

Forman, North Dakota
January 16, 2024

The Sargent County Board of Commissioners met at 9:00 with the following members present: Wade Anderson, Jason Arth, Lyle Bopp, and Scott Johnson. Mark Breker was present through technology. Also present was Loy Justesen, County Resident; Neil Weaving, Courthouse Custodian; Jayne Pfau, State's Attorney and Pam Maloney, County Auditor.

Chairman Scott Johnson called the meeting to order.

The Pledge of Allegiance was recited.

Motion to accept the agenda as amended. (Arth/Anderson) Motion carried.

Motion to approve the December 28, 2023 special meeting minutes and the January 2, 2024 regular meeting minutes. (Anderson/Arth) Motion carried.

Mr. Weaving updated the commissioners on courthouse work. Calvin Jacobson will be providing a quote to install outdoor water spigots on the east and south sides of the courthouse; painters will be coming in approximately a week to paint in the areas approved in the quote approved; he is wondering about snow removal on the narrower sidewalks around the courthouse. A bobcat would be too wide for these areas. He is wondering if the steps could be taken out on the north and south sidewalks around the building and ramps installed instead. This would help when he needs to use the push-behind snow blower.

Motion to approve the following question to be voted on at the June 11th Primary Election: Shall the Sargent County Commission be authorized to levy a one half (1/2) mill increase for historical works to support the maintenance and staffing of the Sargent County Museum located at Forman, ND. (Bopp/Anderson) Upon roll call vote, motion carried unanimously.

Motion to approve the following 2023 budget amendments. (Anderson/Bopp) Upon roll call vote, motion carried unanimously.

TAX DIRECTOR	101,439.00	TO	104,054.82
SHERIFF	537,851.00	TO	572,699.87
GENERAL GOVERNMENT	74,675.00	TO	149,007.72
PARK	155,284.00	TO	160,438.85
INSURANCE RESERVE	117,955.00	TO	258,847.22
COMP MED INSURANCE	368,385.00	TO	390,430.09
FAIR	40,000.00	TO	40,745.60
AUTO AND TECH	146,838.00	TO	167,996.56
ROAD	1,651,240.00	TO	2,527,070.81
WIC	1,200.00	TO	1,561.46
DONATIONS	107,924.00	TO	169,905.22
HEALTH	123,330.00	TO	140,512.62
DISASTER ASSISTANCE	-	TO	62,701.76
HEALTH GRANTS	224,986.00	TO	341,065.61
911	119,088.00	TO	131,114.33
EMS	338,451.00	TO	350,431.47
HISTORICAL SOCIETY	10,125.00	TO	11,000.24
SENIOR CITIZENS	76,000.00	TO	78,628.44

SHERIFF'S GRANTS	33,640.00	TO	40,710.75
DRAIN #2	32,520.00	TO	74,331.40
DRAIN #12	2,500.00	TO	4,265.29
DRAIN #12 I&S	122,000.00	TO	126,155.00
DRAIN #11 I&S	-	TO	556,485.30
WCI #1 I&S	111,325.00	TO	918,274.11
RICHLAND/SARGENT DRAIN #1	101,029.00	TO	103,170.79
JACKSON IMPROVEMENT	193,261.00	TO	195,910.00
GARRISON DIVERSION	40,500.00	TO	44,278.42
WATER RESOURCE CD	-	TO	70,000.00
WILD RICE SOIL CONSERVATION	40,500.00	TO	42,780.11

Motion to approve the cell phone reimbursement changes requested by the Personnel Board. 1) All paid EMS county employees qualify for cell phone reimbursement at \$50/month; 2) State's Attorney Administrative Assistant qualify for cell phone reimbursement at \$50/month, as the sheriff's office regularly sends her case information to her phone. Mrs. Johnson's number would remain unpublished and utilized by the sheriff's office; 3) Under current cell phone reimbursement policy, the Health Department has a limited number of phones that qualify for reimbursement. The request is for DOH employees to receive cell phone reimbursement as authorized by the department head. Roll Call Vote: Yes – None; No – Anderson, Arth, Bopp, Breker & Johnson. Motion failed.

