

Forman, North Dakota
July 16, 2019

The Sargent County Board of Commissioners met at 9:10 a.m. in the Commissioner's Room with the following members present: Bill Anderson, Jason Arth, Lyle Bopp, Richard Ruch, & Jerry Waswick. Absent – none. Also present was Jayne Pfau, State's Attorney; Darci Weber, Social Service Director; Jeanne Sexton-Brown, the Sargent County Teller; and, Pam Maloney, Sargent County Auditor.

The Pledge of Allegiance was recited.

Approve July 2, 2019 meeting minutes as corrected. (Waswick/Bopp, unanimous)

Wendy Willprecht, Emergency Manager/911 Coordinator; and, Travis Paeper, Sheriff; arrived at the meeting to discuss the Critical Infrastructure Basic Survey conducted by the U.S. Department of Homeland Security. There are approximately 23 areas[in which Sargent County needs improvement in Courthouse and infrastructure security. Ms. Willprecht and Sheriff Paeper propose to formulate a plan of action to follow so the county methodically improves its security in the areas pointed out in the survey. The main focus, at this time, is a keyless entry system and a perimeter security alarm system, for which Sheriff Paeper provided price quotes. It was decided to add \$20,000 to the draft 2020 budget to address these items in 2020.

Cindy Klapperich, NDSU Extension Family and Community Wellness (FCW) Agent, arrived at the meeting to discuss her department's budget. She stated that an error had been made, and that the payroll line item should be reduced approximately \$4600.

Sheriff Paeper inquired about the 1% cola increase noted on the budget worksheets. According to the U.S. Bureau of Labor Statistics website, the cola, the average of the Consumer Price Index (CPI) and Employment Cost Index (ECI), should be 2% as of the end of the 2nd quarter in 2019. The 1% COLA estimate was based on data from the 1st quarter of 2019. After further research, the board agreed and made a motion to build in a 2% cola contingency for the 2020 budget year. (Waswick/Ruch) Upon roll call vote, motion carried unanimously.

Brenda Peterson, Coroner, arrived at the meeting to present her yearly coroner report. She reported that she had 5 calls from July 2018 through June 2019. Ms. Peterson also commented that all of the assistance the coroner receives from law enforcement and first responders, and the professionalism that is displayed by all, is appreciated. The commission thanked Ms. Peterson for her dedication and hard work, and commended her for the good job that is being done in such a difficult position.

Sheriff Paeper also asked about increasing the retirement contribution [to the North Dakota Public Employees Retirement System (ND PERS) that the county makes on behalf of each employee. Many counties, including those bordering Sargent County, pay the full 15.26% of the ND PERS retirement. He requested that the commission look at increasing 1 or 2% each year until the full retirement is paid by the county. After much discussion, motion to pay an additional 1% of the employee share of ND PERS, reducing their contribution share by 1% and increase the match to those employees enrolled in the Nationwide 457 Plan by 1% beginning January 1, 2020, with the intention that by January 1, 2027, the employees contribution to ND PERS will be entirely paid by the county, subject to the approval of the county commission at each annual budget. (Anderson/Waswick) Upon roll call vote: Yes – Anderson, Arth, Ruch & Waswick. No – Bopp. Motion carried.

Motion to send the 2015 Ford Explorer that was formerly used by the County Sheriff's Department to the auction with a minimum sales price of \$5000. (Waswick/Ruch) Upon roll call vote, motion carried unanimously.

Sheriff Paeper stated that he is still actively interviewing deputy candidates.

Commissioner Bopp informed the board that Dickey County is still uncommitted to a shared human resources director between Dickey, Ransom and Sargent Counties. Motion to authorize Commissioner Bopp to negotiate with Ransom County and to obtain whatever information is needed for the budget for a human resources director to be shared between Ransom and Sargent Counties. (Anderson/Waswick) Upon roll call vote, motion carried unanimously.

