

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

Approve minutes of the March 5, 2013 commission meeting as corrected. The corrections to the minutes were to grammar, punctuation and sentence structure. (Walstead/Anderson, unanimous) Board members also received a copy of the February 2013 financial statement.

Approve March payroll in the sum of \$117,870.84 (Nos. 8078-8126 and 67386-67401) and the following bills: (Walstead/Anderson, unanimous)

67349-67362		Health Unit Expenses	2,569.92
67363	City of Forman	Water/Sewer/Garbage	131.30
67364	Ottertail Power Co.	Electricity	3,828.47
67365-67369		Health Unit Expenses	1,391.71
67402-67416		Human Service Expenses	6,365.14
67417	Best Western Ramkota	Travel	138.60
67418	Buhl's Inc.	Cleaning Services	163.55
67419	Chunky's Standard Service	Oil Change/Service	79.60
67420	Dakota Mailing	Postage Supplies	203.47
67421	Dakota Plains Co-Op	Gas/Oil	3,414.41
67422	Dickey Rural Networks	Telephone	949.00
67423	Election Systems & Software	Batteries	155.05
67424	Farmers Union Co-Op Oil	Gas	62.26
67425	Forman Drug	Batteries	5.26
67426	Gwinner One-Stop, Inc.	Gas	591.65
67427	Hanson, Elida	Janitorial Duties	915.00
67428	Hardware Hank	Supplies	107.58
67429	Hoag & Sons	Newspaper Binding	92.97
67430	The Home Shop	Fire Extinguisher Check	51.00
67431	Information Tech. Dept.	Lerns User Fee	87.00
67432	Kozok, David	Travel	86.12
67433	Law Enforcement Systems, Inc.	Office Supplies	288.43
67434	LexisNexis-Matthew Bender	ND Century Codes	70.43
67435	NDACo	Continuing Education	120.00
67436	NDPERS	Registration Fee	20.00
67437	ND Sheriff's & Deputies Assoc.	2013 Dues	50.00
67438	ND State's Atty. Assoc.	2013 Dues	300.00
67439	Public Emp. HR Consulting	Job Descriptions	100.00
67440	Quill	Office Supplies	19.48
67441	Reardon Office Equipment	Copier	445.01
67442	The Sargent County Teller	Printing & Publishing	331.23
67443	Shoplet.com	Office Supplies	291.29
67444	Toepke, Alison	Continuing Education	100.00
67445	UND	2013 Govt. Officials Directory	22.00
67446	Verizon Wireless	Wi-Fi Mobile Cards	320.08
67447	Walstead, Mike	Commission Travel	223.77
67448	Waswick, Jerry	Commission Travel	135.20
67449	AW Diesel Service	Equipment Repairs	91.89
67450	Berg Auto Supply	Axle Jack	445.00
67451	Ekstrom Repair Shop	Equipment Repair	2,949.72
67452	Forman Repair	Stop Leak	24.00
67453	John Deere Financial	Pipe Swivel	23.32
67454	Kustom Machine	Equipment Repairs	179.70
67455	Lyle Signs, Inc.	Signs	1,671.00
67456	Martinsen's Home Center	Supplies	128.31
67457	NDACo	Drug Testing	43.31
67458	Praxair Distribution Inc.	Lease Renewal	45.00
67459	SC Water Resource District	Dr # 4 Road Crossings	33,107.07
67460	Zep Sales & Service	Supplies	608.09
67461	Barnes County Corrections	Prisoner Board	471.23
67462	Blawat, Melissa	Extension Travel	507.65
67463	Computer Prof. Unlimited	Staff Support	1,023.19

67465	City of Forman	Hall Rent	30.00
67466	Hansen Lumber & Hardware	Scoop Shovels	37.98
67467	Information Tech. Dept.	WAN	454.40
67468	Lisbon Area Health Services	Prisoner Board	42.00
67469	ND Worker's Safety & Ins.	Community Service	292.81
67470	NDACo Resources Group	Back Up Charges	100.00
67471	NDSU Ext. Service	Extension Salary (7/12-12/12)	16,010.88
67472	Oakes Community Hospital	Prisoner Board	46.00
67473	Office of Attorney General	SCRAM 24/7	280.00
67474	Richland County Corrections	Prisoner Board	5,761.88
67475	Visa	Credit Card Purchases/Ext	126.58
67476	Ransom County	VSO Benefits	778.90
67477-67478		Weed Board Expenses	917.80
67479		Human Service Expenses	300.00

