

The Sargent County Board of Commissioners met at 10:25 a.m., following the county park board meeting, with the following members present: Dave Jacobson, Sherry Hosford, and Bill Anderson. Also present was Jayne Pfau, Assistant State's Attorney; Brenda Peterson, Sargent County Health Unit Administrator; Tibby Hinderlie, The Sargent County Teller; and Pam Maloney, Sargent County Auditor. Mike Walstead & Jason Arth were absent.

Approve June 6, 2017 minutes as corrected. (Hosford/Anderson, unanimous)

Ms. Peterson reported that she, along with Commissioner Anderson and State's Attorney, Lyle Bopp, had attended a meeting in Richland County regarding the OSSTS ordinance that was recently adopted by Sargent County and which is under consideration in Richland County. After much discussion regarding concerns expressed by both Sargent and Richland Counties, a working group composed of Richland County Commissioners Roland Ellers & Nathan Berseth; Richland County State's Attorney Ron McBeth; & Larry Luick of Fairmount ND, an OSSTS installer; was put together to make some suggestions for revisions to the ordinance, & to forward them to the Richland and Sargent County Commissions for their review. As Sargent County has already adopted the ordinance, any suggested changes, will have to be made in the form of amendments to the existing ordinance. Motion to adopt the revised Sargent County Onsite Sewage Treatment System Nuisance Abatement Standard Operating Procedure appendix to be added to Sargent County's OSSTS Ordinance. (Anderson/Hosford) Roll Call Vote: Yes – Anderson & Hosford. No – Jacobson. Absent & not voting: Walstead and Arth. Motion carried.

Motion to set a minimum sales price for the 2011 Ford Expedition at \$5000. (Hosford/Anderson) Roll Call Vote: Yes – Anderson, Hosford & Jacobson. Absent & not voting: Walstead and Arth. Motion carried. The vehicle is to be sold at auction.

Sandra Hanson, Tax Director/911 Coordinator/Emergency Manager, met with the commission to review applications for inundated acres property tax reductions. She stated that 10 or more contiguous acres must be inundated to be approved as inundated land for tax purposes, in order to be in compliance with the applicable State Law. Motion to approve the inundated acres applications as recommended by the Tax Director. (Anderson/Hosford) Roll Call Vote: Yes – Anderson, Hosford & Jacobson. Absent & not voting: Walstead and Arth. Motion carried.

Ms. Hanson also presented a letter of resignation from the tax director position effective August 31, 2017. She would like to remain as Emergency Manager & 911 Coordinator and has provided some facts & figures for consideration of further staffing. The commission did not take action to accept the resignation or recommendations at this time, and tabled the matter until the July 7 Commission meeting when a full board is expected to be present.

Authorize the County Auditor to request another permit from the ND Game and Fish Dept. authorizing the shooting or trapping of muskrats out of season to protect roadways experiencing road damage resulting from muskrats undermining roadbeds. (Anderson/Hosford) Roll Call Vote: Yes – Anderson, Hosford & Jacobson. Absent & not voting: Walstead and Arth. Motion carried. Individuals who intend to use firearms to control muskrats in road rights of way must add their names to the permit list in the Auditor's Office each year.

The commission received a message from Sheriff Paeper stating that Deputy Matt O'Brien has successfully completed his six month probationary period. Sheriff Paeper recommends that Deputy O'Brien's pay grade and step be increased to Grade 11/Step 3, based on his prior experience and training, and as was discussed with the Commission at the time he was hired. Motion to approve a pay grade of 11 and a pay step of 3 for Deputy Sheriff Matt O'Brien as requested by Sheriff Paeper, effective for the June pay period and thereafter. (Hosford/Anderson) Roll Call Vote: Yes – Anderson, Hosford & Jacobson. Absent & not voting: Walstead and Arth. Motion carried.

Motion to approve an Application for a permit to conduct public dances for a period of 12 months in the Green Lantern Hall at the Geneseo Bar & Grill under the condition that all activities contemplated in the application complies with all applicable provisions of state law. (Anderson/Hosford) Roll Call Vote: Yes – Anderson, Hosford & Jacobson. Absent & not voting: Walstead and Arth. Motion carried.

The auditor informed the commission that there have been several instances of employees not filing their monthly time sheets in a timely manner. If an employee has not turned in a time sheet for two months, it will result in the auditor's office flagging the employee to receive a paper check instead of their payroll being directly deposited into their bank account. The paper check will then be held until the late time sheets are received.

