

Forman, North Dakota
April 16, 2019

The Sargent County Board of Commissioners met at 9:00 a.m. in the 2nd floor conference room of the courthouse for a non-agenda employee meeting, with all Commissioners and twenty-four county employees, elected department heads and appointed department heads present. Topics of discussion included: need for adequate employee parking, and possible enlargement of the parking lot on the west side of the Courthouse; handicapped parking space lines to be repainted; need for handicapped ramp to be installed to replace steps on the south side of courthouse following from front sidewalk; courthouse security; counseling sessions following the fatal collision of March 26, 2019; wellness lunch and learn sessions; retirement benefits; healthcare benefits; Courthouse heating system repair follow-up; and a thank you from one employee who had received donated sick leave from co-workers.

Following the non-agenda employee meeting, the Sargent County Board of Commissioners met at 10:00 a.m. in the Commissioner's Room with the following members present: Bill Anderson; Jason Arth; Lyle Bopp; Richard Ruch; and, Jerry Waswick. Also present was Jayne Pfau, State's Attorney; Jeanne Sexton-Brown, the Sargent County Teller; and, Pam Maloney, Sargent County Auditor.

The Pledge of Allegiance was recited.

Melissa Seykora, NDSU Extension Ag and Natural Resources (ANR) Agent; and, Cindy Klapperich, NDSU Extension Family and Community Wellness (FCW) Agent; met with the commission to report on the activities of the County's Extension Service office personnel from January through March, 2019. A written report was delivered to each commissioner and to the county auditor. A copy of the report can be obtained from the Extension Office. Ms. Klapperich has been involved with numerous projects involving county residents, including: Human Development; & Family Science Education, 4-H Youth Development; Nutrition; Food Safety & Health Education; Leadership and Civic Engagement; and, Community Involvement. She also attended many other workshops & meetings on behalf of Sargent County. Ms. Seykora had been on leave for most of the quarter, but prior to that, she had been involved with a Café Talk and worked with the Crops Judging Team. Ms. Klapperich and Ms. Seykora also updated the commission on the Extension Office's move to the WRSCD Building. Things are going well in their new office at the WRSCD building. Commissioner Anderson commended Ms. Klapperich and Ms. Seykora on the outstanding rating received from the district director during the March 13 Performance Review, and also Ms. Klapperich on an award she will receive this summer at the national convention. She is also on the NDSU Extension team whose health education program was accepted to be presented at the National Meeting of FCS Agents. The commission thanked the Sargent County Extension Service staff for a job well done.

Wendy Willprecht, Emergency Manager/911 Coordinator, arrived at the meeting. She had additional Memorandums of Agreement (MOA) from the townships for the chairman to sign, and reported that there are now only two townships, Denver & Forman, that her office has not received MOA's from. Ms. Willprecht also reported that her office has been in contact with townships, cities and the County Road Department concerning record keeping on roads, streets and other infrastructure damaged by blizzards and overland flooding, as well as extra snow removal expense. There has not yet been a Presidential Disaster Declaration as a result of the Blizzards of March 14 & 15 and April 11 & 12, or as a result of flood damage sustained this Spring, but, in the event that a Federal disaster is declared, the local entities will have to be able to produce documentation in order to obtain reimbursement for repairs from the Federal Emergency Management Agency (FEMA). Ms. Willprecht was asked to find out from North Dakota Disaster Emergency Services (ND DES) whether or not a new Snow Emergency Declaration was needed from the County to address the extra expenses incurred as a result of the April blizzard.

Approve April 2, 2019 meeting minutes as corrected. (Bopp/Ruch, unanimous)

Mr. Bopp, Courthouse Commissioner, reported that Ted Keller from General Roofing and Construction had been at the Courthouse last week, and did some initial checking of the dome to prepare an estimate of repairs needed to stop leaks and replace broken windows. Mr. Keller is planning on coming back next week to check it out further and will submit a proposal on repairs and painting. He plans to deliver his report at the May 7th commission meeting. Mr. Bopp also reported that Johnson Controls has not yet replaced all of the defective heating elements in the Courthouse heating system. About half of the

elements are currently not working, and should be replaced before next winter to bring the system up to maximum efficiency.

