

Forman, North Dakota
October 20, 2020

The Sargent County Board of Commissioners met at 9:00 a.m. following the Park Board meeting in the Conference Room with the following members present: Bill Anderson, Jason Arth, Lyle Bopp, Richard Ruch, and Jerry Waswick. Also present were Travis Paeper, Sheriff; Bryan Johnson, Chief Deputy Sheriff; and Pam Maloney, County Auditor. Present through technology was Mary Engst, Sargent County Teller; Jill Mulder, Human Resources Director; and Bob Banderet, County Resident.

Chairman Waswick called the meeting to order.

The Pledge of Allegiance was recited by those present.

Sheriff Paeper & Chief Deputy Johnson were there to discuss the chief deputy job description and classification. Commissioner Bopp had several questions regarding the different job duties and whether or not they should be chief deputy duties or sheriff duties. Sheriff Paeper explained that the chief deputy would perform some of those duties only in the absence of the sheriff, but that Chief Deputy Johnson has shouldered more responsibility with the promotion, as well. Motion to accept the job description and classification of D61 as determined by Gallagher Benefits and to pay Chief Deputy Johnson retro pay for Grade D61/Step 7 effective March 1, 2020. (Arth/Anderson) Upon roll call vote: Yes – Anderson, Arth, Ruch and Waswick. No – Bopp. Motion carried.

Jayne Pfau, State's Attorney, arrived at the meeting at 9:15 a.m.

Sheriff Paeper stated that Wyatt Schilling has been hired at the 4th deputy in the sheriff's office and started employment October 1st. Chief Deputy Johnson has been training him. He was hired at a Grade B25/Step 1. Deputy Schilling will be living in Gwinner.

Melissa Seykora, NDSU Extension Ag and Natural Resources (ANR) Agent; and, Cindy Klapperich, NDSU Extension Family and Community Wellness (FCW) Agent; reported on the activities of the County's Extension Service office personnel from July through September, 2020. A written report was delivered to each commissioner and to the county auditor. A copy of the report can be obtained from the Extension Office. Ms. Klapperich has been involved with numerous projects involving county residents, including: Human Development/Family Science Education; 4-H Youth Development; Nutrition, Food Safety & Health Education. She is currently serving as NDEAFCS President. She coordinated registration and funding for members to participate in the national meeting, presented a poster session and an ignite session at the meeting, gave the thought for the day at the Central region meeting and has received awards for two educational programs. She is looking ahead to school programs to begin in November and the fall conference, NAE4-HYDP, Community Listening sessions and legislative update in November. Ms. Seykora had worked with numerous projects including: Natural Resource Management; Farm Business Management; Crop Management; Livestock Management; Horticulture & Forestry; and, 4-H Youth Development. She has also participated in NACAA annual conference, weekly horticulture calls and crop calls. The commission commended them for adapting, improvising & overcoming any obstacles in keeping the extension office as active as possible.

Wendy Willprecht, Emergency Manager; Denise Ferderer, Tax Director; and Alison Toepke, Treasurer/Recorder/Clerk of Court; arrived at the meeting. Brenda Peterson, Health Unit Administrator, joined the meeting through technology.

Ms. Peterson reported that we have twenty-two active cases in Sargent County. There are more cases in the state than contact tracers can handle, so they are prioritizing the results calls. She stated that wearing masks & using physical barriers where possible are highly recommended. She also stated that people should stay home if they are not feeling well. Social distancing six feet apart is extremely important.

Ms. Willprecht stated that all three county schools have solid plans in place and that she is a liason getting information to the appropriate place or person

Much discussion was held on mask wearing within the courthouse and within the county. Motion that masks are required in county facilities and to be encouraged in all businesses in Sargent County in compliance with CDC guidelines. (Bopp/Anderson) Some commissioners thought that it should be left up to the department heads whether or not masks are mandated in their offices. Employees do not have to wear masks within their own offices, unless meeting with the public; but do need to mask up

when going to another office or department & know they will be closer than the six foot distance. Upon roll call vote: Yes – Anderson, Bopp and Waswick. No – Arth and Ruch. Motion carried.

Denise Ferderer, Tax Director and the commission proceeded to set minimum sales prices on lands and lots within Sargent County forfeited to Sargent County for non-payment of taxes. Twelve new parcels were appraised and ten parcels that had been forfeited to the county in previous years were re-appraised. Motion to approve appraisals and minimum sales prices set. (Anderson/Arth) Upon roll call vote, motion carried unanimously. The time for hearing objections to the minimum sales price agreed upon was set for 2:30 p.m. on Wednesday, November 4, 2020. A list of properties and appraisals will be posted at the front door of the courthouse on Tuesday, November 10, 2020, and the properties will be offered for sale on Tuesday, November 17, 2020.

