

Forman, North Dakota
May 16, 2023

The Sargent County Board of Commissioners met at 9:00 with the following members present: Wade Anderson, Lyle Bopp, Mark Breker, and Scott Johnson. Also present was Jayne Pfau, State's Attorney; Travis Paeper, County Sheriff; and Pam Maloney, County Auditor. Brenda Peterson, Health Unit Administrator; and Mary Engst, Sargent County Teller; were present through technology. Jason Arth was absent.

Chairman Mark Breker called the meeting to order.

The Pledge of Allegiance was recited.

Motion to accept the agenda as amended. (Anderson/Johnson) Motion carried.

Ms. Peterson stated that the health unit has been test driving a sheriff deputy's squad car and stated that it drives nice, but there is still an odor in the vehicle. It has been detailed, but it was suggested that a fogger might dispel the odor. The health department will continue to drive the vehicle and a decision will be made at the next meeting on whether the county will purchase the vehicle for \$10,500 with 75% of the sale proceeds going to Gwinner City.

Mr. Peterson also asked for permission to hold a community engagement event on the courthouse lawn, or out at the fairgrounds on August 4, 2023. The commissioners approved the use of the courthouse lawn, but stated that if it was at the fairgrounds, the fair board would have to approve the event.

Michelle Denault, Human Resources Director, and Dan Aubol, Independent Agent for Colonial Life arrived at the meeting. Trent Mahler, Sargent County Ambulance Assistant Coordinator-Forman Squad, was present through technology. Ms. Denault recommended that Mr. Mahler be moved from his current grade of B23 (\$24.76) to Grade B32 (\$27.72) to reflect the increased job duties. Motion to update Trent Mahler's pay grade from a B23 to B32 due to additional responsibilities and the pay the appropriate retroactive pay back to June 2022. (Johnson/Bopp) Upon roll call vote, motion carried unanimously.

Ms. Denault asked the commission to reconsider the county switching the county's main dental plan from BC/BS to Colonial Life. Their rates are less expensive (except for the family plan) and it is a better coverage. The commissioners would like to see more information on the cost savings before making a decision. Ms. Denault will provide more information at the next meeting.

Alison Toepke, Treasurer/Recorder/Clerk of Court, arrived at the meeting. The commissioners were looking for input regarding moving her position and the auditor's position from an elected to an appointed position. Ms. Toepke and Ms. Maloney both stated that they would be in favor of making the change, as the job duties are quite extensive and the county would want someone qualified to fill the positions. Motion to move the Treasurer/Recorder/Clerk of Court and the Auditor to appointed positions rather than elected and to conduct a hearing. (Anderson/Bopp) Upon roll call vote, motion carried unanimously.

Motion to approve the May 2, 2023 minutes. (Anderson/Johnson) Motion carried.

The Hamlin Cemetery was brought up for discussion. Commissioner Breker will look at it before the next meeting before making any further plans.

Motion to approve a Sargent County Road Permit application for Cass County Electric Cooperative to bore under County Road #1 approximately 5290 feet west of intersection of County Road #1 and 123rd Ave SE (County Road #4A). (Bopp/Johnson) Upon roll call vote, motion carried unanimously.

Motion to amend the Sargent County Road Permit Paragraph #2 to read 42' below the lowest point of the road right-of-way. (Anderson/Bopp) Upon roll call vote, motion carried unanimously.

Motion to authorize the chairman to sign the Line Release paperwork from Dakota Valley Electric at the tower location in NE1/4 Section 19-131-57. (Bopp/Anderson) Upon roll call vote, motion carried unanimously.

Discussion was held on the insurance coverage on county buildings. Commissioner Breker is concerned why other county buildings' coverage was not increased when the courthouse was increased. Commissioner Bopp stated that it was because the commission at that time believed the coverage to be adequate. A representative from Walock-Johnson Insurance will be invited to the next meeting to discuss the building coverage increases.

