

Forman, North Dakota  
January 18, 2022

The Sargent County Board of Commissioners met at 9:00 a.m. with the following members present: Jason Arth, Lyle Bopp, Mark Breker, and Scott Johnson. Also present was Wendy Willprecht, Emergency Manager/911 Coordinator; James Peterson, Park Board Chairman; Pam Maloney, Sargent County Auditor. Mary Engst, Sargent County Teller, was present through technology.

Chairman Jason Arth called the meeting to order.

The Pledge of Allegiance was recited.

Motion to approve the agenda as amended. (Breker/Bopp) Motion carried unanimously.

Motion to approve the January 4, 2022 minutes as presented. (Bopp/Johnson) Motion carried unanimously.

Richard Ruch, Commissioner, arrived at the meeting.

The board further discussed the purchase and necessity of storm shelters at Silver Lake Park. This would be at an approximate cost of \$34,382.25 and would be split into two budget years, building one in 2022 & one in 2023. Motion to apply for funding for the storm shelters for Silver Lake to be paid in two budget years and to be paid out of Cares Act Funds. (Breker/Bopp) Roll Call Vote: Yes – Arth, Bopp, Breker & Johnson. No – Ruch. Motion carried.

Cindy Klapperich, NDSU Extension Family and Community Wellness Agent, introduced the new Extension Support Staff, Amber Mathison, to the board. Ms. Mathison was newly hired and started her position on January 11.

Motion to use Cares Act funds for the auditorium demolition. (Breker/Ruch) Upon roll call vote, motion carried unanimously.

The board proceeded to vote on the motion tabled at the January 4, 2022 meeting. The motion was to eliminate the verbiage “and their appointed personal staff” in the Regular Full-Time paragraph within Policy 202 Employment Categories. This motion had been made by Bopp and seconded by Ruch. Upon roll call vote, motion carried unanimously.

Jayne Pfau, State’s Attorney, arrived at the meeting.

Commissioner Bopp reported that a structural engineer from Interstate Engineering has inspected areas of concern within the courthouse, such as crumbling walls and cracks. He stated that these areas are normal for an old building that has done some settling. He suggested re-plastering the areas as the cracks are superficial.

Commissioner Bopp also reported that he is waiting on an estimate for an alternative heat source during the colder winter days. This would be a LP backup unit that would help heat the water when the bricks aren’t able to heat up to their full potential during the night. He also stated that he visited with Ottertail Power Company and they have put the county on a regulated rate for electricity, which is a rippled system, where they can ripple our electricity for 5 hours/day.

Alison Toepke, Treasurer/Recorder/Clerk of Court, arrived at the meeting. She stated that Sargent County has been approved for a Courthouse Facility Grant, and therefore will be purchasing air purifiers that were within the approved grant. If the county purchases additional air purifiers, there would be an additional price break for them. Motion to purchase five additional air purifiers for other main offices within the courthouse. (Bopp/Johnson) Roll Call Vote: Yes – Bopp, Johnson and Ruch. No – Arth & Breker. Motion carried. After conferring with Brenda Peterson, Health Unit Administrator, motion to increase the purchase of five air purifiers to six air purifiers. (Bopp/Johnson) Roll Call Vote: Yes – Bopp, Johnson, and Ruch. No – Arth & Breker. Motion carried.

Motion to purchase additional an additional software module – Mobile Home Depreciation – from Tyler Technologies. (Breker/Ruch) Upon roll call vote, motion carried unanimously.

The board reviewed the letter received from Mike Verdoorn, Gallagher Benefits, regarding compensation studies and job evaluations. After reviewing road department job descriptions from other counties, it was suggested that the road supervisor review Sargent County's job descriptions and make some revisions.

Motion to authorize the chairman and the auditor to sign the Certification of Local Match for Bridge Inspections/Load Ratings. (Ruch/Bopp) Upon roll call vote, motion carried unanimously.

The board reviewed a listing of safety clothing/equipment that Dickey County provides for their road department. The board will look this over at budget time and make a decision about appropriations at that time.

Ray Bauer, Harlem Township Resident, arrived at the meeting. He had questions regarding inundated land. Denise Ferderer, Tax Director, was called into the meeting and she stated that her office receives a map from NRCS and that is the map that is used to determine who qualifies for inundated land reductions.

Motion to approve County Deeds for the land sold at the November Tax Forfeiture Land Sale. (Bopp/Johnson) Upon roll call vote, motion carried.

Motion to approve the hiring of Landon Evenson as Road Department Equipment Operator at Grade B22/Step 3, moving to Step 4 once he receives his CDL license, pending a negative drug test. (Ruch/Breker) Upon roll call vote, motion carried unanimously.

Tim Faber, Road Supervisor, arrived at the meeting. He stated that the road crew has been out plowing roads and trying to keep up with all the snow & wind. He stated that he was going to try to rent a snowblower for the Bobcat until the tractor snowblower is fixed, as they are waiting for parts.

There was discussion regarding fences in the county road right-of-way, which can get in the way when pushing snow. Commissioner Breker and the road supervisor will work with the landowners.

Motion to instruct the county auditor to call for sealed bids in the official newspaper for furnishing supplies for the period beginning April 1, 2022 and ending March 31, 2023. Bids shall be opened on March 15, 2022 as follows: Gravel (with the stipulation that all graveling be done by October 1, 2022 and all bills received by December 1, 2022)-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. (Breker/Bopp) Upon roll call vote, motion carried unanimously.