Merrill Engquist, Road Supervisor; & Tim Faber, Road Supervisor in Training; arrived at the meeting. Mr. Engquist reported that Interstate Engineering had gotten additional information to State's Attorney Pfau for the easements needed for the drainage project on the west end of County Road #1. He also reported that they have approximately 1 mile left on County Road #1 east of State Highway #32 to grind up, and that the box culvert for the Taylor Township project will be unloaded Thursday morning. He has not finished up the repairs on the two bridges with Critical Alert Codes – deadline for those repairs is November 17, 2020.

The commission recessed for lunch at 11:46 a.m.

The commission reconvened at 1:05 a.m.

Motion to approve the October 6, 2020, minutes as corrected. (Bopp/Arth) Upon roll call vote, motion carried unanimously.

The auditor is still checking on videoconferencing equipment.

Parental leave will be carried over until Jill Mulder, Human Resources Director, can attend the meeting.

Motion to authorize the appropriate county officials to execute the annual Maintenance Certification for county federal aid projects for submission to the NDDOT. (Arth/Anderson) Motion carried unanimously.

The auditor was requested to set up a virtual meeting during the November 4th commissioner meeting with ND DOT to discuss the Federal Aid Program Project Sheet.

Motion to approve Forman City's appointment of John Stenvold to the Sargent County Planning Commission with term ending September 15, 2024. (Anderson/Ruch) Upon roll call vote, motion carried unanimously.

Kristine Radke of Walock Johnson Insurance, had provided spreadsheets for the re-evaluation of the buildings owned by the county and the park board. The new insurance coverages were considerably higher, so the commission would like to invite Ms. Radke and/or a representative from NDIRF to a future meeting to discuss these increases. As the budget is set for 2021, the commission would like an appointment set up before the budgets are set for 2022.

Motion to approve the contract price of \$2,972.35/month with NRG for PC and server support to be billed annually and to authorize the chairman to sign the agreement. (Anderson/Arth) Upon roll call vote, motion carried unanimously.

Motion to accept and authorize the chairman to sign the rental service agreement with AmeriPride Services for rug services. (Arth/Anderson) Roll Call Vote: Yes – Anderson, Arth, Bopp and Ruch. No – Waswick. Motion carried.

Permission given to Joe Reinke, Veteran's Service Officer, to purchase a docking station from NRG at a cost of \$181.25.

Motion to rescind the motion made at the October 6 meeting that reads: Pursuant to the AG's opinion, motion to request the state's attorney to draft a letter to the Sargent County Water Resource District to comply with the state law regarding the Drain #11 and Drain #12 projects. After further research, the state's attorney found that there is an appeal process for the landowners, and as that appeal process deadline has passed, the projects can move forward as planned. (Arth/Bopp) Roll Call Vote: Yes – Anderson, Arth & Waswick. No – Bopp and Ruch. Motion carried.

Approve October payroll in the sum of \$216,957.08 (Nos. 18334-18398 & 80970-80977) and the following bills: (Anderson/Bopp). Upon roll call vote, motion carried unanimously.

