

Forman, North Dakota
November 18, 2008

The Sargent County Board of Commissioners met at 9:00 a.m. with the following members present: Maurice Orn, Mike Walstead, Bill Anderson, Steve Wyum and Jerry Waswick. Absent: None.

Travis Paeper, Sheriff stopped by the meeting and the commission discussed use of County No. 4 for pipeline traffic by contractors in violation of the haul road agreement between the County and Keystone Pipeline Company. He stated that at this time they are being responsible and should be OK upon completion of the pipeline project. The Commission requested that the Sheriff remind the pipeline contractors to restrict their traffic to the designated haul roads, pursuant to the terms of the haul road agreement.

Holly Jessen, The Sargent County Teller arrived at 10:00 a.m.

Lyle Bopp arrived at 10:10 a.m.

Marwood Klein and Brian Tayer, Sargent County Ambulance Coordinator's met with the Board to review year to date figures for ambulance runs and financial information. Brian reported on the need for an ambulance attendant position and feedback from the squad that this probably would not be workable for the Milnor squad. Brian also talked to Lisbon Ambulance about backup from that service for time that Brian and Marwood would need for training days, sick leave and vacation. The Lisbon service had not yet talked with its employees to get their feedback on whether that could be a workable arrangement. Marwood reported that the Forman Squad concluded that two fulltime people would be necessary for each squad to make it work. He does not think at this time that they have resources available to pay another full time position because of the need to purchase a new ambulance. Steve Wyum asked the coordinators to take a look at each squad's financial status and return to the Board with a recommendation on availability of resources. Marwood asked about borrowing money from the county to purchase a new ambulance. Funds are available from the County Ambulance fund to provide the temporary assistance. Marwood will prepare specifications for a new ambulance and return to this Board to proceed with the bidding process.

Approve November 6, 2008 minutes as corrected. (Wyum/Waswick, unanimous). Approve November 12, 2008 Special Meeting minutes. (Waswick/Wyum, unanimous)

Steve Wyum presented the Board with a revised copy of the Sargent County Courthouse Staff Reorganization Schedule (SCCSRS). Job Reclassifications are being requested to be completed by July 1, 2009. Julie Hassebroek, Extension Service arrived at the meeting at 11:05 a.m. Motion to approve the SCCSRS proposal dated November 18, 2008 and request the cooperation of department supervisors and staff to facilitate a smooth transition during 2009. (Wyum/Waswick) Discussion: A question on job classification completion by July, 2009. Clarified that the new classifications would not go in effect until January 1, 2010. Jerry Waswick stated that this plan is subject to change if it is found that all or part of the plan is not working as projected. Julie Hassebroek commented that Candy Hanson is not interested in the part-time Deputy Auditor position at this time, but that Lisa Dawson is willing to consider the position as Deputy Auditor once a formal job description has been prepared and a salary grade and step determined. Gina Hillestad, Treasurer and Darlene Colbert, Deputy Treasurer arrived at the meeting at 11:15 a.m. Steve Wyum explained that this plan does address the financial difficulties that may occur in the county if the executive departments do not restructure. Bill Anderson commented that he first thought the restructure could be fairly simple, but now nearly every department in the courthouse is involved in the restructure. Under the plan, the number of employees in the Courthouse would be reduced from 14.4 to 12, and it seems very complex for a small county and small courthouse. He has wavered between supporting and opposing the plan and has talked with Board members, and addressed his concerns about the plan, and about how and whether it will work. He concluded that the only thing that would be worse than adopting this plan is to do nothing, and thinks that the Commission should remove the uncertainty, make a decision and move on. Jerry Waswick stated that he has wavered back and forth and feels that we are small enough to work with employees on a basis of mutual respect and, if any Department Head is uncertain about this proposal, to work with them to iron out the difficulties. Bill Anderson commented that County officials may find that there are provisions in the restructure proposal that may not work as expected, and then the plan will have to be modified. Jerry Waswick asked that any conflicts be referred back to the Commission for review and possible modification. (Roll Call Aye: Anderson, Wyum, Waswick, Orn. Nay: Walstead. Motion carried.)

