

Forman, North Dakota
April 17, 2018

The Sargent County Board of Commissioners met in the Commissioner's Room at the Sargent County Courthouse at 10:00 a.m., following the park board meeting, with the following members present: Jason Arth; Bill Anderson; Dave Jacobson; Sherry Hosford; and, Mike Walstead. Also present was Merrill Engquist, Road Supervisor; Bruce Berg, Butler Machinery; Troy Mahler, RDO Equipment; Jayne Pfau, Assistant State's Attorney; Tibby Hinderlie, Sargent County Teller; and, Pam Maloney, Sargent County Auditor.

The Board proceeded to open and read bids for the acquisition of One Motor Grader – New 2018 Model or Low hour 2017 Model consistent with the county's specifications. Bids were received from RDO Equipment Co., Fargo, ND; and Butler Machinery Co., Fargo, ND. Company representatives were present for the bid opening. Discussion was held concerning the options with each machine in the various bids and possible delivery dates if a bid is accepted. The road supervisor and the commission will review each bid and a decision will be made at the next meeting.

Andy Seyer; Steve Ringdahl; and, Ryan Reiswig; Verner Township Supervisors; arrived at the meeting to discuss 2 miles of township road (between Section 19/30 and 20/29). Verner Township would like to turn over those 2 miles to the county. The 2 miles run from Sargent County #2 to the east end of a Dickey County Road that terminates at the county line. The road is heavily used by farm trucks hauling farm commodities to grain handling facilities in Oakes. According to the township supervisors it is extremely costly to maintain these two miles, and, because of the high drain assessments in Verner Township, they would really prefer not to raise taxes. There is currently an agreement in place between Verner Township and Sargent County by which the county blades the road and provides snow removal; and the county and township share the cost of the gravel 50/50. The commissioners took no action on the township's request and the agreement will remain as is. The Verner Township Supervisors will meet with the commissioners each year in February to discuss the arrangement. They also mentioned that there is a dangerous intersection in that area that, in their opinion, should be better marked. The road crew will check it out & possibly add a yield sign at the intersection.

Denise Ferderer, Tax Director, arrived at the meeting. There were several applications for abatements of taxes that needed to be addressed. 1) Parcels 23-7111000, 23-7111001, 23-7116000, 23-7116001 & 31-9507000 – the applicant, Richard H Beaver, requested the 5% discount for payment of the 2017 real estate taxes, which were paid February 26, 2018. In order to receive the discount, the taxes must be paid by February 15. The applicant states that they did not receive their 2017 tax statements until after February 15 as they had moved from Gwinner to Fargo in 2016, and the 2017 statements were sent to their old address, returned to Sargent County by the Postal Service and not sent to their current address until it was too late to obtain the discount. When they realized that they had not received their statements, the deadline for the discount had passed. Whitestone Hill Township has approved the application. Motion to deny the application. (Jacobson/Hosford) Roll Call Vote: Yes – Arth, Jacobson, Hosford and Walstead. No – Anderson. Motion carried. Application denied. 2) Parcel 23-7015000 – S1/2 of SW1/4 less 5.74 acre parcel 3-132-56 – Whitestone Hill Township. The applicant, Steve & Caroline Jacobson, requested that the 2016 real estate taxes be abated as the building value for the commercial structure was eliminated as the business closed & ceased as of December 31, 2015. The structure is now considered and used as an agriculture structure on the Jacobson farm. Whitestone Hill Township has approved the application. Motion to concur with the township and approve the application. (Hosford/Anderson) Upon roll call vote, motion carried unanimously. 3) Parcels 26-8835000 – Lots 4-5-6, Block 3, Klefstad's 2nd Subdivision; & 26-8875000 – Lots 1-2, Block 1, Klefstad's 3rd Subdivision; both located in Forman City. The applicant, Forman Housing Authority, is requesting the 2017 taxes be abated as Forman Housing Authority is a governmental entity and therefore tax exempt. Forman City has approved the application. Motion to concur with the city. (Jacobson/Anderson) Upon roll call vote, motion carried unanimously. 4) Parcel 25-7737001 – 1.49 acres in Outlot M, Auditor's Plat, Milnor City. The applicant, Milnor Fire District, is requesting the 2017 taxes be abated as Milnor Fire District is a governmental entity and therefore tax exempt. Milnor City has approved the application. Motion to concur with the city. (Jacobson/Anderson) Upon roll call vote, motion carried unanimously. 5) 03-1526000 – Lots 11-12-13, Block 1, Original Townsite, Crete Village. The applicant, Brian Vculek, is requesting the 2015 structure value be abated as the house was torn down and burned on the lot. Denver Township has approved the application. Motion to concur with the township. (Hosford/Jacobson) Upon roll call vote, motion carried unanimously. 6) Parcels 25-7938000 – Lot 1, Block 1; 25-7939000 – Lot 2, Block 1; 25-7940000 – Lot 3, Block 1; 25-7941000 – Lot 4, Block 1; Parcel 25-7942000 – Lot 5, Block 1; 25-7943000 – Lot 6, Block 1; 25-7944000 – Lot 7, Block 1; 25-7945000 – Lot 8, Block 1; 25-7946000 – Lot 9, Block 1; 25-7947000 – Lot 10, Block 1; 25-7948000 – Lot 11, Block 1; 25-7949000 – Lot 12, Block 1; 25-7950000 – Lot 13, Block 1; 25-7951000 – Lot 14, Block 1; 25-7952000 – Lot 15, Block 1; 25-7953000 – Lot 16, Block 1;

