

Forman, North Dakota
November 4, 2004

The Sargent County Board of Commissioners met at 9:00 a.m. with the following members present: Karen Anderson, Ray Brockman, Mike Walstead, Steve Wyum and Don Wehlander. Absent none. Also present Jerry Waswick.

Approve October 19, 2004 minutes as corrected. (Brockman/Wehlander, unanimous)

Lyle Bopp, States Attorney, presented a revised single application for Beer and Liquor licenses. County establishments will receive a copy of the Sargent County Beer and Liquor Resolution, which was approved in May 2004 and will become effective January 1, 2005 and a new copy of an application. Each liquor establishment will be required to complete an application for new licenses in 2005. Discussed Christmas Eve holiday and authorized Lyle to re-write the policy. Approve revision. (Wehlander/Anderson, unanimous) The Sargent County Non-Social Service Employee Policy has been revised and copies were distributed to the Board.

The ND Supreme Court notified the Board that the Court Facilities Improvement Advisory Committee is accepting applications for grants to be awarded from the Court Facility Improvement Maintenance Fund. The Board approved the same committee of Lyle Bopp, Patricia Carlen, Ronald Goodman and Mike Walstead to prepare an application for grant funds. Lyle Bopp will coordinate the meeting.

The Jamestown Area Community Service Program will be making a collective allocation request of available funds from surrounding communities. Sargent County is entitled to \$243. Approve Certification Award for financial support for the juvenile side of our community service and restitution program.

Gina Hillestad presented a Job Classification module as prepared by Maximum-Archer for a proposed grade increase, a 2004 update survey results analysis and summary information for twenty-one positions. Maximum-Archer survey recommends adding steps to the range. Currently there are 10 steps and it is proposed that Sargent County expand to 15 steps to comply with the market index. Based on the latest information from the survey, approve an increase in steps from 10 to 15 in the county pay plan. Each step will allow a 2.5% increase. (Walstead/Brockman, unanimous)

Marwood Klein, Forman Ambulance Coordinator and Mike Marquette met with the Board to discuss the financial status of the ambulance. The county budgeted monies for the 2004 coordinators position and that amount was not been paid due to the resignation of Cindy Leinen in May. The Forman Ambulance squad paid salaries for the acting coordinator from their funds and they are requesting reimbursement of these monies. Approve transfer of \$10,000 from county ambulance budget to Forman Ambulance. (Anderson/Walstead, unanimous) Marwood also asked about his position as an independent contractor for the county. The Board encouraged him to get a program set up for First Responder's, as this is a critical area for the future of the ambulance.

Norm Preble, Tax Director and LeAnn Even, Cogswell Mayor, met with the Board to discuss the appraisals for property forfeited to the county for delinquent taxes. Approve the list and instruct the County Auditor to post at the front door of the Courthouse. (Wehlander/Anderson, unanimous). The public auction for the property is scheduled at the Office of the County Auditor on Tuesday, November 16, 2004 beginning at 1:00 p.m.

Damon DeVillers, Interstate Engineering, arrived at the meeting to review plans for bridge 135-05.0. This bridge is on the federal bridge replacement program and Damon suggested installing a culvert rather than a new bridge. Estimated cost to replace with a bridge is \$250,000 and he feels it is not cost effective to continue with this plan. The Board asked him to inspect the site and recommend what size culvert is required to replace the bridge.

The weed mowing assessment was extended due to extenuating circumstances. The landowner has until November 11 to mow the roadsides. If not mowed the amount will be levied against their 2005 taxes.

Approve 2005 Emergency Management Performance Grant. (Walstead/Brockman, unanimous)

Approve Road Permits as follows: Dickey Rural Communications, Inc. to proceed with cable replacement by boring under County # 10, 105 feet south of 92nd St SE (2 miles north of Rutland) and grant a permit to occupy and cross Sargent County right-of-way and to Dakota Valley Electric Co-Op, Inc. to install a single-phase underground cable under County Road # 2 between Section 21 and 28 in

Verner Township (131-58). The cable is for the purpose of providing electrical service to a building owned by Gerald Ringdahl in the NW1/4-28-131-58. Both permits approved subject to terms and conditions on the permit. (Brockman/Walstead, unanimous)

Approve removal of the following items from insurance and inventory and add to auction items: from Social Services - #1375, 1376, 1377, 1378 and 1644; Extension Office - #1123 and 1127; Tax Director-#944, Clerk of Court-#119 and 1016 and Auditor - #1474. (Brockman/Walstead, unanimous)

Don Wehlander left the meeting at 12:00 noon.

Richard Engst, member of SC Water Board, asked the Board about replacement of bridge 135-05. There is concern by the landowners about the upstream culverts. Damon DeVillers will inspect these areas and make a recommendation to the commissioners.

The Board proceeded to review additional pay plan information including a minimum pay rate based on regression and market update. The Board requested additional information for the next meeting.

Approve out of state travel for Julie Hassebroek to attend the National 4-H Congress in Atlanta, GA November 25-30. The trip is sponsored/paid for by the ND 4-H Foundation.

Authorize the Chairman to sign a letter to NASEMSD, regarding the proposed changes to EMS scope of practice.

Meeting adjourned at 4:00 p.m.

STEVEN R. WYUM – CHAIRMAN

ATTEST:

SHERRY HOSFORD - AUDITOR