

Forman, North Dakota
November 5, 2013

The Sargent County Board of Commissioners met at 9:00 a.m. with the following members present: David L Jacobson, Jerry Waswick, Mike Walstead, Steven Wyum and Bill Anderson. Absent: None. Also present was Paige Cary, the Sargent County Teller.

Travis Paeper, Sheriff, met with the Board to discuss a policy governing the resale of certain Law Enforcement equipment currently in the inventory of the Sheriff's Department. He would like to use the proceeds of sales from restricted items that cannot be offered for sale to the public to apply towards future purchases of other equipment used by and specific to the Sheriff's Department. The Board recommended that Travis Paeper, Steve Wyum, Police Commissioner, Lyle Bopp, States Attorney and Sherry Hosford, County Auditor prepare a draft policy for using proceeds towards future purchases for consideration by the Board of Commissioners. Approve sale of two obsolete but still functional tasers to Oakes Police Dept., and authorized the Sheriff to use the proceeds of the sale for the purchase of a push bumper for one of the Sheriff's Department's vehicles (Wyum/Waswick, unanimous) Travis also informed the Board that his department has four analog radios that are obsolete and no longer functional for the Sheriff's Department because they are not digital, but which have frequency chips installed in them that are specific to law enforcement. Sheriff Paeper stated that, if the Commission did not object, he would ask Minn-kota for the estimated value of the radios and, if there is no reportable value, his department would proceed with destroying the four radios. There was no objection to the Sheriff's proposal concerning the disposition of the four obsolete radios.

Approve the revised draft of the minutes of the October 15, 2013 commission meeting. (Waswick/Walstead, unanimous)

Lyle Bopp arrived at 9:40 a.m.

The hearing on appraisals of property forfeited to the county for delinquent taxes was opened at 9:30 a.m. Mr. Wayne Duval, Hickson, ND was present at the hearing. Mr. Duval inquired about property previously owned by him in Cogswell City. (Lots 1-2-3, Block 21, Auditor's Plat, Cogswell City). Sargent County had taken a Tax Deed for the property in 2012 as Mr. Duval had not paid the previous three years taxes. The minimum sales price for the property was previously set at \$7,200 and was reduced to \$2,900 on October 15, 2013. Mr. Duval requested that the value be decreased as he would like to reacquire the property and assured the Board that he will properly maintain the property in good repair and appearance if he reacquires legal ownership. Motion to value the above property at \$750.00. (Anderson/Waswick. Roll call: Aye: Anderson, Waswick, Walstead, Wyum and Jacobson. Nay: None. Motion carried) Discussion followed on the minimum sales price for other properties on the list. Motion to approve the minimum sales prices set at the October 15 meeting, as amended. (Walstead/Waswick, unanimous). The public auction for sale of this property is scheduled to be held on Tuesday, November 19, 2013, at the office of the County Auditor beginning at 10:00 a.m. The list of property to be sold will be posted at the front door of the Courthouse.

An Application for Abatement or Refund of Taxes had been filed by Sharon Thomas, Milnor on a residential structure located on the SE 7 feet of Lot 2 and all of Lots 3 and 4, Block 2, Swanson's Addition located at 122 2nd St in Milnor. Sandy Hanson, Tax Director was present at the meeting. Ms. Thomas is requesting an abatement of taxes on a residential structure for the 2012 taxes. An inspection for the purpose of appraising the value of the structure utilizing the same method used for appraising the value of other residential property in Sargent County was conducted at the property by Ms. Hanson, and she recommended that the value of the residential structure be reduced from \$14,900 to \$1,000. Milnor City approved the abatement. Concur with the Milnor City. (Walstead/Waswick, unanimous)

Sandy Hanson, EMA/Tax Director/911 Coordinator, presented the Sargent County Hazard Mitigation Plan and asked for approval of the Memorandum of Agreement which designates Sandy Hanson and Bill Anderson as the delegates. Authorize Chairman to sign the MOA. (Anderson/Walstead, unanimous)

Sandy Hanson also presented a Mutual Aid Agreement Memorandum of Understanding between Lamoure County and Sargent County and asked for adoption. States Attorney Bopp stated that he had reviewed the proposed MOU, and that, in his opinion, it appeared to be within the scope of the County's authority and to be in compliance with State Law. Approve agreement and authorize the Chairman of the Board to sign. (Anderson/Wyum, unanimous)

Authorize the Chairman of the Board and County Auditor to sign a County Agreement for Construction of Federal Aid Project (Safety Program) through the ND Dept. of Transportation for the proposed railroad crossing surface upgrade to enhance the ride and safety at the Main Street crossing (County No. 10) in Milnor City. The estimated cost is \$108,323.28 with a requirement of a ten percent county cost share on the actual costs of the surface upgrade. (Anderson/Walstead, unanimous)

Motion to authorize the Chairman to sign the 2014-2015 County Federal Aid Program list, with projects that this Board has scheduled for 2014 and beyond, as well as the amount of money in the county federal aid account at North Dakota DOT for 2014 and the regular federal aid and federal bridge projects. The HD 1358 State Funded projects are also identified on this sheet. (Wyum/Walstead, unanimous)

