

Forman, North Dakota  
June 17, 2014

The Sargent County Board of Commissioners met at 10:00 a.m. following the meeting of the Sargent County Park Board. The following members were present: Jerry Waswick, Mike Walstead, Steven Wyum, and Bill Anderson. Absent: David L Jacobson. Also present were: Paige Cary, of the Sargent County Teller; and, Lyle R Bopp, States Attorney.

Motion to approve the revised draft of the minutes of the June 3, 2014 meeting. (Walstead/Anderson, unanimous)

Approve Township Road Mileage Certification to the State Treasurer certifying 807.25 miles of township roads in Sargent County. (Anderson/Walstead, unanimous)

Re-appoint George Bishoff to the Sargent County School Reorganization Board for another three year term. (Anderson/Walstead, unanimous)

Lyle Bopp, States Attorney, handed out a draft Gravel Purchase and Stockpile Agreement for use in removing gravel from the county owned stockpiles. He will revise the language to show a 5% rather than a 10% retainage.

Brian Tayer and Marwood Klein, Sargent County Ambulance Coordinators; and Sandy Hanson, all members of the Sargent County EMS Advisory Board arrived at the meeting. Brian Tayer provided history on the ambulance service from 1997 to present. Brian then presented a staffing proposal as prepared by the Advisory Board, outlining the recommendation to supplement the Forman Squad and Milnor Squad with 2 full time EMT positions. The purpose of the proposal is to address the current shortage of EMT's in the Forman Squad and to provide for the longer term stability and readiness of the County's Ambulance Service. Marwood Klein explained how the Forman Squad schedules the shifts in 12 hour increments. Further discussion followed on funding options for additional employees to fill these new proposed positions. Both Marwood and Brian indicated that some of the money allocated from the Emergency Medical Service levy would be freed up from the squads if the county pays for two new employees so the overall cost increase would not be as great. Total cost now for the current coordinators including salary and benefits is \$114,331.00/year and this number would nearly double with two new Emergency Medical Technicians added to the staff. A \$60,000 grant for staffing has been requested but the ambulance squads will not find out until July if it has been approved. The recommendation of the EMS Advisory Board is for the Forman Squad to hire a part time temporary EMT immediately to fill the short-term needs and pay for that person out of the squad's funds at \$100 per shift plus a per diem for meals, mileage to and from home and room at the local hotel if needed; the Forman Squad to advertise, interview and hire a permanent full time EMT as soon as possible, as a county employee; and, in 2015 budget for an additional full time EMT, also to be a County employee, for the Milnor Squad. Motion that the recommendation of the EMS Advisory Board be implemented. (Anderson/Walstead. Roll Call. Aye: Anderson, Walstead, Waswick and Wyum. Nay: None. Absent and not voting: Jacobson. Motion carried)

Wendy Jacobson, Sargent County Social Service Director, met with the Board to ask permission to amend the current agreement between Sargent County and Sioux County for supervising Eligibility Workers. The current agreement is on an emergency basis up to \$200 per month. Ms. Jacobson is requesting an amendment to change to 100 hours per month at \$20.00/hour to manage the Sargent County Eligibility Workers client caseload until a new employee is hired and trained in Sargent County. Approve request from Ms. Jacobson. (Anderson/Waswick, unanimous)

The meeting recessed at 12:30 for lunch.

The meeting reconvened at 1:40 p.m. for a Preconstruction Conference for BRC 4120(055) – Bridge 123-20.0 (aka Hoistad Bridge) replacement project on County # 5. Damon DeVillers, Interstate Engineering, Inc. asked for introduction of those in attendance and proceeded to discuss the project and acquire the necessary information. The project is scheduled to begin around July 17 and be completed by September 15, 2014.

Sparky Engquist, Road Supt. reported that on June 9<sup>th</sup> the road restrictions had been lifted. He handed out tentative maps for 2014 gravel projects; reported that the new maintainers should be delivered in the next few weeks; and, reported that Paul Shearer, new road department employee had begun working for the Road Department on June 16<sup>th</sup>. Sparky reviewed the County Road Right of Way application filed by Edwin Erickson Jr. and Terry Erickson, Milnor. Said request is to clean the ditch, install a driveway and lower the level of the slough with a pumping station along County Road No. 1 between Section 7 and 8 and Section 17 and 18 of Shuman Township. Motion to approve the application provided pump is not located in the county road right-of-way and erosion control is installed at the outlet of the pipe. (Walstead/Waswick, unanimous)

Travis Paeper, Sheriff met with the Board to request permission to submit a new Comprehensive Position Questionnaire (CPQ) to the county pay plan personnel to redo the job description for the Chief Deputy. Sheriff Paeper has appointed Brenda Peterson, current Deputy Matron, to that position and due to a change in duties, he is requesting an update on the job description. Motion to approve the submission. (Waswick/Walstead, unanimous)

The Board reviewed the results of the Official Canvass of the June 10, 2014 Primary Election. Approve certification as follows on county offices: County Commissioner at Large: Steven Wyum-441, Richard Ruch-402, David L Jacobson-471; Sherry Hosford-673; and, Mike Walstead-528; County Auditor – Pam Maloney-845; County State’s Attorney –Lyle R Bopp – 746; County Treasurer/Recorder/Clerk of District Court – Gina Hillestad – 826; County Sheriff – Travis A Paeper – 790; Official Newspaper – The Sargent County Teller - 739 (Anderson/Walstead, unanimous)

