeting was scheduled for Tuesday, April 3 at 9:00 a.m.

The commission reviewed the request from the personnel board to include benefits and retirement comparisons with the market survey when it is done. The commission will consider this when the market survey is requested.

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 2019-2021 biennium to receive reimbursement for providing clerk services based on .59 fulltime equivalent. (Jacobson/Arth) Upon roll call vote, motion carried unanimously.

Approve Games of Chance Permit SC-2018-02 to Harvest for Hunger, Gwinner, ND for a raffle on March 20, 2018 at Dakota Plains Ag Office, 13219 Highway 13, Gwinner ND. (Anderson/Arth) Upon roll call vote, motion carried unanimously.

Discussion on extended warranties on the JD blades. The current warranty expires in July 2019 or at 3000 hours. A conference call was made to RDO Equipment to clarify the information that had been received. One of the blades is already over hours by about 100 hours, but the representative was confident that John Deere would still extend the warranty. Commissioner Hosford left the meeting at this time. The representative answered the questions that the board had for him. Motion to extend the warranties on the two John Deere blades for July 2020 or 5000 hours; and to purchase the John Deere wellness program for all 3 of the County's John Deere maintainers for 3 years; at a total cost of \$6,586.00, with the funds to be appropriated from the road department's equipment budget. (Anderson/Arth) Roll Call Vote: Yes – Arth, Anderson & Walstead. No – Jacobson. Motion carried.

Motion to authorize the chairman to appoint a representative if one can be found and give proxy to that representative for the annual meeting of the members of the Southeast Water Users District to be held Wednesday, March 14 at 1:00 p.m. (Anderson/Jacobson) Upon roll call vote, motion carried unanimously.

Meeting adjourned at 2:50 p.m.

MIKE WALSTEAD – CHAIRMAN

ATTEST:

PAM MALONEY – COUNTY AUDITOR