

Forman, North Dakota  
October 3, 2023

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

Chairman Mark Breker called the meeting to order.

The Pledge of Allegiance was recited.

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

Brenda Peterson, Health District Administrator, arrived at the meeting. She stated that she will be submitting the state opioid settlement allocation plan for Sargent County and wanted the commissioners aware. Motion to authorize Brenda Peterson to file the state opioid settlement allocation plan for Sargent County to the behavioral health division prior to expenditure. (Bopp/Arth) Upon roll call vote, motion carried unanimously.

Ms. Peterson also wants to make the Prevention Coordinator a permanent position with benefits as of January 1, 2024. Currently, the position is full-time, but there are no benefits. This position is totally grant funded, and these grant funds are guaranteed for a three year period. She also suggested that Briana Spellerberg, Kelsey Nelson and her position be reclassified to a higher grade to be more in line with the market survey. No decision was made on either request, as more information will be received by Michelle Denault, Human Resources Director.

Melissa Seykora, NDSU Extension Agriculture and Natural Resources (ANR) Agent; and Amber Mathison, NDSU Extension Support Staff; arrived at the meeting with a 4-H Week Proclamation for consideration by the Commission. Motion to adopt the following resolution. (Bopp/Arth) Upon roll call vote: Yes – Anderson, Arth, Breker, Bopp, & Johnson. No – None. Resolution duly declared adopted.

## Sargent County Proclamation

**WHEREAS**, since 1902, America's 4-H program has served all youth ages 5-18; and

**WHEREAS**, the mission of 4-H is to create supportive learning environments for youth and adults to reach their full potential as capable, confident, caring citizens of good character, compassion and integrity; and

**WHEREAS**, 4-H strives to identify and provide hands-on projects, activities, educational events, and community service opportunities for youth to be fully engaged with head, heart, hands, and health, to learn by doing, acquire knowledge, develop life skills and form attitudes that will enable them to become self-directed, productive, contributing members of society; and

**WHEREAS**, adult volunteers and family members play an integral part in the success of 4-H youth development experiences; and

**WHEREAS**, 4-H is the youth development program of North Dakota State University, and is implemented locally by Sargent County Extension along with the help of 4-H volunteers, who are outstanding men and women in their communities; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Sargent County Board of Commissioners hereby recognizes and celebrates October 1-7, 2023, as National 4-H Week in Sargent County, and, encourages all Sargent County citizens to recognize 4-H for the significant impact it has made and continue to make by empowering youth with the skills they need to lead for a lifetime.

Resolution adopted at the regular meeting of the Sargent County Commission at the Courthouse in Forman, North Dakota, on this 3rd day of October, 2023.

Motion to approve the September 19, 2023 minutes. (Anderson/Arth) Motion carried.

Discussion was held on employees using personal vehicles rather than the fleet vehicles when they are available. Motion made to add a question on the mileage claim voucher to ask if the county car was available for use and the reason it wasn't used if the vehicle was available. (Anderson/Johnson) Upon roll call vote, motion carried unanimously.

LaJuana Hayen, Tax Director, arrived at the meeting. She would like to have all Vanguard currently licensed modules renew at the same time on a consolidated service renewal. The renewal date would be in December each year and the 2023 amount due would be \$8,594. If she signs a five year contract, the price would be locked in at \$10,425 for 2024 and through 2027. Motion to sign a five year contract with Vanguard to lock in the price at \$10,425. (Bopp/Arth) Upon roll call vote, motion carried unanimously.

Alison Toepke, Treasurer/Recorder/Clerk of Court, arrived at the meeting. Discussion was held regarding the Courthouse Facility Improvement Grant. Ms. Toepke has gotten an updated quote to replace the carpeting in the courtroom and will be looking for quotes to replace the gallery seating, as the chairs that are there need numerous repairs. She had reached out to the ND State Historical Society for a review of the courtroom updates which resulted in a "No Adverse Effect" provided they are designed and finished as described in the documentation.

