

The Sargent County Board of Commissioners met at 9:00 A.M. The following members were present: Jerry Waswick; David L Jacobson; Mike Walstead; Steven Wyum; and, Bill Anderson. Absent: None. Also present were: Paige Cary, of the Sargent County Teller; Sherry Hosford, County Auditor; and, Lyle R Bopp, States Attorney.

Motion to approve the revised draft of the minutes of the November 6, 2014 meeting and October Financial report. (Walstead/Waswick, unanimous)

Board members proceeded to review all bills. Motion to approve the November payroll in the sum of \$165,284.12 (Nos. 10157-10210 and 70518-70531) and the following bills: (Anderson/Walstead, unanimous)

70360	Blue Cross Blue Shield	New Contract	27.20
70361	Ransom County	VSO Benefits	740.34
70362	ND Dept. of Trust Lands	Uncashed Checks/Warrant	76.00
70363-70372		Health Unit Expenses	23,861.98
70373	SC Treasurer	Refunds	649.46
70374	City of Forman	Water/Sewer/Garbage	151.30
70375	Ottertail Power Co.	Electricity	1,090.28
70377	Weber Township	2010 FEMA payment	45,349.11
70378	Central Specialties	Road Repairs	1,935,082.52
70379-70385		Health Unit Expenses	4,463.61
70386-70402		Human Service Expenses	7,298.86
70403	Alme, Norm	Canvas Board	34.66
70404	American Solutions for Business	W-2's & 1099's	69.72
70405	Bopp Law Office	Telephone & Rent	411.98
70406	Bopp, Cody	Janitorial Duties	195.00
70407	Bryant, Rick	Coroner Training	163.25
70408	Buhl's Inc.,	Cleaning Services	151.25
70409	Cenex Fleet card	Gas Purchases	237.43
70410	Crampton, Renee	Election Board	329.32
70411	Dakota Plains Co-Op	Gas Purchases	886.43
70412	Dickey Rural Networks	Telephone	935.87
70413	Doc's	Lawn Maintenance	560.00
70414	Forman Drug	Batteries	3.39
70415	Forman Market	Air Fresheners	34.50
70416	Gwinner One-Stop	Gas Purchases	662.62
70417	Gwinner Transfer	Vehicle maintenance	61.09
70418	Hanson, Sandra	Waterproof camera	326.99
70419	J& M Printing	Envelopes	178.00
70420	Jacobson, David	Commission Travel	804.72
70421	James Valley FOP #4	Membership	46.00
70422	Kozok, David	Travel	14.05
70423	Kulzer, Beverly	Canvass Board	25.70
70424	Larson, Renee	Election Board	318.12
70425	Lee, Joan	Election Board	342.76
70426	Liberty Business Systems, Inc.	Inkjet Cartridge	99.10
70427	McLaen's Service	Brakes Repairs	532.71
70428	NDACO	Continuing Education	1,515.00
70429	ND Newspaper Association	Analysis of Measures	286.44
70430	Quill	Office Supplies	169.50
70431	The Sargent County Teller	Printing & Publishing	2,076.37
70432	Shoplet Select	Office Supplies	246.85
70433	Smith, William	Election Board	321.48
70434	Underground Vaults & Storage	Microfilm Storage	200.00
70435	Universal Services	Toner	390.55
70436	Verizon Wireless	Wi-Fi Mobile Cards	160.04
70437	Waswick, Jerry	Travel	420.00
70438	City of West Fargo	Training Course	25.00
70439	White Banner	Uniforms	315.00
70440	Berg Auto Supply	Equipment Repairs	136.44
70441	Bernard Mahrer Construction, Inc.,	Gravel & Sand	
33,771.97			

70442	Central Specialties	Asphalt	5,890.20
70443	Dakota Plains Co-Op	Diesel Exhaust Fluid	78.60
70444	Ekstrom Repair	Equipment Repairs	380.05
70445	Enderson Construction	Gravel & Asphalt	11,781.26
70446	Forman Repair	Equipment Repairs	125.93
70447	John Deere Financial	Equipment Repairs	6,126.12
70448	Laker Chemical/Team Lab Chem.	Road Patch	1,349.00
70449	Lyle Signs	Signs	1,138.59
70450	Martinsen Home Center	Supplies	8.78
70451	NDDOT	Road Repairs	16,801.69
70452	Praxair Distribution, Inc.,	Supplies	90.00
70453	Southside Automotive	Equipment Repairs	438.06
70454	Visto's Carquest	Equipment Repairs	841.98
70455	Alcohol Monitoring Systems, Inc.	Monitoring Fees	87.05
70456	Avid Hawk LLC	County Webpage	45.00
70459	Computer Prof. Unlimited Inc.,	Staff Support	1,064.13
70460	Dakota Plains Co-Op	Gas Purchases	282.12
70462	Dickey Rural Networks	911 Contracts & Database Charges	251.00
70464	City of Forman	Hall Rent	30.00
70465	Forman Rural Fire District	Fire District Computer	672.69
70466	Gwinner Fire District	Fire District Computer	672.69
70467	Gwinner First Responders	Fire District Computer	672.69
70469	Information Tech. Dept.	WAN/LERMS	583.90
70470	Interstate Engineering	Engineering Services	87,937.67
70472	Milnor Fire Department	Fire District Computer	672.69
70473	NDACO	911 Wireless	1,087.50
70474	ND Community Corrections Assn.	Dues	200.00
70475	NDDOT	License Fee	20.00
70476	NDDOT	Contractor Services	41,364.90
70477	ND Workforce Safety & Insurance	Community Service	112.05
70478	NDACO Resources Group	Equipment Backup	377.93
70479	Office of Attorney General	SCRAM 24/7	1,380.00
70480	Peterson, Brenda	SCRAM Travel	54.96
70481	Pharmchem, Inc.,	Sweat Patch	175.00
70482	Redwood Toxicology Lab, Inc.,	SCRAM 24/7	93.64
70483	Richland County Corrections	Prisoner Board	4,176.49
70484	Rutland/Cayuga Rural Fire District	Fire District Computer	672.69
70485	Sargent County Ambulance/Forman	Ambulance Computer	672.69
70486	Sargent County Ambulance/Milnor	Ambulance Computer	672.69
70487	Sargent County Insurance	Insurance Premiums	259.00
70488	SC Treasurer	Postage Repayment	82.65
70489	Wm. D. Scepaniak, Inc.	County NO. 5 Gravel	254,881.54
70491	Visa	Credit Card Purchases/Ext.	330.16

