

The Sargent County Board of Commissioners met at 9:00 a.m. 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. Mary Engst, Sargent County Teller, was present through technology.

Chairman Breker called the meeting to order.

The Pledge of Allegiance was recited.

Motion to approve the agenda as amended. (Arth/Johnson). Motion carried unanimously.

Motion to approve December 6, 2022 meeting minutes as presented. (Bopp/Anderson). Motion carried unanimously.

Motion to accept Bryton Ciesynski's resignation as road equipment operator. (Arth/Johnson) Upon roll call vote, motion carried unanimously.

Motion to approve a Raffle Permit to Cogswell Gun Club for a raffle to be held February 11, 2023 at Kraft Slough, rural Cogswell. (Arth/Anderson) Upon roll call vote, motion carried unanimously.

Approve amending 2022 budgets as follows: (Johnson/Arth) Upon roll call vote, motion carried unanimously.

COUNTY COMMISSION	\$ 84,478.00	TO	\$ 86,090.70
CORONER	\$ 8,020.00	TO	\$ 8,045.91
ADVERTISING	\$ 11,666.00	TO	\$ 11,867.95
INSURANCE RESERVE	\$ 102,024.00	TO	\$ 111,004.33
COMP MED INSURANCE	\$ 316,087.00	TO	\$ 339,205.70
AUTOMATION & TECHNOLOGY	\$ 202,090.00	TO	\$ 268,035.59
ROAD	\$1,637,723.00	TO	\$2,553,834.08
VETERAN'S SERVICE OFFICER	\$ 19,000.00	TO	\$ 28,751.15
HEALTH DEPARTMENT GRANTS	\$ 219,798.00	TO	\$ 238,965.06
911	\$ 113,490.00	TO	\$ 143,474.25
DOCUMENT PRESERVATION	\$ 2,200.00	TO	\$ 2,465.76
ARPA FUNDS	\$ 00.00	TO	\$ 394,258.22
TRI COUNTY DRAIN #1	\$ 33,584.00	TO	\$ 34,114.77
DRAIN #9 EXTENSION	\$ 00.00	TO	\$ 236.50
DRAIN #11	\$2,529,000.00	TO	\$2,916,079.61
DRAIN #11 I&S	\$ 00.00	TO	\$1,506,515.00
WATER CHANNEL IMPROVEMENT #1	\$ 202,198.00	TO	\$ 294,433.70
WATER CHANNEL IMP #1 SINKING	\$ 111,325.00	TO	\$ 116,530.00
RICHLAND/SARGENT DRAIN #1	\$ 101,029.00	TO	\$ 101,155.40
JACKSON IMPROVEMENT DIST #1	\$ 193,261.00	TO	\$ 202,117.25
GARRISON DIVERSION CONS	\$ 40,000.00	TO	\$ 41,839.97
SOIL CONS. SERVICE	\$ 30,000.00	TO	\$ 31,611.64
CROOKED CREEK WATERSHED STUDY	\$ 00.00	TO	\$ 180,037.57

Approve transfer among the following 2022 budget funds: (Bopp/Anderson) Upon roll call vote, motion carried unanimously.

From Federal Aid Road to Road	\$ 600,000.00
From General to Courthouse Building Improvement	\$ 25,000.00
From Recorder's Document Preservation to General	\$ 6,500.00
From General to Fairground Improvement	\$ 1,073.56
From General to Veteran's Service Officer	\$ 11,500.00
From Human Services to General	\$ 1.15
From Go Bonds (I&S) to General	\$.36

The auditor had received notification that there is a recall on the 2013 & 2016 county fleet vehicles. The road department will handle the scheduling and the recall appointment.

Motion to appoint Michael Mahrer, Rutland as the "Small Cities" representative upon the recommendation of those small cities. (Arth/Anderson) Upon roll call vote, motion carried unanimously.

Motion to adopt the following snow emergency declaration: (Arth/Johnson) Roll Call Vote: Yes – Anderson, Arth, Bopp, Breker, and Johnson. No – None. Motion carried.