Motion to authorize the Chairman of the Board and County Auditor to sign the resolutions for the creation of the Oakes Rural Fire District which includes the townships of Denver, Verner and Jackson in Sargent County. (Anderson/Wyum, unanimous)

Motion to adopt the following Resolution. (Walstead/Wyum, unanimous)

“Whereas, the bid in the amount of \$712,489.00 from Bituminous Paving, Inc. received in the bid opening of October 25, 2013 for Project SC-4129(061) for 2 miles of bituminous overlay at ND 11 South through Cayuga was the low bid received. Whereas, this bid is considered reasonable. Now therefore, be it resolved by the Board of County Commissioners of Sargent County to award to Bituminous Paving, Inc. the contract for Project SC-4129(061) and hereby authorizes the Chairman of the Board to sign said contract. It is further understood that the County shall reimburse NDDOT for any payments made under this contract, which are not collectible from the Federal Highway Administration.”

Marwood Klein, Forman Ambulance Coordinator joined the meeting and Brian Tayer and Duayne Ellenberger, Milnor Ambulance joined via conference call. Brian updated the Board on the Milnor Ambulance Service and training classes that he had attended. He also discussed replacing the cot that is used by the squad members to transport patients into and out of the ambulance with a power cot. The Board asked Mr. Tayer to put together some specifications and estimates for the cost of this cot for the Board to review at an upcoming meeting.

Marwood Klein reported on the Forman Ambulance Service and training classes. The Board asked Mr. Klein about a refresher course for Board members on CPR and recertifying on use of the AED (defibrillator). Mr. Klein will look at his schedule and plan a course in the near future.

Colleen Sundquist, SC District Health Administrator, met to inform the Board of the resignation of Nancy Forster, Staff Nurse. The SC Health Board instructed Ms. Sundquist to advertise to fill the position with either an LPN or RN. She asked the Board to approve the LPN Staff position for either Step 3 or 4 and the RN Staff position for either Step 2, 3 or 4 depending on experience and qualifications. Motion to authorize the Administrator to offer up to Step 4 for the LPN Staff or RN Staff Nurse. (Wyum/Walstead, unanimous) Colleen also discussed with the Board the Longevity Plan recently adopted by this Board and the salary amounts for both the Director of Nursing and Administrator. She is concerned that the current salaries available for these positions are not in line with salaries available in the current job market. The Board informed Colleen that a Market Survey will be conducted in 2014 for various positions on the county pay plan and that it is possible new job descriptions should be written for these positions. Colleen was directed to speak with Gina Hillestad.

The Board recessed at noon for lunch.

The Board reconvened at 1:05.

Mike Bassingthwaite and Damon DeVillers, Interstate Engineering, Inc. and Richard Engst, Manager, Sargent County Water Board met with the Board to discuss the upcoming Richland/Sargent Drain No. 1 project. The Richland-Sargent Joint Water Resource District will conduct a public hearing on November 20, 2013 on a proposed excess levy to finance the reconstruction and restoration of Shortfoot Creek, the existing natural outlet for Richland-Sargent Drain # 1. Mr. Bassingthwaite reviewed the two phases of the project including structure replacement costs that are included in the project. Total cost of the project is \$1,928,000. The State Water Commission could provide cost share at 45% of the construction cost or \$662,000 and the county share of the four bridge replacements is \$166,000. The maintenance fund has \$100,000 on hand for this project leaving a balance of

\$1,000,000 for bonding consideration. No action at this time pending results of the upcoming vote by landowners on the excess levy.

Damon DeVillers presented an Agreement for Engineering Services between Interstate Engineering, Inc. and Sargent County for services to construct Project No. CNOA-4135(055) PCN 20530 on County Road # 14 from ND 11 South 7.5 miles to County Road # 5. Motion to approve the agreement and authorize the Chairman of the Board and County Auditor to sign said agreement. (Walstead/Anderson, unanimous) Mr. DeVillers also updated the Board on the many road projects that are underway or completed in the county.

Colleen Sundquist, SC District Health Administrator and Justin Bohrer, Regional Environmental Statute Analyst, Southeast ND Collaborative, met with the Board to discuss preparing policies for Sargent County regarding waste water in the townships and throughout the county, septic installations and swimming pool ordinances. Mr. Bohrer will be meeting with the SC Township Officers in December to discuss these topics. Motion to refer this request to the SC Planning Commission (Wyum/Waswick, unanimous)

Colleen also informed the Board of the changes to the WIC Program. Sargent County and Ransom County have collaborated into one unit and Hollie Asche is now a Ransom County employee for WIC services. Sargent County District Health is reimbursed for any expenses she incurs in serving the residents of Sargent County for WIC programs.

Meeting adjourned at 2:30 p.m.

DAVID L JACOBSON, CHAIRMAN

ATTEST:

SHERRY HOSFORD- COUNTY AUDITOR