Approve payment of following bills and November payroll in the sum of \$137,733.29 (#'s 2590-2656 & 59932-59942). (Walstead/Anderson, unanimous)

59815 Ottertail Power Co.	Electric bill	864.50
59816-59824 – Health District Expenses		1091.88
59825 City of Forman	Water, sewer and garbage	180.50
59827-59832 – Health District Expenses		1010.78
59833-59845 – Human Service Expenses		13811.71
59846 American Express	Purchase card expenses	623.56
59847 American Solutions for Business	1099's	28.76
59848 Karen Anderson	Housing Authority Expenses	215.70
59849 Sharon Bartz	Election Board/Co. Canvass Board	183.57
59850 Brian's Repair & Auto Parts	Car service	94.50
59851 Buhl's	Cleaning service	151.05
59852 Computer Software Assoc.	Docupro/annual support fee	1980.00
59853 DRN	Telephone	706.51
59854 Denise Dockter	Election Board/Co. Canvass Board	180.87
59855 Dyste's	Supplies	97.23
59856 Election Systems & Software	Batteries	9.00
59857 Galls'	Equipment and Uniforms	442.89
59858 Gene Gerdon	Travel/Home Rule Charter	75.60
59859 Hardware Hank	Supplies	117.36
59860 Marlene Hogness	Election Board	150.00
59861 ITD	LERMS User Fee	75.00
59862 Institute of Local Govt.	CE/Hillestad	10.00
59863 Lois Kiefer	Election Board	150.00
59864 Don R Krassin	Mental Health hearing	112.00
59865 Martinsen's	Supplies	97.65
59866 NDACo	Commission registration	1085.00
59867 ND Newspaper Assn	Election publication	149.16
59868 ND Sheriff's & Deputies Ass'n	Dues	20.00
59870 Office Depot	Supplies	102.44
59871 Maurice Orn	Travel	458.10
59872 Larry Osborn	Registration	90.00
59873 Computer Express	Supplies	101.48
59874 Quill	Supplies	151.44
59875 Ramkota Hotel	Lodging	110.00
59876 Reardon Office	Copier maintenance	710.00
59877 Roger's Plumbing & Heating	Repairs	90.00
59878 The Sargent County Teller	Publishing fees	1203.81
59879 SC Treas.	Postage reimbursement	1252.79
59880 Diane Smith	Election Board	150.00
59881 Underground Vaults	Microfilm storage	162.40
59882 Gerald Waswick	Travel	242.10
59883 Don Wehlander	Travel/Home Rule Charter	124.20
59884 AW Diesel Service	Repairs	6.61
59885 ATCO International	Buckaroo	274.96
59886 Bernard Mahrer Const.	Gravel	24259.84
59887 Dakota Improvement	Gravel	1705.00
59888 Ekstrom Repair	Repairs	932.91
59889 Farm Plan	Repairs	24.83
59890 Farmers Union Oil Co.	Gas and fuel	8039.02
59891 Flint Hills Resources	Demurrage fees	1032.50
59892 Forman Repair	Repairs	12.60
59893 Nelson Bulk Oil	Fuel	4578.00
59894 Zep Sales	Repairs	381.13
59895 Barnes County Corrections	Prisoner Board	110.00
59896 BW Fargo Doublewood	Lodging/VSO	110.00
59897 Bison C-Store	Travel-Sheriff	59.26
59898 Rick Bryant	Transport juvenile	240.00
59899 Chunky's Standard Service	Car service	67.50
59900 CPU	Data Processing Charges and purchase of Tax Web Program	2232.90
59902 Lisa Dawson	Travel	306.85
59903 DRN	911 contracts	239.00
59904 Downtown Café	HS training	48.57
59906 Gwinner One Stop	Gas	903.86
59907 ITD	Wan access and anti-virus	452.20
59908 Interstate Eng.	Engineering for roads and bridges	3164.66
59909 Lisbon Area Health Services	Blood alcohol	34.00

59911 NDACo	911 contract	761.20
59912 ND Workforce Safety & Ins.	Volunteer premium	109.20
59913 NDACo Resources Group	Maintenance	821.60
59914 NDSU	Dues	65.00
59915 Office Max	Supplies	492.35
59916 Qwest	911 contracts	191.88
59917 Richland County Corrections	Prisoner Board	495.00

Bill Anderson informed the Board about the Rutland Railway Properties, Inc. abatement request that had been filed with Sargent County. Delinquent taxes on the property owned by Rutland-Havana Farmers Co-Op Elevator Company were required to be paid before the new owner could record the deed and transfer ownership. The new owner paid the taxes, penalties and interest which included 2001-2006. The abatement requested abatement and refund of all penalty and interest for those years. Sherry Hosford, County Auditor, informed the Board and the City of Rutland that pursuant to State law abatements must be filed on or before November 1 of the year following the year in which the tax becomes delinquent. This requirement allows only the 2005 and 2006 taxes to be considered. In 2005 & 2006, only \$266.58 in interest and penalty were paid. Rutland City approved the abatement based on this information. Concur with Rutland City. (Walstead/Wyum, carried, with Anderson abstaining from voting).

