

Forman, North Dakota
November 21, 2023

The Sargent County Board of Commissioners met at 8:00 with the following members present: Wade Anderson, Jason Arth, Lyle Bopp, Mark Breker, and Scott Johnson. Also present was 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. (Bopp/Anderson) Motion carried.

Brian Tayer, Milnor Ambulance Squad Coordinator, was at the meeting to give his quarterly report. Wendy Willprecht, Emergency Manager/911 Coordinator, was in attendance also. He stated that there have been 134 runs through October – 107 that he was called out and 60 that Peter Christiansen was called out. Donations to date are \$1,100. There is \$17,820.08 in the checking account and patient revenue is at \$75,945.02. He has received grants in the amount of \$19,939.93. He has provided many first aid and CPR classes to interested parties. Discussion was held on the county taking over the ambulance squad finances. A meeting will be held December 11 at 9 am with the three EMS squads, Wendy Willprecht, the Auditor and Chairman Breker to discuss the logistics of the project.

Ms. Willprecht then presented the board with three quotes for the Multi-Hazard Mitigation Plan Consultant. Our current plan expires in February 2026 and the update process needs to begin soon. Motion to accept the quote from KLJ in the amount of \$47,208 with Sargent County responsible for 25% cost share and to authorize the chairman to sign the participation letter. (Arth/Anderson) Upon roll call vote, motion carried unanimously.

Jayne Pfau, State's Attorney, arrived at the meeting at 8:50 a.m.

Further discussion was held regarding the Regional Livestock Development and Planning Grant Resolution. Motion to approve the following resolution and authorize the chairman and auditor to sign. (Anderson/Arth) Upon roll call vote: Yes – Anderson, Arth, Bopp, Breker and Johnson. No – none. Motion carried.

**RESOLUTION APPROVING AGREEMENT WITH THE COUNTY OF SARGENT AND LAKE
AGASSIZ REGIONAL COUNCIL FOR PURPOSE OF REGIONAL LIVESTOCK PLANNING
GRANT ACCEPTANCE**

WHEREAS the County of Sargent on behalf of its County Commission desires to enter into Agreement with the Lake Agassiz Regional Council to apply for a Regional Livestock Planning Grant which the County is eligible. The Agreement further provides the County with identification of suitable locations for rural economic development, including animal feeding operations, agricultural processing and storage facilities and other agriculture related development.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Sargent, North Dakota as follows:

1. Following completion of the site analysis process the county will review county and township zoning and land use regulations. The county may update any zoning or land use regulations based on recommendations of site analysis process. Additionally, county will provide information to townships of said county so they may review and update zoning and land use regulations as they see fit.
2. That Mark Breker, the Chair of the County of Sargent, and Pam Maloney, the County Board Clerk, are authorized to sign the Agreement.

Passed and Adopted by the Council on this 21st day of November, 2023.

Bryce Carlson, Sargent County JDA; Sara Planteen and Britney Butler; arrived at the meeting. Mr. Carlson explained that they are running into some roadblocks with the Career Builders Program through the Bank of North Dakota. Some of the requirements are that the schools that the participants attend are within the boundaries of North Dakota, but some of the careers that participants have chosen don't have the required programs at colleges in North Dakota. They would like to create a new program, which would still be divided between three entities, but instead of the Bank of North Dakota, the individual seeking education would be responsible for the final one-third. Motion to move forward with the Sargent County Job Development Authority Workforce Program to include out-of-state tuition for participants. (Anderson/Arth) Upon roll call vote, motion carried unanimously.

The Annual Tax Sale was conducted at 10:00 a.m. Properties were auctioned individually and sold to the highest qualified bidder thereon. Mary Saunders, Brock & Johanna Martinson, Frank Lewandowski, and Travis Bergh were in attendance. Motion to approve County Deeds for the following sale: Lots 5-6, Block 8, Original Townsite, Havana City for \$1500 to Havana City; W 211 1/3' of Outlot C, Auditor's Plat, Havana City to Travis Bergh, Havana ND; and Lots 16-17-18, Block 1, Devlin's 1st Addition, Cayuga City to Brock & Johanna Martinson of St. Paul, MN. (Johnson/Anderson) Upon roll call vote, motion carried unanimously.

The commissioners moved up to the conference room for a non-agenda employee meeting. Several employees were present. Some items discussed were the parking lot, security measures, courthouse improvements/maintenance, county cars and cell phone policy.

Motion to approve the November 7, 2023 minutes. (Johnson/Anderson) Motion carried.

Tim Faber, Road Supervisor, arrived at the meeting. Commissioner Johnson, Mr. Faber had toured the county road with Interstate Engineering staff and decided on five projects to apply for Flex Funding through the ND DOT.

Other business discussed was: culvert replacement on County Road #14 just south of Immanuel Lutheran Church in Hall Township; and possible purchase of a road reclaimer for \$14,000.

The board recessed at 12:02 for lunch.

The board reconvened at 1:02.

