

Forman, North Dakota
December 5, 2023

The Sargent County Board of Commissioners met at 9:05 a.m. with the following members present: Wade Anderson, Lyle Bopp, Mark Breker, & Scott Johnson. Jason Arth was present through technology. Also present was Pam Maloney, Sargent County Auditor.

Pam Maloney, County Auditor, called the meeting to order to organize for 2024.

The Pledge of Allegiance was recited.

Nominate Scott Johnson for Chairman, term ending on December 2, 2024. (Breker) Motion that nominations cease and to cast a unanimous ballot for Scott Johnson. (Bopp/Anderson) Upon Roll call vote, motion carried unanimously. Commissioner Johnson accepted his election, and assumed control of the meeting as Chairman of the County Commission.

Nominate Wade Anderson for Vice-Chairman, term ending on December 2, 2024. (Breker) Motion that nominations cease and to cast a unanimous ballot for Wade Anderson (Bopp/Breker) Upon roll call vote, motion carried unanimously.

Chairman Johnson made the following portfolio appointments:

1. Highway Department and Highway Building – Scott Johnson
 - State's Attorney
 - Coroner
 - Health Board; Department; & Building
 - Park Board
 - Job Development Authority (needs re-appointment)
 - Tax Director
2. Sheriff's Department – Jason Arth
 - Gwinner Airport
 - Milnor Airport
 - Lake Agassiz Regional Council
 - Planning Commission
 - Park Board
3. Emergency Medical Advisory Board – Mark Breker
 - Forman Ambulance
 - Milnor Ambulance
 - Emergency Manager
 - 911 Coordinator
 - Personnel Board
 - Planning and Zoning Board
 - Job Development Authority (needs re-appointment)
 - Park Board
4. Courthouse Building – Lyle Bopp
 - Custodian
 - Auditor
 - Veteran's Service Officer
 - Treasurer/Recorder/Clerk of Court
 - RSR Zone Board
 - Park Board
 - Human Resources Director
 - Housing Authority
5. Fair Board – Wade Anderson
 - Extension Office
 - Soils Committee
 - Park Board
 - Water Resource Board
 - Weed Control Board

Set regular 2024 monthly meeting dates as the first and third Tuesdays of each month, other than the first meeting in November, which is the Election Day. This meeting will be moved to Friday, July 8. (Bopp/Anderson) Upon roll call vote, motion carried unanimously.

Motion to authorize Auditor to pay utility bills and withholding taxes. (Breker/Anderson) Upon roll call vote, motion carried unanimously.

Motion to authorize the Treasurer to invest county funds. (Anderson/Breker) Upon roll call vote, motion carried unanimously.

Approve agenda as amended. (Anderson/Bopp) Motion carried unanimously.

Approve November 21, 2023 minutes as amended. (Breker/Anderson) Motion carried unanimously.

Alison Toepke, Treasurer/Recorder/Clerk of Court, arrived at the meeting. She provided the commissioner with three different applications for the Court Facilities Improvement Grant. The first application is for a 30" passageway, gray, walkthrough metal detector – cost of 3,863.57 – county share - \$965.89; application #2 is for 8 solid wood pews including delivery and installation – cost of \$25,801.77 – county cost share - \$6,540.44; application #3 is for carpet tile in the courtroom, jury room, judge's chamber & clerk's office – cost of \$16,289.89 – county share - \$4,072.47. Motion to proceed with all three applications for funds. (Bopp/Anderson) Upon roll call vote, motion carried unanimously.

Brenda Peterson & Briana Spellerberg, Sargent County Health Department; and Wendy Willprecht, Emergency Manager/911 Coordinator; arrived at the meeting. Ms. Peterson is requesting some benefits for her temporary contract employees which would be paid for by grants supporting employment and/or fees collected. She is requesting they receive PTO hours earned monthly, amount of hours determined by employee's workweek, and seven holidays. After considerable discussion, it was decided that Ms. Peterson come back to the next meeting with a revised Health Unit Policy regarding temporary employees and also figure out how much a COLA increase would be for those employees.

Ms. Willprecht requested approval for out of state travel to Cleveland, Ohio, for a Public Health, Healthcare and Emergency Management Preparedness Summit. She would be accompanying the health department to this conference. Motion to allow out of state travel to Ms. Willprecht for the Preparedness Summit in Cleveland, Ohio. (Anderson/Breker) Upon roll call vote, motion carried unanimously.