Commissioner Bopp stated that there has been one candidate interviewed for the Human Resources Director position, and another one will be interviewed this afternoon.

Approve January payroll in the sum of \$225,537.54 and the following bills. (Bopp/Breker). Upon roll call vote, motion carried unanimously.

83031	Forman City	Water/Sewer/Garbage	191.36
83032	Ottertail Power Company	Electricity	3,033.76
83033	Ransom County	VSO Expenses	1,169.05
83036	Ottertail Power Company	Electricity	57.72
83038	AMS, Inc.	GPS Rental	100.00
83039	Avid Hawk, LLC	Website Services	45.00
83040	Bopp, Mark	Sidewalk Snow Removal	112.00
83041	Central Grocery	Custodian Supplies	16.14
83042	Code 4	Radio Repairs	104.50
83043	Counties Providing Tech.	Tech Support	2,510.00
83044	Dakota Plains - CHS	Tax Director/Auditor/Health Travel	125.65

83045	Dakota Plains - CHS	Sheriff Gas Purchases	1,206.38
83046	Dakota Water Solutions	5 Gal Water Jugs	22.50
83047	Devildog Home Repair	Courtroom Woodwork Repair	337.00
83048	ESRI	GIS Basic License	700.00
83049	Forman Drug	Battery/Q-tip	6.13
83050	Forman Lumber	Courthouse Supplies	283.27
83051	FP Mailing Solutions	Postage Machine Rental	135.00
83052	G&R Controls	Conference Room Radiator Repair	534.95
83053	Galls	Barrier Tape	64.07
83054	Gwinner One-Stop	Sheriff Gas Purchases	216.52
83055	Information Tech Dept.	Wan Access/VPN Client	726.30
83056	Johnson, Bryan	Prisoner Board	21.98
83057	Johnson, Heidi	Travel	29.25
83058	Lexis Nexis	ND Century Code Books	187.70
83059	Liberty Business	Postage Machine Supplies	218.80
83060	Loffler	Sheriff Copier Supplies	50.40
83061	NACo - National Ass'n	2022 Membership Dues	450.00
83062	ND Ass'n of Counties	2022 County Dues/2021 Marriage License Program	7,482.00
83063	ND Ass'n of Counties - WC	2022 Est Premium	40,293.21
83064	ND Clerks Ass'n	2022 Dues	100.00
83065	ND County Auditor's Ass'n	2022 Dues	100.00
83066	ND County Commissioners Ass'n	NDCC Dues	1,650.00
83067	ND County Treasurer Ass'n	2022 Dues	100.00
83068	ND County Recorders Ass'n	2022 Dues	200.00
83069	ND State Radio	Teletype Rental	120.00
83070	NDACo Resources	2022 Annual Agreement	36,297.96
83071	Office of Attorney General	SCRAM 24/7	305.00
83072	Otis Service	Elevator Service	37.92
83073	PharmChem	SCRAM 24/7	188.70
83074	Sargent County Treasurer	Real Estate Tax	1,803.72
83075	SEMCA	Crime Prevention Project	10,000.00
83076	SENDCAA	2022 Dues	350.00
83077	Service Master	Main St Cleaning Services	287.80
83078	Sidwell	GIS Services	137.50
83079	Southside Auto	Sheriff Vehicle Mtn/Custodian Key	174.70
83080	Sargent County Teller	Printing & Publishing	1,409.68
83081	Tyler Tech	Tech Services	12,320.00

83082	USPS Stamp Fulfillment Services	Postage/Envelopes	3,780.40
83083	US Records Midwest, LLC	Document Preservation	2,465.76
83084	Verizon	Sheriff MiFi Cards	200.05
83085	Weaving, Neil	Vacuum Cleaner Bags	23.84
83086	A W Diesel	Plow Truck Repairs	3,130.95
83087	Bernard Mahrer Construction	Gravel	6,004.27
83088	Bobcat of Gwinner	Compact Track Loader	24,930.74
83089	Enderson Construction	Rework Shop Front Door & Window	1,150.00
83090	Faber, Tim	Small Tools	1,535.46
83091	Forman Lumber	Drill Bit	9.99
83092	Interstate Engineering	Engineering Services	18,513.52
83093	John Deere Financial	Repair Parts	13.38
83094	Lisbon True Value	Shop/Snow Plow Equipment Repairs	501.30
83095	Machine Design, Inc.	Flared End Sections	536.64
83096	Plunkett's Pest Control	Pest Control Program	60.00
83097	RDO Equipment	Backhoe Loader Repairs	2,649.23
83098	Rutland Oil Co.	Fuel/Filters	3,402.53
83099	Sign Solutions	Road Closed Signs	735.67
83100	Southside Auto	Tires/Led Lights/Repairs	1,015.47
83101	Zep Sales & Service	Glass Cleaner	100.07
83102	Dickey Rural Networks	911 Trunks	231.00
83103	ND 911 Ass'n	911 Dues	25.00
83104	ND State Radio	911 State Contract	18,111.12
83105	NDSU Ext- Budget Office	Ext-Salary	10,120.70
83106	Oscilloscope Pictures	Ext-Supplies	295.00
83107	Sargent County Treasurer	Ext-Postage	94.76
83108	Seykora, Melissa	Ext-Travel	50.00
83113-83127		Health Unit Expenses	8,718.77

Meeting adjourned at 11:57 a.m.

---

JASON ARTH- CHAIRMAN

ATTEST:

---

PAM MALONEY – COUNTY AUDITOR