25-7954000 – Lot 1, Block 2; 25-7955000 – Lot 2, Block 2; 25-7957000 – Lot 4, Block 4; 25-7958000 – Lot 5, Block 2; 25-7959000 – Lot 6, Block 2; 25-7960000 – Lot 7, Block 2; 25-7961000 – Lot 8, Block 2; 25-7962000 – Lot 9, Block 2; 25-7963000 – Lot 10, Block 2; 25-7964000 – Lot 11, Block 2; 25-7965000 – Lot 1, Block 3; 25-7966000 – Lot 2, Block 3; 25-7967000 – Lot 3, Block 3; 25-7968000 – Lot 4, Block 3; 25-7969000 – Lot 5, Block 3; 25-7970000 – Lot 6, Block 3; 25-7971000 – Lot 7, Block 3; 25-7972000 – Lot 8, Block 3; 25-7973000 – Lot 9, Block 3; 25-7974000 – Lot 10, Block 3; 25-7975000 – Lot 11, Block 3; 25-7976000 – Lot 12, Block 3; 25-7977000 – Lot 13, Block 3; 25-7978000 – Lot 14, Block 3; 25-7979000 – Lot 1, Block 4; 25-7980000 – Lot 2, Block 4; 25-7981000 – Lot 3, Block 4; 25-7982000 – Lot 4, Block 4; 25-7983000 – Lot 5, Block 4; 25-7984000 – Lot 6, Block 4; 25-7985000 – Lot 7, Block 4; 25-7986000 – Lot 8, Block 4; all in Peterson Subdivision, Milnor City. The applicant, Milnor City, is requesting the 2017 taxes be abated as Milnor City is a governmental entity and therefore tax exempt. Milnor City has approved the applications. Motion to concur with the city. (Hosford/Jacobson) Upon roll call vote, motion carried unanimously. There were six additional applications from Milnor City, but the commissioners requested further information, so the applications will be acted on at the May 1 commission meeting.

Merrill Engquist, Road Supervisor, stated that he had met with John Quandt, Dickey County resident; & Jeff Hagen, Dickey County Road Supervisor; regarding some further private drain work that will be done along the Sargent County/Dickey County line. He stated that there will likely be more permit requests within the month.

