

Forman, North Dakota  
November 1, 2022

The Sargent County Board of Commissioners met at 8:02 a.m. with the following members present: Jason Arth, Lyle Bopp, Scott Johnson and Richard Ruch. Also present was 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. (Bopp/Johnson) Motion carried.

Commissioner Mark Breker arrived at the meeting.

Motion to approve the October 18, 2022 minutes as presented. (Ruch/Breker) Motion carried.

Discussion was held on the parking lot. Road Supervisor Faber had looked at the asphalt at the Forman City Dump Site, but it has been determined that it would be too hard to use. Further discussion will be held with Damon DeVillers, Interstate Engineering.

The commissioners set February 21, 2023 for a surplus property auction. The auditor was instructed to let all county departments know about the auction.

Brenda Peterson, Health Unit Administrator; and Morgan Blair, Coroner, arrived at the meeting to discuss the purchase of an on-line filing system for the coroner's cases. This software has a checklist from the beginning of a case until the case is closed & would be a much more time efficient way of filing. All filed information would be available on her computer or her phone, therefore eliminating having to drive to the office to look something up, if necessary. Motion to approve the purchase of MDILog Level Three (3) package from Occupational Research and Assessment, Inc. at a cost of \$1,180, effective January 1, 2023. (Johnson/Ruch) Upon roll call vote, motion carried unanimously.

The commissioners moved up to the conference room for a Non-Agenda Employee meeting. Employees present were: Tim Faber, John Mlnarik & Kelly Gruba, Road Department; Alison Toepke, Cindy Yagow & Amy Bogart, Treasurer/Recorder/Clerk of Court Department; Brenda Peterson & Briana Spellerberg, Health Department; Amber Mathison, NDSU Extension Department; LaJuana Hayen & Samantha Hoselton, Tax Director Department; Jayne Pfau & Margie Johnson, State's Attorney's Department; Morgan Blair, Coroner's Department; Michelle Denault, Human Resources Department; Wendy Willprecht, Emergency Management/911 Department; Heidi Johnson, Sheriff's Department; Pam Maloney, Sharon Halmrast & Teddie Lee, Auditor's Department; and Kari Gilje & Tara Fitzgerald, RSR Zone.

Items discussed were: 1) employees doing a pancake feed at the 100<sup>th</sup> Fair Anniversary next summer; 2) county purchasing jackets for county employees; 3) county paying gym memberships for employees; 4) payroll twice/monthly rather than once/monthly; 5) parking lot; 6) Cola/Retirement increase for 2023; 6) appreciation for Human Resources Department; 7) Human Resources Department "Gratitude Wall" beside her office door; 8) purchasing/credit card for county employees; 9) December pot-luck meal – sign up sheet. Commissioner Bopp thanked those that had participated in the scarecrow contest. Commissioner Ruch welcomed new employees and thanked all employees for their hard work and dedication.

The commissioners moved back down to the commissioner's room.

Tim Faber, Road Supervisor, arrived at the meeting. Damon DeVillers, Interstate Engineering, was present through technology.

Motion to approve an Application for Drainage Work Within County Road Right-Of-Way for Joseph Wettstein, Lidgerwood, to clean a ditch 540' north of outlet/from tile outlet to lower slough that has caused road damage along the east side of Section 12-131-54 in Shuman Township. (Ruch/Breker) Upon roll call vote, motion carried unanimously.

County Road #1 re-alignment was also discussed. Mr. DeVillers, along with Mr. Faber, met with the Willprecht's yesterday. They were not willing to lose as much cropland as the engineering plans allowed, so the plans were reworked and less acreage will be needed for easements. Once the easements are complete, contact will be made with the Willprecht's to sign them so the project will move forward. With the change in plans, the fencing allotment will also be reduced accordingly.

The commissioner discussed the parking lot with Mr. DeVillers. Once the structural engineer has reviewed the retaining wall, plans will be made to extend the current parking lot approximately one parking space to the south, so bids can be asked for early next year to pave the parking lot next summer.

The crack sealing will continue until the company runs out of material – they are working on County Road #4 right now.

Mr. DeVillers also stated that the board should consider a guard rail, chevrons and/or reduced speed limit signs through the gulch. There is a 2000 feet drop-off in that area.

The hearing on appraisals of property forfeited to the county for delinquent taxes was opened at 10:30 p.m. LaJuana Hayen, Tax Director; and Mary Saunders, Cayuga City Mayor, arrived at the meeting for the hearing. Ms. Saunders stated that she believes the current minimum sales price of \$2,600 is too high for the listed property in Cayuga. The house has little to no roof and there are holes in the floor and walls. The house should be torn down. The garage on the property is in better condition. Motion to reduce the minimum sales price on Parcel #30-9168000 from \$2,600 to \$1,100. (Ruch/Bopp) Upon roll call vote, motion carried unanimously.

Upon looking at the other listed properties' minimum sales prices, it was determined that they all should be reduced other than the agriculture land. Motion to reduce all listed properties, other than the agricultural parcel, to the amount of taxes rounded up. (Ruch/Bopp) Upon roll call vote, motion carried unanimously. The public auction for sale of all properties forfeited to Sargent County for non-payment of taxes is scheduled to be held on Tuesday, November 15, 2022, in the Commissioner's Room, beginning at 10:00 a.m. The list of property to be sold will be posted at the front door of the Courthouse.

Brian Tayer, Sargent County Ambulance-Milnor Squad, provided his quarterly report through technology. He stated that Trent Mahler, Sargent County Ambulance-Forman Squad, was ill & would not be attending the meeting. Mr. Tayer stated that the two ambulance squads together have completed 205 runs in 2022 – 115 for Milnor & 90 for Forman. The Milnor Squad has received their new ambulance and have delivered their old ambulance to the Gwinner First Responders for their use. The Milnor Squad also purchased some items for the old ambulance, so if Milnor would ever need to use it for something, it would be fully prepared. Mr. Tayer asked about the reimbursement for the old ambulance given to the Gwinner First Responders, as it was the understanding that the county would reimburse Milnor's Squad the approximate cost of a trade-in value, which came to \$65,000. Old minutes will have to be researched to determine the reimbursement. The commission inquired about the status of the Forman Squad's Medicare Verification. It still isn't complete, so the commission would like Mr. Mahler to come in to the next meeting to update them on the process and determine a payback plan for the funds borrowed for their last ambulance purchase.

Meeting adjourned at 11:33 a.m.

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JASON ARTH– CHAIRMAN

ATTEST:

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PAM MALONEY – COUNTY AUDITOR