

Forman, North Dakota
April 2, 2013

The Board of Commissioners met at 9:00 a.m. in the 2nd floor conference room of the County Courthouse for a non-agenda employee meeting, with all Commissioners and twenty-six County employees present. Also present was Paige Cary of the Sargent County Teller. Questions about a four day work week proposed by Sheriff Paeper; personnel board election; and, courthouse roof and ceiling repairs were discussed. Following the non-agenda employee meeting, the Sargent County Board of Commissioners convened at 9:50 a.m. with the following members present: Bill Anderson, Steve Wyum, David L Jacobson, Mike Walstead and Jerry Waswick. Absent: None. Paige Cary, the Sargent County Teller, was also present.

Colleen Sundquist, representing the Sargent County Personnel Board reported to the commissioners that, following a meeting of that Board, there were no recommendations to change the description of "Immediate Family" as found in Sick Leave Policy #310. The Personnel Board did make a recommendation to amend Sargent County Leave Sharing Policy #311 to provide that the receiving (donee) employee must have used up all forms of paid leave prior to using donated sick leave, except that a maximum of 5 days accrued vacation may be retained by the donee employee. The employee's use of donated leave may not exceed 320 hours in any twelve (12) month period. Once leave is donated, it is not returnable. Leave will be donated on an hour-to-hour basis. The Sargent County Personnel Board had also reviewed Driving Policies submitted by the North Dakota Association of Counties (NDACo). These policies had been approved by the North Dakota Department of Transportation (NDDOT) and referred to the counties with the recommendation that they be adopted. It is the recommendation of the County Personnel Board that the Distracted Driving Policy and Seat Belt Policy be approved and made a part of the Sargent County Employee Handbook (Policy Book). The Personnel Board has reviewed the new Drug and Alcohol Policy proposed for consideration by NDACo, and has tabled further consideration of that policy until the next meeting of the Personnel Board when it will be the subject of further review. Motion to approve changes to Policy # 311, and to adopt the distracted Driving and seatbelt Policies as presented. (Waswick/Wyum, unanimous)

Colleen Sundquist, Administrator, Sargent County Public Health, informed the commissioners that the week of April 1 through April 7 is "Public Health Week". She informed the Commissioners that 2013 is the 30th anniversary of the establishment of the Sargent County District Health Unit and District Board of Health. Colleen presented each of the Commissioners with a packet of information concerning the mission and History of the Sargent County District Health Unit.

Sparky Engquist, Road Supt. briefly conferred with the commissioners about purchasing a different pickup for the road department. Sparky and Mike Walstead, Road Commissioner have looked at some used vehicles, but have not yet found a suitable vehicle that is reasonably priced.

Approve minutes of March 19, 2013 meeting as corrected. The corrections to the minutes were primarily changes in sentence structure, grammar and punctuation. (Walstead/Wyum, unanimous)

Sandy Hanson, Tax Director arrived at the meeting. The Commission considered the question of 3 applications for abatement of taxes levied on 3 homes in the Milnor Renaissance for 2012. This matter had been tabled at the March 19 Commission meeting pending the States Attorney's opinion on the question of "stacking" the 5 year Renaissance Zone property tax exemption and the 2 year New Home property tax exemption. States Attorney Lyle Bopp informed the Commission that, in his opinion, based on the language of the statutes creating the 2 exemptions, the 2 may run concurrently but not consecutively, and therefore, if a new home is eligible for both exemptions, the maximum number of years available is the 5 years provided by the Renaissance Zone exemption. The Auditor informed the Commission that the records indicated that the first year in which the 3 properties received a property tax exemption was 2008, making 2012 the 5th year of the exemption. The abatement applications had previously been approved by the City of Milnor. Based on the States Attorney's opinion and on the information provided by the Auditor's office, a motion to concur with the City of Milnor was made and approved. (Anderson/Walstead, Unanimous)]

James and Judy Kleingarn appeared before the Board regarding an Application for Abatement of 2012 taxes on a farm residence, which they filed with the county concerning property situated in Willey Township and described as 6.03 acres in the SE¼-24-132-55. The Kleingarn's are requesting removal of the structure value as this is a farm exempt property (retired farmer). The Tax Director agreed that the property qualified for the farm exemption. Willey Township approved the application. Concur with the township to approve the abatement for parcel 24-7284000. (Wyum/Anderson, unanimous)