Tim Faber, Road Supervisor; Damon DeVillers, Interstate Engineering; Gary Anderson and Dylan Anderson, County Residents; arrived at the meeting.

Motion to approve a Sargent County Road Permit application from Gary Anderson to put a tile main through County Road #12 between Tewaukon Township Section 13 and Marboe Township Section 18, subject to Sargent County Water Resource Board approval and to Interstate Engineering's parameters. (Bopp/Anderson) Upon roll call vote, motion carried unanimously.

An Application for Drainage Work Within County Road Right-of-Way was received from Gulleon Farm and Ranch LLP, Rutland, to possibly clean the ditch on the south side of County Road #5 along the North side of Section 1-129-55 – Tewaukon Township. The commissioners need additional information regarding this application, so it will be added to the June 6th agenda.

After the bid opening for County Project No. CP-4111(023) and CP-4129(023) Bituminous Seal Coat and Patching, Mr. DeVillers is recommending awarding the bid to the low bidder, Morris Seal Coat and Trucking, Morris, MN with a bid of \$880,889.78. Motion to accept the recommendation of Mr. DeVillers and award the bid to Morris Seal Coat and Trucking in the amount of \$880,889.78. (Bopp/Anderson) Upon roll call vote, motion carried unanimously.

Mr. Faber will get per mile quotes for the slope work on County Road #12.

Motion to approve the purchase of a box culvert on County Road #7 east of Havana between Sections 28 & 33 in Weber Township. (Anderson/Johnson) Upon roll call vote, motion carried unanimously.

Mr. Faber reported that blading and spot graveling continues on the county roads; two of the three graveling contractors have signed and returned their contracts; and that he will be digging out around the culverts and making repairs on County Road #2 north of Crete.

Approve May payroll in the sum of \$269,467.70 and the following bills. (Johnson/ Anderson) Upon roll call vote, motion carried unanimously.

85220-85221		Human Services Expenses	30.28
85222-85231		Health Unit Expenses	2,980.74
85233	Forman City	Garbage/Water/Sewer	209.13
85234	Ottertail Power Company	Electricity	4,422.92
85235	Ransom County	VSO Salary/Benefits	2,515.46
85238-85258		Health Unit Expenses	10,298.60
85259-85263		Weed Control Expenses	1,189.94
85269	AMS, Inc	GPS Rental April 2023	100.00
85270	Anderson, Wade	Commissioner Travel	371.49
85271	Aramark	Cleaning Services	402.37
85272	Avid Hawk, LLC	Computer Software	45.00
85273	Bopp, Mark - Snowman	CH Snow Removal	57.00
85274	Bryant, Rick	Sheriff Travel	199.25