Motion to approve Bullets #1 & #2 of the above mentioned changes to the cell phone reimbursement policy. (Bopp/Anderson) Upon roll call vote, motion carried unanimously.

Motion to pay the National Association of County Engineers (NACE) 2024 dues and become a member of this organization that works diligently on Capitol Hill to advocate Congress and help them understand our transportation issues/needs. (Arth/Bopp) Upon roll call vote, motion carried unanimously.

Alison Toepke, Treasurer/Recorder/Clerk of Court, arrived at the meeting. She answered some questions regarding the Treasurer's Report she had submitted. Motion to accept the Treasurer's Report as submitted by Ms. Toepke. (Arth/Anderson) Upon roll call vote, motion carried unanimously.

Motion to re-appoint Brenda Peterson to the RSR Zone Human Services Board, term ending January 31, 2027. (Anderson/Arth) Upon roll call vote, motion carried unanimously.

Motion to instruct the county auditor to call for sealed bids in the official newspaper for furnishing supplies for the period beginning April 1, 2024 and ending March 31, 2025. Bids shall be opened on March 19, 2024 as follows: Gravel (with the stipulation that all graveling be done by October 1, 2024 and all bills received by December 1, 2024)-11:00 a.m.; Mixing & Drying Blacktop Surfacing-11:20 a.m.; Bituminous Materials-11:25 a.m.; Bulk purchase of 10% Blended Ethanol gasoline, Fuel, Biodiesel Blend/10% bio-diesel with 90% petroleum diesel or "B10" & LP Gas-11:30 a.m. (Arth/Anderson) Upon roll call vote, motion carried unanimously.

Motion to increase the county match share for the Nationwide Retirement to 13.26% effective January 2024. (Arth/Anderson) Roll Call Vote: Yes – Anderson, Arth, Breker & Johnson. No – None. Abstain – Bopp.

Motion to accept Pam Maloney's resignation as Sargent County Auditor effective June 30, 2024. (Arth/Anderson) Upon roll call vote, motion carried unanimously.

Motion to advertise for the auditor's position, with deadline for applications being February 9, 2024 at 4:30 p.m. (Anderson/Arth) Upon roll call vote, motion carried unanimously.

Motion to hire Duane Peterson, Gwinner, as Human Resources Director, upon the recommendation of the interview committee at Grade D61/Step 2, contingent on a clear background check. (Arth/Anderson) Upon roll call vote, motion carried unanimously.

Travis Paeper, Sheriff, arrived at the meeting. He stated that he had hired Logan Peterson as the new deputy at Grade C43/Step 2. After a six month probation period, he will be moved to Grade C43/Step 3 upon commission approval.

Tim Faber, Road Supervisor, arrived at the meeting. The commission shared a few areas on county roads that they are concerned about and Mr. Faber will check them out. The crew has been at work trying to minimize icy patches.

Approve January payroll in the sum of \$278,762.43 and the following bills. (Anderson/Arth) Upon roll call vote, motion carried unanimously.

86326	SC Ambulance-Forman Squad	Fund Assistance	5,000.00
86327	Enderson Construction, Inc	FEMA Work	59,464.22
86329-86338		Health Unit Expenses	14,910.08
86341		Health Unit Expenses	2,184.74
86355	Forman City	Water/Sewer/Garbage	218.90
86356	Ottertail Power Company	Electricity	2,557.21
86357	Ransom County	VSO Salary/Benefits	2,670.58
86359	Wex Health Fees	Administrative Flex Fees	12.25
86360	AMS, Inc	GPS Rental	100.00
86361	Aramark	Cleaning Services	379.62
86362	Avid Hawk	Website Services	45.00
86363	Barnes County Correctional	Prisoner Board	200.00
86365	Breker, Mark	Commissioner Travel	83.84
86366	Cenex Fleet Card	EMS & Health Travel	105.54
86367	Central Business Systems	Kyocera Copiers & Maintenance	17,103.25
86368	Central Grocery	Courthouse Rock Salt	25.98
86369	Code 4	Patrol Car Updates	5,412.58
86370	Cre8tive TZ, Inc	Embroider Badge	103.00
86371	Crime Scene, Inc	Evidence Packaging Kit	229.92
86372	Dacotah Paper Co.	Legal Copy Paper	79.70
86373	Dakota Plains	Sheriff & Health Travel	783.28
86374	Dakota Water Solutions	5 Gal Water Jugs	24.00
86375	Dickey Rural Networks	Telephone Services	899.70
86376	ESRI	GIS Subscription 3/11/24-3/10/25	765.00
86378	Gall's, Inc	Lockout Tool Kit/Cap/Gloves/ Headlamps	311.94
86379	General Roofing & Construction	Courthouse Window Replacement	38,025.00
86380	Gwinner One-Stop	Sheriff Travel	662.66
86381	Information Tech. Dept.	WAN/VPN/Acrobat/Sheriff Netmotion	1,255.60

