

Forman, North Dakota
May 2, 2017

The Sargent County Board of Commissioners met at 9:00 a.m. with the following members present: Dave Jacobson, Jason Arth, Mike Walstead, Sherry Hosford, and Bill Anderson. Also present was Sandra Hanson, Sargent County Tax Director/911 Coordinator/Emergency Manager; Tibby Hinderlie, the Sargent County Teller; and, Pam Maloney, Sargent County Auditor.

Subsequent to Hall Township's visit at the last commission meeting regarding the Five Star Dairy's delinquent Conditional Use Permit fee, Sandra Hanson has been researching how other confinement operations in the state are being classified for tax valuation purposes. She has sent emails out to other counties and most of them have stated that the buildings and other facilities used in confinement operations have been classified as farm exempt by those counties. She has also contacted the state tax department, and is waiting for a response. She has not yet received a letter from Hall Township requesting a change in the tax classification of Five Star Dairy's facilities from agriculture to commercial, however.

Ms. Hanson also reported that Gwinner City has declined to accept all of the new commercial values determined by Vanguard Appraisals. The city plans to appoint a committee of local residents to study the appraisal results, and plans to attend the county equalization meeting in June to discuss the matter.

Approve April 18, 2017 meeting minutes as corrected. (Arth/Hosford, unanimous)

Lyle Bopp, State's Attorney, arrived at the meeting at 9:45 a.m.

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, 2017. 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 a multitude of projects involving many county residents. Some include 4-H youth development, personal & family finance education, nutritional classes within the county schools, and many other workshops & meetings. She also coordinated, prepared and facilitated 5 intergenerational sessions between Sargent Central 5th graders and Four Seasons Nursing Home residents, which were beneficial to the residents and to the students, alike. Agent Klapperich also answered several questions from commissioners and from the states attorney concerning Extension programs which may be beneficial to county residents with whom they work. The commission thanked the Sargent County Extension Service staff for a job well done.

Jayne Pfau, Assistant State's Attorney, arrived at the meeting at 9:55 a.m.

Orville Nelson, representing the Sargent County Historical Society, arrived at the meeting to give a short report. The historical society has purchased, with grant funds and installed in the county museum, two new televisions, which will run continuously with pictures of all the different items in the buildings. Sargent County will be hosting the Five-County Meeting there on July 6, and those commissioners and county officials who wish to come early and tour the museum are welcome to do so.

Travis Paeper, Sargent County Sheriff, arrived at the meeting. He has tentatively scheduled Carmen Toman, Nationwide Retirement Specialist, to make a presentation regarding the benefits of coordinating the NDPERS Retirement Plan and Nationwide's 457 plan. At the present time, county employees and officials may participate in the county's Nationwide 457 retirement plan, but the county does not participate in the NDPERS retirement system. The presentation is scheduled for June 6. There will be two half hour presentations – one at 9:00 a.m. so the commissioners may attend; and the other at 9:30 a.m.

There was also discussion regarding replacing the current pay plan consultant, Public Employment HR Consulting. Sheriff Paeper found three other firms that also do this type of work; Springfield Consulting; Fox Lawson & Associates; & Bjorklund Compensation Consulting. Motion to send a Request for Proposals to said firms. (Anderson/Walstead, unanimous)

Sheriff Paeper also stated that the new sheriff's department patrol vehicle has arrived at the dealer and is being outfitted with the required lights, radios and other law enforcement equipment. The approximate cost of the new vehicle is \$30,000.00, and the proposed trade-in value at Nelson Auto is \$8,000. However, Ringdahl Ambulance Service in Fergus Falls, MN, wants to buy it outright with some of the lights, etc, included. Motion to authorize the sale of the 2014 Ford Police Interceptor to Ringdahl Ambulance Service of Fergus Falls for a target price of \$13,000.00, giving the sheriff the

authority to negotiate no more than a 10% reduction in the offered selling price. (Anderson/Hosford, unanimous)

Brian Tayer, Milnor Ambulance Squad Coordinator for the Sargent County Ambulance Service, met with the commission to report on Milnor Ambulance Squad activity. The squad has moved the ambulance and all equipment into the new fire hall in Milnor, where there is better storage and much more room for classes and training. Mr. Tayer reported that the Milnor Squad is adequately staffed at this time, although some additional volunteer drivers are being sought. He also reported that the Milnor Squad's ambulance and equipment are up to date and working well at this time. The commissioners thanked Brian for his report, and commended him and the members of the Milnor Ambulance Squad for their work on behalf of the people of Sargent County.

Mr. Tayer also reported that the railroad crossing on Milnor's Main Street/County Road #10 needs repair. This will be discussed with Jesse Sedler of Interstate Engineering when he arrives to discuss the Federal Lands Access Program (FLAP) grant application, and other matters.