**SARGENT COUNTY NORTH DAKOTA
DECEMBER 20TH, 2022 SNOW EMERGENCY DECLARATION**

WHEREAS: repeated snowfalls and multiple blizzards have occurred in Sargent County, imposing heavy burdens on farmers; ranchers; private businesses; individual homeowners; Townships; Cities and County road departments due to the amount of snow and the constant wind which plugs roads; and,

WHEREAS: The County Road Department; Townships; and Cities in Sargent County have expended most, in some cases all, of their funds budgeted for snow removal, and some Townships have now had to close all but the most essential roads due to lack of manpower and funding. Critical roads such as emergency routes, school bus routes etc. must be run several times most days; and

WHEREAS: The attempt to maintain access to these critical routes; farmyards; businesses; and, residences; has caused an inordinate amount of wear, tear and inadvertent damage to Township, City and County road equipment; has required an inordinate increase in the amount of fuel consumed, wages paid and overtime required; and, has also caused significant damage to collateral infrastructure such as school busses; and,

WHEREAS: The excessive cost of snow removal has generated unexpected contractor fees, equipment costs and employees' overtime, further depleting budgets.

NOW, THEREFORE, BE IT RESOLVED, The SARGENT COUNTY Commission declared that a State of Emergency exists in SARGENT County, its SARGENT County Emergency Operations Plan, its procedures and attachments to monitor the ongoing situation, mitigate where possible; and to provide protection to the citizens of SARGENT County during this ongoing event.

BE IT FURTHER RESOLVED, all local government agencies and departments are directed to provide protection to the citizens of SARGENT County during this event and limit, where possible, the hardships and impact of said emergency on the citizens and residents of Sargent County.

Calls were made to Steve Voightman, Oakes and to Dakota Valley Electric Co-op in Milnor, regarding the tower the county acquired through the tax forfeited property procedure. Mr. Voightman is willing to do some checking to see what the tower is worth and might be interested in purchasing it. Dakota Valley Electric stated that there is electricity in the vicinity, but the tower is not hooked up to electricity and hasn't been for some time. Commissioner Bopp did text Verizon to see if they would be interested in it, but hasn't received a response. Commissioner Johnson will drive by the site to see where the poles are located in the vicinity of the tower.

Motion to move the Weed Board portfolio to Wade Anderson. (Arth/Johnson) Upon roll call vote, motion carried.

Discussion about interested persons attending commission meetings. They may attend the meetings, but should not comment unless they are on the agenda and/or requested by the chairman to speak.

Discussion was held regarding Leave Without Pay for the custodian. Mr. Weaving will be traveling to England this summer and will not have enough vacation to cover his trip. Motion to allow up to two weeks Leave Without Pay. (Bopp/Arth) Upon roll call vote, motion carried unanimously.

Motion to give a full day holiday on December 23 (Christmas Eve Holiday) rather than a half day holiday as the policy allows. (Arth/Johnson) Upon roll call vote, motion carried unanimously.

Travis Paeper, Sheriff, arrived at the meeting.

A Beer and Liquor License Application was received from Jeremy Daggett for Dilly's Bar-N-Grill, Stirum. The application is not completed correctly, and there is not a township authorization or a map of the premises attached. Application was not approved. The Sheriff will contact the applicant and explain what is needed.

Steve Voightman called back into the meeting regarding the tower in Harlem Township. He stated that the tower is worth nothing according to Great Plains Tower in Fargo. It is worth salvage value only.

Tim Faber, Road Supervisor, arrived at the meeting. He would like to purchase an attachment for the motor grader that will take ice off the road. It is an eight foot blade with carbide teeth and will also work on washboards during the summer months. The cost is \$7500. Motion to purchase the Road Rage Motor Grader Attachment at a cost of \$7500. (Johnson/Bopp) Roll Call Vote: Yes – Arth, Bopp, Breker & Johnson. No – Anderson. Motion carried.

Michelle Denault, Human Resource Director, arrived at the meeting.

Commissioner Johnson brought forth revisions to the job descriptions for Road Equipment Operator and Road Equipment Operator III. Revisions/Additions as follows: Road Equipment Operator - Remove - Must possess a commercial driver's license; CDL preferred but not required. Replace with - Valid North Dakota Class B drivers permit with air brakes and Tanker endorsement by the first day of work or enrolled in a certification class and must obtain the North Dakota Class B driver's License with air brakes and tanker endorsement within 12 months of employment; Requires reporting to work within 30 minutes, after hours, on weekends, and on holidays during emergency events or inclement road conditions; Road Equipment Operator III - Remove - Requires a high school diploma or equivalent and a minimum of one year experience operating light, medium, and heavy equipment. Must possess a commercial driver's license with airbrake and tanker endorsement. Must obtain certified training as required. Replace with the following: Valid North Dakota Class A drivers license with air brakes with a cargo tanker endorsement by the first day of work; Two years of relevant experience; Requires reporting to work within 30 minutes, after hours, on weekends, and on holidays during emergency events or inclement road conditions; Requires a high school diploma or equivalent; Must obtain certified training as required. Motion to approve the revisions and to approve that current employees are subject to the changes. (Arth/Anderson) Upon roll call vote, motion carried unanimously.