86382	Innovative Office Solutions	Office & Custodian Supplies	517.02
86383	Johnson, Bryan	Cell Phone Reimbursement	200.00
86384	LexisNexis	Century Code Book	81.60
86385	Loffler Companies, Inc	Sheriff & Tax Copier Overages	149.75
86386	NACo	2024 County Dues	450.00
86387	ND Ass'n of Counties	2024 County Dues/Special Ops Fund	8,132.00
86388	ND Ass'n /Counties -WC	2024 Work Comp Premiums	29,720.09
86389	ND County Commissioner's Ass'n	2024 NDCCA Dues	1,725.00
86390	ND County Treasurer's Ass'n	2024 Dues	200.00
86391	NDEMA	2024 Active Memberships	50.00
86392	ND State Radio Communications	LETS Term 4th Qtr 2024	120.00
86393	Office of Attorney General	SCRAM 24/7 Monitor	465.00
86394	PharmChem, Inc	Sweat Patch Analysis	159.75
86395	Pitney Bowes, Inc	Postage Meter Rent	150.00
86397	Sargent County Treasurer	2023 Real Estate Taxes	1,802.22
86398	SE County Commissioner's Ass'n	2024 SENDCCA Dues	400.00
86400	The Teller	Publishing Fees	1,385.80
86401	Verizon	Sheriff MiFi Cards	200.05
86402	Weaving, Neil	Custodian Supplies	108.95
86403	Wild Rice Soil Conservation	Ext Rent January 2024	550.00
86404	A W Diesel	Coolant Leak Repair/Filters	449.26
86405	Butler Machinery	Plow Bolt & Nuts/Cutting Edges/Wedges	3,904.51
86406	Enderson Construction, Inc	Repair Shop Floor Drain	10,000.00
86407	Hansen Lumber	Ice Scrapers/Bungie Cords	48.97
86408	Kustom Machine	V Plow Bracket	61.82
86409	Lee's Service Station	Gasoline/Trailer Tire/Starter Install	878.94
86410	Mund Farms	160 Yds Unwashed Sand	880.00
86411	Plunkett's Pest Control	Road Pest Control December	66.77
86412	RDO Equipment	120 Grader Serviced	1,519.01
86413	Rutland Oil Co, LLC	Gasoline/Fuel/Def Additive	3,947.03
86414	Sign Solutions	14 Road Signs	1,033.00
86415	Southside Auto	Hardware/Tubing	1.72
86416	Visto's Carquest	Road Dept Parts/Supplies	273.48
86417	Central Business Systems	Ext-Kyocera Stand	143.00
86418	Dickey Rural Networks	911 Trunks Rental	231.00
86419	ND Ass'n of Counties	911 Contract	450.00
86420	ND Dept of Human Services	Prisoner Board Medical	408.66

86421	ND State Radio Communications	911 State Radio 3rd Qtr 2023	18,940.14
86422	NDSU Ext Service Budget Office	Ext-Seykora Salary 4th Qtr	5,960.71
86423	Sargent County Treasurer	Ext-Postage Dec 2023	42.90
86424	National Ass'n of County Engineers	2024 Dues	275.00
86444-86456		Health Unit Expenses	9,858.07
86457		Health Unit Expenses	85.25
86458		Job Development Expenses	21,600.00

Meeting adjourned at 11:03 a.m.

SCOTT JOHNSON – CHAIRMAN

ATTEST:

PAM MALONEY – COUNTY AUDITOR