

Forman, North Dakota
October 3, 2017

The Sargent County Board of Commissioners met in the Commissioners' Room at the Sargent County Courthouse at 9:20 a.m. following the 9:00 a.m. meeting of County employees & officials to discuss and vote on proposed changes to the Personnel Committee's Standing Rules, with the following members present: Dave Jacobson, Jason Arth, Mike Walstead, & Sherry Hosford. Absent was Bill Anderson, who was meeting with the Personnel Board to count votes. Also present was Tibby Hinderlie, the Sargent County Teller; and, Pam Maloney, Sargent County Auditor.

Approve September 19, 2017 meeting minutes as corrected. (Walstead/Arth, unanimous)

Commissioner Walstead reported that Enderson Construction will be starting the concrete repair work at the back elevator entrance of the courthouse next Monday, October 9. Employees will be asked to park on the street during the time they are working, which should be about three days.

Motion to appoint Jason Arth as delegate to the State Fair Association's Annual meeting to be held in Minot on November 15, 2017 at 1:00 p.m. (Hosford/Walstead) Upon roll call vote, motion carried unanimously.

Bill Anderson, Commissioner; & Lyle Bopp, State's Attorney; arrived at the meeting.

Travis Paeper, Sandra Hanson, & Brenda Peterson, representing the Sargent County Personnel Board, arrived at the meeting to present the board of Commissioners with the results of the employees' votes on proposed changes to the current Sargent County Personnel Board Standing Rules. Out of 43 possible voters, 33 employees did vote and all voted unanimously "Yes" for all recommended changes to the Standing Rules. Therefore, the Sargent County Personnel Board recommended the adoption of the changes that were voted on today at the employee meeting. Motion to adopt the recommended changes to the Sargent County Personnel Board Standing rules. (Walstead/Hosford) Upon roll call vote, motion carried unanimously. The Personnel Board's Standing Rules, now Bylaws, may be obtained from the County's internet web site and from the Office of the County Auditor. Commissioner Hosford requested that Personnel Board meeting minutes and notifications be sent electronically to those County employees, officials and Commissioners with email accounts.

Paige Cary, Forman Economic Development Coordinator, has requested a letter of support from Sargent County, supporting the establishment of a Renaissance Zone for Forman City. The commission requested some more information and a map of the proposed renaissance zone before providing such a letter.

Damon DeVillers, Interstate Engineering; & Merrill Engquist, Road Supervisor; arrived at the meeting. There was discussion on prioritization of Federal Aid projects. The Anderson Bridge on County Road #7 east of Havana was discussed, as well as some potential seal coat projects on other county roads. Mr. DeVillers will bring back some price estimates for those potential projects discussed. Mr. DeVillers, the County Commissioners and the County Auditor will meet with representatives of the ND Department of Transportation to discuss the County's road needs and priorities during the NDACo Conference in Bismarck on Monday, October 9.

Denise Ferderer, Tax Director, arrived at the meeting. The board proceeded to set minimum sales prices on lands and lots within Sargent County forfeited to Sargent County for non-payment of taxes. Fourteen parcels were appraised. Motion to approve appraisals and minimum sales prices set. (Hosford/Anderson) Upon roll call vote, motion carried unanimously. The time for hearing objections to the minimum sales price agreed upon was set for 9:30 a.m. on November 7, 2017. A list of properties and appraisals will be posted at the front door of the Courthouse on November 8, 2017.

Melissa Seykora, NDSU Extension Ag and Natural Resources (ANR) Agent; Cindy Klapperich, NDSU Extension Family and Consumer Science (FCS) Agent; Jacy Bopp; & Joseph Throener, Sargent County 4-H members; arrived at the meeting. Each of the 4-H members spoke about how 4-H has impacted their lives and how important the program is for youth of all ages. Ms. Seykora also read a letter from Grace Mathias, another 4-H member, about how 4-H has increased her self-confidence & inspires her to be a role model for the younger children in her 4-H club. The commission introduced the following Proclamation and moved for its adoption:

Proclamation

WHEREAS, 4-H is open to all youth ages 5-18; and,

WHEREAS, the mission of 4-H is to create supportive learning environments for youth and adults to

reach their full potential as capable, confident, caring citizens of good character, compassion and integrity; and,

WHEREAS, 4-H strives to identify and provide projects, activities, educational events, and community service opportunities for youth to be fully engaged, head, heart, hands, and health, learn by doing, acquire knowledge, develop life skills and form attitudes that will enable them to become self-directed, productive, contributing members of society; and,

WHEREAS, adult volunteers and family members play an integral part in the success of 4-H youth development experiences; and,

WHEREAS, 4-H is a well-proven positive youth development program in Sargent County, the State of North Dakota and throughout the nation.

NOW, THEREFORE, BE IT RESOLVED, that the Sargent County Board of Commissioners hereby recognizes and celebrates October 1-7, 2017, as National 4-H Week in Sargent County, and, commends all who play a role in making 4-H a vibrant and successful program for the people of Sargent County.

Resolution adopted at the regular meeting of the Sargent County Commission at the Courthouse in Forman, North Dakota, on this 3rd day of October, 2017.

Motion by Anderson and second by Hosford. Upon roll call vote, motion carried unanimously.