Motion to adopt “A RESOLUTION FOR IMPOSITION OF VICTIM FEES IN ALL LAW VIOLATIONS THAT HAVE IMPRISONMENT AS A PENALTY”. This is in addition to the \$25 victim witness fee that is now mandated for counties to collect. The fee will help pay for improvements to the victim notification system (SAVIN) also known as “Marcie’s Law. (Anderson/Hosford) Roll Call Vote: Yes – Anderson, Hosford & Jacobson. Absent & not voting: Walstead and Arth. Motion carried.

Motion to approve the first reading of the amended Silver Lake Dog Ordinance 2008-1 as recommended by the Silver Lake Park Board. (Anderson/Hosford) Roll Call Vote: Yes – Anderson, Hosford & Jacobson. Absent & not voting: Walstead and Arth. Motion carried. The 2<sup>nd</sup> reading will be on the July 7 Commission agenda.

The auditor has received two proposals from firms proposing to act as Sargent County’s pay plan consultant. The proposals had been submitted pursuant to the County’s Request For Proposal (RFP) that had been previously circulated among firms in that business. Copies will be made & distributed to the commissioners and the state’s attorney for their review.

Forman City is requesting a temporary construction easement from the county to build a recreational trail from the school to the fairgrounds. Motion to approve the request for a temporary construction easement on County owned property, as requested, and to authorize the chairman and the auditor to sign said document. (Anderson/Hosford) Roll Call Vote: Yes – Anderson, Hosford & Jacobson. Absent & not voting: Walstead and Arth. Motion carried.

Approve June payroll in the sum of \$189,016.97 (Nos. 13608-13670 & 75304-75322) and the following bills: (Anderson/Hosford) (This also includes the Otis Elevator voucher for \$5,075, but the \$1,500 deductible only will be paid with a county warrant. Upon receipt of the insurance check of \$3,575 from NDIRF, a Treasurer’s Check will be written and both checks will be sent to Otis Elevator. Upon roll call vote, motion carried unanimously.

75272-75285		Health Unit Expenses	4,762.13
75286	Forman City	Water/Sewer/Garbage	164.83
75287	Ottertail Power Company	Electricity	1,767.14
75288	Ransom County	VSO Salary/Benefits	884.11
75289-75303		Health Unit Expenses	3,903.16
75340-75351		Human Services Expense	1,467.24
75352	Ameripride Linen	Cleaning Services	150.29
75353	Avid Hawk, LLC.	Web Services	45.00
75354	Bayger, Vanessa	Sheriff Travel	63.00
75355	Bear Creek Gravel, Inc.	Courthouse Landscape	151.25
75356	Bopp Law Office	Rent/Phone	225.00
75357	Brian’s Repair& Auto Parts	Oil Change	88.31
75358	California Prof. Mfg.	Coroner Expense	187.21
75359	Cenex Fleet Card	Gas Purchases	143.29
75360	Code 4 Services	Equipment Removal	467.50
75361	Comfort Inn	Tax Travel	409.50
75362	Computer Prof. Unlimited, Inc.	Data Processing	1,255.58
75363	CHS-Dakota Plains	Gas Purchases	666.09
75364	Dakota Water Solutions	Water Jugs	21.00
75365	Dell Marketing	Computer Licenses	4,972.26
75366	Dickey Rural Networks	Telephone	1,198.17
75367	Forman Drug	Photos/Convention	35.97
75368	FP Mailing Solutions	Postage Meter Rental	135.00
75369	Gwinner One-Stop	Sheriff Gas Purchases	572.47
75370	Hardware Hank	Courthouse Supplies	174.75
75371	HP, Inc.	Auditor/Recorder Computers	1,948.72
75372	Information Tech. Dept.	WAN Access/Netmotion	650.35
75373	Jacobson, David	Commission Travel	450.47
75374	Kozok, David	Sheriff Gas Purchase	15.03
75375	Lexis Nexis-Mathew Bender	Century Codes	380.74
75376	Main Stay Suites	Auditor &Treasurer Travel	664.20
75377	Maloney, Pam	Auditor Travel	35.00
75378	McKenna, Josh	Scram Refund	10.00
75379	Moore Medical	Coroner Supplies	71.67
75380	Motorola Solutions, Inc.	Sheriff Equipment	3,961.13
75381	NDACO	Hosford/Maloney Registrations	100.00
75382	NDACO Worker Comp.	Workman’s Compensation	6,278.84
75383	NDACO Resources Group	HP Monitors	374.94
75384	Nelson Auto Center	Patrol Car Repair	296.62