The county has received notification that the Court Facilities Improvement Grant applied for last December has been awarded to Sargent County. The grant amounts to \$4,159.29 and will cover 75% of the cost of adding secure Wi-Fi internet service to the entire courthouse. NRG has been notified; the County has received an updated quote (which had not changed from the initial quote); and the order has been placed.

The commission has received a letter from Rutland Township requesting that the Township be allowed to turn over the township road from County Road #3 south to Silver Lake and around to the east side where it abuts with Weber Township to the County road system, as a substantial percentage of the traffic on the road is to and from the County Park at Silver Lake. More discussion will be held at a future meeting.

Motion to approve the plan for the mural to be on the south side of the Health Department Building on Main Street in Forman that has been submitted by the Forman Community Club. The mural is to be painted on plywood and attached to the wall by drilling into the mortar between the bricks. The artist says that considering the type of brick, it's much easier and more practical to attach the mural this way. It also would make it possible for the art to be relocated if need be. Motion to allow the mural to be painted on plywood and attached to the south wall of the health department building, as requested by the Forman Community Club, at no cost to Sargent County. (Waswick/Bopp) Upon roll call vote, motion carried unanimously.

Motion to authorize the chairman to sign & return the North Dakota Insurance Reserve Fund (NDIRF) proxy form appointing the NDIRF Board Chairperson to vote for the election of Chad Peterson of Cass County to the Board of Directors on behalf of Sargent County at the Annual Meeting of members of the NDIRF to be held on May 22, 2019, in Bismarck. (Anderson/Waswick) Upon roll call vote, motion carried unanimously.

Chairman Arth appointed a selection committee to review construction engineering proposals & interview those engineering firms that submitted proposals for the Sealcoat Project. Those appointed are Commissioners Jason Arth and Richard Ruch; and, State's Attorney, Jayne Pfau. Meetings and interviews will be scheduled soon, so a recommendation can be made at the next commissioner's meeting on May 7.

Approve Gaming Site Authorization for Bullis Post #84 of The American Legion, Lidgerwood, for a site in the Geneseo Bar, from July 1, 2019 through June 30, 2020. (Anderson/Waswick) Upon roll call vote, motion carried unanimously.

Three applications were received for appointment to the Sargent County Health Board: Harris Anderson, Tammy Nelson-Mathews; and Pat Olofson. Motion to re-appoint incumbent members Harris Anderson and Tammy Nelson-Mathews to the Sargent County Health Board. Terms ending April 19, 2022. (Ruch/Bopp) Upon roll call vote, motion carried unanimously.

Forman's CarFest Committee requested the use of the courthouse grounds on Saturday, June 15, 2019, for the annual CarFest festivities. The committee has requested to have access to the courthouse lawn for vendors/food if needed. Motion to allow the use of the courthouse grounds for CarFest activities on Saturday, June 15, 2019 on the provision that any releases and other paperwork that the state's attorney advises would be executed before the event. (Anderson/Waswick) Upon roll call vote, motion carried unanimously.

Merrill Engquist, Road Supervisor, arrived at the meeting.

Motion to authorize the chairman, auditor, and the state's attorney to sign the County Federal Aid Contract and the County Federal Aid Contract Bond with Morris Sealcoat & Trucking, Inc. for Project SC-4100(005) (Bituminous Seal Coat & HMA Overlay). (Anderson/Bopp) Upon roll call vote, motion carried unanimously.

Mr. Engquist reported that there was minimal damage to the county roads due to flooding. He is figuring approximately 10 loads of gravel to repair any damage.