Holiday Day pay for essential workers was briefly discussed, but no policy change was made at this time.

New road department employees need some training on plowing snow. Our county looks better than some, but improvements can be made. Commissioner Anderson will get bus route maps to Mr. Faber for his information and Mr. Faber's number should be shared with all county schools and ambulance personnel. The commissioners advised Mr. Faber to keep all county roads open, but some could be closed temporarily, if necessary.

Some discussion was held with Sheriff Paeper if there was a better way to handle emergency closings of county buildings. Sheriff Paeper and Commissioners Arth and Bopp will discuss it further.

Approve December payroll in the sum of \$234,911.50 and the following bills. (Bopp/Arth) Upon roll call vote, motion carried unanimously.

84542-84556		Health Unit Expenses	5,539.03
84558	Forman City	Garbage/Water/Sewer	191.36
84559	Ottertail Power Company	Electricity	3,808.93
84560	Ransom County	VSO Salary/Benefits	2,520.42
	SE ND County		
84564	Commissioner's Ass'n	SENDCCA Dues	400.00
		2021 Police Car Windshield	
84573	A-Z Body Shop	Deductible	250.00

84574	AMS, Inc.	GPS Rental	100.00
84575	Aramark	Cleaning Services	308.99
84576	Arth, Jason	Canvas Board/Cell Reimbursement	518.75
84577	Avid Hawk, LLC	Website Services	45.00
84578	Bjork, Valerie	Election Travel	7.50
84579	Bopp, Lyle	Cell Reimbursement/Mileage	561.25
84580	Breker, Mark	Commissioner Travel	918.95
84581	Bryant, Rick	Cell Reimbursement/Training	635.00
84582	Cenex Fleet	Sheriff Travel	35.46
84583	Code 4	Sheriff Radio Repairs/Equipment	17,072.04
84584	Cole Papers, Inc.	Tax Statement Paper	302.75
84585	Computer Express	Asure ID/Laptop & Accessories	4,289.00
84586	Counties Providing Tech.	Tech Support	2,510.00
84587	Dacotah Paper Co.	Copier Paper	569.40
84588	Dakota Mailing	Postage Machine Tape	94.33
84589	Dakota Plains	Sheriff/Health Travel	580.61
84590	Dakota Water Solutions	5 Gal Water Jugs	22.50
84591	Dickey Rural Networks	Telephone Services	962.69
84592	Dux, Sara	Canvas Board Per Diem	50.00
84593	Election Systems	Election Supplies	3,713.99
84594	Forman Lumber & Fire	Custodian Supplies	10.67
84595	Gall's	Sheriff Knit Caps w/Titles	76.95
84596	Gordy's Grill & Fill	Sheriff Carwash	216.00
84597	Gwinner One-Stop	Sheriff Gas Purchases	747.54
84598	Hansen Lumber	Election Supplies	21.98
84599	Hanson, Trace	Election Travel	1.25
84600	Hayen, LaJuana	Tax Director Travel	436.25
84601	Information Tech Dept.	Active Directory/Netmotion/VPN	813.30
84602	Innovative Office Solutions	Treasurer/Election/Tax Director/HR Supplies/Treasurer Desks	3,922.59
84603	J&M Printing, Inc.	Treasurer Envelopes	289.05
84604	Johnson, Bryan	Cell Reimbursement/Meals	687.50
84605	Johnson, Heidi	Sheriff Travel	85.00
84606	Johnson, Scott	Commissioner Travel	443.75
84607	Kjor, Norma	Canvas Board Per Diem/Travel	92.50
84608	Loffler	Tax Director/Sheriff Copier Contracts	368.30
84609	Maloney, Pam	W-2's & Envelopes	36.99
84610	Minn-Kota Communications	Handset/SBX Phone	120.26
84611	ND Ass'n of Counties	Treasurer Desk Riser/Desk Mat	338.00
84612	ND State Auditor's Office	2020-2021 Partial Audit Fee	11,000.00

