

Forman, North Dakota
November 17, 2020

The Sargent County Board of Commissioners met at 8:00 a.m. with a ND DOT Team in the Conference Room with the following members present: Bill Anderson, Jason Arth, Lyle Bopp, Richard Ruch, and Jerry Waswick. Also present was Pam Maloney, County Auditor. Present through technology were Paul Benning, Kent Leben & Bryon Fuchs, ND DOT; & Damon DeVillers, Interstate Engineering. This meeting took place virtually, as the meeting is usually held at the NDACO conference in October which was held virtually this year due to the coronavirus.

Those present reviewed the Federal Aid Program Sheet with scheduled projects and the money available through our federal account at this time.

Merrill Engquist, Road Supervisor; & Tim Faber, Road Supervisor-in-Training; arrived at the meeting at 8:12 a.m.

The ND DOT team explained that the county can borrow four years in advance for projects. Sargent County had borrowed ahead on their last project, therefore their account is still in the negative \$107,954, and receive \$218,521 each year.

The group also stated that the proper process for engineering contracts for federal aid projects has changed, so we should contact them if we need any help.

Chairman Waswick called the regular county commission meeting to order at 8:25 a.m. Attending virtually were Jayne Pfau, State's Attorney & Mary Engst, Sargent County Teller.

The Pledge of Allegiance was recited by those present.

Mark Breker, Commissioner-Elect, arrived at the meeting at 8:30 a.m.

Motion to approve the November 4 2020, minutes as corrected. (Bopp/Arth) Motion carried unanimously.

The auditor has contacted Computer Express in Oakes regarding updating video-conferencing equipment. It sounds like the Polycom telephones that the county is currently using might be outdated & not able to be expandable for more microphones to be added. The contact from Computer Express is doing more research & the auditor will check with Minn-kota Communications where the last phones were purchased for more information and/or a price quote from them.

Jayne Pfau, State's Attorney, reported that the easement for the County Road #1 drainage project has been completed & will be sent out.

Commissioner Anderson, at this time, congratulated Jason Arth and Mark Breker on their success in the recent election; thanked his fellow commissioners, both past and present, for everything they have done during his tenure as commissioner; and, offered his assistance to his successors in the future, if needed.

Discussion was held regarding reimbursing CARES act funding to the cities with police contracts. After looking at the figures provided by the auditor, motion was made to reimburse those cities with police contracts, the following amounts: Milnor - \$11,000; Forman - \$2700; & Gwinner - \$20,400; and to allocate \$1,500 each to Cayuga, Cogswell, Havana and Rutland. (Arth, Bopp) Upon roll call vote, motion carried unanimously.

Wendy Willprecht, Emergency Manager, arrived at the meeting. She stated that Dickey Rural Networks was at the courthouse today to finish up the security project.

Ms. Willprecht had also contacted the Tewaukon National Wildlife Refuge regarding fire control on federal lands. There had been a Memorandum of Agreement between the refuge and the Rutland-Cayuga Fire Department, but it had expired in 2013. She had drawn up a new one with an expiration date of 2023. The commission suggested that the time frame be discussed with the refuge and the fire department, so the MOA would not have to be filled out as often.

The commission also discussed advertising costs with Ms. Willprecht. Ms. Willprecht stated that in the future, she will only place the required ads in the Sargent County Teller. The "suggested" ads, she will place in the Scoop and on the county website.

The commission reviewed the Federal Highway Administration Federal Lands Highway Agreement Modification #001. The deadline for the FLAP projects has been extended to November 5, 2023 – this project had been scheduled for 2021. Motion to approve Modification #001 and for the auditor to execute the agreement and return the form to the appropriate agency. (Anderson/Bopp) Upon roll call vote, motion carried unanimously.

Wendy Willprecht, Emergency Manager; & Alison Toepke, Treasurer/Recorder/Clerk of Court; arrived at the meeting. Brenda Peterson, Health Unit Administrator; was present via technology. Ms. Willprecht stated that all extra-curricular activities are suspended until December 14th per the governor's order. In-school instruction is still taking place.

Ms. Toepke stated that most of the court appearances will be held via Zoom, but there will also be in-person appearances.

Ms. Peterson reported that we have forty three active cases in Sargent County. This is down from our county high of fifty two cases last week. She also stated that vaccines are looking promising, but that healthcare workers will be the first to receive them.

Discussion was held regarding restricting public access to the courthouse at this time. Motion to restrict public access to the courthouse until December 14 per the governor's order or longer if extended by the commission, unless the person or persons requesting access make an appointment, in which case, the department representative will meet them at the west elevator entrance, ask the screening questions, escort the individual to their office & escort them out when the business is complete. (Anderson/Bopp) Upon roll call vote, motion carried unanimously.

