

Forman, North Dakota
April 19, 2016

The Sargent County Board of Commissioners met at 10:30 a.m. following the Sargent County Park Board meeting. The following members were present: Jerry Waswick, David Jacobson, Sherry Hosford, Mike Walstead, and Bill Anderson. Also present was Lyle Bopp, State's Attorney; Jayne Pfau, Assistant State's Attorney; Jeanne Sexton-Brown, The Sargent County Teller; and Pam Maloney, Sargent County Auditor.

Lyle Bopp inquired whether a property in Southwest Township that was forfeited during last year's tax deed proceedings, could be deeded back to the title owner. It appears that proper notification that the property was about to be forfeited for non-payment of taxes was not given to the title owner, as the title owner had given instructions that notices concerning the property should be sent to another party. Subsequent to that, the original title owner had conveyed the property to a new owner who had been unable to record his Deed due to the fact that the taxes had not been paid. Mr. Bopp will prepare the county deed to be approved at the May 3rd commission meeting. The new owner will pay the delinquent taxes, penalties and fees, and will then record the Deed conveying ownership to him.

Donna Eklund, county resident, arrived at the meeting at 10:45 p.m.

Melissa Seykora, NDSU Extension Ag and Natural Resources (ANR) Agent; & Cindy Klapperich, NDSU Extension Family and Consumer Science (FCS) Agent; met with the commission to report on the activities of the County's Extension Service office personnel from January through March, 2016. 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. The commission commended the County's Extension Service personnel for their teamwork, multitude of programs, involvement in the community, and outstanding effort on behalf of the people of Sargent County.

Sandra Hanson, Tax Director/911 Coordinator/Emergency Management Director, attended the meeting to discuss two applications for abatements. The first abatement application was from Tyler & Betsy Speich, Milnor, for abatement of taxes on a residence on the SW1/4 of NW1/4 of SW1/4 2-131-53 that was valued as residential, but the applicants believe it to be a tax exempt farm residence. The Herman Township Board of Supervisors had neither approved nor disapproved the abatement application, as they were of the opinion that they had insufficient supporting documentation to make a decision either way. Ms. Hanson will send the abatement application back to them, along with some documentation, to get the recommendation needed. The second abatement application was from Louie & Valerie Anderson, Cogswell, for the W1/2 of Lots 1-2, Block 2, Camp's Addition, Cogswell City, as there had been an error in the vacancy factor that was used when determining the amount of taxes to be assessed. Cogswell City had approved the abatement application. Motion to concur with the city. (Walstead/Jacobson, unanimous)

More discussion was held regarding the current permit application for work to be done in county road rights of way, and proposed revisions to the application. Lyle Bopp will draft some changes to this application for commission review.

More discussion on updating the Sargent County Zoning Ordinance No. 1 Solid Waste and Incinerating Facilities and Comprehensive Plan. In particular, page 7, Section F.5. under "Hazardous and Nuclear Waste Prohibited", to include storage of hazardous/nuclear waste along with disposal or incineration. Assistant States Attorney Pfau stated that any proposed change needs to be considered and approved by the zoning commission before it is considered by the Commission. The auditor was instructed to contact Forman City to appoint two new members to the board, as the members previously appointed are no longer on the city council. Once the new members have been appointed, a meeting of the Planning Commission will be called to continue with the process.

Merrill Engquist, Road Supervisor; Damon DeVillers; & Mike Bassingthwaite, Interstate Engineering; arrived at the meeting. Mr. DeVillers had a "Notice of Award" prepared for Mark Sand & Gravel for the Surge Funding Project, Mine and Blend, Aggregate Base, Hot Bituminous Surfacing and Incidentals for Sargent County #14 from Sargent County #5 south to the North Dakota/South Dakota border, as they were the low bidder with a bid of \$1,547,234.55. Motion to award the bid to Mark Sand & Gravel. (Walstead, Jacobson) Commissioner Hosford had received complaints from some residents in that area that the south end of the east lane of the 2015 paving project was breaking up. She has driven on it a few times since then and agrees that it seems to be breaking up in some areas, so she is hesitant to award the bid to the same company that had done the previous work. Motion to suspend the consideration of the previous motion until the May 3rd meeting to allow the County's Engineer time to inspect the area. (Anderson, Walstead, unanimous)

Motion to advertise for Request for Proposals to perform construction engineering for Project BRO-0041(012), PCN 20039 – Structure 135-05.0 and 135-05.1 Replacement with Concrete Box Culverts, Approximately 0.7 miles of Road Raise and Grading, and Incidentals – 2.5 miles south and 8 miles east of Milnor, ND (Hall Township Bridge Project) (Jacobson/Hosford, unanimous)

