

The Sargent County Board of Commissioners met on Tuesday, July 15, 2025, at 9 a.m. at the Sargent County Courthouse. Those in attendance were Commissioners Jerry Waswick, Scott Johnson, Lyle Bopp, Jason Arth and Chairman, Wade Anderson. Also, in attendance were Jayne Pfau, State's Attorney, and Tia Bopp, Auditor.

Chairman Anderson called the meeting to order.

The Pledge of Allegiance was recited.

The Board took a short recess as a previous meeting ran over. The meeting reconvened at 9:13 a.m.

Motion to approve the agenda with additions. (Johnson/Arth). Motion carried.

Motion to approve the June 17, 2025, minutes with corrections. (Waswick/Johnson). Motion carried.

Motion to accept the following Public Comment Policy as presented with clarifications. (Bopp/Johnson). Upon roll call vote, the motion carried unanimously. Below is the adopted Policy.

Public Comment Policy
Policy Approval Date: July 15, 2025

The Sargent County Commission welcomes and values public input during its meetings. This policy was created pursuant to N.D.C.C. § 44-04 and outlines the procedures for public comment to ensure that all individuals have a fair opportunity to be heard while maintaining an orderly and efficient meeting environment.

1. A public comment agenda item will be the first non-procedural agenda item at all regular meetings of the Sargent County Commission.
2. To provide public comments, each individual must submit a speaker card prior to the meeting being called to order that includes:
 - a. the individual's name,
 - b. the individual's address,
 - c. the agenda item from the current meeting agenda or the previous meeting agenda that the individual is addressing.
3. Missing information from the speaker card disqualifies the individual from speaking at the meeting.
4. Each individual will be allotted three minutes to make comments. The individual will be notified when the three minutes have expired.
5. The public comment agenda item will be limited to a total of thirty minutes, regardless of how many individuals have submitted speaker cards.
6. Individuals will be called on to present public comments in the order that speaker cards were submitted.
7. All comments must:
 - a. Address the agenda item identified on the speaker card.
 - b. Be pertinent to the Sargent County Commission.
 - c. Be directed to the board as a whole.
8. Comments may not:
 - a. Be defamatory, abusive, harassing, or unlawful.
 - b. Include information that is exempt or confidential under North Dakota open records law.
 - c. Interfere with the orderly conduct of the meeting.
9. Individuals may not yield their allotted time to another individual.
10. Individuals unable or unwilling to speak in person may submit written comments to the Sargent County Auditor prior to the meeting. If received twenty-four hours before the meeting, the comments will be distributed to the board members before the meeting. Comments submitted less than twenty-four hours before the meeting will be distributed after the meeting. Any written comments submitted must identify the agenda item from the current meeting agenda or the previous meeting agenda that is being addressed and include the individual's name and address.

Next order of business was to amend the effectivity date of the following Resolution which was passed last meeting with an effective date of July 1, 2025. Motion to change the effective date of the Resolution to Withdraw from NDPERS 401(a) Defined Contribution Plan from August 1, 2025, to October 1, 2025. (Waswick/Johnson). Upon roll call vote, motion carried unanimously.

**SARGENT COUNTY NORTH DAKOTA
A RESOLUTION TO WITHDRAW FROM
NDPERS 401(a)DEFINED CONTRIBUTION PLAN**

BE IT RESOLVED BY THE BOARD OF SARGENT COUNTY COMMISSIONERS:

A motion was made by Scott Johnson for Sargent County to affirm to North Dakota Public Employees Retirement System that Sargent County will be withdrawing from the **NDPERS 401(a) Defined Contribution Plan** and not offer the plan to eligible employees of Sargent County. The motion was seconded by Jason Arth. The Board approved withdrawing from the **NDPERS 401(a) Defined Contribution Plan** effective October 1, 2025.

Dated this 15th day of July, 2025.

Approved:

Wade Anderson
Sargent County Commission Chairman

Attest:

Tia Bopp
Sargent County Auditor

Courthouse wiring was discussed at length. An updated quote will be requested and a decision will be made once estimates for office renovations are received to determine the amount of funding left.

Additional highway equipment rates were presented. Motion to change the mowing weed rate to \$500 per ½ mile to follow the current weed mowing policy in place. (Bopp/Arth). Upon roll call vote, motion carried unanimously.

Discussion was held on House Bill 1419 with Duane Peterson, Human Resources Director. He will find out some more information regarding the cost impact to the county and bring back to the next meeting.

Cindy Yagow, Treasurer/Recorder/Clerk of Court, arrived to the meeting and explained the process of refunding Primary Residence Credits to individuals that had paid early and received the discount. Those receiving the refunds were not originally eligible for the credit and therefore, it wasn't part of their tax statement.

