

Forman, North Dakota  
February 15, 2022

The Sargent County Board of Commissioners met at 9:06 a.m. with the following members present: Jason Arth, Lyle Bopp, Scott Johnson and Richard Ruch. Mark Breker was absent. Also present was Jayne Pfau, State's Attorney; Josie Hajek, NDSU Intern; Pam Maloney, Sargent County Auditor. Mary Engst, Sargent County Teller, was present through technology.

Chairman Jason Arth called the meeting to order.

The Pledge of Allegiance was recited.

Motion to approve the February 1, 2022 minutes as presented. (Bopp/Johnson) Motion carried unanimously.

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

Commissioner Ruch will check on the auditorium demo dates and will make sure an asbestos removal certificate is received and/or forwarded to the state.

Commissioner Bopp stated that Doug Straus of G & R Controls will be at the March 15 meeting to discuss the alternative heat source that the board requested information and a quote.

Motion to approve the Veteran's Service Officer request from the last meeting for a 40 hour week. Sargent County's share of salary & benefits would be approximately \$2092.95/month. (Bopp/Ruch) Upon roll call vote, motion carried unanimously.

The Office of the State Court Administrator, Supreme Court, contacted the Sargent County Commission requesting a decision on providing clerk of district court services for the county. A motion to enter into a funding agreement with the state for the 2023-2025 biennium to receive reimbursement for providing clerk services based on .52 fulltime equivalent. (Johnson/Bopp) Upon roll call vote, motion carried unanimously.

The courthouse is without water at the present time. Calvin Jacobson, Jacobson Plumbing, Heating & Excavating, was here on Monday & needed to order parts before any repairs can be made. Commissioner Bopp stated that he will let employees know by 11:00 a.m. tomorrow whether they should come into work at noon tomorrow.

Alison Toepke, Treasurer/Recorder/Clerk of Court, joined the meeting through technology. February 15 is the last day for taxpayers to receive a five percent discount if they pay their real estate taxes in full. As the treasurer's office is not open today due to the water issues, the deadline, per North Dakota Century Code, can be pushed back to tomorrow, February 16<sup>th</sup>. Ms. Toepke agreed to come into the office this afternoon, as several taxpayers were coming into the building to pay their taxes, but the deadline was extended through tomorrow, February 16<sup>th</sup>.

Commissioner Bopp reported that he had spoken with Ted Keller regarding a leak in the elevator addition. Mr. Keller reported that they did not have enough materials to finish the roof repairs when they were here this summer and fall. However, he believes that there are enough materials to finish the job, so they will be here as soon as they can to complete the repairs.

Michelle Denault, Human Resources Director, arrived at the meeting to introduce herself to the commission. She started working yesterday, February 14 and will be working Monday, Tuesday & Thursday from 9:00 to 5:00.

The board acknowledged receipt of NDRIN 2021 2<sup>nd</sup> Half Refund in the amount of \$3,031.50.

Approve February payroll in the sum of \$219,126.06 and the following bills. (Bopp/Johnson). Upon roll call vote, motion carried unanimously.

83137-83140	Human Services Expenses	4,780.26
83141-83148	Health Unit Expenses	4,046.63

83161		Health Unit Expenses	78.18
83162	Wild Rice Soil Conservation	January Ext. Rent	500.00
83163		JDA Expenses	21,600.00
83165	Forman City	Water/Sewer/Garbage	191.36
83166	Ottertail Power Company	Electricity	4,690.31
83167	Ransom County	VSO Expenses	1,308.12
83171-83178		Health Unit Expenses	3,965.77
83182	Aerus Electrolux	Air Purifiers	18,700.00
83183	American Solutions	Laser Check Stock	479.14
83184	AMS, Inc.	GPS Rental	100.00
83185	Aramark	Cleaning Services	550.97
83186	Avid Hawk, LLC	Web Services	45.00
83187	Blair, Morgan	Coroner Travel/Training	650.00
83188	Bryant, Rick	Sheriff Travel	40.42
83189	Casual Living	Sheriff Uniform - Matron	126.00
83190	Counties Providing Tech.	Tech Support	2,510.00
83191	Dacotah Paper Co.	Towel Rolls	159.98
83192	Dakota Plains - CHS	Sheriff Gas Purchases	947.96
83193	Dakota Plains Cooperative	Health Unit Travel	33.14
83194	Dakota Water Solutions	5 Gal Water Jugs	30.00
83195	Dell Marketing	Software-Road Department	291.80
83196	Dickey Rural Networks	Telephone Services	1,113.38
83197	Dooley Enterprises	Ammunition	608.58
83198	Forman Lumber	Building Maintenance Tools/ Supplies	138.46
83199	FP Mailing	Ink Cartridges	269.86
83200	Galls	Coroner Dash Light/Sheriff Uniforms	237.60
83201	Gripper's Sports Trophies	Waswick Plaque	39.95
83202	Gwinner One-Stop	Sheriff Gas Purchases	509.35
83203	Information Tech Dept.	Wan Access/Teletype Rental	792.80
83204	Innovative Office Solutions	Auditor/Courthouse/Treasurer Supplies	910.82
83205	L&M Contractors	Asbestos Removal	5,800.00
83206	Lee's Service Station	Sheriff Vehicle Oil Change	64.00
83207	Lisbon True Value	Sheriff Surge Protector	60.98
83208	Loffler	Copier Annual Contract	833.71
83209	ND Ass'n of Counties	Sheriff Special Operations	400.00
83210	NDEMA	Emergency Management Dues	50.00
83211	ND Sheriff's & Deputies Ass'n	2022 Sheriff Dues	400.00
83212	Office of Attorney General	SCRAM 24/7	155.00