Motion to approve the gravel project worksheet prepared by Commissioner Arth, in which the county’s 2018 graveling work is distributed among the competing contractors in order to get the work done as expeditiously as possible. (Arth/Anderson) Roll Call Vote: Yes – Arth, Anderson, Hosford & Walstead. No – Jacobson. Motion carried.

Approve an Application for a permit to do Drainage Work within County Road Rights-of-Way for Steve Kasowski to install a culvert across County Road #3 on the west side of Section 19 to the east side of Section 18-130-58 Jackson Township on the condition that the applicant supply the culvert, have the work performed as recommended in the hydraulic study, and that the work be done by a licensed, insured & bonded contractor. All work to be performed to the satisfaction of the county road supervisor. (Anderson/Jacobson) Upon roll call vote, motion carried unanimously.

The auditor was instructed to forward the information regarding the Bridge Inventory Scour and Channel Profile Inspections to the county engineer at Interstate Engineering, Wahpeton, and request that it be completed by the July 14, 2018 deadline.

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

Approve April payroll in the sum of \$205,363.66 (Nos. 14785-14843 & 76859-76873) and the following bills: (Anderson/Arth) Upon roll call vote, motion carried unanimously.

76757-76765		Health Unit Expenses	3,524.74
76766	Forman City	Water/Sewer/ Garbage	199.31
76767	Ottertail Power Company	Electricity	3,653.19
76768	Ransom County	VSO Salary & Benefits	890.03
76771-76783		Health Unit Expenses	3,415.59
76784-76798		Human Service Expenses	6,429.96
76799	Ameripride Linen	Cleaning Services	99.09
76800	Avid Hawk, LLC	Web Services	45.00
76801	Bopp Law Office	Rent/Telephone	225.00
76802	Cenex Fleet Card	Gas Purchases	68.45
76803	Code 4 Services	USB GPS Receiver	42.92
76804	Computer Prof. Unlimited, Inc.	Data Processing	1,255.58
76805	CHS-Dakota Plains	Gas Purchases	1,245.18
76807	Dakota Water Solutions	Water Jugs	42.00
76808	Dickey Rural Networks	Telephone	1,141.48
76809	Farm & Home Publishing	2018 Plat Books	800.00
76810	Forman Drug	Card	4.99
76811	Forman Market	Supplies	26.93
76812	FP Mailing Solutions	Postage Meter Rental	135.00
76813	Gall’s	Sheriff Supplies	167.46
76814	Gwinner One-Stop	Sheriff Gas Purchases	459.48
76815	Hardware Hank	Courthouse Supplies	310.48
76816	Hoag & Sons	Bind Tellers	105.96

76817	HP, Inc.	LaserJet Printer	870.72
76818	ID Creator	Coroner/Sheriff Badges	46.40
76819	Information Tech. Dept.	WAN Access/Netmotion	601.10
76820	Lee's Service Station	Sheriff Vehicle Oil Change	57.00
76821	LexisNexis Matthew Bender	Century Codes	123.50
76822	Maloney, Pamela	Handbook Binders	53.80
76823	NDACO	Handbook Update	1,500.00
76824	NDCCA	VIS Insurance Renewal	9.50
76825	ND State Radio	LETS Terminal Rent	120.00
76826	Office of Attorney General	SCRAM 24/7	665.00
76828	Quill.com	Office Supplies	100.35
76829	Richland County Corrections	Prisoner Board	6,557.27
76830	Sargent County Teller	Printing/Publishing	649.96
76831	Southside Automotive	Squad Car Maintenance	237.23
76832	Tyler Technologies	Document Pro Migration	500.00
76833	Vanguard Appraisals	Service Renewals	1,600.00
76834	Verizon Wireless	Sheriff MIFI Cards	200.05
76835	Village Family Services	Investigation Expense	3,661.56
76836	A W Diesel Service	Ford L900 Repair	654.17
76837	Interstate Engineering	HSIP Safety Project Plans	2,150.00
76838	Nelson Home Center	Road Supplies	56.38
76839	RDO Powerplan	Motor Grader Service Repair	6,398.17
76840	Rutland Oil Company	Road Fuel/Gasoline	5,056.84
76841	Southside Automotive	Stopleak/Wiper Blades	28.69
76842	Visto's Carquest	Road Shop Supplies	101.77
76843	Zep Sales & Service	Road Supplies	344.02
76844	Pharmchem, Inc.	Sweat Patch Analysis	114.20
76845	Dickey Rural Networks	911 Contracts	231.00
76846	Forman Market	Extension Supplies	7.02
76847	Hardware Hank	Extension Supplies	16.78
76848	Klapperich, Cindy	Extension Education Supplies	
66.43			
76850	NDACO	911 Wireless	477.10
76851	ND State Radio	State Radio	6,601.92
76853	SC Treasurer	Extension Postage	101.01
76854	Seykora, Melissa	Extension Agent Travel	68.67
76855	Teal's Market	Extension Supplies	35.41
76856	VISA	Ext Education Supplies	362.51

