

Forman, North Dakota  
August 16, 2022

The Sargent County Board of Commissioners met at 8:56 a.m. with the following members present: Jason Arth, Lyle Bopp, Mark Breker, Scott Johnson and Richard Ruch. Also present were Pam Maloney, 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 agenda as amended. (Johnson/Ruch). Motion carried unanimously.

Approve August 2, 2022 meeting minutes as presented. (Bopp/Johnson). Motion carried unanimously.

Michelle Denault, Human Resources Director, arrived at the meeting. She had provided quotes from Eide Bailley and Dakota Dynamics for the salary survey project to be done in 2023. She also gave a short summary of what she believes to be the pros and cons of each company. The board would like her to reach out to Gallagher Benefits for a quote as well, & will discuss it further at the next meeting.

Jayne Pfau arrived at the meeting at 9:15 a.m.

LaJuana Hayen, Tax Director, presented quotes for commission approval. One quote was from Sidwell in the amount of \$1920 for implementing a hyperlink to county tax statements for parcels within the county. Motion to approve the Sidwell Quote for \$1920 to implement a hyperlink to county tax statements. (Bopp/Ruch) Upon further discussion, there were questions whether this was a one time cost or if this was a yearly fee. Motion tabled.

The second quote was from Vanguard Appraisals to purchase the exemption module for the CAMA program for \$1875. Motion to approve the purchase of the exemption module from Vanguard Appraisals in the amount of \$1875. (Bopp/Johnson) Upon roll call vote, motion carried unanimously.

Joey Borracci, TurnKey Logistics Relationship Manager representing Summit Carbon Solutions, arrived at the meeting to give the commissioners an update on the pipeline project. 18.62 miles within Sargent County have been signed up so far. The pipeline will bring in approximately \$456,434 in property taxes annually. He inquired about casing the pipe under the county roads and he was told that our engineer, Damon DeVillers, recommended that the pipe be cased.

Neil and Sara Planteen, Southside Automotive, arrived at the meeting to discuss finance charges on Sargent County's account. As this was a clerical error in the Auditor's Office, they would like the finance charges paid to them. They understand that typically the county doesn't pay finance charges, as most times it is because an invoice wasn't received in time for commissioner approval, but as this was a clerical error, they felt it should be paid. Motion to pay the \$8 finance charge to Southside Automotive. (Ruch/Bopp) Upon roll call vote, motion carried unanimously.

Further discussion was held regarding the abandoned cemetery in Herman Township near Hamlin. As there are crops in the fields and the cemetery is so overgrown at this time, it was decided to go in next spring & do a clean-up at that time.

Commissioner Ruch had spoken with Damon DeVillers, Interstate Engineering, regarding County Road #4 potential patching areas. Mr. DeVillers has counted eleven spots between State Highways 11 & 13, and a couple spots south of State Highway #11. He was preparing estimates for patching these areas to present at a future commissioner meeting.

Motion to approve an eight percent COLA increase on the Forman City Police Contract. (Johnson/Breker) Upon roll call vote, motion carried unanimously.

The board discussed the trailer and water tank that the road department is utilizing that belongs to the Weed Control Board. The auditor was requested to find out what the weed board paid for the trailer & tank, so they may be reimbursed from the road funds.

Commissioner Bopp gave an update on the electrical updates needed within the courthouse. Mr. Weaving is waiting for a call back from electrical companies.

He also stated that one of the sheds is leaking and will need to be shingled. Mr. Weaving has contacted a contractor for the project.

Commissioner Breker stated that there are trees in the right-of-way on County Road #7 through the gulch that should be removed. Ms. Pfau stated that the landowner is responsible for the removal of the trees. However, it's possible that some of the trees could be on tribal lands. The auditor will consult with the tax director to research ownership of the land through the gulch on County Road #7 to discuss at the next meeting. There might be other areas in the county that have trees in the right-of-way that makes snow removal difficult.

LaJuana Hayen returned to the meeting with some answers to the questions posed earlier in the meeting regarding the Sidwell quote. She stated that the \$1920 is the total fee for the hyperlink project. Updates to this would be included with the other parcel updates that are done & billed throughout the year. Motion to reconsider the tabled motion to approve the quote from Sidwell for \$1920. (Bopp/Breker) Upon roll call vote, motion carried unanimously. Roll call vote was then taken on the motion to approve the quote from Sidwell for \$1920. Upon roll call vote, motion carried unanimously.

Tim Faber, Road Supervisor, arrived at the meeting.

Discussion was held regarding the road department pickups. The 2003 Chevy is in the shop in Milnor and the 2008 Ford needs the motor replaced which could be quite expensive. The board recommended that Mr. Faber contact the State Surplus Property Division and inquire to what they had in inventory. He was also advised to check out other auction sites and used vehicle ads.

Some discussion was held on whether culverts should be marked. It might save on culvert damage from farm equipment, etc.

Motion to approve out-of-state travel for two individuals to attend the North Central Regional Local Roads Conference in Rapid City, SD, on October 18, 2022. (Bopp/Breker) Upon roll call vote, motion carried unanimously.

Motion to approve an Application for Drainage Work Within County Road Right-of-Way for Tyler Speich, Milnor, for a simple ditch cleaning on the east and along the east half mile of the north side of Section 9-132-53 in Hall Township along County Road #14. He would also like to replace the damaged culvert in the approach in the southeast corner of Section 9-132-53 in Hall Township. (Breker/Ruch) Roll Call Vote: Yes – Arth, Breker, Johnson, and Ruch. No – Bopp.

Approve August payroll in the sum of \$244,271.07 and the following bills. (Ruch/Breker). Upon roll call vote, motion carried unanimously.