Melissa Seykora, NDSU Extension Agent, arrived and presented her quarterly report to Commission. The Extension Office is busy preparing for the upcoming fair.

Courtney Jacobson and LouAnn Waliser arrived at the meeting representing Walock Johnson Insurance and reviewed the insurance policies up for renewal. Motion to accept the increases in the renewals and authorize Tia Bopp, Auditor, to sign insurance documents on behalf of the County. (Bopp/Arth). Upon roll call vote, motion carried unanimously.

Motion to accept Brenda Wyckoff's application to the Sargent County School Reorganization Board. (Bopp/Arth). Upon roll call vote, motion carried unanimously.

Motion to accept LeaAnn Even's and Deb Banish's applications to the Sargent County Planning Commissioner. (Bopp/Arth). Upon roll call vote, motion carried unanimously.

Brief discussion was held regarding the gas tank used by the Sheriff's Department in Gwinner.

A recess was taken from 10:23 to 10:28 a.m.

Motion to add a \$300.00 handling fee to Marboe Township for a culvert purchase. (Waswick/Arth). Discussion was held. Voting yes were Waswick and Bopp. Voting no were Johnson, Arth and Anderson. Motion failed. Commissioner Johnson will draft a culvert policy and send to Jayne Pfau, State's Attorney for review and recommendations.

Tim Faber, Road Supervisor, was on hand and shared some pictures of two snow plows he had test drove. Motion to approve out of state travel for Tim Faber as long as approved by Road Commissioner, Arth, to get additional quotes for a snow plow truck. (Waswick/Bopp). Upon roll call vote, motion carried unanimously.

Travis Paeper, Sheriff, was on hand to discuss equipment upgrades that are going to have to be made and possibilities for funding for the same. More discussion on the topic will be held during the budget meetings coming up.

Motion to pay the July payroll in the sum of \$338,813.18 and the bills as presented. (Johnson/Arth).
Upon roll call vote, motion carried unanimously.

| | | | |
|-------------|--------------------------------------|---|-----------|
| 88874-88887 | | Health Unit Expenses | 9,415.36 |
| 8888-88892 | | Ambulance Squad Expenses | 737.02 |
| 88894 | City of Forman | Water/Sewer/Garbage | 360.46 |
| 88895 | Ottertail Power Company | Electricity | 1,185.77 |
| 88896 | Ransom County | VSO Salary/Benefits | 2,744.32 |
| 88900-88902 | | Weed Control Expenses | 14,145.70 |
| 88914 | Advanced Business Methods | Copier Contract/Overage | 375.94 |
| 88915 | AMS, Inc. | GPS Rental | 100.00 |
| 88916 | Avid Hawk | Website Services | 45.00 |
| 88917 | Barnes County Correctional Center | Prisoner Board | 900.00 |
| 88918 | Bopp, Tia | Auditor Travel Reimbursement | 935.30 |
| 88919 | Buckhouse, Scott | CH Lawn Spraying | 225.00 |
| 88920 | Cenex Fleet | Sheriff/Auditor/Coroner/Human Resources/Health Travel | 243.86 |
| 88921 | Code 4 Services, Inc. | Squad Car Equipment | 12,731.79 |
| 88922 | Computer Express | Treasurer Laptop/Support | 3,474.00 |
| 88923 | Dakota Plain Cooperative | Sheriff Travel/Road Propane | 2,403.59 |
| 88924 | Dakota Water Solutions | 5 Gallon Water Jugs | 64.00 |
| 88925 | Dickey Rural Networks | Telephone | 942.56 |
| 88926 | Forman Drug | CH Maintenance/Sheriff Office Supplies | 33.45 |
| 88927 | Forman Lumber and Fire | CH Maintenance | 373.79 |
| 88928 | Hayen, Lajuana | Tax Director Travel Reimbursement | 99.40 |
| 88929 | IBBG Lawncare | Fairgrounds Mowing | 1,000.00 |
| 88930 | Information Technology Dept. | WAN/Office | |
| 88931 | Innovative Office Solutions | 365/InTune/Netmotion/SSL/VPN | 1,363.80 |
| 88932 | Johnson, Margie | Sheriff/Treasurer Office Supplies | 610.22 |
| 88933 | Lexis Nexis Mathew Bender | Phone Reimbursement | 275.66 |
| 88934 | Lisbon Body Shop | ND Avd Leg Serv 2025 Issues | 263.86 |
| 88935 | Loffler | Insurance Deductible | 500.00 |
| 88936 | Marshall County Publishing | Sheriff Office Supplies | 20.44 |
| 88937 | ND Association of Assessing Officers | Publishing Fees | 119.00 |
| 88938 | ND State Radio | Tax-2025 Dues and Conference | 450.00 |
| 88939 | NDACo Resources | LETS Terminal 2nd Quarter | 120.00 |
| 88940 | Office of the Attorney General | SmartZone | 50.00 |
| 88941 | Pitney Bowes | Scram24/7 | 515.00 |
| 88942 | Red River Basin Commission | Postage/Rental | 150.00 |
| 88943 | Rutland Oil Company | 2025 Funding Share | 1,735.50 |
| 88944 | Southside Automotive | Sheriff Gas | 1,332.50 |
| 88945 | The Sargent County Teller | Sheriff Squad Car Repair | 288.60 |
| 88946 | TON Construction | Publishing Fees | 1,305.08 |
| 88947 | Tyler Technologies, Inc. | CH-Scissor Lift Rental | 60.00 |
| 88948 | Verizon | iTax Web Host | 1,458.61 |
| 88949 | Vestis | Sheriff Mifi Cards | 240.06 |
| 88950 | Walock-Johnson Insurance, Inc. | CH/Road Cleaning Services/Supplies | 443.77 |
| 88951 | Waverly's LLC | Policy Renewal | 90,411.00 |
| 88952 | Wild Rice Soil Conservation | CH Flowers | 378.00 |
| 88953 | Yagow, Jerilyn | NDSU Extension Rent | 550.00 |
| 88954 | Yagow, Cindy | Document Preservation | 1,050.00 |
| 88955 | A W Diesel | Treasurer Travel Reimbursement | 157.80 |
| | | Midland Trailer/Dump Truck Repair | 3,489.89 |

