

Forman, North Dakota
November 16, 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 and Bill Anderson, commissioner's elect.

Steve Wyum, Chairman presented plaques in recognition and appreciation of service to Karen Anderson, for 4 years of service and Don Wehlander for 8 years of service.

Approve November 4, 2004 minutes and acknowledge receipt of the October 2004 financial statement. (Walstead/Anderson, unanimous)

Ray Brockman reported that SC JDA met and discussed sending funds to Dakota State Line for wind energy studies and any decision was tabled.

Gina Hillestad presented information on the employee pay plan. Following discussion a motion to implement the new employee salary cost analysis using regression tables to be adjusted upward 2.2% (COLA) effective January 1, 2005. (Wehlander/Anderson. Roll call: Aye All. Nay None. Motion carried.) Steve Wyum also indicated that the Social Service Director, Emergency Manager/911 and Road Equipment Operator positions be studied because they are below the minimum range. A job evaluation review is recommended by the pay plan consultant. Approve review of the job evaluation for those three positions. (Anderson/Wehlander, unanimous)

Lyle Bopp arrived at the meeting.

Brian Tayer and Marwood Klein, SC Ambulance coordinator's met with the Board to update the Board on ambulance service and statistics. A First Responder course is scheduled to begin in January following an informational meeting. The scheduling for the Forman squad has been working out fine. Also discussed written protocol for ambulance service.

Don Wehlander left the meeting at 12:00 noon.

The Annual Tax Sale was conducted at 1:00 p.m. Harlan Klefstad, Forman was present. Approve County Deed to Milnor City for Lot 9, Block 2, Lot 31, Block 2 and SW 50.20 feet of Lot 32, Block 2, all in Park Lane Addition, City of Milnor for \$1.00 plus special assessments on each parcel. Approve County Deed to Rutland City for East 30 feet of Lots 8-9, Block 3, Cooper's Addition, City of Rutland for \$1.00 plus special assessments. Approve County Deed to Harlan A. Klefstad, Forman for all of Block 23, Auditor's Plat, City of Cogswell for \$200. Approve County Deed to Louis and Valerie Anderson, Cogswell for the W ½ of Lots 1-2, Block 2, Camp's Addition, City of Cogswell for \$202. Approve County Deed to Neil Weaving, Worcestershire, England for the West 88 feet of Lot 1, Block 2, Devlin's 2nd Addition, City of Cayuga for \$1,954. (Brockman/Walstead, unanimous)

Mike Walstead reported on utility expenses for the Main Street Building. The Health District beginning January 1, 2005 will pay the electricity, water, sewer and garbage and propane. He informed the Board that the roof is still leaking and has requested a quote for a tin roof. A new back door was also installed.

The General Election on November 2, 2004 elected the following on the local level: County Commission Combined District # 1 – Bill Anderson, Rutland – 1095 votes; County Commission Combined District # 2 – Jerry M. Waswick, Gwinner – 957 votes; Wild Rice Soil Conservation District – Joseph C. Breker, Havana – 1828 votes and Garrison Diversion Conservancy District – Maurice Orn, Stirum – 1881 votes. Gwinner City Home Rule Measure – Yes-277 No-81; Gwinner City Sales Tax Measure – Yes 270 No-100; Lidgerwood Rural Ambulance Measure – Yes-56 No-17. Total votes cast in the county 2217. Accept results. (Walstead/Anderson, unanimous)

The 2004 Technical Support Services Agreement between Sargent County and NDACo has exceeded the hours allocated. A breakdown of the usage and projection of the number of additional hours needed through year-end projects an \$8,028 deficit. After discussing the contract usage, the County Auditor was instructed to send a memo to all county employees informing them that there is a limited number of hours for the annual contract and ask that they use more discretion in calling for services and try to solve some of the problems before calling for technical assistance. The contract is budgeted through the Automation and Telecommunications Fund. A review of usage will be conducted in April 2005.

Discussed terms on the SC Job Development Authority and instructed the Auditor to advertise three at-large positions, send letter to Milnor City for a representative from their city and contact the School Boards in the county for a representative.

Approve payment of the following bills and November payroll in the sum of \$86,862.33.
(Brockman/Walstead, unanimous)