Commissioner Walstead has conferred with Enderson Construction, and that firm will be starting the repair work at the elevator entrance to the courthouse within a couple of weeks.

There has been an Energy Conservation Grant application sent to the ND Department of Commerce for replacing the fluorescent lighting in the courthouse. The initial application has been sent in, but there are supporting documents that will need to follow. Harvey Kleingarn of B & K Electric, will be helping with the supporting documentation.

There was more discussion on the replacement of the ND PERS Wellness Coordinator. Ms. Maloney has stated that the auditor's office is willing to do the administrative part of the position, if Ms. Klapperich would continue the education portion. Ms. Maloney and Ms. Klapperich will discuss the matter to iron out the details.

Commissioner Anderson reported that he, along with Sandra Hanson and Alison Toepke, are still working on the re-activation of the personnel board. Once this board is back in existence, the board members will review the changes made to the personnel policy/employee handbook by Chuck Horter from the ND Association of Counties and will make recommendations to the commission concerning suggested additional changes, and the adoption or rejection of the proposed policy modifications.

Approve the purchase of a new server and two new desktops, one for the Auditor's Office, and one for the Treasurer/Recorder/Clerk of Courts Office, at a cost of \$22,441.21 - \$19,980.50 for the server, and \$2,460.71 for the desk top computers and accessories with funds allocated from the Automation & Technology (A&T) line item in the General Fund Budget. (Walstead/Anderson, unanimous)

Approve Gaming Site Authorization for the El Zagal Viking Patrol, Inc, Gwinner, for a site in Dilly's Bar 'N' Grill, Stirum, from July 1, 2017 through June 30, 2018. (Hosford/Anderson, unanimous)

Jesse Sedler, Interstate Engineering; & Merrill Engquist, Road Supervisor; arrived at the meeting. There was more discussion on the potential Federal Lands Access Program (FLAP) bridge replacement projects in Rutland Township, across the Wild Rice River north of Sprague Lake; and, in Marboe Township, across LaBelle Creek/Drain #12 southeast of Lake Tewaukon. Mr. Sedler had questions regarding the application on who should be the lead agency. The commission advised him to talk to Kent Sundseth, Tewaukon National Wildlife Refuge Manager.

The commission also requested that Mr. Sedler look at the railroad tracks in Milnor across Main Street/County Road #10 as there is a report that they are in need of repair. As this road project was just done in 2015/2016 and has not been finalized, Mr. Sedler will check on it and contact the contractor if repairs need to be made.

The commission reviewed an "Application for Drainage Work within County Road Right-Of-Way" from Austin Stenvold, Lidgerwood, ND, proposing to build an approach for field access. This will be installed on the 40 acres west of Joe Breker's farm on the south side of Section 31-130-54 in Tewaukon Township. Motion to approve the application pending a hydraulic study and proper sizing of the culvert. (Anderson/Hosford, unanimous)

The commission reviewed additional "Applications from Drainage Work within County Road Right-Of-Way" from Kurt Breker, Cayuga, ND. Project 2 is widening an existing field approach where there is no culvert, on the west side of Section 19-130-53 in Kingston Township. Project 3 is widening the quarter line road & field approach including a culvert replacement as the old culvert needs to be replaced, in Section 19-130-53 in Kingston Township. Motion to approve Project 2 as applied for; and to approve Project 3 subject to hydraulic study and proper sizing of the culvert. (Hosford/Anderson, unanimous)

Mr. Bopp reported that he is preparing a letter to the Five Star Dairy regarding the lapse of its conditional use permit from Hall Township. The renewal of the conditional use permit was not approved at the Hall Township annual meeting, due to the dairy being delinquent in the payment of the permit fee, so the dairy is currently operating without a permit from Hall Township.

Jeff Breker, Tewaukon Township Supervisor; Mike Kulzer & Jerry Woytassek, county residents; arrived at the meeting. There is a rock crossing over the Wild Rice between Sections 31-130-54 LTL & 36-130-55 LTL in Tewaukon Township. The crossing is on a marked minimum maintenance road and was built in 1988 with the assistance of the county road department and the county water resource district. More maintenance needs to be done and the maintenance through the years has been done by the landowners that use the route, but the township is wondering who is actually liable if someone gets hurt. The township could have some liability exposure, so it was suggested that the road be marked properly with signage indicating the rock crossing and/or proceed with caution signs, or with other signage as recommended by NDDOT, NDIRF and the ND Township Officers Association Handbook. As the existing field road is on a congressional section line, only the county has the authority under state law to close it. The current landowners and farm operators will continue to maintain the crossing.

Meeting adjourned at 12:00 p.m.

DAVID L JACOBSON – CHAIRMAN

ATTEST:

PAM MALONEY – COUNTY AUDITOR