Sheriff Travis Paeper joined the meeting at this time. He is proposing a 4 day work week at the Courthouse during the summer months. He proposes to implement it within the Sheriff's department, however, he stressed the proposed summer hours would only affect hours in the office, and would not affect the shifts worked by the Sheriff and the deputies. The offices would be open from 8 am to 5:30 pm Monday through Thursday and closed on Fridays under the schedule proposed by the Sheriff. The commission requested that he discuss the proposal with all department heads, & suggested that the proposal could be discussed at the non-agenda employee meeting on April 2nd.

Sandra Hanson, Tax Director, joined the meeting at this time. Three Applications for Abatement or Refund of Taxes concerning property owned by Joe Aberle and situated in the Milnor Renaissance Zone were presented. 2012 real estate taxes on these properties had been inadvertently omitted from the Renaissance Zone tax credit. Milnor City had approved the request for the abatement of taxes on these properties for 2012. However, the commission had further questions regarding the applicability of both the 2 year "New Home" tax exemption and the 5 year Renaissance Zone property tax exemption and tabled consideration of the applications until the April 2nd meeting, pending receipt of the opinion of the States Attorney. (Wyum/Walstead, unanimous) An application for Abatement or Refund of Taxes concerning property situated in the City of Milnor and owned by Richard Colby was presented. The property qualified for a wheelchair/blind exemption for 2012. Milnor City had approved the application. Concur with the city to approve the abatement for parcel 25-7791000, Lot 25, Block 2, Park Lane Addition, Milnor City. (Wyum/Waswick, unanimous)

The Chairman was authorized to sign the multi-hazard mitigation grant application as prepared by Sandra Hanson, Emergency Manager. (Anderson/Wyum, unanimous)

Sparky Engquist, Road Supt. joined the meeting & the board proceeded to open bids for furnishing supplies for the year beginning April 1, 2013, and ending March 31, 2014, as advertised. Present: DarWayne Crandall, Crandall Construction, Cayuga, Michael Mahrer, Bernard Mahrer Construction, Rutland. Bids submitted as follows:

GRAVEL: Crandall Construction, Cayuga; Arrowhead Transport Inc., Gwinner; Bernard Mahrer Construction Inc., Rutland; Mark Sand and Gravel Dakota Co., Fergus Falls, MN; & Enderson Construction, Gwinner. Accept all bids. (Walstead/Wyum, unanimous)

MIXING & DRYING BLACKTOP SURFACING: No bid received.

BITUMINOUS MATERIALS: No bid received.

GASOLINE, FUEL, & LP GAS: Dakota Plains Cooperative, Valley City; Nelson Bulk Oil Co., Milnor; Rutland Oil Co., Rutland. Accept all bids. (Anderson/Walstead, unanimous)

Motion to refund the \$425 beer & liquor fee received from the Coteau De Prairies Lodge LLC in 2012, for the reason that a State license had not been obtained, and the County license was never used. (Anderson/Waswick, unanimous).

Approve Application for Retail Beer/Liquor License for CDPB, LLC pending receipt of \$425 fee. The premises to be licensed is situated in the Coteau des Prairies Lodge in Tewaukon Township. (Anderson/Waswick, unanimous).

Discussion on a possible revision to Section 310 of the Sargent County Personnel Policy regarding an employee's use of sick leave when caring for family members who are not members of the employee's household and are not dependants of the employee. The matter was referred to the Personnel Board with the request to have a recommendation at the next meeting. (Wyum/Walstead, unanimous).

Approved medical/family leave for Roz Amerman. (Wyum/Anderson, unanimous)

Consideration of the motion to adopt the Sargent County Employee Salary Pay Plan Based on Length of Service and to adopt the 32 year/15 Step schedule as described in the 1/15/13 draft plan was tabled until April 16th meeting by consensus of the Board, without objection.

Meeting adjourned at 11:55 a.m.

DAVID L JACOBSON – CHAIRMAN

ATTEST:

PAM MALONEY – CHIEF DEPUTY AUDITOR