

Forman, North Dakota
January 6, 2015

The Sargent County Board of Commissioners met at 9:00 a.m. with the following members present: David L Jacobson, Bill Anderson, Sherry Hosford, Mike Walstead and Jerry Waswick. Also present was Paige Cary, the Sargent County Teller.

Approve minutes of December 16, 2014 meeting as corrected. (Anderson/Waswick, unanimous)

Lyle Bopp, States Attorney arrived at this time.

Travis Paeper, Sheriff arrived at the meeting. The draft County policy for disposal, replacement or sale of obsolete or unused Sheriff's Department equipment that is restricted to use by law enforcement personnel and agencies was discussed. After some revisions, additions & corrections the revised draft of the policy was approved. A copy of the policy is attached to these minutes for reference. (Hosford/Jacobson)

Sandy Hanson, Tax Director/Emergency Management/911 Coordinator met with the Board to discuss the impact of Brenda Peterson's promotion to a position with a higher pay grade within the Sheriff's Department on the 911 budget. 20% of Peterson's salary comes from the 911 budget for data entry work she does for the 911 system. Hanson is concerned that the pay grade increase will put a strain on her 911 budget. She proposed decreasing the percentage of Peterson's salary that is taken from the 911 budget from 20% to 10%. It is her opinion that this would be a more accurate account of time actually spent on data entry. The grade raise is due to more responsibilities within the Sheriff's Department itself rather than any increase in workload or responsibilities for the 911 system. The Board requested that Hanson & Travis Paeper, Sargent County Sheriff, discuss this matter & report back to the Commission with a recommendation at the next meeting.

Sandy Hanson also updated the Board on the new valuation for agricultural land within Sargent County as determined by NDSU, using the statutory formula prescribed by the State Legislature, and her proposed recommended valuation increase for agriculture land within the county for 2015. The current average value is \$816.17/acre which is 84% of the value as determined by NDSU, and below the tolerance allowed by the North Dakota State Tax Department. She is recommending a 9% increase which will bring the valuation up to \$889.62, which is 95.3% of the valuation as determined by NDSU, and is within the tolerance allowed by the State Tax Department. This will be done during the equalization process, but Hanson wanted to let the Board know her plan before she starts her meetings with townships and cities during the month of February.

Melissa Blawat, Extension Agent and Cindy Klapperich, Family and Consumer Science Agent met with the Board to report on the activities of the County's Extension Service office personnel from October through December 2014. The Board commended the County's Extension Service personnel for their excellent programs and outstanding effort on behalf of the people of Sargent County.

Gina Hillestad, Treasurer/Recorder/Clerk of Court, informed the commission that Alison Toepke had been promoted to Chief Deputy beginning January 1, 2015. The position is a Grade 9 on the County's Pay Plan. Ms. Hillestad recommended that Ms. Toepke be placed at a Grade9/Step 6 on the pay schedule, with the step 6 based on the fact that Ms. Toepke has 6 years of experience in that office. Motion to approve Grade 9/ Step 6, as recommended by Ms. Hillestad. (Anderson/Waswick, unanimous) It was requested that States Attorney Lyle Bopp and County Auditor Pam Maloney review the County Pay Plan provisions concerning step placement following promotion to a position with a higher pay grade, and recommend changes that would make provisions easier to understand and implement.

Motion to authorize the County Auditor to request renewal of the permit that allows the shooting of muskrats within the road rights-of-way within Sargent County for the calendar year 2015. (Jacobson/Anderson, unanimous)

Approve 2015 Sargent Seniors Council Contract and authorize Chairman to execute the same. (Hosford/Jacobson, motion carried) Motion to request that Lyle Bopp, State's Attorney, draft a letter to be placed in file maintained in the County Auditor's office stating the concerns that he thinks should be addressed when the Contract comes up for renewal in 2016. On roll call vote: Aye: Anderson, Walstead and Waswick. Nay: Jacobson and Hosford. Motion carried.

The Board was advised that the mileage rate for state and county employees has been increased to .575 cents/mile as of January 1, 2015.

Discussion on the proposed water treatment plant improvements in the City of Forman. Motion to send letter to Forman City stating that the Sargent County Commission has found that said improvements do not conflict with any county comprehensive development plan for the area. (Waswick/Anderson, unanimous)

Motion to instruct the County Auditor to call for sealed bids in the official newspaper for furnishing supplies for the period beginning April 1, 2015 and ending March 31, 2016. Bids shall be opened March 17, 2015 as follows: Gravel (with the stipulation that all graveling be done by October 1, 2015)-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, Diesel Exhaust Fluid (DEF), Biodiesel Blend/10% bio-diesel with 90% petroleum diesel or "B10" & LP Gas-11:30 a.m. (Jacobson/Waswick, unanimous)

Motion to advertise for Request for Proposal for Insurance Agents to handle the county's policies. Proposals shall be opened at 9:30 a.m. on March 17, 2015. (Jacobson/Waswick, unanimous)

Motion to approve removal of #29001 answering machine, #721 typewriter & # 280 podium from county inventory. (Hosford/Jacobson, unanimous)

A motion was made that all county road department licensed vehicles (pickups and trucks) be parked at the county road shop at the fairgrounds in Forman every night unless road department personnel are attending meetings or school which require them to be away from home overnight. (Jacobson/Waswick.) Much discussion followed. Motion to table the motion until February 3 meeting when all commissioners and Road Department Supervisor, Sparky Engquist, will be present. (Waswick/Hosford) Roll call vote tabling motion. Aye: Waswick, Anderson, Walstead, Hosford. Nay: Jacobson. Motion carried.

Motion that Sargent County not purchase any mag chloride or other dust control for 2015, so the county can get back to applying dust control in the spring to control the dust in the summer months. (Jacobson/Hosford) After much discussion, motion to table the motion until February 3 meeting when all commissioners and Road Department Supervisor, Sparky Engquist, will be present. (Anderson/Waswick) Roll call vote tabling motion. Aye: Waswick, Anderson, Walstead, Hosford. Nay: Jacobson. Motion carried

Meeting adjourned at 12:05 p.m.

MIKE WALSTEAD - CHAIRMAN

ATTEST:

PAM MALONEY - AUDITOR