State's Attorney Pfau had done further research regarding releasing funds to the Historical Society. The commissioners are allowed to appropriate out of the General Fund a sum, not exceeding five thousand dollars annually, to be paid to the historical society of the county, in addition to their quarter of a mill. Motion to appropriate an additional \$5000 annually to the Sargent County Historical Society and that they would then be responsible for their own insurance premiums. (Anderson/Arth) Upon roll call vote: Yes – none. No – Anderson, Arth, Breker, Bopp and Johnson. Motion failed.

Motion to authorize the chairman and auditor to sign a letter of support for the project study for a roundabout at the intersection of State Highways 13 & 32 east of Gwinner. (Arth/Anderson) Upon roll call vote, motion carried unanimously.

The County Road #2 tile project has been tabled until spring. Brian Vculek does not have a contractor's license.

State's Attorney Pfau presented a Release for Property Damage from J.B. Hunt Transport for an accident that damaged County Road #10 north of Milnor in the amount of \$17,275. Upon the state's attorney's recommendation, motion to authorize the chairman and the auditor to sign the Release for Property Damage. (Anderson/Johnson) Upon roll call vote, motion carried unanimously.

Motion to nominate Wade Anderson as delegate to the State Fair Association's Annual meeting to be held in Minot on November 15, 2023 at 1:00 p.m. (Johnson/Arth) Motion nominations cease and cast a unanimous ballot for Wade Anderson. (Arth) Upon roll call vote, motion carried unanimously.

Travis Paeper, Sheriff, arrived at the meeting. Discussion was held on speed limit signs for truck traffic. Sheriff Paeper if the speed limit remains at 40 or is increased to 55, but would like consistency. The commission will talk to Damon DeVillers, Interstate Engineering to get his professional opinion.

Tim Faber, Road Supervisor; Gary & Dylan Anderson, Tewaukon Township Residents; and Damon DeVillers, Interstate Engineering, arrived at the meeting. The Andersons are concerned about an old concrete bridge on County Road #7 between Sections 15 & 22 in Tewaukon Township that has been buried but needs to be removed. A culvert has been placed east of the bridge, but the bridge was not removed. Mr. DeVillers will look at the site.

Discussion was held regarding fill taken from the legal drain #12. The Sargent County Water Resource Board had given permission for the county to haul fill out some years ago, but too much fill was taken. The commissioners will invite the water resource board to their December 5 meeting to discuss further.

Mr. Faber reported that all graveling contractors have finished their respective graveling projects. The road crew has been out blading and preparing the snow trucks for winter.

The commissioners asked Mr. DeVillers about the speed limit for trucks on county roads. He stated that he thought 55 mph would be okay, however, he stated that each road should be considered individually regarding weight limits.

Mr. DeVillers presented the commission with construction plans for the parking lot expansion and he will be looking for contractor quotes for the project.

The commission asked Mr. DeVillers if he thought removing the culverts and closing the road on 150<sup>th</sup> Ave in Hall township would have adverse effects for Richland County. He doesn't believe there would be any, as when the 149<sup>th</sup> Ave bridge project was done, the road was raised considerably.

Motion to post 80,000 pound weight limits for all roads except those built with oil money and to raise the truck speed limits for trucks on all county roads to 55 mph. (Anderson/died for lack of second)

Meeting recessed at 12:00 p.m.

Meeting reconvened at 7:00 p.m. for a public hearing on the proposed 2024 County Budget. Those present were: Wade Anderson, Jason Arth, Lyle Bopp, Mark Breker and Scott Johnson, Commissioners; Pam Maloney, Auditor; Alison Toepke, Treasurer/Recorder/Clerk of Court; Jayne Pfau, State's Attorney; LaJuana Hayen, Tax Director; and Michelle Denault, Human Resources Director. Taxpayers/residents present were Dave Jacobson, and Jenny Millerhagen, Forman; and Jerry Waswick and Pat Olofson, Gwinner.