The Board received a Petition to Close a Section Line from Dean Schmit, petitioner, a resident of Oakes, ND to close the one mile of section line that is the east border of Section 29-130-58. Jerry Waswick and Maurice Orn inspected this area. Lyle Bopp, States Attorney, reviewed with the Board the process for a hearing on this matter. Motion to schedule a hearing for said petition. (Waswick/Anderson, unanimous) Mr. Bopp will contact Mr. Schmit's attorney and inform him that a hearing will be offered on December 2, 2008 at 11:00 a.m.

Mike Walstead informed the Board of matching Energy Conservation grants available up to \$25,000 through the North Dakota Office of Renewable Energy and Energy Efficiency. Money is available on a first-come, first-served basis for projects such as lighting system improvements, high-efficiency heating, ventilation and cooling system upgrades and insulation installation for city and county buildings. Mike suggested applying for grant monies to upgrade the cooling system in the courthouse. Authorize Commissioner Walstead, Courthouse commissioner to proceed with procuring grant funds and sign and execute all documents. (Wyum/Waswick, unanimous)

The Board reviewed the results of the Official Canvass of the November 4, 2008 General Election held in Sargent County. Approve election results as follows on county offices: County Commissioner Combined District No. 1 – Bill Anderson-1636; County Commissioner Combined District No. 2 – Jerry M. Waswick-1679; Director-Garrison Diversion Conservancy District – Jeff Breker-1644 and Supervisor-Wild Rice Soil Conservation District – Duayne Baldwin-1662 (Walstead/Wyum, unanimous)

Lake Agassiz Regional Council, CDBG Program Administrator presented a packet of forms for adoption by this Board. They included: Equal Employment Opportunity/Affirmative Action Policy, Fair Housing Certification and Resolution, Resolution of Excessive Force Plan, Resolution Supporting Assisted Housing Programs, Displacement Plan, Code of Conduct and Citizen Participation Plan. Approve forms and authorize Chairman to sign. (Waswick/Anderson, unanimous)

The Annual Tax Sale was conducted at 1:00 p.m. with Norm Preble, Tax Director, Lyle Bopp, States Attorney and Harvey Dawson, Brampton present. Properties were auctioned individually and sold to the highest bidder thereof. Motion to approve the following deeds contingent upon receipt of a delinquent tax oath from each purchaser. (Anderson/Walstead, unanimous)

Lots 1,2,3,4 – Block 1, Original Addition, Brampton Village to Harvey P and Phyllis A Dawson, 210 University Ave, Cogswell, ND for \$266;

Lot 14, Block 1, Warzeka's 2nd Addition, Village of Geneseo to Lester L. Larson Jr., PO Box 1152, Sioux Falls, SD for \$80;

Lots 16-17-18, Block 1, Original Addition, Veda Village, Dacotah Frontier Valley LLC, PO Box 1291, Wahpeton, ND for \$176;

NW 20 Feet of Lot 12, Block 25, Original Addition, Milnor City to City of Milnor, 505 Main Street, PO Box 70, Milnor ND for \$63.44;

S 15 feet of Lot 3, All of Lot 4 and N 20 feet of Lot 5, Block 35, First Addition, Forman City to City of Forman, A Municipal Corporation, PO Box 122, Forman, ND for \$1516.44;

Lot 13, Block 14, Milwaukee Addition, Cogswell City to City of Cogswell, PO Box 86, Cogswell, ND for \$408.50.

Sparky Engquist, Road Supt. met with the Board and presented an update on shop inventory, bridge repairs, winter survival kits, weed mowing, blading and his plan to hire another full time employee to

work while another employee is on medical leave and another preparing for retirement. He also inquired about purchasing another truck.

Approve updated/revised changes to the 2009-2010 Sargent County Federal Aid Program. (Wyum/Anderson, unanimous)

The Cost of Living Adjustment (COLA) for 2009 was further discussed by the Board. The rate of 4.5% as recommended by the County Personnel Board, was initially used for budget preparation. A motion to approve 3% COLA effective January 1, 2009. (Waswick/Walstead) Discussion followed. Job reclassifications will be prepared based on the new restructuring plan and this 3% COLA is competitive. Possibly look at an additional step in the second quarter. Roll call: Voting aye: Walstead, Anderson, Waswick, and Orn. Voting nay: Wyum. Motion carried.

Meeting adjourned at 3:30 p.m.

MAURICE ORN – CHAIRMAN

ATTEST:

SHERRY HOSFORD - AUDITOR