Motion to approve a carryover option for Flexible Spending through Discovery Benefits. In October 2013, the IRS modified the "Use-or-lose" provision for flexible spending and Discovery Benefits, administrator of Sargent County's Flexible Spending Account program, began offering a carryover option that lets participants carry over \$500 of their remaining FSA balance into the next plan year, subject to the approval of the County Commission. (Anderson/Waswick, unanimous)

Wendy Jacobson, Sargent-Ransom Social Service Director stopped at the meeting to provide each commissioner a copy of the co-operative Agreement Between Ransom County and Sargent County for Sharing the services of the Sargent County Social Service Director. The commission was asked to review this agreement prior to the Two County Annual meeting scheduled for December 4 at 11:30 a.m. in Gwinner.

Sparky Engquist, Road Supt., Damon DeVillers and Jesse Sedler, Interstate Engineering, Inc. arrived at the meeting. Sparky provided an update on road and bridge/culvert projects. Damon informed the commissioners of funding available for Transportation Alternatives Program, Special Road Fund and Highway Safety Improvement Programs. Jesse Sedler presented a Change Order for Project CER-4125(063) (Fust Grade on County #10 north of Rutland) for an increase of \$47,961.88 for additional erosion control rip-rap and the flotation curtain. This site is still eligible for 80% ER funding from the Federal Highway Administration, with the County providing 20% of the funding. Approve the Change Order. (Waswick/Anderson, unanimous)

Discussion continued on the gravel project on County No. 5 performed by Wm. D. Scepaniak, Inc. Damon presented a request for payment for \$254,881.54 for work completed to date; withholding 10% retainage (\$28,320.17) until the work is accepted and deducting \$7,405.50 for failing gradations on the gravel material. Mr. DeVillers also noted that the contractor graveled one extra mile in lieu of liquidated damages for failing to complete the project by the contract deadline date. Motion to approve payment of \$254,881.54. (Waswick/Jacobson. Motion carried)

The Annual Sale of properties forfeited to Sargent County for non-payment of taxes was conducted at 11:30 a.m. Properties were auctioned individually and sold to the highest qualified bidder thereon. Motion to approve County Deeds for the following sales: Lots 8, 9, & 10, Block 9, Original Addition, City of Milnor, for \$1,339.70 and the Southeast Seven feet (SE 7') of Lot 2 and all of Lots 3 & 4 in Block 2, Swanson's Addition, City of Milnor, for \$923.26 to Milnor City, a municipal corporation, PO Box 70, Milnor, ND. (Jacobson/Anderson, unanimous)

The Board reviewed the results of the Official Canvass of the November 4, 2014 General Election. The following were elected to the respective county offices: County Commissioner At Large – Sherry Hosford-1098; David L Jacobson-867, Mike Walstead-852; County Auditor – Pam Maloney-1494; County State's Attorney – Lyle R Bopp – 1373; County Treasurer/Recorder/Clerk of Court – Gina Hillestad – 1483; County Sheriff – Travis A Paeper – 1370; Supervisor, Wild Rice Soil Conservation District – Duayne Baldwin - 1405; Official Newspaper – The Sargent County Teller – 1468; County Measure No. 1 (Property Tax Exemptions) – Yes-910 and No 735. Total votes cast in the county 1696. Accept results. (Anderson/Jacobson, unanimous)

Discussion on a letter from the Sargent County Fairboard on cleaning up the portion of the County Fairgrounds currently occupied by the County highway department. The Fairboard is asking for the county commission's assistance in getting the fairgrounds free of clutter, junk and scrap metal that might pose a health or safety hazard to patrons of the County Fair and other members of the public who may be using the Fairgrounds. The Fair Board has requested that the matter be taken care of by June 15, 2015, in order to clean up the property prior to the 2015 County fair. Commissioner David Jacobson offered to work with Fair Board member Kenny Forster to clean-up the area and remove scrap, junk, unused and unusable items. Road Commissioner Mike Walstead stated that Road Superintendent Sparky Engquist needs to be involved in sorting through the items to determine which items are of use to the Highway Department and which are not. Supt. Engquist agreed to get the area cleaned up and items which are of no use to the Road Department removed.

Travis Paeper, Sheriff met with the commissioners regarding a new job description for a new position to which he plans to promote the County's current Deputy Matron, Brenda Peterson. Sheriff Paeper is asking for approval of the new position titled Chief Administrative Deputy. Concerns were discussed, including: the purpose and essential duties of this position; and, the job description, which has not been approved by the commission at this time. Sheriff Paeper agreed to obtain the revised job description and a letter from the pay plan consultant with a recommendation of the salary grade for this position. The States Attorney agreed to review the job description with the Sheriff before it is resubmitted to the Commission.

Meeting adjourned at 12:15 p.m.

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STEVEN WYUM – CHAIRMAN

ATTEST:

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SHERRY HOSFORD - COUNTY AUDITOR