Commissioner Anderson thanked the department heads & employees for their compliance & professionalism during this trying year.

The commission discussed coroner calls with Coroner Brenda Peterson at this time. There had recently been two calls where both Ms. Peterson and Assistant Coroner, Vanessa Bayger, responded. The commissioners questioned the necessity of both responding. Ms. Peterson explained that it would take her twice as long if the assistant wasn't present & some calls do need two people. The commissioners agreed & will leave it up to the coroner's discretion.

Lynn Flieth, RSR Human Service Zone Director; & Kristen Hasbargen, ND Director of Zone Operations; arrived at the meeting to present the RSR Human Service Zone Plan which needs approval from all three counties within the RSR Zone. Motion to approve and accept the RSR Human Service Zone Plan as presented. (Bopp/Arth) Upon roll call vote, motion carried unanimously.

Damon DeVillers, Interstate Engineering, arrived at the meeting. He brought plans for the parking lot expansion to be completed next year. He will work on getting quotes and bids through December and January with work to commence in the spring.

Mr. DeVillers also asked about the Jensen Slough Safety Project on County Road #3 in Rutland Township, east of ND Highway #32. The commission agreed that it should be a rebuild/reconstruction project rather than just a signing project.

Mr. DeVillers provided maps of the current bridges in the county and also the Federal Aid Projects currently on the Federal Aid Program Sheet. He suggested maybe needing to reprioritize projects or scale back projects. He also provided estimates for repairs to County Road #1 from ND State Highway #32 to County Road #10.

Jason Arth left the meeting at 12:00 p.m.

Merrill Engquist, Road Supervisor; & Tim Faber, Road Supervisor in Training; arrived at the meeting. Mr. Engquist provided maps of the repairs done to those bridges with Critical Alert Codes and will submit the reports to the auditor's office this afternoon.

Motion to approve Application for Drainage Work Within County Road Right-of-Way for Cole Vculek to move an approach 200' to south in front of new house – 12" culvert in old approach – along east side of Section 17-132-58 in Denver Township. (Arth/Anderson) Upon roll call vote, motion carried unanimously.

Mr. Engquist reported that the box culvert in Taylor Township is 100% complete & provided pictures to the board. There are several other culvert replacements being done throughout the county, as well.

Mr. Engquist brought three more Applications for Drainage Work Within County Road Right-of-Way. 1) Bruce Speich – to clean sand out of county ditch in Section 14-131-53 in Herman Township; 2) Jim Lyons – to clean out sand out of ditch in Section 11-130-53 in Kingston Township; and 3) Rough Rider Crane, LLC – to install a driveway along the east side of Section 33, 132-58 in Denver Township. Motion to approve the applications contingent on the applications getting corrected to appropriate ownership is reflected. (Anderson/Ruch) Upon roll call vote, motion carried unanimously.

Mr. Engquist also provided information regarding issues with Weber Township flooding as the water shed path coming out of South Dakota has changed. This is resulting in a farmsite being flooded during high water events.

Bobcat trade-in, bidding on a pickup from Dakota Valley Electric, and motor grader specs/bidding were also discussed.

Approve November payroll in the sum of \$236,835.51 (Nos.18460-18525 & 81195-81206) and the following bills: (Anderson/Bopp). Upon roll call vote, motion carried unanimously.