80906-80911	Weed Board Expense	2,729.69
80919-80933	Health Unit Expenses	10,963.59
80934	JDA Expenses	21,600.00
80935-80936	Human Service	36.60
80938 Forman City	Water/Sewer/Garbage	215.07
80939 Ottertail Power	Electricity	1,234.66
80940 Ransom County	VSO Salary/Benefits	950.89
80942 NDAAO	Tax Director Registration	300.00
80943	JDA Expenses	2,930.81
80945	JDA Expenses	3,000.00
80947-80957	Health Unit Expenses	20,652.37
80978-80984	Weed Control Expenses	911.75
80992 Roslyn Amerman	Custodian Services	672.00
80993 Alcohol Monitoring Solutions	Monitoring/Rental Fees	105.20
80994 Aramark	Cleaning Services	209.60
80995 Avid Hawk, LLC	Website Services	45.00
80996 Brian's Repair & Auto Parts	Sheriff Vehicle Maintenance	66.88
80997 Maria Brooks	Custodian Services	325.00
80998 Rick Bryant	Rifle Repair	50.00
80999 Cole Papers, Inc	Sanitizing Stations	392.71
81000 Counties Providing Technology	Computer Support	1,255.58
81001 Dacotah Paper Company	Paper Towels	142.78
81002 CHS	Employee Travel	669.32
81003 Dakota Water Solutions	Water Jugs	28.00
81004 Dickey Rural Networks	Phone Services	1,146.24
81005 EasiFile	EasiFile & Cart	2,689.36
81006 Election Systems & Software	General Election Ballots	1,014.88
81007 Forman Lumber & Fireworks	Courthouse Supplies	43.94
81008 FP Mailing Solutions	Postage Machine Rental	135.00
81009 G & R Controls	Air Conditioner Repair	1,494.80
81010 Green Iron Equipment	Mower Blade	
54.87		
81011 Gwinner One Stop	Sheriff Gas	148.19
81012 IBBG Lawncare & Carpentry	Fairground Mowing	2,200.00
81013 NDIT	Wan Access/Netmotion	720.00
81014 J & M Printing	Tax Director Envelopes	145.82
81015 Bryan Johnson	Schilling Post Board	45.00
81016 Lesmeister Gravel	Lot Cleanup	1,325.00
81017 Liberty Business Systems	Postage Machine Ink	208.80
81018 Minn-Kota Communications	Phone System Updates	181.00
81019 ND State Radio	Quarterly LETS Billing	120.00
81020 NRG Tech Services	Scanner & Cable	382.00
81021 Office of Attorney General	Scram 24/7	585.00
81022 Jayne Pfau	Phone & GoToMeeting Reimb.	85.00
81023 PharmChem	Sweat Patch Analysis	57.10
81024 Quill	Election & Office Supplies	892.97
81025 Record Keepers LLC	Shredding Services	59.50
81026 Richland County Corrections	Prisoner Board	1,485.00
81027 Sargent County Teller	Publishing Fees	698.82
81028 Wyatt Schilling	Travel Expenses	236.97
81029 Fraternal Order of Police	2021 Dues	160.00
81030 Sidwell	GIS Application	6,720.00
81031 SouthSide Auto	Vehicle Repairs	3,935.16
81032 Alison Toepke	Defensive Driving Course Supplies	110.18
81033 Vanguard Appraisals	Appraisal Services	150.00
81034 Verizon	Sheriff Mi-Fi Cards	200.05
81035 West Central Regional JV Center	Juvenile Detention	1,800.00
81036 Wild Rice Soil Conservation District	Extension Rent	500.00
81037 Wendy Willprecht	Employee Badges	83.77
81038 Aramark	Cleaning Services	243.12
81039 Bergen Incorporated	Road Repairs	26,622.60
81040 Bernard Mahrer Construction	Gravel & Hauling-Cty Rd #3-#3A-5	42,870.26
81041 Climate Control	Mag Chloride Application	28,575.50

81042	Crandall Construction	Hauling Gravel-#10A & #14	16,014.24
81043	Dakota Plains/CHS	Anti-Freeze	315.84
81044	Diesel Machinery, Inc	Track hoe Repairs	58.21
81045	Ekstrom Repair Shop	Ford Pickup Repairs	1,555.72
81046	Enderson Construction	Gravel/Hauling #1-#3-#5	105,499.00
81047	Hansen Lumber & Hardware	Shop Supplies	21.48
81048	John Deere Financial	Tractor Lease	7,996.00
81049	Rutland Oil Company	Ethanol & Tractor Fuel	7,370.00
81050	SC Sheriff's Office	Pre-employment Drug Screening	55.00
81051	Serocki Excavating, Inc	Patching #4 & #12	3,055.68
81052	SouthSide Auto	Tires & Repairs	165.52
81053	True North Steel	Culverts	4,230.00
81054	Dickey Rural Networks	911 Contract	231.00
81055	Candy Hansen	Ext-Clorox Wipes	9.00
81056	ND Ass'n of Counties	911 Fees	457.90
81057	ND DES	De-Obligation FEMA Funds	1,366.48
81058	ND State Radio	911 Quarterly Billing	11,342.52
81059	NDSU	Ext-File Folders	100.00
81060	Sargent County Treasurer	Ext-Postage	17.65
81061	Melissa Seykora	Ext-Supplies	33.77
81062	Visa	Ext-Office Supplies/Dues	180.02

Meeting adjourned at 2:39 p.m.

JERRY WASWICK – CHAIRMAN

ATTEST:

PAM MALONEY – COUNTY AUDITOR