75385	O'Brien, Matthew	Sheriff Travel	522.52
75386	Office of Attorney General	SCRAM 24/7	1,765.00
75388	Paeper, Travis	Sheriff Car Wash	9.00
75389	Pharmchem, Inc.	Sweat Patch Analysis	375.00
75390	Quill.com	Office Supplies	400.14
75391	Reardon Office Supply	Copier Rental/Office Supplies	1,184.55
75392	Richland County Corrections	Prisoner Board	12,706.13
75393	Sakry Plumbing, Inc.	Building Maintenance	171.25
75394	Sargent County Insurance	Insurance Endorsement	36.00
75395	Sargent County Sheriff Dept.	Sheriff Service/Delq Tax Properties	1,086.00
75396	Sargent County Teller	Printing/Publishing	381.77
75397	Shopko Stores Operating Co.	Courthouse Landscape	89.75
75398	Toepke, Alison	Treasurer Travel	263.20
75399	Vanguard Appraisals	Reappraisal Services/Licenses	6,360.00
75400	Verizon Wireless	Sheriff MIFI Cards	160.04
75401	Watchguard Video	New Patrol Car Equipment	4,870.00
75402	White Banner Uniform	O'Brien Uniform	104.24
75403	Zirnhelt, Patricia	T/R/CoC Travel	72.25
75404	ATCO International	Road Supplies	75.00
75405	Bargen Incorporated	Nuvo Gap on Cty.4 & 10	30,000.00
75406	Bladow Used Machinery	Used Street Sweeper Broom	100.00
75407	CHS- Dakota Plains	Lube Oil	42.36
75408	Ekstrom Repair Shop	GMC & 116 Vehicle Repair	2,041.61
75409	Hansen Lumber & Hardware	Road Supplies	129.63
75410	Jawaski Glass & Repair Inc.	Windshield Repairs	745.00
75411	NDDOT- Financial Division	Hall Township Bridge Project	5,283.10
75412	Nelson Home Center	Shop Supplies	29.98
75413	North Star Energy, LLC	Propane	243.28
75414	Rutland Oil Company	Gas & Fuel	4,445.50
75415	Visto's Carquest	Shop Supplies	20.81
75416	Dickey Rural Networks	911 Trunks	502.00
75417	Klapperich, Cindy	FCS Agent Travel	272.03
75418	NDACO	911 Wireless	494.90
75419	Paul Shearer Estate	FICA/Medicare Refund	51.91
75420	Sargent Central Public School	Books	4.99
75421	SC Treasurer	Extension Postage	124.19
75422	Universal Services	Extension Copier Toner	695.70
75423	VISA	Extension Supplies	258.07
75424-75429		Weed Control Expenses	13,408.72

Discussion was held on the Energy Conservation Grant application to replace the fluorescent lighting in the courthouse. The project does not meet the criteria for a ten year payback, but it was decided to apply for the grant funds anyway as there would be a significant reduction in energy consumption with the new lighting, even if the project did not pay for itself in 10 years.

Merrill Engquist, Road Supervisor; and John Quandt, Dickey County resident; arrived at the meeting.

Mr. Quandt further explained the Application for Drainage Work within County Road Right-of-Way in Section 18-130-58 in Jackson Township, that had been tabled at the last meeting until hydrology & hydraulic studies are done. Mr. Quandt believes that those studies have been done, but did not have the documents. The commissioners informed him that they need engineering justification & documentation for the culvert size and the deepening of the culvert before they can consider approval of the application.

Mr. Engquist reported that Jesse Sedler of Interstate Engineering has finished & submitted the application for the Special Road Fund (SRF) project on the Rutland Township and Weber Township road (135<sup>th</sup> AV SE) from County Road #3 south to the south boat landing at Silver Lake. Grants will be awarded in late summer/early fall.

Mr. Engquist also provided some brochures & emails describing several different snowplow trucks available at Boyer Ford in Minneapolis. If acquired, a newer truck would replace the currently owned 1984 International snowplow truck. He also had information about a disc mower that he recommends the county purchase for roadside mowing that is currently being done by townships and landowners. Purchase price of the mower is approximately \$14,000.00. The commission asked him to bring back the information to the next meeting, when a full board is likely to be present to consider the options.

Meeting adjourned at 12:45 p.m.

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DAVE JACOBSON – CHAIRMAN

ATTEST:

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PAM MALONEY- COUNTY AUDITOR