

Forman, North Dakota  
June 16, 2020

The Sargent County Board of Commissioners met at 9:14 a.m. following the Park Board meeting in the Conference Room with the following members present: Bill Anderson, Lyle Bopp, Richard Ruch, and Jerry Waswick. Absent was Jason Arth. Also present were Jayne Pfau, State's Attorney, Margie Johnson, Assistant to the State's Attorney and Sharon Halmrast, Chief Deputy Auditor. Present through technology were: Mary Engst, Sargent County Teller, Cindy Klapperich & Melissa Seykora NDSU Extension Service, and Brenda Peterson, Sargent County Health Department.

Chairman Waswick called the meeting to order.

JDA State's attorney representation tabled until after 5-county meeting later this fall.

Commissioners Bopp and Arth and State's Attorney Jayne Pfau will be meeting with Ransom County hiring delegates to set up interviews to fill the Human Resource Director position offered as time and weather allows.

Motion to approve off-site alcohol permit to The Schoolhouse, DeLamere, contingent upon approval of the Sheriff and State's Attorney. (Anderson/Ruch). Upon roll call vote, motion carried unanimously.

Motion to approve Dunbar Township culvert cost share request upon approval of the Sargent County Water Resource Board. (Anderson/Bopp). Upon roll call vote, motion carried unanimously.

Wendy Willprecht, Sargent County Emergency Manager; Travis Paper, Sheriff; and Alison Toepke, Treasurer, Recorder, Clerk of Court; arrived at meeting.

Willprecht reported to the commission that the food pantry which normally allows clients on site shopping of items needed, will be allowing clients to enter courthouse and the food pantry to pick up the needed items while practicing the county COVID-19 policy established of wearing face masks and being escorted within the courthouse. Willprecht also reported the contract for CodeRED emergency notification system has been signed and she will be taking the needed steps to implement this public alert system. She also gave an update on the Cares Act Coronavirus Relief Fund. This certification allows the county to request financial assistance payments to cover any necessary expenditures incurred due to the public health emergency and governor's disaster declaration on March 13, 2020 in respect to COVID-19 that were not accounted for in the 2020 county budget and that were incurred during the period that began March 1, 2020 and ends December 30, 2020. The steps needed to get reimbursement for such expenses is quite extensive since we are dealing with FEMA regulations and then state regulations basically making it a waiting game of receipt of funds.

The re-opening of the courthouse was discussed with each department head present either through technology or in person offering their opinions. Brenda Peterson from the health department reported there were no active COVID-19 cases in the county and that her department was ready to move forward with the re-opening. Sheriff Paeper reported an update on the security measures that were underway on the update to the entrance doors of the courthouse. Dickey Rural Networks will also be installing smoke alarms and heat sensors in the building along with the security entrance system.

Motion to re-open the courthouse to the public on Monday, June 22, 2020 with the proper signage on all entrance doors, allowing the public to enter through the front door and the ADA accessible door located in the southwest corner of the courthouse building with no further requirements then those posted. (Ruch/Bopp) Upon roll call vote, motion carried unanimously.

It was noted that all Department Heads will be allowed to establish their own department procedures in their offices relating to COVID-19 and interaction with the public. Willprecht will notify public of re-opening via county website, the Scoop and in the official county newspaper.

Denise Ferderer, Tax director arrived at the meeting.

Chairman Waswick recessed the regular commission meeting at 10:30 am and reconvened the Board of Equalization meeting previously recessed on June 2, 2020. Ms. Ferderer, after contacting the Office of the State Tax Commissioner for their guidance on establishing commercial tax property values, provided a response from the State Tax Department stating the proper procedures to determine such values and those were the procedures the county tax department followed in the establishment of said property values. Ferderer recommends an increase of 7% for agricultural lands, an 8% increase in residential and a 3% in commercial property values.

Motion to accept all recommendations from the Tax Director. (Anderson/Bopp). Upon roll call vote, motion carried unanimously.

Chairman Waswick adjourned the board of equalization meeting and reconvened the regular commission meeting at 10:40 am.

Ms. Pfau presented a Quit Claim Deed to clear a title for a landowner with a legal property description of SE1/4 of section 9-T129N-R56W. Motion to approve the signing of quit claim deed to clear title with property description of SE1/4 of section 9-T129N-R56W as presented by Pfau. (Bopp/Anderson). Upon roll call vote, motion carried unanimously.

Pfau also brought information on the GoToMeeting subscription the county is currently implementing. Motion to accept the new GoToMeeting Subscription as presented. (Bopp/Anderson). Upon roll call vote, motion carried unanimously.

Merrill Engquist, Road Supervisor arrived at the meeting to report on county projects. They are currently applying gravel to several county roads and will be taking care of asphalt patching on County Road #4.

