

Forman, North Dakota  
June 5, 2018

The Sargent County Board of Commissioners met at 9:00 a.m. with the following members present: David Jacobson, Mike Walstead, Jason Arth, and Bill Anderson. Sherry Hosford was present via conference call. Also present was Jayne Pfau, Sargent County Assistant State's Attorney; Tibby Hinderlie, the Sargent County Teller; and, Pam Maloney, Sargent County Auditor.

Lyle Bopp, State's Attorney, arrived at the meeting at 9:05 a.m.

Kent Sundseth, U.S. Fish & Wildlife Service; & BJ Kratz, ND Game & Fish Department; arrived at the meeting. BJ Kratz is the SE District Fisheries Director based in Jamestown, and he stated that a concrete boat ramp will be built at Kraft Slough. It will be moved further north than the current metal boat ramp. Commissioner Anderson stated that he had heard from several fishermen that a new boat ramp was needed and that it will be a very welcome addition to Kraft Slough.

Kent Sundseth is the Tewaukon National Wildlife Refuge Manager and he was at the meeting to discuss the FLAP projects to be done in Rutland Township and Marboe Township. The full scope of the proposed projects is to include preliminary engineering, construction and construction engineering, including the removal of the existing structures across the Wild Rice River and LaBelle Creek and replacement of those structures with box culverts. Motion to authorize the chairman to sign the Federal Lands Highway Agreement and the Federal Lands Access Program Project Memorandum of Agreement. (Jacobson/Anderson) Upon roll call vote, motion carried unanimously.

Mr. Sundseth also commented that the U.S. Fish and Wildlife Service is waiting on some survey work to be done for mitigation acres. The commission suggested he contact Damon DeVillers, Interstate Engineering, for assistance with getting the surveying work completed. The SRF Silver Lake Access Road Improvement Project was also discussed. Mr. Sundseth stated that the Tewaukon Refuge had sent a letter of support for the project to the ND Department of Transportation, and that preliminary consultation with Interstate Engineering indicated that there should be no serious issues with right of way bordering lands owned and administered by the Fish & Wildlife Service.

Mr. Sundseth invited the commission to the Tewaukon National Wildlife Refuge Dedication and 73<sup>rd</sup> Birthday Celebration to be held June 26, 2018 from 10 a.m. to 4 p.m. at the site of the new Headquarters building.

Approve May 15, 2018 meeting minutes as corrected. (Hosford/Arth, unanimous)

Milnor City has requested County participation in funding for two electronic speed limit signs to slow traffic entering Milnor from the north and from the south on County #10/Main Street. Milnor has obtained a grant from Alliance Pipeline which will cover \$3,600 towards the \$7,503 quoted cost. Rutland Sportsmen's Club has also agreed to donate \$2000 from its Charitable Gaming Fund toward the project, which leaves \$1,903.00 to fully fund the project Commissioner Anderson had visited with Terry Dusek, Milnor City Mayor, who indicated that if the county would pay 50% of the remainder, the city could pay 50% to fully fund the project. Motion to support the installation of the electronic speed limit signs and split the remainder costs 50/50, up to a total of \$1000 from Sargent County. (Anderson/Arth) Upon roll call vote, motion carried unanimously.

The board discussed different leasing options available from SCB Public Finance, Forman, for the soon to be acquired new John Deere motor grader. Consideration of leasing options was tabled until the June 19 Commission meeting. Commissioners also discussed the annual lease payments being made for the 3 John Deere motor graders currently in the Road Department's equipment inventory.

There have still been no applications for the vacant position on the Sargent County Water Resource Board. The auditor was instructed to run the ad for two more weeks. The state's attorney will research what would need to be done to change the water resource board to a three member board instead of a 5 member board in the event that a suitable candidate for the position has not been found by the end of June.

Job descriptions were discussed. The personnel board had requested that Assistant States Attorney Jayne Pfau go through the job descriptions to check for uniformity and grammar, which she had done. Ms. Pfau then met with the departments to go through the various job descriptions with the employees to make sure that the job description is accurate, complete and correctly worded. Once the employees have corrected their job descriptions, the job descriptions will be forwarded to Alison Toepke, who will then forward them on to Gallagher Benefits.