83982-83997		Health Unit Expenses	3,091.89
83998-83999		Human Service Expenses	31.75
84002	Forman City	Water/Sewer/Garbage	195.36
84003	Ottertail Power Company	Electricity	1,570.03
84004	Ransom County	VSO Salary/Benefits	2,397.48
84006	ND DOT-Motor Vehicle Dept	Sheriff Plate	5.00
84007-84017		Health Unit Expenses	19,516.41
84018-84020		Weed Control Expenses	248.03
84031	AMS, Inc.	GPS Rental	100.00
84032	Aramark	Cleaning Services	592.38
84033	Avid Hawk, LLC	Website Services	45.00
84034	Anderson, LaJuana	Tax Director Travel	94.50
84035	Walock-Johnson	Auto/General Liability/Scheduled Property	57,620.00
84036	Berreth, Vicki	Coroner Training/Travel	807.99
84037	Blair, Morgan	Coroner Travel	151.40
84038	Cenex Fleet Card	Sheriff Travel	194.87
84039	Computer Express	Sheriff Printer Paper Rolls	160.00
84040	Counites Providing Tech.	Tech Support	5,020.00
84041	Dakota Plains	Sheriff/Lawnmower/Health/Coroner Travel	1,166.64
84042	Dakota Water Solutions	5 Gal Water Jugs	22.50
84043	Dickey Rural Networks	Telephone Services	1,151.02
84044	Election Systems & Software	Election Supplies	5,767.78
84045	Forman Lumber	Nitrile Gloves/Pry Bar	32.97
84046	G&R Controls	Boiler Maintenance	5,990.15
84047	General Roofing & Construction	Cornice Area Restoration	9,620.30

84048	Grotberg Electric	Courtroom AC	3,776.00
84049	Gwinner First Responders	2022 Allocation	6,500.00
84050	Gwinner One-Stop	Sheriff Gas Purchases	906.60
84051	Hoselton, Samantha	Tax Director Dues/Registration	500.00
84052	Information Tech Dept.	Wan Access/SSL VPN/Netmotion	750.55
84053	Innovative Office Solutions	Auditor/Treasurer/911/Building Supplies	785.72
84054	Lee's Service Station	County Car Oil Change	58.00
84055	Maloney, Pam	Auditor Travel	12.50
84056	Minn-Kota Communications	Social Services Phone	571.00
84057	NDACo Resources Group	Auditor Laptops/Tax Director Adapter	2,818.14
84058	Oakes Ambulance Service	2022 Allocation	21,676.00
84059	Office of Attorney General	SCRAM 24/7	510.00
84060	Paeper, Travis	Parade Candy	28.25
84061	PharmChem	Sweat Patch Analysis	94.35
84062	Ramada by Wyndham	Tax Director Travel	345.60
84063	Ruch, Richard	Commissioner Travel	843.00
84064	Sargent County Ambulance- Forman	2022 Allocation	5,000.00
84065	Sargent County Ambulance- Milnor	2022 Allocation	5,000.00
84066	Schilling, Wyatt	Cellphone Reimbursement	500.00
84067	Southside Auto	Key Cut/Sheriff Brakes & Wiper Fluid	575.52
84068	Toepke, Alison	Treasurer Conference	490.53
84069	Triton Mechanical	AC Courthouse Downpayment	24,000.00
84070	Tyler Technologies, Inc	Treasurer iTax Program	1,260.00
84071	Verizon Wireless	Sheriff MiFi Cards	200.05
84072	Wallaceburg Bookbinding	Newspapers Bound 2021	130.46
84073	Weaving, Neil	Building Maintenance Supplies	200.02
84074	A W Diesel	Truck Repairs	3,254.14
84075	Beaver Trucking	Gravel #1-#3A-#12-Stockpile	3,152.33
84076	Bernard Mahrer	Gravel #1 & #3	10,419.21
84077	Bobcat of Gwinner	Front Window Replacement	767.49
84078	Braaten, Marshall	Trees & Ditch Clean Out #2	3,500.00
84079	Butler Machinery, Inc	Blade Repairs	953.78
84080	Enderson Construction	Gravel #1-#2-#5-#7-#10-Geneseo Culvert & Stockpile	66,148.54
84081	Faber, Tim	Vehicle Registration	10.50
84082	Interstate Engineering	Engineering Services	9,945.18
84083	Knife River Materials	#4-#3-#10-#12 Road Projects	116,085.28
84084	Mark Sand & Gravel	Gravel #4	2,786.35
84085	ND One Call Concepts	Locates	7.80
84086	Plunkett's Pest Control	Pest Control Program	64.20
84087	RDO Equipment	Payloader Repairs	1,693.78
84088	Rutland Oil Co.	Gasoline/Fuel	10,573.82
84089	Signs Solutions	Brampton Sign/Pavement Ends Sign	156.62
84090	Southside Auto	Premix Fuel/Fuel Filter/Equipment Repair	947.43
84091	Stock Growers	Cat 140 Loan Payments	40,000.00
84092	TrueNorth Steel	Culverts	22,997.60
84093	Visto's Carquest	Sign Flange Nut	390.00
84094	Wallner Dirt & Snow	Stump & Cleanup	700.00
84095	The Sargent County Teller	Publishing Fees	2,825.94
84096	Wild Rice Soil Conservation	NDSU Ext August Rent	500.00
84097	Dickey Rural Networks	911 Trunks	231.00
84098	Forman Drug	Ext-Safety Pins	4.18
84099	ND Ass'n of Counties	911 Fees	906.50
84100	NDSU Extension	Ext- Adobe Software/Printing	279.95
84101	Sargent County Treasurer	Ext-Postage	26.11
84102	Visa	Ext- Postage	9.20

Meeting adjourned at 11:47 a.m.

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JASON ARTH - CHAIRMAN

ATTEST:

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PAM MALONEY – COUNTY AUDITOR