Commission started reviewing county departmental budgets.

Approve June payroll in the sum of \$210,504.43 (Nos. 17886-17951 & 80534-80543) and the following bills: (Anderson/Ruch). Upon roll call vote, motion carried unanimously.

80426-80434		Health Unit Expenses	875.64
80436	Dickey Rural Networks	Telephone	1,340.22
80437	Forman City	Water/Sewer/Garbage	190.32
80438	Ottertail Power Company	Electricity	1,606.22
80439	Ransom County	VSO Salary/Benefits	949.45
80441	California Professional Mfg.	Disaster Bag & Gloves	977.49
80444-80452		Health Unit Expenses	4,206.35
80466	AMS Alcohol Monitoring	GPS Rental Fee	100.00
80467	AVI Systems, Inc.	Video Conferencing System	8,243.94
80468	Avid Hawk, LLC	Web Service	45.00
80469	Lyle Bopp	Sneeze/Cough Barriers	975.00
80470	Century Link	Conference Calls	540.91
80471	Counties Providing Tech.	Data Processing	1,255.58
80472	CHS-Dakota Plains	Sheriff Gas Purchases	325.78
80473	Dakota Water Solutions	Water Jugs	28.00
80474	Dell Marketing	Commissioner laptops	1,326.20
80475	Dickey Rural Networks	Telephone	1,209.84
80476	Election Systems & Software, LLC	Election Activation Cards	9.50
80477	Forman Lumber & Fireworks	Building Maintenance	75.31
80478	Gordy's	Sheriff Car Wash	12.00
80479	Gwinner One Stop	Sheriff Gas Purchases	132.53
80480	Halmrast, Sharon	Election Miscellaneous	111.45
80481	Hayen, LaJuana	Tax Office Supply/Travel	137.00
80482	Hoag & Sons Book Bindery, Inc.	Newspapers Bounding	118.52
80483	Information Technology	WAN Access/Netmotion	960.92
80484	Lexis Nexis-Mathew Bender	Century Codes	130.86
80485	Liberty	Postage inkjet Cartridge	208.80
80486	Mehrer, Hilary	Canvassing Board Meeting	
61.50			
80487	ND States Attorney's Ass'n	2020 Dues/Registration	300.00
80488	NDACO Resources Group	Commissioner Laptops	4,576.96
80489	Onsolve	CodeRED Service contract	2,500.00
80490	Paeper, Travis	Sheriff Travel	38.09
80491	Peterson, Brenda	Corner Travel	28.04
80492	Quill	Building Maintenance	30.99
80493	Reardon	Copier Supplies Court House/Tax	882.00
80494	Sargent County Sheriff	Sheriff's Services/Unpaid Tax	1,700.00
80495	Sargent County Teller	Printing & Publishing	1,360.23
80496	Seachange	Election Office Supplies	3,195.00
80497	Sidwell	Tax Department/GSI Software	2,970.00
80498	Sundquist, Colleen	Election Travel	2.30
80499	Teals	Election Miscellaneous	44.07

80500	Toepke, Alison	Emergency Escape Ladder	417.96
80501	Verizon	Sheriff MIFI Cards	200.05
80502	Waswick, Gerald	Travel/Election Canvas Board	304.15
80503	Wild Rice Soil Conservation	Extension Rent	500.00
80504	Wittich, Teresa	Travel/Canvas Board	51.15
80505	AmeriPride	Office/Medical Road	246.62
80506	Butler Cat	Equipment Repairs	1,398.29
80507	Green Iron Equipment	Equipment Repairs	157.14
80508	Hansen Lumber	Shop Supplies	9.49
80509	Lee's Service Station	Tires	496.00
80510	Lorenzen Equipment	HD Box Scraper	2,500.00
80511	Lyle Signs, Inc.	Road Signs	211.90
80512	RDO Power Plan	Extended Warranty	2,444.71
80513	Rutland Oil Company	Road Fuel	2,367.75
80514	SCB Public Finance	Loan Payments	70,000.00
		John Deer/Cat 140	
80515	South Side Auto	Road Tires	78.70
80516	True North Steel	Culverts	23,007.83
80517	Dickey Rural Networks	911 Trunks	231.00
80518	ND Ass'n of Counties	911 Wireless	455.00
80519	NDSU	Auto & Tech	102.00
80520	Rutland Oil	Road Fuel	2,149.20
80521	SC Treasurer	Extension Postage	28.75
80522	Visa	Extension Office Supplies	344.43

Meeting recessed until Thursday, June 25 at 8:00 am.

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JERRY WASWICK – CHAIRMAN

ATTEST:

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SHARON HALMRAST– CHIEF DEPUTY AUDITOR