Motion to approve the quote from Total Home Inc, Oakes, for the flooring replacement in the downstairs restrooms, including self-leveling, at a cost of \$3,755.37. (Anderson/Arth) Upon roll call vote, motion carried unanimously.

Commissioner Jacobson has communicated with Damon DeVillers, Interstate Engineering, regarding the intersection of a Ransom Township road, 91st Street Southeast, and County Road #10, 138th Avenue Southeast, 3 miles north of Rutland. Mr. DeVillers will check out the intersection the next time he is in the area. This is the intersection that Ransom Township discussed with the commissioners during the April 3, 2018, commission meeting.

Motion to set polling location hours to 8:00 a.m. to 7:00 p.m. for the 2018 Primary & General Elections. (Anderson/Hosford) Upon roll call vote, motion carried unanimously.

Motion to authorize the chairman to sign the Funding Agreement for Clerk of Court Services based on .59 fulltime equivalent. (Jacobson/Anderson) Upon roll call vote, motion carried unanimously.

Motion to publish the annual notice concerning County Road Rights of Way in the official newspaper. (Anderson/Arth) Upon roll call vote, motion carried unanimously.

An email was received from Carol Peterson, Milnor City Economic Development Coordinator, requesting a letter from Sargent County supporting Milnor City's application to the State of North Dakota to extend its Renaissance Zone 15 year program for an additional 5 years. The commission requested that the auditor obtain further information from Milnor City. Tabled until the next meeting.

Forman's CarFest Committee is requesting the use of the courthouse grounds on Saturday, June 16, 2018, for the annual CarFest festivities. The committee has requested approval for: guests to use lawn

chairs on the Courthouse grounds; Forman Community Club to serve food; use of electricity; set up picnic tables on lawn; and, to set up Porta-John's in the parking lot. Motion to allow the use of the courthouse grounds and parking lot for CarFest activities on Saturday, June 16, 2018, with the understanding that the serving and/or consuming of alcoholic beverages, including beer, is prohibited on courthouse grounds. (Anderson/Hosford) Upon roll call vote, motion carried unanimously.

On the advice of legal counsel, the commission accepted that the employee who is required to participate in counseling due to the Hostile Work Environment Case should use one of the county vehicles for travel to and from counseling sessions when available. However, the employee will be paid mileage if one is not available. Also, the employee is not required to take any leave for scheduled appointments. The time needed for the actual counseling session which the employee is required to attend is to be treated as employment time, and the employee will be allowed to use vacation or sick leave for the rest of the time that the employee is absent from regular work activities.

Meeting adjourned at 12:30 p.m.

MIKE WALSTEAD – CHAIRMAN

ATTEST:

PAM MALONEY – COUNTY AUDITOR