

Forman, North Dakota
October 5, 2022

The Sargent County Board of Commissioners met at 9:02 a.m. with the following members present: Jason Arth, Lyle Bopp, Mark Breker, Scott Johnson and Richard Ruch. Also present was Mary Engst, Sargent County Teller and Pam Maloney, Sargent County Auditor.

Chairman Jason Arth called the meeting to order.

The Pledge of Allegiance was recited.

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

Motion to approve the September 20th, 2022 minutes as presented. (Bopp/Ruch) Motion carried.

The west parking lot was discussed. Repair work on the retaining wall needs to be done before any hard surfacing can be applied. Crushed asphalt is another option to consider. Commissioner Bopp will continue working on the project.

Further discussion was held regarding an online/phone bidding policy for the November tax sale. Commissioner Johnson had done some research and stated that it would work best to build an online bidding site using either our webhosting company or Dickey Rural Networks. It will be too late to get set up for this year, but will be worked on before the sale in 2023.

The purchasing card was discussed. The auditor will provide a purchasing card policy for review at the next meeting. The commissioners will discuss further on providing more than one card to departments.

Motion to appoint Sherry Hosford as Inspector for the General Election on November 8, 2022. (Johnson/Ruch) Upon roll call vote, motion carried unanimously.

Approve the following bill for payment: (Ruch/Johnson) Upon roll call vote, motion carried unanimously.

84279	Cenex Fleet Card	Coroner/Sheriff/Tax Director Travel	\$172.37
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A quote was received from Ted Keller to replace windows in the courtroom, jury room, & clerk of court offices in the amount of \$115,762.09. Motion to apply for the courthouse facility grant for new windows in these areas. (Breker/Bopp) Upon roll call vote, motion carried unanimously.

Commissioner Ruch stated that Drain #11 work has begun north of Brampton. County Road #4 is closed between County Roads #3 and #5 due to project work. He also stated that the crossing on Drain #7/County Road #12 will be done this year. Comstock Construction has gotten the bid and, though the bulk of the project will not be completed this year, the crossing will be done by November 15th.

Michelle Denault, Human Resources Director, arrived at the meeting. There are two new employees at the Health Department, but they are grant funded and receive no county benefits.

Commissioner Breker inquired when county road ditches need to be mowed. October 15th is the deadline.

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

Tim Faber, Road Supervisor, arrived at the meeting. The ditch cleaning along County Road #2 is almost finished and looks very good.

Melissa Seykora, NDSU Extension Agriculture and Natural Resources (ANR) Agent, arrived at the meeting with a 4-H Week Proclamation for consideration by the Commission. Amber Mathison, NDSU Extension Support Staff; Josie Hamilton and Abby Erickson, 4-H Ambassadors, were also present and gave short reports on their experiences with 4-H. Motion to adopt the following resolution. (Bopp/Ruch) Upon roll call vote: Yes – Arth, Breker, Bopp, Johnson & Ruch. 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 2-8, 2022, 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.

Ms. Seykora also reported on her activities in the County’s Extension Service office from July through September 2021. 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. Seykora had worked with numerous projects including: the Sargent County Fair, Farmers Union EPIC Event, and Eco-Ed Day. She has also participated in 4-H Promotion Events, 4-H End of Season Splash, Ransom County 4-H static exhibit judging, 4-H Council Meeting & taken her International Crop Advisors Exam. Moving forward she will be working on the High Tunnel Workshop, District 28 Legislative Update and a 4-H Leader Meeting. The commission thanked her for her service and dedication to the public.

County Road #1 was also discussed. The road needs to be moved to the east as the Wild Rice River has been eating away at the road bed. Mr. Faber was instructed to contact Interstate Engineering to inquire about the process to move forward with this project.

Motion to call for a Request for Proposal (RFP) for Design Engineering on Bridge Removal Project BRJ-0041(021) with a due date of November 10th, 2022. (Bopp/Breker) Upon roll call vote, motion carried unanimously.

Meeting recessed at 11:23 a.m. until 6:00 p.m. for the final 2023 budget hearing this evening.

The meeting reconvened at 6:00 p.m. for a public hearing on the proposed 2023 County Budget. Those present were: Jason Arth, Mark Breker, Lyle Bopp, Scott Johnson, and Richard Ruch, Commissioners; and Pam Maloney, Auditor. Terry Dusek and Sandra Hanson were there representing the Sargent County Job Development Authority. David Jacobson, Forman was the only taxpayer present.

Chairman Arth opened the hearing. Mr. Jacobson is concerned about the increased taxes. The JDA’s housing project was also discussed at length.

RESOLUTION NO. 1

Commissioner Breker offered the following resolution and moved for its adoption – died for lack of second.

WHEREAS, it is the duty of the Board to make appropriations for the current year beginning January 1, 2023 and ending December 31, 2023 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 2023 budget in the sum of \$12,614,195, less the four mills designated for the Job Development Authority, including all programs and projects of the Sargent County Water Resource Board that are in compliance with North Dakota State Law.

RESOLUTION NO. 1

Commissioner Bopp offered the following resolution and moved its adoption, seconded by Commissioner Ruch:

WHEREAS, it is the duty of the Board to make appropriations for the current year beginning January 1, 2023 and ending December 31, 2023 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 2023 budget in the sum of \$12,614,195, 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, Johnson, and Ruch.

Voting nay: Breker.

Resolution was adopted.

The following is a summary of the taxes to be levied for 2023:

	GENERAL FUND	SPECIAL REVENUE FUNDS	TOTAL ALL FUNDS
BUDGET REQUEST	2,783,971	5,096,519	7,880,490
BUDGETED TRANSFERS OUT	29,000	204,000	233,000
CASH RESERVE	900,000	1,507,595	2,407,595
SUBTOTAL	3,712,971	6,808,114	10,521,085
ESTIMATED CASH BALANCE (12-31- 22)	688,907	1,685,991	2,374,898
ESTIMATED TRANSFERS IN	8,000	200,000	208,000
ESTIMATED REVENUE	726,762	2,746,587	3,473,349
TOTAL RESOURCES	1,423,669	4,632,578	6,056,247
LEVY REQUIRED	2,289,302	2,175,536	4,464,838
ALLOWANCE FOR DELINQUENT TAX COLLECTIONS	30,698	24,049	54,747
TOTAL AMOUNT LEVIED	2,320,000	2,199,585	4,519,585

RESOLUTION NO. 2

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

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 2023 in the amount of \$3,600.00.

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

Voting nay: None.

Resolution was adopted.

Meeting adjourned at 6:50 p.m.

JASON ARTH- CHAIRMAN

ATTEST:

PAM MALONEY – COUNTY AUDITOR