

Forman, North Dakota
July 10, 2003

The Sargent County Board of Commissioners met at 11:00 a.m. with the following members present: Karen Anderson, Donald Wehlander, Mike Walstead and Steve Wyum. Absent Ray Brockman.

Florenze Schuster, Cayuga and Norm Preble, Tax Director met with the Board to discuss four abatements that Mr. Schuster filed with Sargent County. Cayuga City met and made recommendations to reject the abatements. Norm Preble reviewed each abatement and made recommendations to the Board: #30-9189-current value \$9220-reduce to \$5,000; #30-9213-current value \$2100-leave as is; # 30-9216-current value \$7500 which was reduced from \$10400 by city council in 2003-leave at \$7500 and #30-9263-current value \$5500-reduce to \$2500. Concur with Tax Director recommendation for 2003 taxes with the exception that #30-9189 be lowered to \$3,000 (Wyum/Wehlander, unanimous)

Sandy Hanson, Jennifer Murphy, Sparky Engquist and Gina Hillestad, SC Personnel Board and Wendy Jacobson met with the Board to address budgeting information on COLA for 2004 wages. MAXIMUS will return a report by August 1st. Also discussed a separate line item on the budget for Personnel Board. Requested concessions fund for county employees and ask that the Personnel Board be given the authority to control the proceeds from the concessions. Lyle Bopp arrived at the meeting. Transfer the oversight and responsibility of the courthouse concessions to the Sargent County employees to be administered by the employees including paying of expenses, including \$862.02 from most recently deposited pop monies. (Wyum/Wehlander, unanimous) Discussed replacing equipment in the coffee room. Funds from the above monies can be used for equipment. Wendy Jacobson asked about preparing one personnel policy for the county employees to include Social Services. Currently the policy is a Non-Social Service Policy. Lyle commented that they could take a look at that.

The elected officials joined the Board to select a delegate to the ND Association of Cos. State Council for 2 years. Donald Wehlander nominated Mike Walstead. Patricia Carlen seconded the motion. Motion carried.

Sherry Hosford, County Auditor presented copies of the HAVA (Help America Vote Act) plan and encouraged the Board to read and make comments on the plan. On October 29, 2002, President George W. Bush signed into law far-reaching election reform legislation that has been described as the most sweeping change to our nation's election laws since passage of the Voting Rights Act in 1965. This new legislation gives states tools, resources and federal money to improve election administration, better education for election workers and voters, improve voter accessibility and purchase new and advanced voting equipment. The public comment period is open until July 25, 2003. Complete HAVA compliance is January 1, 2006.

Lyle Bopp arrived at the meeting.

Sandy Hanson, Emergency Manager discussed with the Board the storm on July 3, 2003. She has toured the county and presented a map with areas of crop, building and equipment damage. Approximately 169,000 acres are affected from 5%-100% damage. Road damage at this point is minimal. The USDA Office will be the main agency for recovery following this storm. Declare an emergency exists in Sargent County. (Wehlander/Walstead, unanimous) A copy of the declaration is on file in the Office of the Emergency Manager. Approve proclamation statement that the SC Emergency Operations Plan continues to be the acting plan for the protection of life, property and the environment from hazards. (Wyum/Walstead, unanimous)

Travis Paeper, Sheriff reported that a cell phone account has been established with Cellular One with shared minutes. Three phones will be used with the Sheriff's Dept. and one for Emergency Management. Travis said that Brenda Peterson, Forman has been offered the Deputy Matron position and she has accepted. She will start on July 14. Approve hiring Brenda Peterson at a Grade 5/Step 4 based on her experience and Sheriff's recommendation. (Wehlander/Wyum, unanimous) The Motor Vehicle Registration will be moved to the Treasurer's Office for 90 days for a trial period while the new matron is in training. Damage to the 1999 Ford was received on June 26, 2003 after a deer was hit. Estimates are being compiled for insurance. A Purchase of Service Agreement with the ND Highway Patrol was reviewed for law enforcement programs directed at underage drinking violations. A total of \$1,300 has been allocated. Approve agreement. (Wehlander/Walstead, unanimous) Wendy Jacobson met to discuss a juvenile issue.

Reject all bids for the 1982 Camaro and offer to Tri-State Auction. (Walstead/Wehlander, unanimous)

Wendy and Lyle proceeded with HIPPA information stating that Sargent County can rescind the Designation of Hybrid Entity because Social Services and the Health District have been released under the Health Insurance Portability and Accountability Act. The Health insurance plan for county employees does not qualify because it has less than 50 employees. Wendy will check with other counties to see what they are doing and report back to the Board.

Cindy Leinen, Forman Ambulance, reported that there is still a shortage of personnel for the ambulance. Classes are being offered and F-M Ambulance students agreed to come down to assist when there is a shortage. They will receive the shift and run pay and possibly mileage. Milnor Ambulance is willing to take the ambulance but not on a long-term basis. When school begins there is an ITV class offered for juniors and seniors for EMT training. Discussed replacement personnel when Cindy and others take vacation time. The Board suggested that Cindy contact persons interested in working on the ambulance for fill-in scheduling and offer a per diem package. Cindy will report back to the Board at the next meeting. She asked about storing the ambulance at the fairgrounds during the road construction project in Forman City. The exhibit building is available.

Approve June 17, 2003 minutes. (Wehlander/Walstead, unanimous)

Steve Wyum resigned effective immediately from the Sargent County Job Development Authority. Mike Walstead expressed an interest. Approve appointment of Mike Walstead to the SC JDA. (Wyum/Wehlander, unanimous)

Steve Wyum moved the following: WHEREAS, the Sargent County States Attorney was assisted by the Attorney General's Office to determine if misallocation of entrusted funds had occurred with the courthouse pop fund administered on a strictly cash basis by the Sargent County Auditor, and WHEREAS, an April audit of the pop fund was conducted by the State Auditor, based on the audit report the commission emphasizes the following: 1) No cash advances made from county funds is allowed. 2) No cashing of county employee personal checks by anyone using county funds may occur. 3) The pop funds were not administered in accordance with the above provisions. 4) The commission should have undertaken a closer examination of the pop fund accounting and operation procedures. Mike Walstead seconded the motion. Motion carried unanimously.

The Board received notification from NDDOT that Highway Safety funds to a maximum of \$100,000 have been allowed for construction costs for realignment of County Road No. 2 between Section 26 & 27 of Verner Township because of curve and snow problems. Interstate Engineering will provide engineering for this project.

Meeting adjourned at 4:45 p.m.

KAREN ANDERSON - CHAIRMAN

ATTEST:

SHERRY HOSFORD - AUDITOR