

Forman, North Dakota  
February 20, 2024

The Sargent County Board of Commissioners met at 9:00 with the following members present: Wade Anderson, Jason Arth, and Scott Johnson. Lyle Bopp was present through technology. Also present was Brian Vculek, County Resident; Duane Peterson, Human Resources Director; Tim Faber, Road Supervisor; Jayne Pfau, State's Attorney and Pam Maloney, County Auditor.

Chairman Scott Johnson called the meeting to order.

The Pledge of Allegiance was recited.

Motion to accept the agenda as presented. (Anderson/Breker) Motion carried.

Motion to approve the February 6, 2024 meeting minutes. (Anderson/Breker) Motion carried.

Motion to approve the Application for Drainage Work Within County Road Right-of-Way from Brian Vculek to install a tile outlet into right-of-way on east side of Section 20-131-58 – Verner Township. (Arth/Anderson) Upon roll call vote, motion carried unanimously.

Discussion was held regarding the NDACo Tractor Lease Program. It was decided not to enter an agreement for 2024. Maybe purchasing a cage for the JCB might be advantageous.

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 was made to enter into a funding agreement with the state for the 2025-2027 biennium to receive reimbursement for providing clerk services based on .47 fulltime equivalent. (Anderson/Arth) Upon roll call vote, motion carried unanimously.

A county sales tax was discussed. Past statistics show that the county could generate approximately \$200,000 annually in revenue. Motion to put the following question on the June 11, 2024 Primary Election ballot: Shall the Sargent County Commission impose a retail sales tax and use tax of one half of one percent (1/2%) for a general sales tax. (Anderson/Bopp) Upon roll call vote, motion carried unanimously.

Todd Stein & Wendy Willprecht, Sargent County Water Resource; Randy Gjestvang, Red River Resource Engineer; Brian Fuder, Red River Retention Authority; and Josh Ihry, Red River Joint Water Resource Board; arrived at the meeting. Discussion was held on the budget reduction to the Red River Joint Water Resource Board. The commission was not aware that the budget request was, basically, a membership fee. The letter received does not indicate that it is a membership fee or that membership is required for the Sargent County Water Resource Board to receive cost share funds for large scale projects such as the Shortfoot Creek Retention Project. Based on the misunderstanding, Mr. Ihry stated that it would be discussed at the next Red River Joint Water Resource Board meeting and he would push for no cut in Sargent County's funding for this year. If their board votes to cut funding to Sargent County, the commission will address additional funding from the county.

Chris Hubrig, Butler Machinery, arrived at the meeting.

Darick Yagow, Willey Township, arrived at the meeting. Willey Township is requesting one-third (1/3) cost share on a 48" x 60' culvert replacement between Sections 2 & 11. A hydrology report was provided for the project. Motion to approve the one-third (1/3) cost share request to Willey Township. (Breker/Arth) Upon roll call vote, motion carried unanimously.

Motion to accept the quote from Jacobson Plumbing, Heating & Excavating, Inc to install outdoor wall water hydrants on the east side and south side of the courthouse at a cost of \$2,100. (Breker/Anderson) Upon roll call vote, motion carried unanimously.

Commissioner Bopp left the meeting at 10:20 a.m.

Approve February payroll in the sum of \$271,724.75 and the following bills. (Breker/Anderson) Upon roll call vote, motion carried unanimously.

86459-86461		Milnor Ambulance Expenses	660.00
86463	Forman City	Water/Sewer/Garbage	210.50
86464	Ottertail Power Company	Electricity	3,706.69
86465	Ransom County	VSO Salary/Benefits	2,970.29
86469-86470		JDA Expenses	3,863.69
86471-86481		Health Unit Expenses	8,672.28
86482-86485		Milnor Ambulance Expenses	661.34
86493	AMS, Inc	GPS Rental	100.00
86494	Aramark	Cleaning Services	419.08
86495	Avid Hawk	Website Services	45.00
86496	Bismarck Hotel & Conference	Tax Director Travel	192.60
86497	Blue360 Media	ND Traffic & Criminal Law Ebook	81.75
86498	Bopp, Mark	CH Snow Removal	124.30
86499	Cass County Government	Prisoner Board	6,131.00
86500	Cenex Fleet Card	Tax/Health/Sheriff Travel	158.08
86501	Central Grocery	Custodian/Road Supplies	50.68
86502	Computer Express	Tech Support/Software/ Replacement Charger	1,695.99
86503	Counties Providing Tech.	iSeries Hosting/Programs	5,166.00
86504	Dakota Plains	Sheriff/Tax Travel/Road Gas & LP	1,402.58
86505	Dakota Water Solutions	5 Gal Water Jugs	40.00
86506	Defense Technology	Barricades	573.38
86507	Dill, Gerald	SCRAM 24/7	24.00
86508	Forman Drug	Alcohol Wipes	12.16
86509	Forman Lumber	Custodian Supplies	95.39
86510	Gall's, Inc	Sheriff Equipment/Supplies	863.56
86512	Gwinner One-Stop	Sheriff Travel	664.52
86513	Hayen, LaJuana	Tax Director Travel	64.00
86514	The Home Shop	Fire Extinguisher Service	361.95
86515	Hoselton, Samantha	Tax Director Travel	64.00
86516	Information Tech. Dept.	Adobe Acrobat/Azure/Intune/SSL VPN	1,291.05
86517	Innovative Office Solutions	Auditor/Treasurer Office Supplies	176.32
86518	J&M Printing	Sheriff Business Cards/Tax Envelopes	247.08
86519	John Deere Financial	Washer Fluid/Towels	19.20
86520	Johnson, Heidi	Sheriff Office Travel	77.72
86521	Jorgenson, John	SCRAM 24/7	6.00
86522	Lee's Service Station	Sheriff Vehicle Oil Change	70.00
86523	Loffler Companies, Inc	Copier Overages Sheriff	40.71
86524	Lyons, Wyatt	Courthouse Plaster Repair	1,600.00