There was discussion regarding hiring Cole Halmrast to work for the County Road Department for 20 hours/week in conjunction with the county park board. Mr. Engquist agreed to share Mr. Halmrast with the park board. Motion to hire Cole Halmrast for 20 hours/week as a temporary, seasonal employee for the county road department. (Bopp/Ruch) Upon roll call vote, motion carried unanimously.

The commission reviewed two Applications for maintenance Work within County Road Right-of-Way from Matthew Bosse. 1) Clean out existing ditch to its original depth. Location: south of Brampton on east side of County Road #4. Clean from Brampton cemetery, north to culvert (estimated 250 yards of silt & vegetation to be removed from the ditch). The ditch has filled in with excess cattails and volunteer trees. This is on the west side of Section 13-129-57 – Brampton Township. Motion to approve this application provided that the Applicant, Mr. Bosse, does all the work in compliance with County regulations and specifications, and to the satisfaction of the County Road Supervisor; and, that the Applicant assumes liability for any injuries or damage to persons or property that may be incurred as a result of the project. (Anderson/Ruch) Upon roll call vote, motion carried unanimously. 2) Add another culvert to the existing culvert. Location: 700 feet west of Brampton on 98th Street. This is on the North side of Section 14-129-57 – Brampton Township. A decision on this application is tabled until a hydrology study is done.

Discussion was held on workers' safety and on repairs to the County pickup damaged in the collision of March 26, 2019.

Ms. Pfau brought forward an email received from Curtis Olafson, National Field Director, Aronnax Public Strategies, regarding opioid litigation opportunities for the county. They are scheduled to be in Richland County on May 21 & were hoping to schedule a conference with the Sargent County Commission and other County officials that same day. The commission agreed to schedule 45 minutes for Mr. Olafson's presentation on that day.

Ms. Pfau also requested that her assistant's position be changed from a 35 hour per week to a 40 hour per week position. She is currently working 20 hours/week, so it would then be considered a half-time position and the benefits would increase slightly. Motion to change the state's attorney legal assistant position to a 40 hour/week position. (Ruch/Waswick) Upon roll call vote, motion carried unanimously.

Approve April payroll in the sum of \$ (Nos. &) and the following bills: (Waswick/Ruch) Upon roll call vote, motion carried unanimously.

78459-78473		Health Unit Expenses	6,064.04
78474		JDA Expenses	25,000.00
78475-78476		Health Unit Expenses	273.68
78477	Forman City	Water/Sewer/Garbage	174.56
78478	Ottertail Power Company	Electricity	6,581.75
78479	Ransom County	VSO Salary/Benefits	902.71
78481		JDA Expenses	85.00
78482-78792		Health Unit Expenses	3,162.43
78493-78496		Weed Control Expense	407.92
78499-78514		Human Services Expenses	8,728.70
78516	Ameripride Linen	Cleaning Services	138.69
78517	AMS Alcohol Monitoring	GPS Rental Fee	100.00
78518	Applied Concepts, Inc.	Repair Radar Unit	625.00
78519	Arth, Jason	Commission Travel	227.94
78520	Avid Hawk, LLC	Web Services	45.00
78521	Barnes County Corrections	Prisoner Board	20.00
78522	Bayger, Vanessa	Sheriff Travel	70.00
78523	Bopp, Lyle R	St Att. Office Repairs	134.46
78524	Bryant, Rick	Sheriff Travel	215.31
78525	Counties Providing Tech.	Data Processing	1,255.58
78526	CHS-Dakota Plains	Gas Purchases	644.64
78527	Dakota Water Solutions	Water Jugs	21.00
78528	Dickey Rural Networks	Telephone Service	1,109.80
78529	Forman Drug	Supplies	10.12
78530	Forman Market	Supplies	37.58
78531	Gwinner One Stop	Sheriff Gas Purchases	377.06