83213	Paeper, Travis	Cell Case Replacement	46.00
83214	PharmChem	SCRAM 24/7	784.95
83215	Quill	Toner Cartridge	184.46
83216	Richland County Jail	Prisoner Board	55.00
83217	Schilling, Wyatt	Sheriff Travel	56.62
83218	Sidwell	GIS Software Setup	541.10
83219	Sargent County Teller	Publishing Fees	598.92
83220	Tyler Tech	Tech Services	19,384.65
83221	Vanguard Appraisals	Tech Service Fees	1,050.00
83222	Verizon	Sheriff MiFi Cards	200.05
83223	Walock-Johnson	Auto Liability/Sheriff Vehicle	668.00
83224	Weaving, Neil	Lock Pinning Kit/Blinds	87.17
83225	Wild Rice Soil Conservation	February Ext Rent	500.00
83226	A W Diesel	Snowplow Truck Repairs	5,210.60
83227	Colonial Enterprises	Shop Overhead Door Repair	395.00
83228	Faber, Tim	Road Travel	35.00
83229	General Equipment	Bolts for Plow Unit	600.00
83230	Hansen Lumber	Cable/Clamps/Toilet Paper	78.51
83231	Interstate Engineering	Engineering Services	2,195.14
83232	John Deere Financial	Lease Tractor	10,084.00
83233	Kustom Machine	Snow Blower Repairs	1,442.79
83234	Lee's Service Station	Oil Change	75.00
83235	Lisbon True Value	Jacks	205.98
83236	Little Falls Machine	Snow Plow Parts	3,137.17
83237	Marfell, Ben	Hydraulic Oil	1,366.29
83238	ND Ass'n of Counties	Drug Testing	326.40
83239	ND DOT	Bridge Inspections	3,107.06
83240	ND One Call	One Call Services	7.50
83241	Plunkett's Pest Control	Pest Control Program	120.00
83242	Rutland Oil Co.	Gasoline/Fuel	10,543.81
83243	Southside Auto	Hydraulic Hose/Equipment Parts	81.91
83244	Titan Machinery	Spring Trip Wire	112.00
83245	Visto's Carquest	Shop Supplies/Repair Parts	116.04
83246	Weaving, Neil	Cordless Vacuum	25.99
83247	Dickey Rural Networks	911 Trunks	231.00
83248	Klapperich, Cindy	Ext-Travel/Dues	105.85
83249	ND Ass'n of Counties	911 Fees	659.70
83250	ND Ass'n of County & Tribal Service Officers	VSO Dues	50.00
83251	ND State University	Ext-Farm Books	80.00

83252	Sargent County Treasurer	Ext-Postage	15.63
83253	Seykora, Melissa	Ext-Travel	216.45
83254	Southside Auto	Sheriff Travel	994.70
83255	Visa	Ext-Office Supplies	428.46

Tim Faber, Road Supervisor; & Damon DeVillers, Interstate Engineering; arrived at the meeting. Mr. Faber provided the board with information about a tractor that could possibly replace of the maintainers. Mr. Faber will invite the salesman to the next meeting to discuss further.

Mr. DeVillers presented a list of five potential future road projects for the commissioners to consider. Motion to bid out four of the five projects at an estimated cost of \$3,229,963.62. The commissioners would be able to accept none of the bids or as many as financially possible. (Ruch/Johnson) Upon roll call vote, motion carried unanimously.

Meeting adjourned at 11:56 a.m.

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JASON ARTH– CHAIRMAN

ATTEST:

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PAM MALONEY – COUNTY AUDITOR