Dan McKeever, Gwinner resident; Denise Ferderer, Tax Director; & Sandra Hanson, former Tax Director; arrived at the meeting to discuss the commercial value on a commercial structure situated upon parcel #31-9520001 - .23 acre parcel com 40' S & 245' W of NE cor of NE1/4; W 55'; S 185'; E 55'; N 185' to beg Section 26-132-56, Unplatted Lands, Gwinner City, which had been omitted from previous years' taxes. It has been determined by the County Director of Tax Equalization and County Auditor that the structure was omitted property as such is defined in North Dakota State Law. However, the letter sent to the property owners indicated that back taxes were owed from 2007 through 2016. The structure was built in November of 2007, so the property owners would not be responsible for the 2007 tax year. The tax director's office did not have a record of any tax incentive exemption for this parcel that had been approved by the City of Gwinner, so a request had been made to the Gwinner City Auditor for that information. The City was not able to provide that information to the County Director of Tax Equalization, so therefore the taxpayer could be responsible for real estate taxes on the value of the omitted structure for 2008-2016. Mr. McKeever has since provided the information needed to show a Gwinner City Renaissance Zone property tax Exemption for the years of 2008-2012. Mr. McKeever also questioned the value placed on the parcel. The Commission had received and reviewed documentation from Mr. McKeever, the City of Gwinner and the County Director of Tax Equalization, including the North Dakota State Statute concerning omitted properties. The only figure available to the county offices was the construction cost of \$112,000.00 shown on the building permit issued by the City of Gwinner in 2007, and the estimated property tax exemption of \$2,400.00 per year as shown on the Renaissance Zone application. Mr. McKeever requested that the commission retroactively reduce the valuation of the structure in question to be in line with what he believes to be other similarly situated buildings in the area. Motion to add the omitted structure to the tax rolls based on the \$112,000 value on the building permit, that the taxes be computed using that value and a new notification sent to the taxpayer for tax years 2013 through 2016. (Hosford/Anderson) Upon roll call vote: Yes – Arth, Walstead, Anderson & Hosford. No – Jacobson. Motion carried. Mr. Jacobson explained that he thought that 10 years of back taxes, rather than 5, should have been assessed.

Meeting recessed at 12:00 p.m.

The Board reconvened at 6:00 p.m. for a public hearing on the 2018 County Budget. Those present: Mike Walstead, Bill Anderson, David L Jacobson, Jason Arth and Sherry Hosford. Also present: Pam Maloney, County Auditor; and Paige Cary, the Sargent County Teller.

Chairman Jacobson opened the hearing.

Jerry Waswick, Gwinner resident, arrived at the meeting at 6:10 p.m. He had questions regarding whether or not Sargent County had budgeted a contingency fund for the ND PERS Pension Program for its employees for 2018; Sargent County's 2017 valuations; the 2018 county budget; & omitted property that had been found when Vanguard did its commercial re-appraisal. The commission stated that there is no contingency fund for the ND PERS Pension Program in the proposed 2018 Budget; that 2017 valuations were in line with the tolerances allowed by the State of North Dakota; that the dollar amount proposed to be levied and expended by Sargent County in 2018 is .32% less than the amount budgeted to be levied and expended during 2017; and, that the tax director's office is checking the properties to determine whether there are any more omitted properties that should be placed on the tax rolls.

RESOLUTION NO. 1

Commissioner Walstead offered the following resolution and moved its adoption, seconded by Commissioner Arth:

WHEREAS, it is the duty of the Board to make appropriations for the current year beginning January 1, 2018 and ending December 31, 2018 of money in specific amounts for all offices, officials, improvements, roads, bridges, which are supported wholly or in part by the county.

NOW THEREFORE BE IT RESOLVED, that the Sargent County Commission approve and adopt the 2018 budget in the sum of \$8,316,291.

Voting aye: Walstead, Anderson, Arth, Jacobson and Hosford.

Voting nay: None.

Resolution was adopted.

The following is a summary of the taxes to be levied for 2018:

	GENERAL FUND	SPECIAL REVENUE FUNDS	TOTAL ALL FUNDS
BUDGET REQUEST	2,054,262	6,199,529	8,253,791
BUDGETED TRANSFERS OUT	41,600	129,000	170,600
CASH RESERVE	500,000	2,178,646	2,678,646
SUBTOTAL	2,595,862	8,507,175	11,103,037
ESTIMATED CASH BALANCE (12-31-16)	670,604	2,714,936	3,385,540
ESTIMATED TRANSFERS IN	90,000	256,600	346,600
ESTIMATED REVENUE	543,332	2,965,456	3,508,788
TOTAL RESOURCES	1,303,936	5,936,992	7,240,928
LEVY REQUIRED	1,291,926	1,667,263	2,959,189
ALLOWANCE FOR DELINQUENT TAX COLLECTIONS	31,000	42,537	73,537
TOTAL AMOUNT LEVIED	1,322,926	1,709,800	3,032,726

RESOLUTION NO. 2

Commissioner Hosford offered the following resolution and moved its adoption, seconded by Commissioner Anderson:

WHEREAS, the Lake Agassiz Regional Council strives to assist in the planning and economic development of Sargent County and Lake Agassiz Regional Council as a whole, and

WHEREAS, planning and economic development are among the objectives of the Board of Commissioners of Sargent County,

NOW THEREFORE BE IT RESOLVED, that Sargent County approves and supports the planning and economic development program and budget of the Lake Agassiz Regional Council during the Fiscal year 2018 in the amount of \$1,500.00.

Voting aye: Arth, Hosford, Anderson, Jacobson and Walstead. Voting nay: None. Resolution was adopted.

Meeting adjourned at 6:45 p.m.

DAVID L JACOBSON – CHAIRMAN

ATTEST:

PAM MALONEY – COUNTY AUDITOR