

Forman, North Dakota  
December 2, 2014

The Sargent County Board of Commissioners met at 9:00 a.m. with the following members present: David L Jacobson, Jerry Waswick, Mike Walstead, Sherry Hosford and Bill Anderson. Absent: None. Also present were Paige Cary, the Sargent County Teller; and, Ted & Joan Lee, interested citizens.

Pam Maloney, Chief Deputy County Auditor, called the meeting to order to organize for 2015.

Nominate Mike Walstead for Chairman. (Anderson/Waswick) Move nominations cease and Secretary cast a unanimous ballot for Mike Walstead. (Hosford/Anderson, unanimous) Mr. Walstead proceeded to conduct the meeting.

Motion to accept letter of resignation from Sherry Hosford, Sargent County Auditor. (Anderson/Jacobson, unanimous)

Appoint Pam Maloney to fulfill current term of Sherry Hosford until April 1<sup>st</sup> when her official term will begin. (Jacobson/Hosford, unanimous)

Nominate Jerry Waswick for Vice-Chairman. (Anderson/Hosford) Move nominations cease and Secretary cast a unanimous ballot for Jerry Waswick. (Jacobson/Anderson, unanimous.)

Approve November 18, 2014 minutes as revised. (Waswick/Anderson, unanimous)

Approve appointments for commissioner's portfolios for 2015 as follows:

Courthouse Commissioner: Jerry Waswick  
Police Commissioner: Sherry Hosford  
Fair Board Commissioner: Jerry Waswick  
Emergency Medical Advisory Board: Bill Anderson  
Road Commissioner: Mike Walstead

Reappoint Bill Anderson, Mike Walstead, Jessica Peterson & Jerry Erickson to the Job Development Authority Board and to appoint Carol Peterson to replace Jay Jacobson. (Waswick/Hosford, unanimous)

Reappoint David Jacobson and Mike Walstead and appoint Sherry Hosford to the Sargent County Social Service Board. (Anderson/Jacobson, unanimous)

Appoint Sherry Hosford to the Health District Board. (Anderson/Waswick, unanimous)

Reappoint David Jacobson to the Weed Control Board. (Hosford/Anderson, unanimous)

Set regular 2015 monthly meeting dates as the first and third Tuesdays of each month. (Jacobson/Anderson, unanimous)

Authorize Auditor to pay utility bills and withholding taxes. (Jacobson/Waswick, unanimous)

Authorize Treasurer to invest county funds. (Jacobson/Anderson, unanimous)

Approve beer and liquor licenses for 2015 to: Gerald Dill, Dilly's Bar and Grill, Stirum; Olivia and Austin Stenvold, CDPB, LLC, Tewaukon Township, rural Havana; and, to Paul and Jennifer Lugert, Geneseo Bar, Geneseo, providing there is no timely filed objection from the Sheriff or State's Attorney. (Anderson/Hosford, unanimous)

Approve Games of Chance Permit SC-2014-04 to Cogswell Gun Club, Cogswell, ND for a raffle on February 28, 2015 at Silver Lake; and, Permit SC-2014-05 to Cogswell Gun Club, Cogswell ND for a raffle on January 13, 2015 at Kraft Slough. (Jacobson/Anderson, unanimous)

Travis Paeper, Sheriff, arrived at the meeting at this time. There was discussion on the county coroner position. Travis recommended that the board appoint Brenda Peterson as county coroner. Appoint Brenda Peterson as county coroner contingent on approval from the state medical examiner's office. (Anderson/Hosford, unanimous) Sheriff Paeper also recommended an increase in pay for the coroner position. According to Sheriff Paeper, there are many hours of paperwork & follow-up with each case. There are also certain requirements & continuing education hours to be met. The commission will do some further research on the matter of the Coroner's compensation and expenses, & will make a

decision concerning any adjustments at a later date. The budget for 2015 is already in place, based on the reports and recommendations of the previous County Coroner, Lorraine Jacobson.

Sheriff Paeper also requested that a new job description for Brenda Peterson be submitted to Public Employment HR Consulting. This new job description would be for Chief Sheriff's Deputy (Non-Licensed). The proposed new job description had been reviewed by the States Attorney prior to being presented to the Commission for consideration. After revising the job description by adding 'including 911 system' to the second paragraph on page 2, a motion was made to submit the position description to the consultant. (Hosford/Anderson, unanimous)

Sandy Hanson, Tax Director/Emergency Management/911 Coordinator, came to the commission to request an appeal of the Tax Director/Emergency Management/911 Coordinator job description's pay grade. The position is currently at a Grade 13 on the County's Pay Plan, and Sandy is currently at Step 12. The commission referred Sandy to Gina Hillestad as the contact person for an appeal.

Lyle Bopp, States Attorney arrived at this time.

Commissioner Jacobson updated the board on the changes made to the Deferred Compensation Plan for Sargent County. Paragraph reading 'Deferred Compensation allows a deferral of a minimum of \$20 monthly to a maximum of 25% of your gross salary, not to exceed \$7,500 per year whichever is less, except for those eligible to utilize the Catch-Up provision within 3 years of retirement in which case the maximum dollar amount becomes \$15,000 annually' has been changed to read 'Deferred Compensation allows a deferral of a minimum of \$20.00 monthly to a maximum as allowed by the IRS under § 457 of the IRS code'. Approved plan revision as presented by Commissioner Jacobson & Lyle Bopp, State's Attorney. (Anderson/Waswick, unanimous)

Discussion was held regarding the salary of the auditor-elect. Because of her qualifications and years of service, motion to place her at a Grade 19/Step 10 until April 1 when her official term starts. At that time, she will move up to a Grade 19/Step 15. (Jacobson/Hosford) After more discussion, motion was amended to read: on the basis of 36 years' experience as deputy auditor, to place the auditor-elect at a Grade 19/Step 10 until April 1 when her official term starts. At that time, she will move up to a Grade 19/Step 15. (Anderson/Waswick) A roll call vote on the amendment followed. Aye: Waswick, Anderson, Hosford, and Walstead. Nay: Jacobson. Motion carried. A roll call vote on the amended motion: Aye: Jacobson, Anderson, Hosford and Walstead. Nay: Waswick. Motion carried.

Meeting adjourned at 12 noon.

---

MIKE WALSTEAD – CHAIRMAN

ATTEST:

---

PAM MALONEY – COUNTY AUDITOR