Social Service Expenditures		6310.50
50686 Roz Amerman	Painting	748.44
50687 Bill Anderson	Travel-Planning Commission	3.40
50688 Wade Anderson	Travel-Planning Commission	11.56
50689 Barnes County Corrections	Prisoner Board	300.00
50690 BP Amoco	Sheriff travel	42.81
50691 Ray Brockman	Travel-Planning Commission	10.88
50692 Buhl's	Cleaning service	178.35
50693 Case & Bopp Office	Rent and cell phone	205.99
50694 Cellular One	Cell phones	172.72
50695 Chunky's Standard Service	Car service	29.50
50696 DRTC	Phone service	561.26
50697 Dickey Sargent Housing	Housing Authority expenses	600.00
50698 DOCS	Maintenance	130.00
50699 Dyste's	Election supplies and misc.	122.09
50700 Economy Oil Inc.	Sheriff travel	253.47
50701 E S & S	Election coding	844.01
50702 Farmers Union Oil Co.	Sheriff travel	90.06
50703 City of Forman	Garbage bags	250.00
50704 Forman Repair	Supplies	3.70
50705 Gall's Inc.	Equipment	75.96
50706 Gwinner One-Stop Inc.	Sheriff Travel	356.91
50707 Hardware Hank	Repairs and supplies	112.02
50708 Lorraine Jacobson	Coroner travel	20.40
50709 Martinsen's	Repairs and supplies	111.52
50710 Diane McDaniel	Travel-Planning Commission	10.20
50711 McLeod USA	Phone charges	203.86
50712 Minn-kota Communications	Tech charges	431.00
50713 NDACo	Registration and tech charges	692.00
50714 NDACo-WC	Medical expense assessment billing	216.76
50715 ND Newspaper Ass'n.	Election publication	45.36
50716 ND Sheriff's & Deputies Ass'n.	Dues	20.00
50717 Office of State Auditor	2003 Audit	
5466.00		
50718 ND States' Attorney Ass'n	Dues	250.00
50719 Nick of Time	Homeland Security	600.00
50720 Officeland	Stamps	68.30
50721 Quill	Office supplies	123.10
50722 Reardon Office	Copier maintenance	640.00
50723 Richland Co. Corrections	Prisoner Board	345.00
50724 SEL Lumber	Anchors	2.20
50725 SE Propane	Cylinders	9.12
50726 Streicher's	Deputy clothing	79.95
50727 The Teller	Publishing fees	1077.96
50728 Underground Vaults & Storage	Microfilm storage	132.00
50729 Universal Services	Office supplies	46.00
50730 Viking Products	Office supplies	69.43
50731 Don Wehlander	Travel	102.00
50732 White Banner Uniforms	Deputy clothing	237.50
50733 AW Diesel Services	Repairs	116.20
50734 Bear Creek Gravel	Gravel & sand	14920.80
50735 Bernard Mahrer Construction	Asphalt and Road Building	75003.05
50736 Bladow Used Machinery	Motor	35.00
50737 Crandall Construction	Gravel and clay	24264.52
50738 Economy Oil, Inc.	Fuel	3241.56
50739 Ekstrom Repair	Repairs and CAT rental	689.32
50740 Fargo Parts & Equipment	Dozer rental	2063.00
50741 Fargo Tire Service	Volva tires	2222.72
50742 Johnston Fargo Culvert	Culverts	3965.64
50743 Lyle Signs Inc.	Signs	1295.17
50744 NDDOT	Bridge 105-01	7593.06

50745 Nelson International	Repairs	135.97
50746 Praxair Distribution	Tank service	70.00
50747 SC Weed Board	Water	24.00
50748 Swanston Equipment	Repairs	68.24
50749 Titan Machinery	Repairs	31.37
50750 Visto's	Parts	120.00
50751 Zep Mfg.	Repairs	79.75
50752 Best Western Doublewood Inn	Extension lodging	100.00
50753 CPU	Data processing charges	563.39
50754 Computer Software Assoc.	Document Index license	1800.00
50756 DRT	911 Contracts	251.00
50757 Diversified Contractors	Courthouse window replacement	19488.30
50758 Julie Hassebroek	Supplies	5.59
50759 ITD	T-1 access and antivirus	404.00
50760 Interstate Engineering Inc.	Bituminous surfacing final	11076.84
50761 Lisa Knox	Travel	123.24
50762 Michael J. Burns Architects	Courthouse window replacement	1399.41
50763 NDACo	911 Wireless	956.00
50764 ND State Radio Communications	911 contracts	2077.80
50765 NDAEA	Dues	75.00
50766 CDFS Extension	Printing/books	14.00
50767 Office Systems, Inc.	Copier rental/supplies	439.13
50768 Qwest	911 contracts	287.82
50769 Renewable Energy Summit	Registration	35.00
50770 Volute Enterprises Inc.	Website	165.00
50771 Election Precinct Workers	2004 General Election	2951.97

Sparky Engquist, SC Road Dept. and Damon DeVillers, Interstate Engineering, Inc. met with the Board. Sparky provided information on County # 4 project, south of Cogswell. The estimated cost was \$82,220 and is coming in at \$114,000 due to the shrink of the dirt used on the north 7 miles. County No. 10 is about \$5,000 under the estimate due to using heavy clay dirt with fewer shrinks. All gravel projects are done with more gravel used because of heavy traffic and rain. Bridge projects will begin 11/23/04 and there are a few areas left for mowing. Discussed several bridge projects and upcoming bid letting. Also discussed funding available for the bituminous overlay on County No. 4. NDDOT is allocating \$675,000 for the project of Federal Aid Funds. Reviewed the 2005-2006 County Federal Aid Program list of projects and approved. (Brockman/Walstead, unanimous) Other areas of roadway were discussed and suggestions made for repairs.

Meeting adjourned at 3:45 p.m.

STEVEN R. WYUM – CHAIRMAN

ATTEST:

SHERRY HOSFORD - AUDITOR