Board members proceeded to review all bills. Motion to approve the June payroll in the sum of \$152,647.32 (Nos. 9631-9684 and 69669-69683) and the following bills: (Anderson/Walstead, unanimous)

69536	Ransom County	VSO Benefits	750.18
69538-69549		Health Unit Expenses	2,037.50
69550	City of Forman	Water/Sewer/Garbage	131.30
69551	Ottertail Power Co.	Electricity	2,085.87
69552	ND PERS	Health Insurance	715.16
69553	Motor Vehicle Division	Title Fee	11.50
69554	Nelson Auto Center	2014 Police Interceptor	13,911.00
69555-69564		Health Unit Expenses	1,601.84
69565-69573		Weed Board Expenses	9,186.15
69591-69598		Human Service Expenses	1,427.24
69599	Bopp Law Office	St Atty. Phone and Rent	411.98
69600	Buhl’s Inc.	Cleaning Services	183.45
69601	Coast to Coast	Printer Cartridge	74.99
69602	Code 4 Services	Equipment Removal	352.00
69603	Dakota Plains Co-Op	Gas Purchases	7,761.87
69604	Dickey Rural Networks	Telephone	978.16
69605	Digital-Ally	Mirror	395.00
69606	Dyste, John	Batteries	5.03
69607	Forman Drug	Paper Rolls	5.50
69608	Forman Market	Supplies	9.16
69609	Hardware Hank	Supplies	237.91
69610	Hoag & Sons	2013 Tellers Bound	99.78
69611	House of Glass	Supplies	18.27
69612	Jacobson, David	Commission Travel	265.45
69613	Johnson, Bryan	USB	22.28
69614	Kic Bac Bar & Grill	Rental	100.00
69615	Larson, Renee	Election Board	318.12
69616	Lee, Joan	Election Board	342.76
69617	Minn-Kota Comm.	Commission Radios	380.00
69618	NDACO	Continuing Education	215.00
69619	ND Chapter of APCO	Registration	150.00
69620	ND Newspaper Assoc.	Analysis of Measures	60.80
69621	Quill	Tape rolls	26.28
69622	Ruch, David	Fairgrounds/Office Remodel	1,819.26
69623	The Sargent County Teller	Printing & Publishing	596.63
69624	Shoplet Select	Keyboard Wrist Rest	20.60
69625	Smith, William	Election Board	321.48
69626	Southeast Crime Conf.	2014 Dues	50.00
69627	Sundquist, Colleen	Election Board	320.36
69628	US Post Office-Forman	Box Rent	112.00
69629	Universal Services	Toner	248.95
69630	Verizon Wireless	Wi-Fi Mobile Cards	160.04
69631	Wyum, Steve	Commission Travel	535.42
69632	Arrowhead Transport	Gravel	1,853.79
69633	ASC Const. Equip. USA, Inc.	Equipment Repairs	544.59
69634	Forman Market	Supplies	13.98
69635	Forman Repair	Freon/AC Repair	125.00
69636	Team Lab Chem. Corp.	Fine Road Patch	680.00
69637	Lyle Signs Inc.	Signs	2,376.07
69638	NDDOT	Engineering Services	4,197.61
69639	Southside Automotive	Equipment Repairs	638.75
69640	True North Steel	Culverts	11,399.92

69641	Verner Township	Gravel/County Share	3,401.70
69642	3D Specialties	Signs	2,192.76
69643	Avid Hawk	County Webpage	45.00
69644	Barnes County Corrections	Prisoner Board	975.00
69645	Cass County Treasurer	Juvenile Detention	3,410.00
69646	Century Link	911 Contracts	191.88
69647	Comfort Inn	911 Travel	74.00
69648	Comp. Prof. Unlimited, Inc.	Staff Support	1,064.13
69649	Dakota Plains Co-Op	Gas Purchases	1,098.87
69650	Dickey Rural Networks	911 Contracts & Database	247.00
69651	Farmer's Union Oil of S.V.	Gas Purchase	23.69
69652	Gwinner One-Stop	Gas Purchases	1,049.08
69653	Hanson, Sandra	911 Travel	125.60
69654	Information Tech. Dept.	WAN	454.70
69655	Interstate Engineering	Engineering Services	41,739.64
69656	Lisbon Area Health Services	Blood Alcohol	40.00
69657	NDACO	911 Wireless	1,007.10
69658	NDACO Resources Group	Tech. Support	377.93
69659	Office of Attorney General	SCRAM 24/7	1,050.00
69660	Peterson, Brenda	Travel	106.40
69661	Pharmchem, Inc.	Sweat patch Analysis	63.00
69662	Richland County Corrections	Prisoner Board	2,597.34
69663	Sargent County Insurance	Auto Premium	104.00
69664	The Sargent County Teller	Printing & Publishing	43.75
69665	SC Treasurer	Postage	75.43
69666	Universal Services	Toner	175.30
69667	Visa	Credit Card Purchases/Ext.	269.96

Meeting adjourned at 3:00 p.m.

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STEVEN WYUM

ATTEST:

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SHERRY HOSFORD – COUNTY AUDITOR