Motion for the chairman to execute the lease agreement with the Wild Rice Soil Conservation District for the facilities used by NDSU Extension's office space at a cost of \$550/month. (Arth/Johnson) Upon roll call vote, motion carried unanimously.

Luke Siemieniewski and Wendy Willprecht, representing the Sargent County Water Resource Board, arrived at the meeting. Discussion was held regarding a bridge in Hall Township on Drain #7 that should be removed, as it is in dangerous condition. They would like to remove the bridge and build a field access road between Sections 18 & 19 in Hall Township. This will need to be discussed with Hall Township and an estimate on cost will need to be received before moving forward.

Further discussion was held regarding the embankment that was removed on Drain #12 several years ago that is causing issues with the landowners in that area. There is a contractor there now cleaning the drain, so it would work for him to work on building the embankment back up while he's there so as to forgo any mobilization fees. As the water resource board owes the county for hauling clay for another project, the county will forgive the fee, if the water board incurs the cost for the Drain #12 embankment.

Commissioner Bopp left at 1:57 p.m.

Travis Paeper, Sheriff; and Alison Toepke, Treasurer/Recorder/Clerk of Court, arrived at the meeting. Ms. Toepke updated the commission on the court facility grant application status. Sheriff Paeper provided information from the market survey for his deputies. As one of his deputies has been with the department for several years, the results for the client benchmarks reflect that longevity. According to information provided, the two newest deputies are below the market figures. Motion to approve the reclassification/grade increase of the deputy sheriff position from Grade B25 to Grade C43, retroactive to November 1, 2023, using ARPA/Tribal Funds. (Johnson/Arth) Roll Call Vote: Yes – Arth, Breker & Johnson. No – Anderson. Absent – Bopp. Motion carried.

Sheriff Paeper also discussed the Back the Blue Grant recently received for his department. He will be using the funds for retention bonuses for current licensed officers and a recruitment bonus for a new officer. Motion to authorizes the Sheriff to expend the Back the Blue Grant Funds approved in House Bill 1307 which was passed by the 2023 Legislature, per the categories outlined as follows: Funding may be used for providing hiring and retention bonuses to new and current law enforcement and correctional officers and providing tuition and fee payments on behalf of law enforcement trainees. (Arth/Anderson) Upon roll call vote, motion carried unanimously.

Discussion was held on a bill received for a cell phone reimbursement. The commission will approve the plan reimbursement at this time and will reconsider the phone reimbursement when additional information is received.

Approve November payroll in the sum of \$261,365.87 and the following bills. (Johnson/Anderson) Upon roll call vote, motion carried unanimously.

86052		JDA Expenses	2,283.82
86061-86069		Health Unit Expenses	24,587.32
86071	Forman City	Water/Sewer/Garbage	216.63
86072	Ottertail Power Co.	Electricity	1,256.39
86073	Ransom County	VSO Salary/Benefits	2,514.64
86.76	Wex Health Fees	Administrative Fee	7.00
86077-86082		Weed Control Expenses	594.29
86090-86099		Health Unit Expenses	24,988.18
86100	A W Diesel	Various Repairs/LED Lights/Hyd Hose	12,394.34
86101	Bernard Mahrer Construction	CR#1/5/7/14/Yard Crushed Gravel	3,516.57
86102	Braaten, Marshall	Hall Township Culverts Removal	7,600.00
86103	Butler Machinery	CAT Service Repairs	1,600.98
86104	DOT/Fed Hwy Admin.	FLAP Bridge Cost-Share	10,969.74
86105	Ekstrom Repair	Oxm Oxygen	38.95
86106	Faber, Tim	Road Travel	836.59
86107	Gordy's Grill & Fill	Air Freshener/Toilet Paper	111.92
86108	Hansen Lumber	Battery Carrier	15.97
86109	IBBG Lawncare	Road Shop Mowing	50.00
86110	Interstate Engineering	Engineering Services	26,767.46
86111	Jacobson Plumbing	Road Shop Trench Floor Drain	20,282.00
86112	Kustom Machine	Brackets	1,380.48
86113	Lee's Service Station	Batteries/Gasoline	515.90
86114	Little Falls Machine	Snow Plow Repairs	3,536.53
86115	Machine Design	2- 30" x 24" Bands	370.66
86116	NAPA Auto	Tools/Supplies	681.82
86117	Plunkett's Pest Control	Pest Control Shop	66.77
86118	Rutland Oil Co.	Shop Fuel/Gasoline/Antifreeze/Oil	6,786.50
86119	Sheraton Sioux Falls	Road Travel	238.00
86120	Southside Auto	Road Equipment Repairs	1,978.69
86121	Visto's Carquest	Shop Repairs/Supplies	591.59