Commissioner Bopp reported that personal property that had been abandoned on a tract of real property in Forman that had been forfeited to the county for non-payment of real estate taxes, has been removed. Once the metal roofing has been removed from the roof, the house can be pushed down & burned. However, the house has been open on several occasions, so Mr. Lyons has been contacted to board up the entrance once again and to remove the metal roofing as soon as possible. Sheriff Paeper will post no trespassing signs on the property.

Commissioner Bopp has contacted Tim Brown from Oakes, the owner and operator of a tree trimming and removal business, who has agreed to remove the diseased and dead trees on the courthouse lawn within the next two weeks.

A quote was received from General Roofing and Construction to repair the dome at a cost of \$145,644. An additional quote was received from H Window Company to repair and replace the broken and damaged glass in the dome at a cost of \$36,148.16. Repaired and replaced windows will match the design pattern of the original windows that were installed when the Courthouse was constructed more than a century ago, and will be made with tempered glass. After a phone call to Ted Keller to clarify some information, motion to accept the two quotes with work to commence September 15, 2019. (Waswick/Anderson) Upon roll call vote, motion carried unanimously.

Motion to authorize the chairman, state's attorney, and the auditor to sign the Cost Participation, Construction and Maintenance Agreement for the Sargent Central Bike Rack Project. Pursuant to ND DOT regulations, Sargent County acts as a "pass through" agent for grant funds awarded to the City for the project. No County funds were allocated or used for the project. (Anderson/Ruch) Upon roll call vote, motion carried unanimously.

An email was received from Sandra Hanson, Job Development Authority (JDA) secretary, asking the commission to reconsider its preliminary 2020 budget allocation for JDA. The JDA is requesting restoration of the Economic Development line item, as there are several projects in the works in Sargent County. After much discussion, motion to increase the Economic Development line item to \$180,000. (Anderson/Waswick) Upon roll call vote, motion carried unanimously.

A letter of resignation was received from April Bladow, Chief Deputy Auditor. Motion to accept the resignation, with regret. (Anderson/Bopp) Upon roll call vote, motion carried unanimously.

Merrill Engquist, Road Supervisor; arrived at the meeting.

Commissioner Arth asked when County Road #6 south of Gwinner would be repaired. Mr. Engquist stated that he had planned to go last week, but the turbo went out in the track hoe. Once the turbo is replaced, they will be out to replace the culvert.

Mr. Engquist has checked at Titan & Butler regarding tractor purchase or lease. There are currently no used tractors available and new tractors run approximately \$108,000, so the commission decided that renting at a cost of \$4,750/8 months would be a better option. However, Mr. Engquist was instructed to check to see if a 12 month rental was available.

Mr. Engquist stated that one of his employees would be out on sick leave for an extended period of time. He requested to hire temporary employee, Cole Halmrast, full-time at a Grade B22/Step 2. Motion to hire Cole Halmrast at Grade B22/Step 2. (Waswick/Bopp) Upon roll call vote, motion carried unanimously.

Approve July payroll in the sum of \$211,906.44 (Nos. 16580-16648 & 79061-79069) and the following bills: (Anderson/Ruch) Upon roll call vote, motion carried unanimously.

78924-78929		Health Unit Expenses	1,254.86
78930	Forman City	Water/ Sewer/Garbage	191.06
78931	Ottertail Power Company	Electricity	1,739.02
78932	Ransom County	VSO Salary/Benefits	891.66
78952-78964		Weed Control Expenses	5,179.53
78965-78975		Human Services Expenses	1,448.66
78976	Ameripride Linen	Cleaning Services	150.48
78977	AMS Alcohol Monitoring	GPS Monitoring Fee	110.40