86525	Maloney, Pam	W-2 Forms	36.99
86526	ND Clerks Ass'n	2024 Membership Dues	100.00
86527	ND County Auditor's Ass'n	2024 Annual Dues	200.00
86528	ND Recorder's Ass'n	2024 Membership Dues	200.00
86529	NDACo Resources Group	Backup/SmartZone	607.54
86530	Nelson, Caleb	Painting Sheriff's Offices/Women's Restroom	2,889.93
86531	Office of Attorney General	SCRAM 24/7	335.00
86532	Paeper, Travis	Sheriff Travel & Desk	150.50
86533	PharmChem, Inc.	Sweat Patch Analysis	63.90
86535	Sanford Health OCCMED	Sheriff's Office Pre Placement Exam	105.00
86536	Sauder Manufacturing Co	Court Grant 30% for Bench Order	7,740.53
86537	Southside Auto	Courthouse Supplies/Sheriff Vehicle Maintenance	288.71
86538	Streicher's	Practice Ammo/7 Point Star Badge	837.96
86539	The Teller	Publishing Fees	501.96
86540	Total Home	Court Grant 50% for Carpets	8,144.95
86541	U.S. Postal Service	Auditor/Election Postage Envelopes	2,857.65
86542	Uniform Center	Deputy Uniform Peterson	482.98
86543	Verizon Wireless	Sheriff MiFi Cards	295.87
86544	Weaving, Neil	Courthouse Supplies	248.70
86545	Wild Rice Soil Conservation	Ext Rent Feb 2024	550.00
86546	Butler Machinery	Cutting Edges/Fuel Elements	1,381.43
86547	Ekstrom Repair	Snowplow Labor/Shop Supplies	2,350.00
86548	Faber, Tim	Work Boots	111.96
86549	Forman Lumber	Road Shop Mailbox	29.99
86550	Gordy's Grill & Fill	Road Supplies	76.96
86551	Holiday Inn-Fargo	Road Travel	192.60
86552	Interstate Engineering, Inc	Engineering Services	45,177.26
86553	Lee's Service Station	Oil Change/15.9 Gal Gas	171.50
86554	ND Ass'n of Counties	2024 Drug Testing Annual Fee	176.40
86555	ND DOT Financial Division	SE Region Bridge Inspection	572.10
86556	North Dakota One Call	Road Locate Calls	3.90
86557	Northern Salt	Road Salt	4,097.52
86558	Plunkett's Pest Control	Road Pest Control	66.77
86559	Rutland Oil Co.	Fuel/Fuel Nozzle/Gas	4,705.68
86560	Sign Solutions	Road/Bridge Closed Signs	994.64
86561	Visto's Carquest	Road Repairs Parts/Supplies	82.84
86562	Zep Sales & Service	Zep Flash	166.50

86563	Central Business Systems	Ext-Quarterly Charge	78.75
86564	Dickey Rural Networks	911 Trunks Rental	231.00
86565	Hazard, Amber	Ext-Microwave	25.00
86566	NDSU Ag Communications	Ext-Wallet Cards/Decals/Envelopes	146.00
86567	Visa	Ext-Safety Day Training/Lunch Box Meals/2024 Soil Water	285.56
86576	Dickey Rural Networks	Telephone	1209.19

Tim Faber, Road Supervisor; & Damon DeVillers, Interstate Engineering; arrived at the meeting. Mr. DeVillers presented the commissioners with a spiral bound book of bridges that are considered minor structures, which are less than 20' long or greater than 50' square feet water area. There are several of these structures that will need some maintenance work.

He stated that the bridge removal projects that the county had been approved for to be done in 2024 has been moved back to 2025, due to funding.

He also provided the commissioners with proposed road projects for 2024 through 2028.

Mr. Faber reported that his crew has been out blading and fixing potholes.

After trying out a couple of chairs during the meeting today, the commissioners asked the auditor to order the black mesh chairs for the commissioner's room.

Meeting was recessed at 11:25 a.m.

Meeting called back to order at 1:03 p.m.

Motion to make a policy not to televise interviews for elected positions so other applicants are not able to listen in. It is still a public meeting, so all would still be able to attend physically, if desired. (Breker/Arth) Upon roll call vote, motion carried unanimously.

Interviews were conducted for the auditor position which will be vacant July 1, 2024. Those present were: Wade Anderson, Jason Arth, Mark Breker and Scott Johnson, Commissioners; Duane Peterson, Human Resources Director; Pam Maloney, Auditor; Jayne Pfau, State's Attorney, Alison Toepke, Treasurer/Recorder/Clerk of Court; and Travis Paeper, Sheriff. There were two people interviewed for the position.

Motion to make a policy not to televise the discussion regarding the interviews. (Anderson/Arth) Upon roll call vote, motion carried unanimously.

The commissioners voted on the two candidates and, against the recommendations of the State's Attorney, Auditor and Treasurer/Recorder/Clerk of Court, a motion was made to hire Tia Bopp at C41/ Step 2 through June moving to Grade D62/Step 2 beginning July 1, 2024. (Anderson/Arth) Upon roll call vote, motion carried unanimously.

Meeting adjourned at 3:04 p.m.

---

SCOTT JOHNSON – CHAIRMAN

ATTEST:

---

PAM MALONEY – COUNTY AUDITOR