86122	Central Business Systems	Ext-Copier/Contract/Internal Finisher	2,458.99
86123	Computer Express	Ext-Cat 5 Cables	24.98
86124	Dickey Rural Networks	911 Trunks Rental	231.00
86125	Johnson, Ryan	HCPF Travel	130.61
86126	ND Ass'n of Counties	911 Contract	583.20
86127	NDAAEA	Ext-2024 Dues Ag Agent	75.00
86128	NDSU	Ext-Farm Record Books	40.00
86129	Sargent County Treasurer	Ext-October Postage	39.36
86130	Seykora, Melissa	Ext-ANR Agent Travel & Meals	584.48
86131	Visa	Ext-Lodging & Supplies	393.35
86132	American Solutions	MICR Toner Cartridge	188.19
86133	AMS, Inc	GPS Rental October 2023	100.00
86134	Anderson, Wade	Commissioner Travel	56.06
86135	Aramark	Cleaning Services	379.62
86136	Arth, Jason	Commissioner Travel	598.67
86137	Avid Hawk	Website Services	45.00
86139	Bryant, Richard	Radar Unit/Sheriff Gas	347.05
86140	Buckhouse, Scott	Courthouse Fall Lawn Spraying	225.00
86141	Cenex Fleet Card	Auditor NDACo Travel	50.43
86142	Code 4 Service	Installed Tracers	117.60
86143	Computer Express	Tech Support Nov 2023	1,500.00
86144	Counties Providing Tech	Tech Support	2,510.00
86145	Dakota Plains	Auditor/Treasurer/Sheriff/Tax/Health Travel/CH Gas/Road Fuel & Gas	6,349.81
86146	Dakota Water Solutions	5 Gal Water Jugs	32.00
86147	Denault, Michelle	HR Conference Travel	466.36
86148	Dickey Rural Networks	Telephone Services	980.17
86149	Expressway Suites-Bismarck	Commissioner/Road/HR Travel	770.40
86150	Forman Lumber	Custodian Supplies	31.09
86151	G&R Controls	Repair Boilers 1 & 2	6,809.75
86152	Gwinner One-Stop	Sheriff Travel	692.28
86153	Hayen, LaJuana	Tax Director Travel	225.00
86154	Information Tech. Dept.	WAN/Office/VPN/Acrobat/Sheriff VPN/Net motion	1,238.35
86155	Innovative Office Solutions	Auditor/Tax Director Office Supplies & Custodian Supplies	362.49
86156	Johnson, Bryan	Uffda Days Parade Candy	17.50
86157	Johnson, Heidi	Travel/Cellphone Reimbursement	674.02
86158	Kiesler Police Supply	Glock 17 9mm	429.00
86159	Lexis Nexis	ND Century Code '23	81.60

86160	Loffler	Sheriff Copier Overage	20.52
86161	Maloney, Pam	Auditor Travel	22.27
86162	ND Ass'n of Counties	NDACo Conf. Fees/ILG Classes	3,235.00
86163	NDACo Resources Group	Datto Backup/Smart Zone Nov/Dec	1,011.42
86164	Nelson Auto	2023 Durango	39,561.00
86165	Office of Attorney General	SCRAM 24/7 Monitor	625.00
86166	Office of State Auditor	Audit Fees	8,200.00
86167	Paeper, Travis	Parade Candy/Title & Registration	80.00
86168	Pfau, Jayne	Acrobat Pro/GoToMtg Aug-Oct/ Cellphone Reimbursement	291.96
86169	PharmChem	Sweat Patch Analysis	159.75
86170	Pitney Bowes	Postage Meter Lease	150.00
86172	Ramada	Tax Director Travel	425.00
86173	Record Keepers	Shredding Service	42.50
86174	Richland County Corrections	Prisoner Board	5,865.00
86175	SC Fair Ass'n	2023 25% Appropriation	10,186.40
86176	Schilling, Wyatt	Dues FOP Lodge/Halloween Candy	65.75
86178	Southside Auto	2021 Ford Oil change	133.53
86180	The Teller	Publishing Fees	663.12
86181	Underground Vaults	Microfilm Storage	201.60
86182	University of Kansas	Dare Officer Training	550.00
86183	Vanguard Appraisals	Tax-Training	2,480.00
86184	Verizon	Sheriff MiFi Cards	200.05
86185	Walock-Johnson	Auto/Building Liability Insurance	781.00
86186	Weaving, Neil	Custodian Supplies	200.10
86187	Wild Rice Soil	Nov 2023 Ext Rent	500.00
86188	Willprecht, Wendy	Cellphone Reimbursement	600.00
86189	Wold, Jon	Dues FOP Lodge	40.00

Motion to accept Michelle Denault's resignation as Human Resources Director. (Arth/Anderson)

Approve beer and liquor licenses for 2024 to: Olivia and Austin Stenvold, CDPB, LLC, Tewaukon Township, rural Havana. (Anderson/Johnson) Upon roll call vote, motion carried unanimously.

Commissioner Johnson reported that Vicki Berreth, Assistant Coroner, has resigned. Once the official resignation letter is received, an ad will be placed for a replacement.

Commissioner Anderson gave a brief report on the State Fair Conference he had attended.

Motion to pay for the employee & guest meals at the holiday party (date & time to be determined) out of Cares Act Funds. (Arth/Johnson) Upon roll call vote, motion carried unanimously.

Meeting adjourned at 2:19 p.m.

ATTEST:

PAM MALONEY – COUNTY AUDITOR