Mr. Bassingthwaite has been working on the 2.5 acres wetland mitigation needed for the Hall Township Bridge Project. There is an opportunity to purchase approximately 1.3 acres from Ray Zajac along with borrow materials, but more is needed. The commission suggested negotiating with the landowners in Section 2 of Herman Township and Section 35 of Hall Township at the Halmrast Bridge Site, to see if the right to use some acres for wetlands mitigation could be acquired there. Motion to pay up to \$6500 to Ray Zajac for a wetlands mitigation easement and up to \$3000 for borrow at a rate of \$1 per yard. (Anderson/Walstead, unanimous) May 13 is still the projected bid opening date for this project.

More discussion was held regarding the payment of the Final Estimate No. 2 for the Aggregate Surfacing Project CP 4125(14)02 for Wm. D Scepaniak, Inc. Scepaniak has received the revised Final Estimate, but acceptance of the change has not yet been received from Scepaniak. Motion to authorize the payment of the final engineer's estimate in the amount of \$23,964.17, pending acceptance of the revised amount by Wm. D Scepaniak, Inc. (Anderson/Hosford, unanimous)

Mr. Engquist has been approached by Cogswell City to do some work with the track hoe for the city. The commission advised against it, as there are private businesses doing similar work in the area that are available to do the work for the city.

Mr. Engquist updated the board about the signs on the new Bridge No. 129-19, across the Wild Rice River north of Delores Breker's farm in Tewaukon Township. "Narrow Bridge" signs are no longer necessary at the bridge site, and bridge end markers are in place.

Mr. Engquist will be purchasing a new time clock for the shop, as the old one has quit working.

Motion to approve Application for Work within County Road Right-Of-Way to Shane Kadoun for construction of a bin site approach on the west side of Section 19-131-54 in Shuman Township. An 18" culvert is needed on this approach. (Walstead/Jacobson, unanimous)

The board recessed for lunch at 12:45 p.m.

The board reconvened at 2:00 p.m.

Commissioner Hosford will prepare an exit interview form to be used for employees leaving Sargent County based on the form used by the NDSU Extension Service and recommended by FCS Agent Cindy Klapperich. The board will then review the form at a later meeting. The board agreed it would be good to have a standard Exit Interview form, to be included in the final paperwork the employee receives from the auditor's office at the time employment is terminated.

Travis Paeper arrived at the meeting to discuss replacing one of the fleet vehicles with his squad car when he gets a new one in April. Motion to purchase the sheriff's department vehicle for \$8500 and take the 2009 Dodge Durango to the Tri-State Auction in Fergus Falls, MN on Friday, April 22, to sell, with a reserve price based on the Kelly Blue Book value. Sheriff Paeper will notify the Commissioners of the Kelly Blue Book value, and of the suggested reserve price, prior to delivering the vehicle to the auction house. (Anderson/Jacobson, unanimous)

Re-appoint Joanne D Harris and Amy Melinda Mund to the Sargent County Health Board. Terms ending April 19, 2021. (Hosford/Jacobson, unanimous)

Approve Joan Lee as Inspector for the 2016 Primary and General Elections. (Jacobson/Anderson, unanimous)

Discussion on Gary Thornberg tile drain project in the SE1/4 of Section 13-129-55 in Weber Township. Lyle Bopp, State's Attorney, stated that if Mr. Thornberg plans to drain water into the county road right-of-way, a Permit for Drainage Work within County Road Right-of-Way will be required. Mr. Thornberg is on the Sargent County Water Resource Board agenda for Thursday, April 21, so it was decided to carry this matter over until after that board meets.

Approve minutes of the April 5, 2016, commission meeting as corrected. (Walstead/Hosford, unanimous)

Approve April payroll in the sum of \$170,579.13 (Nos. 12005-12060 and 73035-73047) and the following bills: (Walstead/Hosford, unanimous)