81064-81072		Health Unit Expenses	3,464.25
81073		Human Service Expense	586.32
81075-81078		Human Service Expense	3,406.40
81080	Forman City	Water/Sewer/Garbage	194.07
81081	Ottertail Power	Electricity	1,248.82
81082	Ransom County	VSO Salary/Benefits	731.18
81084-81091		Health Unit Expenses	2,102.52
81092-81100		Weed Board Expense	909.86
81101	Alcohol Monitoring Solutions	Monitoring/Rental Fees	105.20
81102	Applied Concepts, Inc.	Sheriff Radio Repair	365.00
81103	Aramark	Cleaning Services	348.11
81104	Avid Hawk, LLC	Website Services	45.00
81105	B & K Electric, Inc.	Building Maintenance	100.00
81106	California Professional Mfg., Inc.	Coroner Disaster Pouch	27.19
81107	Cenex Fleet Card	Coroner Travel	45.30
81108	Central Grocery	Election Supplies	102.67
81109	Counties Providing Technology	Computer Support	1,255.58
81110	CHS	Employee Travel	468.40
81112	Dakota Water Solutions	Water Jugs	49.00
81113	Dell	Computer Software	265.24
81114	Dickey Rural Telephone	Phone Services	1,115.24
81115	DS Solutions	Election Supplies	200.00
81116	Eide	Sheriff Vehicle Battery	298.70
81117	Forman Drug	Auditor/Election Office Supplies	130.37
81118	Forman Lumber & Fireworks	Building Maintenance	340.80
81119	Galls	Sheriff Supplies	518.06
81120	Gallagher	Job Evaluation	400.00
81121	Gordy's Grill & Fill	Sheriff Vehicle Car Wash	12.00
81122	Graham	County Car Tires	540.00
81124	Gwinner One Stop	Sheriff Travel	409.57
81125	Halmrast, Sharon	Election Supplies	28.13
81126	Hanson/Trace	Canvass Board Travel	1.15
81127	House of Glass, Inc.	Automatic Door Repairs	2,910.59
81128	HP Inc.	HR Equipment/Hardware	2,409.20
81129	Information Technology	WAN Access/Netmotion	727.70
81130	J & M Printing	Treas/Sheriff Office Supplies	305.08
81131	Maloney, Pam	Election Supplies/Travel	42.20
81132	Mehrer, Hilary	Canvass Board Travel	11.50
81133	Min-Kota Communications, Inc.	Phone System Updates	660.93
81134	ND Ass'n of Counties	Conference Registration	500.00
81135	ND Newspaper Association	Publishing Fees	126.72
81136	NRG Tech Services	Treasurer Lap Top	1,659.96
81137	Office of Attorney General	Scram 24/7	285.00
81138	PharmChem	Sweat Patch Analysis	85.65
81139	Presort Plus	Treasure Printing/Postage	1869.79
81140	Quill	CH Election/Office Supplies	811.33
81141	Richland County Corrections	Prisoner Board	1770.00
81142	Ruch, Richard	Commissioner Travel	745.33
81143	Sargent County Fair Board	Appropriation Balance	9,250.00

81144	Sargent County Teller	Publishing Fees	2,173.14
81145	Seachange	Election Supplies	111.48
81146	Sidwell	Tax Dept. GIS Software	885.50
81148	Sundquist, Colleen	Election Board Travel	6.90
81149	Teals Market	Election Board Lunch	40.99
81150	Toepke, Alison	Computer Monitors	311.48
81151	Tyler Technologies, Inc.	DocPro Module Support	3,498.25
81152	Underground Vaults & Storage, Inc.	Lease Rental	200.00
81153	Universal Services	Printer Toner	918.90
81154	Verizon	Sheriff Mi-Fi Cards	200.05
81155	The Village	Yearly Contract	1,500.00
81156	Walock-Johnson	Dump Truck Insurance	1,085.00
81157	Waswick, Jerry	Commissioner Travel	149.50
81158	Wild Rice Conservation District	Extension Rent	500.00
81159	Wold, Jon	Sheriff Travel	1,078.26
81160	A W Diesel	Road Equipment Repairs	79.38
81161	Bernard Mahrer Construction	Gravel & Hauling-Cty Rd #3 & #5	30,120.61 81162
	Boyer Trucks	International 7600 Truck	30,045.00
81163	Butler Machinery	Cat Equipment Repair	710.10
81164	Enderson Construction	Culvert Project Taylor Township Gravel & Hauling-Cty Rd #1, #2, #3, 4-A #7, #12, Cty Shop	51,830.93
81165	Faber, Tim	Road Travel	50.00
81166	Forman Lumber & Fireworks	Equipment Repair	150.17
81167	Forterra	Taylor Twp Box Culvert	69,800.00
81168	Halmrast, Cole	Road Travel	29.12
81169	Hofer, Reuben	Donkey Brackets	400.00
81170	John Deere Financial	JD Tractor Repair	500.00
81171	Rutland Oil Company	Road Fuel	3,120.00
81172	SouthSide Automotive	Repairs/Tires	255.48
81173	Sundale Truck & Excavation	Box Culvert Crane Work	3,910.00
81174	True North Steel	Culverts	194.00
81175	Visto's Car Quest	Repair Parts	496.93
81176	Welton's Tire	Blade Tires	4,142.12
81177	Zep Sales & Services	Road Supplies	394.81
81178	Dickey Rural Networks	911 Contract	231.00
81179	Forman Drug	Extension Office Supplies	16.73
81180	Klapperich, Cindy	Ext-Dues/Postage/Travel/Supplies	286.99
81181	ND Ass'n of Counties	911 Fees	474.40
81182	NDSU Extension	Ext-Enclosures/Business Cards	94.32
81183	NDSU Ext. Service	Ext Salaries-Klapperich & Seykora	8,352.03
81184	Sargent County Treasurer	Ext-Postage	38.30

Meeting adjourned at 12:55 p.m.

JERRY WASWICK – CHAIRMAN

ATTEST:

PAM MALONEY – COUNTY AUDITOR