78532	Information Tech. Dept.	WAN Access/Netmotion	606.34
78533	Johnson, Bryan	Sheriff Car Wash	12.00
78534	Klapperich, Cindy	Extension Moving Expense	44.99
78535	Kozok, David	Health Insurance Premium	592.00
78536	Lee's Service Station	Sheriff Oil Change	57.00
78537	McLaen, Lori	Painting Health Dept.	600.00
78538	MinnKota Communication	Telephone Relocation	431.00
78539	ND Ass'n of Counties	Continuing Education	365.00
78540	NDCCA	Policy Renewal	9.50
78541	ND County Auditor Assoc.	2019 Annual Dues	100.00
78542	ND Treasurer's Assoc.	2019 General Dues	200.00
78543	ND Insurance Dept.	Park Shop Add Ins Premium	7.44
78544	ND State Radio	LETS License/Fees	300.00
78545	ND Workforce Safety	2019 WSI Contract	250.00
78546	Office of Attorney General	SCRAM 24/7	1,110.00
78547	Paeper, Travis	Sheriff Travel	115.75
78548	Peterson, Brenda	Coroner Travel	28.00
78549	Pharmchem, Inc	Sweat Patch Analysis	171.30
78550	Quill.Com	Maintenance Supplies	435.66
78551	Reardon Office Equipment	Copier Charges	660.48
78552	Sargent County Teller	Printing/Publishing	906.84
78553	Sargent County Treasurer	Real Estate Taxes	1,805.22
78554	Skalicky, Tom	County Car Expense	5.00
78555	Southside Automotive	County Car/Road Repairs	535.87
78556	Teal's Market	Risk Manager Supplies	11.30
78857	Total Home	Main St. Bldg. Flooring	2,931.77
78858	Uniform Center	Bullet Proof Vest	765.00
78859	Verizon Wireless	Sheriff MIFI Cards	200.05
78860	Wild Rice Soil Conservation	Extension Office Rent	500.00
78561	A W Diesel	Equipment Repair	516.12
78562	CHS-Dakota Plains	Qwiklift/Superlube	3,579.76
78563	General Equipment	Road Hose/Fittings	40.93
78564	Hansen Lumber & Hdwe.	Road Supplies	442.01
78565	John Deere Financial	Grade 8 Hardware	50.05
78566	Kustom Machine	Plow Truck Repair	118.21
78567	Lyle Signs, Inc.	Flagging Material	545.16
78568	McLaen's Service	Road-F250 Tires	865.32
78569	RDO Powerplan	Falls Wing Seal Kit	98.87
78570	Rutland Oil Company	Road Fuel/Gasoline	6,915.10
78571	Skalicky, Thomas	Road Travel	52.50
78572	Sturdevant's Auto Parts	Road Shop Equipment	71.02
78573	True North Steel	Culverts	2,465.92
78574	Vining Oil Co	Road Fuel	2,632.79
78575	Welton Tire Service	Road Tire Repair	438.00
78576	Dickey Rural Network	911 Trunk Rental	231.00
78577	EverSpring Inn & Suites	Extension-FSW Travel	84.60
78578	Forman Market	Extension-AG Day Supplies	67.72
78580	Klapperich, Cindy	Extension Office/Travel	574.64
78581	Milnor Fire Department	EMS Meeting Expense	324.45
78582	ND State Radio	State Radio	6,582.60
78583	NDSU Ag Communication	Extension Printing	199.00
78584	NDSU Extension	Salary/Benefits	10,723.35
78585	Sargent County Teller	Extension Publishing	130.00
78586	SC Treasurer	Extension Postage	33.00
78587	Teal's Market	Extension-AG Day Supplies	525.91
78588	Universal Services	Extension-Toner Cartridge	267.30
78589	VISA	Extension-Supplies	161.95
78590	Wyum, Phyllis	Extension- Ag Day Expense	14.70
78591	Jacobson, David	Office Space Rental	150.00

Meeting adjourned at 12:05 p.m.

JASON ARTH – CHAIRMAN

ATTEST:

PAM MALONEY – AUDITOR