Mr. Waswick suggested that the county look for another firm other than the State Auditor's Office to do their biennial audits.

The auditor read each line item on the budget summary sheet and answered questions if asked. There were three areas where the commissioners were contemplating changes: Job Development Authority – the commissioners compromised on reducing this budget request down to three quarters of a mill. The county car budget was cut from \$20,700 to \$1,500 – a reduction of \$19,200 – as they have decided against purchasing another fleet vehicle. The Sheriff's School Resource Officer budget was discussed at length and after placing a call to Sheriff Paeper, the commission left the total of \$108,463 in the budget.

### **RESOLUTION NO. 1**

Commissioner Arth offered the following resolution and moved its adoption, seconded by Commissioner Johnson:

WHEREAS, it is the duty of the Board to make appropriations for the current year beginning January 1, 2024 and ending December 31, 2024 of money in specific amounts for all offices, officials, improvements, roads, bridges, which are supported wholly or in part by the county.

NOW THEREFORE BE IT RESOLVED, that the Sargent County Commission approve and adopt the 2024 budget in the sum of \$1, (which includes the changes mentioned above) including all programs and projects of the Sargent County Water Resource Board that are in compliance with North Dakota State Law.

Voting aye: Arth, Breker, and Johnson

Voting nay: Anderson & Bopp

Resolution was adopted.

The following is a summary of the taxes to be levied for 2024:

	<b>GENERAL FUND</b>	<b>SPECIAL REVENUE FUNDS</b>	<b>TOTAL ALL FUNDS</b>
BUDGET REQUEST	3,213,540	5,189,862	8,403,402
BUDGETED TRANSFERS OUT	25,000	4,000	29,000
CASH RESERVE	900,000	1,148,850	2,048,850

SUBTOTAL	<b>4,138,540</b>	<b>6,342,712</b>	<b>10,481,252</b>
ESTIMATED CASH BALANCE (12-31-23)	1,385,583.96	3,421,426.45	4,807,010.41
ESTIMATED TRANSFERS IN	4,251.78	0	4,251.78
ESTIMATED REVENUE	757,776.00	1,125,307.32	1,883,083.32
<b>TOTAL RESOURCES</b>	<b>2,147,611.74</b>	<b>4,546,733.77</b>	<b>6,694,345.51</b>
LEVY REQUIRED	1,990,928.26	2,024,665.67	4,015,593.93
ALLOWANCE FOR DELINQUENT TAX COLLECTIONS	30,745.74	9,883.33	40,629.07
<b>TOTAL AMOUNT LEVIED</b>	<b>2,021,674</b>	<b>2,034,549.00</b>	<b>4,056,223</b>

## RESOLUTION NO. 2

Commissioner Arth offered the following resolution and moved its adoption, seconded by Commissioner Anderson:

WHEREAS, the Lake Agassiz Regional Council strives to assist in the planning and economic development of Sargent County and Lake Agassiz Regional Council as a whole, and

WHEREAS, planning and economic development are among the objectives of the Board of Commissioners of Sargent County,

NOW THEREFORE BE IT RESOLVED, that Sargent County approves and supports the planning and economic development program and budget of the Lake Agassiz Regional Council during the Fiscal year 2024 in the amount of \$4,000.00.

Voting aye: Anderson, Arth, Breker, Bopp, and Johnson.

Voting nay: None.

Resolution was adopted.

Motion to proceed with the removal of the concrete bridge and move the 72” culvert to the location of the bridge on County Road #7 between Sections 15 & 22 of Tewaukon Township, as Mr. DeVillers of Interstate Engineering had looked at the site during the meeting recess. (Johnson/Bopp) Upon roll call vote, motion carried unanimously.

Meeting adjourned at 8:12 p.m.

\_\_\_\_\_  
MARK BREKER – CHAIRMAN

ATTEST:

\_\_\_\_\_  
PAM MALONEY – COUNTY AUDITOR