An application for Abatement or Refund of 2012 Taxes concerning property situated in the City of Milnor and owned by James E Robbins was presented. The mobile home located on the SW 70 feet of Lots 18-19 was taxed as residential property, but should have been classified as a mobile home. Milnor City had approved the application. Concur with the city to approve the abatement for parcel (Anderson/Waswick, unanimous)

An application for Abatement or Refund of 2012 Taxes concerning property situated in Rutland Township and owned by Kyle and Kathy Marquette was presented. The property is a new home exempt for 2011 and 2012. The original application had been lost or misplaced. The 2011 exemption had been processed, but nothing for 2012. Rutland Township provided documentation confirming the timely approval of the property for the 2 year New Home exemption. Rutland Township had approved the abatement application. Concur with Rutland Township to approve the abatement of 2012 taxes for parcel 14-4363001, Sublot 1 of E1/2 of SE1/4-1-130-55. (Anderson/Waswick, unanimous)

An application for Abatement or Refund of 2012 Taxes concerning property situated in Whitestone Hill Township and owned by Dennis and Lynnae Decker was presented. The Decker's are requesting removal of the structure value as the residence is eligible for the farm exemption. The Tax Director agreed that the residence is eligible for the farm exemption. Whitestone Hill Township approved the application. Concur with the township to approve the abatement for parcel 23-7126000 a tract in the SE1/4-26-132-56. (Walstead/Anderson, unanimous)

An application for Abatement or Refund of 2012 Taxes concerning property situated in Dunbar Township and owned by Stenvold Family Trust was presented. The Trustees are requesting removal of the structure value as this is a vacant farm residence, now being used as a training site by the Forman-Havana Fire Dept. The Fire Dept. has agreed to demolish the structure when it is no longer useful as a training site. Dunbar Township approved the application. Concur with the township to approve the abatement for parcel 04-1703000 the SW1/4-28-131-55. (Waswick/Walstead, unanimous)

County Director of Emergency Management Sandy Hanson and Road Commissioner Mike Walstead informed the Board that bids had been opened on Friday, March 29, for the Wild Rice River Low Water Crossing Repairs located between Sections 30 and 31 of Herman Township. Nine bids had been received. The low bid, submitted by Johnson Excavating of Ottertail MN, was \$100,960.00, approximately \$55,000 over the amount approved by FEMA for 2009 flood damage repairs. Sandy stated that she would confer with FEMA regarding other monies, including approved amounts from the 2010 flood disaster, that may be available, and the County may possibly rebid the project. Tabled decision until April 16th meeting.

David Ruch and Shannon Hajek representing the Sargent County Fairboard visited with the commissioners about several issues being considered by the fairboard, namely: the amount of the gate fee; requests from a few parents of Fair exhibitors that the Fair Board consider another date change; and, fairboard contributions to the 4-H program. This year's production will be the 90th annual Sargent County Fair and the fairboard has added additional entertainment for the anniversary. A rodeo has been booked that will be approximately a \$10,000 event, and the Fair Board has also added more inflatable games. The Fairboard is also concerned about a request that the 4-H Council pull away from the County Fair and have its own 4-H Achievement Days. Lack of information concerning funds for the 4-H Council was discussed and the Board will request an audit of the 4-H Council books from 2010 through 2012, and will ask for full disclosure of all assets. Sherry Hosford, County Auditor will conduct the audit upon receipt of the books from the 4-H Council.

Board members reviewed information on the upcoming Annual Meeting of the North Dakota Insurance Reserve Fund (NDIRF), which will be held on May 8 in Bismarck. Election of NDIRF Board representatives in the Cities and Counties categories will be considered at that meeting.

Approve Games of Chance Permit #SC2013-01 to Cogswell Gun Club, Cogswell, ND for a raffle to be held on April 14, 2013 at Cogswell Gun Club Trap Grounds. (Anderson/Walstead, unanimous)

Motion to authorize the Chairman and the County Auditor to execute the Construction and Maintenance Agreement for SC-4129(060)-CMC 4129 – ND 11 [from Cayuga North] to ND 13 – Microsurfacing and incidentals – 11.980 miles. (Walstead/Anderson, unanimous)

Meeting adjourned at 12:20 p.m.

DAVID L JACOBSON – CHAIRMAN

ATTEST:

SHERRY HOSFORD - AUDITOR