Motion to re-appoint Jessica Peterson of Gwinner, Carol Peterson of Milnor and Bryce Carlson of Rutland, to the Sargent County Job Development Authority. (Breker/Bopp) Upon roll call vote, motion carried unanimously. No other applications were received.

Motion to approve the following voting precincts for the upcoming 2024 elections and to designate Forman City Hall as the 2024 polling location: (Breker/Bopp)

PRECINCT #1: Bowen Township, Brampton Township, Denver Township, Dunbar Township, Forman Township, Hall Township, Harlem Township, Herman Township, Jackson Township, Kingston Township, Milnor Township, Ransom Township, Rutland Township, Sargent Township, Shuman Township, Southwest Township, Taylor Township, Verner Township, Vivian Township, Weber Township, Whitestone Hill Township, Willey Township, Milnor City, Forman City, Cogswell City, Havana City, Rutland City, Cayuga City and Gwinner City
PRECINCT # 2: Marboe Township and Tewaukon Township.

Upon roll call vote, motion carried unanimously. Sargent County will continue "Vote By Mail," with one polling place at Forman City Hall for city elections, the statewide Primary and the statewide General Elections.

Approve beer and liquor license for 2024 to Kate & Paul Mund, The Field dba the Schoolhouse, Hall Township, DeLamere. (Anderson/Bopp) Upon roll call vote, motion carried unanimously.

Approve beer and liquor license for 2024 to Jeremy Daggett, Dilly's Bar & Grill, Vivian Township, Stirum. (Anderson/Bopp) Upon roll call vote, motion carried unanimously.

Motion to approve a Raffle Permit for the Cogswell Gun Club for a raffle to be held February 18, 2024 at the Cogswell Trap Grounds. (Breker/Anderson) Upon roll call vote, motion carried unanimously.

LaJuana Hayen, Sargent County Fair Association, arrived at the meeting to present the commission the association’s by-laws due to some changes made within them. After discussion regarding the changed articles, motion to approve the Sargent County Fair Association By-Laws as presented. (Breker/Anderson) Upon roll call vote, motion carried unanimously.

Commissioner Arth left the meeting at 10:25 a.m.

Tim Faber, Road Supervisor; Wendy Willprecht, Emergency Manager/911 Coordinator; and Damon DeVillers, Interstate Engineering; arrived at the meeting.

Mr. Faber reported that he had witnessed a truck speeding through Brampton on County Road #4 which could have resulted in an accident. Much discussion was held on the traveling public’s lack of speed reduction going through towns/villages on county roads. Many options were discussed – signs, rumble strips, electronic signs and speed bumps. Mr. DeVillers commented that there are portable speed bumps which could be removed during the winter months when roads need to be plowed. Mr. DeVillers will provide more information on the portable speed bumps.

More discussion was held regarding the purchase of a Walk’n’roll Retriever. There is someone who owns one in the county that is willing to rent it out. It was decided to rent this and try it before we decide to make a purchase.

The bridge discussed at the last meeting in Hall Township between Sections 18 & 19 has been looked at by Commissioners Anderson and Breker and they believe that the bridge should be closed. Commissioner Breker has pictures showing the bridge’s dangerous condition. Motion to close the section line road where the bridge is located between Sections 18 & 19 in Hall Township. (Breker/Anderson) Upon roll call vote, motion carried unanimously.

Mr. DeVillers stated that bridges less than 20’ are not inspected regularly by the state and that he recommends that these bridges should be inspected. These bridges should also have reflectors.

After the last meeting, Mr. DeVillers, Commissioner Johnson and Mr. Faber toured the county roads and Mr. DeVillers will develop a five year plan of recommended projects for the Federal Aid Plan.

There is also \$40,000,000 dollars in Flex Funding through the state for all non-oil producing counties. He provided different projects that could be considered, but after more discussion, it was decided to ask for funds to replace culverts with box culverts instead of paving more roads that will be costly to maintain. Mr. DeVillers will provide projects/estimates for the next meeting.

Meeting adjourned at 11:32 a.m.

SCOTT JOHNSON – CHAIRMAN

ATTEST:

PAM MALONEY – COUNTY AUDITOR