| | | | |
|-------------|---|--|------------|
| 88956 | Alexandria Gravel Products | CR#5, 6, 14 Gravel | 10,589.34 |
| 88957 | Bear Creek Gravel LLC | CR #2-A, 2, 3 Gravel | 3,182.30 |
| 88958 | Bernard Mahrer Construction | CR #5 Gravel | 191.38 |
| 88959 | Bobcat of Gwinner | T770 Repair/Rotary Cutter | 2780.47 |
| 88960 | Butler Machinery | Equipment Contracts/Oil | 1053.37 |
| 88961 | Dakota Water Solutions | 5 Gallon Water Jugs | 16.00 |
| 88962 | Ekstrom Repair | #105 Repair | 268.99 |
| 88963 | Faber, Tim | Road Travel Reimbursement | 605.00 |
| 88964 | Forman Lumber and Fire | Fuse/Tape/Bolts | 89.38 |
| 88965 | General Equipment | Grinder Edges | 5,400.00 |
| 88966 | Hansen Lumber and Hardware | Shop Signs/Work Bench/Peg Board | 934.67 |
| 88967 | IBBG Lawncare | Shop Mowing | 250.00 |
| 88968 | Linde Gas and Equipment | Cylinder Maintenance Contract | 181.90 |
| 88969 | Napa Lidgerwood | Grease Gun/Driver/Antifreeze/Sign Truck Filters | 1,018.79 |
| 88970 | ND Dept of Environmental Quality | 2025 Tanks Coverage | 750.00 |
| 88971 | ND One Call | Locates Calls | 25.50 |
| 88972 | Plunkett's | Shop Pest Control | 72.22 |
| 88973 | Rutland Oil Company | Road Gas/Fuel | 12,358.40 |
| 88974 | Sign Solutions | Road Signs | 627.04 |
| 88975 | Smith, Terry | Disc/Blade | 1,500.00 |
| 88976 | Southside Automotive | Hydraulic Hose/Oil Filters | 213.92 |
| 88970 | Titan Machinery-Lisbon | Mack Truck Part | 37.56 |
| 88978 | True North Steel | Culverts-36", 18", 24", 30" | 6,016.00 |
| 88979 | Visto's | Chain/Clevis | 272.00 |
| 88980-88991 | | Health Unit Expenses | 2,451.51 |
| 88992 | ND State Radio | 911 Fees Feb, Mar, April 2025 | 19,316.83 |
| 88993 | Rutland-Cayuga Fire District | Training Meal | 303.72 |
| 88994-88999 | | Ambulance Squad Expenses | 1,389.55 |
| 89000 | Sargent County Water Resource District | Drain 11 Bond Payment | 119,222.12 |
| ACH | | JP Morgan | 1,929.83 |
| 89023 | | JDA Expenses | 500,000.00 |

There being no further business, the meeting adjourned at 12:26 p.m.

WADE ANDERSON, CHAIRMAN

ATTEST:

TIA BOPP –AUDITOR