72922-72927		Health Unit Expenses	1,232.75
72928-72929		Weed Control Expenses	347.50
72930	Forman City	Water/Sewer/Garbage	202.15
72931	Ottertail Power Co.	Electricity	2,438.15
72932	Ransom County	VSO Salary/Benefits	825.02
72933-72945		Health Unit Expenses	1,895.78
72946-72961		Human Services Expenses	3,351.04
72962	AMS-Alcohol Monitoring	Daily Monitoring Fees	97.50
72963	Avid Hawk, LLC	Web Services	45.00
72964	Best Western Ramkota	Auditor/St. Att. Travel	160.20
72965	Bladow, April	Election Travel	45.50
72966	Bopp Law Office	Rent/Phone	411.98
72967	Bryant, Rick	Car Wash/Charger/Ammo	122.69
72968	Buhl's Inc.	Cleaning Services	167.00
72969	Cenex Fleet Card	Gas Purchases	90.74
72970	Comfort Inn	Election Travel	160.00
72971	Computer Prof. Unlimited	Data Processing	1,255.58
72972	Dakota Plains	Gas Purchases	541.58
72974	Dakota Water Solutions	Water Jugs	35.00
72975	Dickey Rural Networks	Telephone	1,033.82
72976	Fantasy Furniture	Refrigerator	499.00
72977	Fargo Rubber Stamp	Auditor Office Stamps	82.20
72978	Forman Drug	Sheriff Supplies	13.64
72979	Forman Market	Supplies	29.71
72980	FP Mailing Solutions	Postage Machine Lease	135.00
72981	Galls	Sheriff Equipment	194.47
72982	Gwinner One-Stop	Sheriff Gas	514.86
72983	Gwinner Transfer Inc.	Vehicle Maintenance	401.03
72984	Halmrast, Sharon	Election/Park Travel	113.54
72985	Hardware Hank	Supplies	182.37
72986	Information Tech. Dept.	WAN Access/LERMS	587.55
72987	J & M Printing	Tax Director Envelopes	119.00
72989	Johnson, Bryan	Sheriff Holster	11.99
72990	Lee's Service Station	Oil Change	70.00
72991	LexisNexis-Mathew Bender	Century Codes	232.38
72992	Maloney, Pam	Auditor Travel	31.54
72993	NDACO	Webinar/Office Chairs	357.50
72994	ND Community Corrections Assoc.	2016 VIS Insurance	10.50
72995	ND State Radio	State Radio/LETS	120.00
72996	NDACO Resource Group	Monitor Freight	42.86
72997	Oakes Community Hospital	Blood Alcohol	29.00
72998	Office of Attorney General	Scram 24/7	1,660.00
73000	Pharmchem Inc.	Sweat Patch Kits/Analysis	1,133.00
73002	Quill.Com	Office Supplies	345.85
73003	Reardon Office Equipment	Copier Lease	567.71
73004	Richland County Corrections	Prisoner Board	3,300.00
73005	Sargent County Teller	Printing/Publishing	849.04
73006	SeaChange Printing	Election Envelopes	749.64
73007	Stein's Inc.	Cleaning Supplies	210.48
73008	Vanguard Appraisals	Service Fees	1,600.00
73009	Verizon Wireless	Sheriff MIFI Cards	160.04
73010	Dakota Plains	Oil	1,107.75
73011	Interstate Engineering	Engineering Services	19,258.19
73012	John Deere Financial	Grader Payment	19,748.79
73013	Laker Chemical	Road Patch	1,336.00
73014	Lyle Signs	Road Signs	5,844.00
73015	NDDOT Financial	Bridge Projects	42.83
73016	Nelson Home Center	Supplies	152.68
73017	Nelson Bulk Oil Co.	Fuel	1,103.20

73018	RDO Equipment	Cutting Edges	11,170.26
73019	Riverside Building Center	Ladders	481.00
73020	Rutland Oil	Gasoline	1,232.00
73021	Sturdevant's Auto Parts	Road Supplies	25.38
73022	Visto's Carquest	Road Supplies	917.09
73023	Dickey Rural Network	911 Contracts	247.00
73024	Forman City	Extension Hall Rental	30.00
73025	Hansen, Candy	Extension Travel	181.80
73026	Klapperich, Cindy	FCS Travel/Supplies	170.95
73027	NDACO	911 Wireless	293.10
73028	ND State Radio	State Radio Contract	6,263.40
73029	Reardon Office Equipment	Sheriff Table/Chairs	548.58
73030	SC Treasurer	Extension Postage	59.94
73031	Seykora, Melissa	Extension Travel	464.40
73033	Universal Services	Extension Toner	177.30
73034	VISA	Extension Supplies	43.20
73048	Hansen's Lumber & Hardware	Road Supplies	67.20

Meeting adjourned at 3:00 p.m.

JERRY WASWICK - CHAIRMAN

ATTEST:

PAM MALONEY – COUNTY AUDITOR