Motion to approve the purchase of a 2TB Datto server backup unit at a cost of \$1,545 to back up all of the County's electronic data each day. Funds appropriated from the IT budget line item. The current backup has not been working since Memorial Day weekend. (Hosford/Jacobson) Upon roll call vote, motion carried unanimously.

Correspondence had been received from the North Dakota County Commissioners Association (NDCCA) seeking volunteers to serve on various committees for the NDCCA in preparation for the annual conference in October. Commissioner Anderson stated that he is willing to serve on the NDCCA resolutions committee, an assignment which he has performed on 3 previous occasions. No other commissioners indicated that they were willing to serve on any other NDCCA standing committees at this time. Commissioner Hosford is currently serving on the NDCCA Board of Directors.

The Board of Review and Equalization proceeded to organize for 2018. Denise Ferderer, Tax Director, arrived at the meeting, along with Charissa Rubey, a Herman Township resident and Clerk of Herman Township.

Ms. Ferderer stated that all townships & cities had met and approved all the values recommended by the tax director, other than the cities of Rutland and Gwinner. Charissa Rubey stated that Herman Township had not approved all the values, as there were several questions raised during the township board of equalization meeting. Ms. Ferderer stated that that was correct, & that she was checking into the parcels that Herman Township had questions on. However, Vanguard has formulas in place, and unless there was an error on the property card, the values shown should be correct. Ms. Rubey stated that she understood that the commercial values needed to increase, as they were undervalued, but believes that the increase was too much. Rutland City is requesting a 20% reduction in all residential lot and building values. The Rutland City Council stated that, in the City's opinion, the properties in Rutland should be reexamined by the state Board of Equalization to ensure that the sales data used by the state requires the 35% increase ordered by the State Board of Equalization, and that any such increase in valuation be applied incrementally, if justified. County-wide residential sales data cannot be flatly applied to Rutland property due to a lack of services available in the 3 largest cities in the county, specifically, Rutland does not have a retail grocery store, medical clinic, drug store, or other amenities that are available in Forman, Gwinner or Milnor. Rutland has not had as many residential property sales as in other areas of the county. Gwinner City is requesting a 21% reduction in all commercial lot and building values, except for the Bobcat plant.

Ms. Ferderer stated that residential values fall just within the 10% tolerance allowed by the State Board of Equalization (SBOE) at 90%. Knowing that the ND State Board of Equalization prefers the tolerance to be at 93-94%, Ms. Ferderer recommends raising the valuation of residential lots & buildings 3%.

Ms. Ferderer stated that the commercial values fall within the 10% tolerance at 97%. Ms. Ferderer recommends no change in the commercial values.

Ms. Ferderer did not have agriculture values prepared as the information concerning ag land values has not yet been received from the State Tax Department.

The Board of Review and Equalization will recess until 10:00 a.m. on June 19, so that Ms. Ferderer can obtain the agriculture land valuation information needed from the State Tax Department; check into the Herman Township questions; and, contact the state regarding the 35% increase in residential valuations imposed on property situated in Rutland City late last fall.

Travis Paeper, Sargent County Sheriff, arrived at the meeting.

Discussion was held regarding offering NDPERS retirement to Sargent County employees. There had been another employees' information meeting held May 29 concerning the coordination of ND PERS retirement plan and the County's 457 deferred compensation retirement plan administered by Nationwide, with Carmen Toman present; MaryJo Steffes, ND PERS, present via conference call; along with numerous county employees. Ms. Toman and Ms. Steffes answered numerous questions from the employees present concerning the financial stability and viability of the ND PERS retirement fund and how coordinating the ND PERS defined benefit plan and the Nationwide defined contribution plan would benefit the county's employees. Sheriff Travis Paeper addressed the Commission in favor of enrolling in the ND PERS program, and stated that: if all county employees enrolled in the program the additional cost to Sargent County would be approximately \$22,000 for a year, however it is unlikely that all county employees would enroll, as the program is optional for existing personnel, but mandatory for all new hires. Additionally, Sheriff Paeper stated that, in his opinion, the availability of the ND PERS retirement program will be an attractive benefit to new job applicants and an incentive

for current employees to remain with the county. Motion for Sargent County to enroll in the ND PERS retirement program with the adoption of the following resolution: Sargent County does affirm to North Dakota Public Employees Retirement System that Sargent County is formed pursuant to N.D.C.C and is neither a non-profit corporation nor a for-profit corporation, to join NDPERS Defined Benefit Retirement Plan and offer the plan to all eligible employees of Sargent County. (Arth/Anderson) Upon roll call vote: Yes – Arth, Jacobson, Anderson & Walstead. No – Hosford. Motion carried. The board approved joining the NDPERS Defined Benefit Retirement Plan effective January 1, 2019.

