

Forman, North Dakota
February 7, 2023

The Sargent County Board of Commissioners met at 8:59 a.m. with the following members present: Wade Anderson, Lyle Bopp, Mark Breker, and Scott Johnson. Jason Arth was absent. Also present was Brenda Peterson, Health Unit Administrator; Jayne Pfau, State's Attorney; and 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. (Anderson/Bopp) Motion carried.

Ms. Peterson was at the meeting to request if she could ask for quotes to add on a garage with storage and conference space behind the health district building. She also stated that Summit Carbon Solutions were willing to donate \$1000 toward the project. Motion to accept the \$1000 donation from Summit Carbon Solutions and to place the funds in a health district building expansion fund. (Bopp/Johnson) Upon roll call vote, motion carried unanimously. She was also given permission to ask for quotes for the addition.

Jerry Waswick, County Resident, arrived at the meeting.

Ray Bauer, Harlem Township Resident, asked to speak with the commission. He is concerned that the tax director is not computing his inundated land acres correctly. He also would like to move the elections back out into the precincts and return to the paper ballot system.

Motion to approve the January 17, 2023 minutes as presented. (Bopp/Anderson) Motion carried.

Further discussion was held regarding radios for the road department. Commissioner Johnson stated that the radios cost \$2,485/each, but the county would receive a reimbursement of \$1,500/radio for a net cost of \$985. Scott Wermerskirchen of Minn-Kota Communications will come to the next meeting to answer questions and explain further.

Michelle Denault, Human Resources Director, arrived at the meeting. She had provided the commissioners with quotes from four different companies to provide salary survey services for Sargent County. Motion to hire DDA Human Resources, Inc for a market analysis at a cost of \$8,225. (Bopp/died for lack of second) No salary survey will be done.

Ms. Denault also provided further information regarding Policy 706 – Attendance and Punctuality. She had received information from other counties in the state, but the commission wanted further clarification on some of the terminology used. Ms. Denault will check and get back to the commission at the next meeting.

The committee of Commissioners Mark Breker and Scott Johnson, interviewed Interstate Engineering for the Design Engineering for Project BRJ-0041(021) PCN 23724 for the removal of bridge 41-117-22.0 & 41-131-12.2 on Tuesday, January 17. This was the only proposal received, and the only interview done. They are recommending to award the Design Engineering contract to Interstate Engineering. Motion to award the contract to Interstate Engineering for Design Engineering on the Project BRJ-0041(021) PCN 23724 for the removal of bridge 41-117-22.0 & 41-131-12.2. (Johnson/Anderson) Upon roll call vote, motion carried unanimously.

Alison Toepke, Treasurer/Recorder/Clerk of Court; & Ted Keller, General Roofing and Construction, arrived at the meeting. Mr. Keller brought a demonstration window that the board is considering to use to replace some of the windows in the courthouse. The county has been approved for a court facilities improvement grant to replace windows in the courtroom, jury room, clerk of court's office & court storage room. Request submitted was for \$115,762.09. Grant will reimburse 75% of the cost, which amounts to \$86,821.57, with the county's share being \$28,940.52. Motion to accept the grant award of

\$86,821.57 and purchase the windows that had been quoted by Mr. Keller. Funds to be taken out of the Building Improvement Fund. (Bopp/Anderson) Upon roll call vote, motion carried unanimously.

Brian Tayer, Milnor Ambulance; Trent Mahler, Forman Ambulance; Ryan Johnson, Gwinner First Responders; and Wendy Willprecht, Emergency Manager/911 Coordinator; arrived at the meeting.

Mr. Tayer stated that they had 139 total runs in 2022 and 16 so far in 2023. He also stated that they had problems with their black box for the paging system, but it has been repaired. At the end of 2022, they had \$210,000 in a replacement CD; \$21,696 in their checking account; & 67,571 in MM Savings. They have had some volunteers out with musculoskeletal issues.

Mr. Mahler reported that they had 102 total runs in 2022 with 22 of them in the last quarter. They have had 11 calls so far in 2023. He is expecting to be accredited with Medicare in the very near future. They have \$1,591.29 in their checking account, and all bills are current. They have received donations and memorials, as well. He stated that he has one EMT student that will be doing ride-a-longs soon.

Commissioner Bopp requested that they provide CPR training to interested county employees.