78978	Avid Hawk, LLC	Web Services	45.00
78979	B & B Gardens	Courthouse Plants	50.86
78980	Cenex Fleet Card	Gas Purchases	59.17
78981	Counties Providing Technology	Data Processing	1,255.58
78982	Crossroads Electric	Fair /Air Conditioning	10,395.75
78983	CHS-Dakota Plains	Gas Purchases	902.92
78984	Dakota Water Solutions	Water Jugs	21.00
78985	Dell Marketing	Software Update	120.90
78986	Dickey Rural Networks	Telephone	992.15
78987	Element Fargo	Sheriff Travel	84.60
78988	Forman Drug	Convention Item	35.00
78989	Gordy's Grill & Fill	Sheriff Carwashes	24.00
78990	Gwinner One-Stop	Sheriff Gas Purchases	253.71
78991	Halmrast, Cole	Vacation Replacement	210.00
78992	Hansen Lumber & Hardware	Sheriff Supplies	8.95
78993	Information Tech. Dept.	WAN Access/Netmotion	619.73
78995	Maloney, Pam	Auditor Travel	28.00
78996	Emergency Management Assoc.	NDEMA Conference	50.00
78997	ND State Radio	Lets Terminal	120.00
78998	ND State's Attorney Assoc.	2019 Association Dues	300.00
78999	NDIRF Insurance	Building Liability	5,209.79
79000	Nelson Auto Center	New Squad Car	31,640.00
79001	Office of Attorney General	SCRAM 24/7	950.00
79002	Paeper, Travis	Sheriff Travel	28.75
79003	Quill.com	Courthouse Supplies	245.87
79004	Radisson Bismarck	Auditor/T/R/CoC Travel	338.40
79005	Reardon Office Equipment	Sheriff Copier Charges	189.60
79006	Richland County Corrections	Prisoner Board	1,760.00
79007	Ruch, Richard	Commissioner Travel	295.80
79008	Rufsvold, Stephanie	Tax Dept. Training	125.00
79009	Sargent County Teller	Printing/Publishing	950.98
79010	Southside Automotive	Sheriff Car Maintenance	63.13
79011	Toepke, Alison	T/R/CoC Travel	239.89
79012	Verizon Wireless	Sheriff MIFI Cards	200.05
79013	Wild Rice Soil Conservation	Extension Office Rent	500.00
79014	Woodland Power Products	Cyclone Wheel Assembly	70.00
79015	Bernard Mahrer Construction	Gravel Haul Only Cty 5	1,647.64
79016	Blue Ridge Solutions	Turf King Weed Killer	642.70
79017	Climate Control	Liquid Dust Control	7,538.84
79018	Ekstrom Repair	Lowboy/Autocar Repair	3,080.46
79019	Enderson Construction	Gravel & Haul Cty 5 & 7	65,998.96
79020	The Home Shop	Fire Extinguisher Service	220.85
79021	Jerry's Backhoe Service	Culvert Replacement	217.50
79022	Marfell, Ben	Road Oil/Analysis Kits	1,031.26
79023	ND Dept. of Enviro Quality	Tanks Registration	300.00
79024	Rutland Oil Company	Road Fuel/ Gasoline	3,224.38
79025	Sanford	Drug Testing	111.00
79026	True North Steel	Culvert Cost Share	2,075.52
79027	Dickey Rural Networks	911 Trunks Rental	231.00
79028	Gwinner Fire Department	LEPC Meeting	113.76
79029	ND Association of Counties	911 Wireless	443.00
79030	ND State Radio	State Radio Usage	7,221.63
79031	Pharmchem Inc.	Sweat Patch Analysis	57.10
79032	SC Treasurer	Extension Postage	23.10
79033	Seykora, Melissa	Extension Agent Travel	819.50
79034	VISA	Extension Supplies	60.38
79035		JDA-Economic Dev.	20.00
79036	Liberty Business Solutions	Postage Mach. Ink Cartridge	218.80

Meeting adjourned at 12:00 p.m.

JASON ARTH – CHAIRMAN

ATTEST:

PAM MALONEY – AUDITOR