After a brief discussion concerning the ND PERS retirement program for law enforcement personnel, a motion was made for Sargent County to enroll in the ND PERS retirement program for law enforcement personnel, and to adopt the following resolution: Sargent County does affirm to North Dakota Public Employees Retirement System that Sargent County is formed pursuant to N.D.C.C and is neither a non-profit corporation nor a for-profit corporation, to join NDPERS Law Enforcement Defined Benefit Retirement Plan and offer the plan to all eligible employees of Sargent County. (Anderson/Arth) Upon roll call vote: Yes – Arth, Anderson & Walstead. No – Jacobson & Hosford. Motion carried. The board approved joining the NDPERS Law Enforcement Defined Benefit Retirement Plan effective January 1, 2019.

The commission received an “Application for Drainage Work within County Road Right-of-Way” from Dan Timmersman, for a culvert installation & dirt work on the south side of Section 7-129-55 in Weber Township on the north side of County Road #5 ¾ mile east of Hwy 32 on the southwest edge of WRP beside large white rock. There was no hydrology study included with the application, therefore it was tabled until the next meeting. The applicant has been notified that a hydrology study is required.

The commission acknowledged receipt of letters from the Richland County Highway Department stating that the bids on the shared safety project were rejected. In accordance with Section 103.1 of the Standard Specifications, Richland County has decided to reject all proposals for this project and to rebid it in the near future.

The commission reviewed a request for some repairs to the main street building which houses the Sargent County Health Unit. A hole in the wall in the exam room requires repair & new floor covering in the exam room is also needed. The carpet that is on the floor in the lobby and office areas is believed to be approximately 40 years old, and is also in need of replacement. The Health Unit Board requests authorization to proceed with the requested work now, if funds are available, or to have funding for the project included in the 2019 budget. There were bids attached to the request, but they were from quotes from last year, 2017, and the commission would like to see other, more timely, bids as well. Commissioner Hosford will request that Brenda Peterson, Health Unit Administrator, obtain additional, more timely, bids for the projects.

Motion to approve pre-payment for the electrical work to be done by Dakota Valley Electric Co-op in the amount of \$5,680.00. The work was approved at the June 4 park board special meeting, but the park board was unaware at that time that pre-payment was required by Dakota Valley prior to commencing the work. (Arth/Hosford) Upon roll call vote, motion carried unanimously. The Auditor will inform the other 2 members of the Park Board, and the expenditure will be shown in the June 19 Park Board bills.

Motion to authorize the chairman to sign the “Gravel Purchase and Stockpile Agreements” with Bernard Mahrer Construction, Inc; Crandall Construction, Inc; and Enderson Construction, Inc. (Anderson/Jacobson) Upon roll call vote, motion carried unanimously.

Approve Township Road Mileage Certification to the State Treasurer certifying 784 miles of township roads in Sargent County. (Hosford/Jacobson) Upon roll call vote, motion carried unanimously. Township road miles have increased in recent years as water levels have gone down and several grades that were submerged for 2 decades, or more, are once again high, dry and useable.

Motion to approve purchase of new mini-split air conditioning/supplemental heating units from Crossroads Electric for the Clerk of Court’s office; treasurer’s office; recorder’s public space; and, the sheriff’s office, as the current units are no longer working and are not repairable. The project includes the compressor unit outside of the building and all other material, parts and labor required to have the system working properly, at a cost of \$8,750.00. A 12 year parts & compressor warranty; 2 year labor warranty; and, 1 year satisfaction guarantee are included in the price. (Hosford/Anderson) Upon roll call vote, motion carried unanimously.

Meeting adjourned at 12:00 p.m.

ATTEST:

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PAM MALONEY – COUNTY AUDITOR