Those present made a request to hire an employee for the Milnor squad. The Milnor Ambulance is willing to fund the employee for the remainder of 2023, if the county will assume responsibility for funding for 2024 and moving into the future. Motion that the county will hire an employee based on funding by the Milnor Ambulance for 2023 and after 2023, the position will be strictly county funded. (Bopp/Johnson) Upon roll call vote, motion carried unanimously. A contract will be drawn up between Sargent County and the Milnor Ambulance Squad outlining each's responsibility.

Discussion was held regarding reimbursement to the Milnor Ambulance Squad for the ambulance they gifted to the Gwinner First Responders. Mr. Tayer will contact the supplier to see if he can get a trade-in quote for this rig. Once documentation is received, the commission will make a decision.

Tim Faber, Road Supervisor; and Damon DeVillers, Interstate Engineering; arrived at the meeting. Mr. Faber provided a quote from General Equipment for a trailer for the Bobcat in the amount of \$13,800. Commissioner Johnson stated that it was the most reasonably priced for the options the county wanted/needed. Motion to purchase a Trail 16,000 pound TKT16U trailer from General Equipment for \$13,800. (Johnson/Anderson) Upon roll call vote, motion carried unanimously.

Mr. DeVillers had provided estimates for different road projects that the county would be able to use Prairie Dog Funds for. They will make a decision by the next meeting on which project to move forward with. The proposed projects are on County Roads #4 & #12.

He also stated that there will be discretionary grants that will be available. Some of these grants are 60/40 and some 80/20 cost share. He advised having projects ready to go as the grants go quickly. He has not heard back regarding the bridge funding that was applied for.

There was discussion about the county gravel roads. Some areas are in very poor condition and the commissioners have received many phone calls. The road crew is short staffed, but another application has been received.

Mr. Faber was requested to turn in time sheets for time worked.

Motion to approve the quote from Computer Express for a computer, monitor, sound bar, battery backup & color printer for the road department in the amount of \$2,012.99. (Anderson/Bopp) Upon roll call vote, motion carried unanimously.

The commissioner received a request from Sara Dux, Forman City Coordinator, who is working on a grant application that would enhance the pocket park that sits between the District Health Building and the grocery store on Main Street. She would like to include additional artwork to accompany the mural that was placed on the side of the building a few years ago. The commissioners gave their permission for additional "tasteful" artwork to be added to the side of the building. Commissioner Bopp will let the council know at their next city council meeting.

Motion to instruct the county auditor to call for sealed bids in the official newspaper for furnishing supplies for the period beginning April 1, 2023 and ending March 31, 2024. Bids shall be opened on March 21, 2023 as follows: Gravel (with the stipulation that all graveling be done by October 1, 2023

and all bills received by December 1, 2023)-11:00 a.m.; Mixing & Drying Blacktop Surfacing-11:20 a.m.; Bituminous Materials-11:25 a.m.; Bulk purchase of 10% Blended Ethanol gasoline, Fuel, Biodiesel Blend/10% bio-diesel with 90% petroleum diesel or “B10” & LP Gas-11:30 a.m. (Bopp/Johnson) Upon roll call vote, motion carried unanimously.

Discussion was held on the summons and complaint received from Fallon M Kelly, Jones & Kelly, Attorney at Law, P.C. regarding a quiet title action on a parcel of land in the SW1/4 of Section 23-132-56, Unplatted Lands, in Gwinner City. Motion to default on the judgment as the county has no interest in the property. (Bopp/Johnson) Upon roll call vote, motion carried unanimously.

Commissioner Bopp reported that he had met with the department heads to prioritize building improvements/projects. The consensus was that the crumbling walls, etc. need to be addressed before any cosmetic work should be done. He has contacted Wyatt Lyon to get an estimate/quote on fixing these problems.

Discussion was held on comp time for county employees. Federal law limits comp time to 240 hours. However, the county should decide if they want a lower limit and/or if they want a time limit on when the banked hours must be used. There was also discussion on whether to eliminate comp time and just pay overtime when needed. The commissioners would like input from the personnel board on this issue before making a policy change.

Meeting adjourned at 12:46 p.m.

MARK BREKER – CHAIRMAN

ATTEST:

PAM MALONEY – COUNTY AUDITOR