85275	Cass County Sheriff's Dept.	2023 Delinquent Taxes Sheriff Service	41.00
85276	Computer Express	Tech Support/Tax-Laptop/EMS Ink	5,063.58
85277	Counties Providing Tech.	May Tech Support	2,510.00
85278	Dakota Plains	Tax/Health/Sheriff Travel/Rd. Dyed Fuel	996.89
85279	Dakota Water Solutions	5 Gal Water Jugs	32.00
85280	Dickey Rural Networks	Telephone Services	1,110.98
85281	Forman Drug	Employee Drug Tests	92.45
85282	General Roofing	CH Window Replacement	77,737.09
85283	Gwinner One-Stop	Sheriff Travel	373.17
85284	Hayen, LaJuana	Tax Director Travel	110.70
85285	Heritage Insurance Services	Bond Renewal SA	100.00
85286	HR Collaborative	Denault Registration	50.00
85287	Information Tech. Dept.	Adobe Acrobat/Wan/VPN	1,197.95
85288	Innovative Office Solutions	Auditor Office Supplies	115.22
85289	Johnson, Heidi	Sheriff Travel	328.91
85290	Johnson, Margie	Notary Renewal	36.00
85291	Kirk's Ag Repair	Lawn & Garden Battery	62.00
85292	La Quinta Inn	Sheriff Travel	88.20
85293	Loffler Companies	Sheriff Copier Overage	25.02
85294	ND Recorder's Ass'n	Recorders Convention	200.00
85295	ND State Auditor's Office	State Audit Fees	8,500.00
85296	NDACo Resources Group	June Backup/SZ Mgmt.	515.71
85297	NDSU Ext. Service Budget	Seykora Salary 1st Qtr	5,649.98
85298	Office of Attorney General	SCRAM 24/7	405.00
85299	Pfau, Jayne	GoToMeeting/Cell Reimb./Dues	148.99
85300	Pitney Bowes Inc.	Postage Rent	150.00
85301	Ransom County Sheriff Office	2023 Delinquent Taxes Sheriff Service	45.00
85302	Richland County Corrections	Prisoner Board	1,190.00
85303	Sidwell	GIS Tax Statement Linking	576.00
85304	Southside Auto	Sheriff Oil Change/County Car Sensor	1,445.58
85305	Swede's Plumbing & Heating	Health Bldg. - Sewer Work	488.00
85306	The Sargent County Teller	Publishing Fees	760.88
85307	Toepke, Alison	Treasurer Travel	176.40
85308	Verizon Wireless	Sheriff MiFi Cards	200.05
85309	Waverly's LLC	Car Detail	250.00
85310	Weaving, Neil	Building Maint. Supplies	543.33
85311	Wild Rice Soil	April & May 2023 Ext. Rent	1,000.00

85312	Butler Machinery	Oil & Fuel Leak Repair	9,568.27
85313	Enderson Construction	Cty #7 Culvert Replacement	2,575.00
85314	Faber, Tim	Office Supplies/Road Mileage	1,031.51
85315	General Equipment	JCB Repairs/Filters	2,077.78
85316	Gordy's Grill & Fill	Fuel/Fence Posts/Pliers	218.95
85317	Hansen Lumber	Bolts	20.00
85318	Jacobson Plumbing	Water Line Repair	1,836.35
85319	Lee's Service Station	Oil Change/Gasoline	164.30
85320	Marfell, Ben	Hydraulic Oil/Syn Oil	4,287.74
85321	NAPA Auto Parts	Oil Filter/Fuses/Gloves	137.38
85322	ND Ass'n of County Engineers	NDACE Dues/RD Conf. Registration	150.00
85323	ND Dot-Motor Vehicle Dept.	2023 Trailer Registration	10.00
85324	Plunkett's Pest Control	Pest Control	128.40
85325	Road Groom Manufacturing	Cutting Edges	1,078.20
85326	Southside Auto	Transmission Repair/Radiator Cap	5,710.78
85327	Sturdevant's Auto Parts	3/4" Impact Wrench	724.09
85328	Swede's Plumbing & Heating	Jet Drains in Shop	469.00
85329	Central Grocery	Ext- Batteries/Twp. Meeting Supplies	55.01
85330	Dickey Rural Networks	911 Trunk Rental	231.00
85331	Innovative Office Solutions	Ext- Copier Toner	454.85
85332	Mathison, Amber	Support Staff Travel/Supplies	258.36
85333	ND Ass'n of Counties	911 Wireless Fees	459.40
85334	NDSU Dept. 3110	Ext- Table Runner	176.00
85335	Rutland-Cayuga Fire District	LEPC Meeting Meal	269.50
85336	Sargent County Treasurer	Ext-April Postage	7.74
85337	Seykora, Melissa	Ext-Soil/Seeds	20.75
85338	The Sargent County Teller	LEPC Meeting Ad.	91.00
85339	The Sargent County Teller	Ext-Silo Film Ad.	510.00
85340	Visa	Ext-Postage	92.85
85368-85386		Health Unit Expenses	2,032.48
85387		Human Services Expenses	6.42

Meeting adjourned at 11:56 a.m.

MARK BREKER – CHAIRMAN

ATTEST:

PAM MALONEY – COUNTY AUDITOR