84613	Office of Attorney General	SCRAM 24/7	400.00
84614	Oster, Kevin	Canvas Board Per Diem/Travel	81.25
84615	Paeper, Travis	Cellphone Reimbursement	600.00
84616	Pfau, Jayne	States Attorney Travel	232.50
84617	PharmChem	Sweat Patch Analysis	188.70
84618	Quality Inn	Tax Director Travel	441.00
84619	Richland Co. Corrections	Prisoner Board	275.00
84620	Riverside Building Center	Ivory Rocker Wall Plate	10.74
84621	Ruch, Richard	Cell Reimbursement/Commissioner Mileage	311.25
84622	Schilling, Wyatt	Portable Jump Starter/Cell Reimbursement	342.65
84623	Service Master	Courthouse Carpet Cleaning	565.50
84624	Southside Auto.	Sheriff Cars' Maintenance	474.04
84625	Speich, Kyle	Canvas Board Per Diem/Travel	80.00
84626	Streicher's	Holster/Irritant Holder	179.98
84627	Sundquist, Colleen	Election Travel	2.50
84628	The Sargent County Teller	Publishing Fees	920.88
84629	The Springs Golf Course	2022 Christmas Party	1,569.75
84630	Toepke, Alison	Dell Monitor/Planner/Name Plate	449.04
84631	Underground Vaults & Storage	Microfilm Box Rental	200.00
84632	US Records Midwest, LLC	Survey & Corner Recordation Book	189.00
84633	Vanguard Appraisals, Inc.	PC Import/PhotoVision/Website Pkg	5,700.00
84634	Verizon Wireless	Sheriff MiFi Cards	200.05
84635	Walock-Johnson	Auto Liability Premium	218.00
84636	Weaving, Neil	Building Maintenace Supplies	387.03
84637	Wold, Jon	Cellphone Reimbursement	600.00
84640	Beaver Trucking	Class 13 Gravel	621.30
84641	Bernard Mahrer Construction	Sand	3,362.76
84642	Bobcat of Gwinner	Bobcat Repairs	384.97
84643	Braaten, Marshall	Wild Rice Rock Haul	3,150.00
84644	Central Grocery	Shop Supplies	15.01
84645	Cole's Tree Service	Trim Trees Cty Rd 7	500.00
84646	Crandall Construction	CR#14 Gravel	31,116.76
84647	Dakota Plains	Kerosene	52.94
84648	Enderson Construction	CR#4 & #5 Culvert Installation	3,499.95
84649	Faber, Tim	Road Travel	333.75
84650	Gordy's Grill & Fill	Gasoline & Supplies	475.87
84651	Grotberg Electric	Cord Ends	26.20

84652	Hansen Lumber	Paper Towels/Batteries/QuickLinks	84.60
84653	Little Falls Machine	Mack Truck Repair	638.38
84654	Northern Salt	Road Salt	7,603.44
84655	Plunkett's Pest Control	Pest Control	66.20
84656	RDO Equipment	Cutting Edges	2,019.72
84657	Rutland Oil Co.	Gasoline/Fuel	16,625.82
84658	Rutland Township	Culvert Cost Share	2,195.99
84659	Southside Auto.	Snow Plow Repairs	3,008.24
84660	Titan Machinery	Bolts/Nuts	100.54
84661	Visto's Carquest	Snow Plow/Chevy Repairs	893.25
84662	Dickey Rural Networks	911 Trunks	231.00
84663	Knife River	ARPA-CR#3-4-10-12 Overlay Project	46,167.22
84664	Milnor Fire Dept.	LEPC Meeting Supplies	116.71
84665	ND Ass'n of Counties	911 Fees	1,185.90
84666	NDAAEA	Ext-Dues	75.00
84667	NDSU Dept.	Ext-Table Banner Stands	306.95
84668	Sargent County Treasurer	Ext-Postage	16.74
84669	The Sargent County Teller	LEPC Meeting Ad	21.00
84670	Visa	Ext-Postage/Dues/Supplies/Travel	629.19
84671-84685		Health Unit Expenses	15,181.59

Meeting adjourned at 12:07 p.m.

MARK BREKER – CHAIRMAN

ATTEST:

PAM MALONEY – COUNTY AUDITOR