

Forman, North Dakota
July 15, 2014

The Sargent County Board of Commissioners met at 9:00 a.m. The following members were present: Mike Walstead, David L Jacobson, Steven Wyum, and Bill Anderson. Absent: Jerry Waswick. 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 July 1, 2014 meeting. (Walstead/Anderson, unanimous)

Board members proceeded to review all bills. Motion to approve the July payroll in the sum of \$164,632.61 (Nos. 9742-9791 and 69834-69851) and the following bills: (Anderson/Walstead, unanimous)

69668		Weed Board Expense	25.00
69684		Human Service Expense	68.57
69692-69699		Health Unit Expenses	1,607.69
69700-69702		Weed Board Expenses	1,068.00
69703	Ransom County	VSO Benefits	745.02
69705	City of Forman	Water/Sewer/Garbage	158.80
69706	Ottertail Power Co.	Electricity	962.27
69707	The Sargent County Teller	Replacement Warrant	721.64
69708-69723		Human Service Expenses	10,910.56
69724	Alme, Norm	Co. Canvass Board	16.80
69725	Bernard Mahrer Const. Inc.,	Gravel/Fairgrounds	330.84
69726	Buhl's Inc.	Cleaning Services	191.40
69727	Carpet Connection	Carpet Cleaning	2,542.25
69728	Comfort Suites	Sheriff Travel	296.00
69729	Dakota Plains Co-op	Gas Purchases	305.39
69730	Dickey Rural Networks	Telephone	949.45
69731	Doc's	Lawn Services	140.00
69732	Best Western Doublewood Inn	Treasurer's Travel	149.40
69733	Election Systems & Software	Election Supplies	3,763.26
69734	Fargo Rubber Stamp Works, Inc.	Notary Seal	30.90
69735	Forman Drug	Door Prize	34.00
69736	FP Mailing Solutions	Postage	135.00
69737	Gwinner Transport, Inc.	Oil Change	42.58
69738	Hanson, Elida	Janitorial Duties	270.00
69739	Hardware Hank	Supplies	56.90
69740	Johnson, Bryan	Travel	231.17
69741	Kozok, David	Travel	8.99
69742	Kulzer, Beverly	Co. Canvass Board	11.20
69743	Lisbon Body Shop	Travel	120.00
69744	Martinsen's Home Center	Supplies	52.73
69745	Minn-Koa Communications	Battery	96.00
69746	NDACO	Continuing Education	25.00
69747	ND Newspaper Association	Printing	178.20
69748	Public Employment HR Consult.	Job Descriptions Finalization	2,200.00
69749	Quill	Envelopes/Correction Tape	48.97
69750	Reardon Office Equipment	Copier Contract	181.21
69751	The Sargent County Teller	Printing/Publishing/Elect.	1,752.00
69752	Stein's Inc.	Supplies	161.40
69753	Toepke, Alison	Treasurer Travel	194.57
69754	Verizon Wireless	Wi-Fi Mobile Cards	160.04
69755	Walstead, Mike	Commissioner Travel	226.80
69756	Waswick, Jerry	Co. Canvass Board	11.20
69757	Wenck Associates	Hazard Mitigation Plan	9,799.00
69758	AW Diesel	Hydraulic Hose& Fittings	129.57
69759	Butler Cat	Seal Kit	173.66
69760	Dakota Plains Co-op	Gas & Fuel	8,355.02
69761	Ekstrom Repair	Tires/Supplies	1,639.78
69762	Flint Hills Resources, LP	Asphalt	18,688.00
69763	Team Lab Chem. /Laker Chem.	Fine Road Patch	865.50
69764	NDDOT	Engineering Services	31.52
69765	RDO Equipment Co.	Equipment Repairs	3,544.85
69766	Visto's Carquest	Equipment Repairs	588.21
69767	Alcohol Monitoring Systems, Inc.	Daily Monitoring Fees	74.10

69768	Avid Hawk	County Webpage	45.00
69769	Barnes County Corrections	Prisoner Board	162.50
69770	Cass County Treasurer	Juvenile Attendant	1,860.00
69771	Century Link	911 Contracts	383.76
69772	Computer Prof. Unlimited	Staff Support	1,064.13
69773	Dakota Plains Co-op	Gas Purchases	634.25
69774	Dickey Rural Networks	911 Contracts & Data Base	271.00
69775	Gwinner One-Stop	Sheriff Gas Purchases	830.26
69776	Hewlett Packard Co.	Auditor Printer	1,165.55
69777	Information Tech. Dept.	WAN	454.70
69778	Lisbon Area Health Services	Blood Alcohol	80.00
69779	NDACO	911 Wireless	304.65
69780	ND Insurance Dept.	Property Renewal	382.47
69781	ND State Radio	State Radio Contract	6,127.68
69782	NDACO Resources Group	Tech Support	377.93
69783	Oakes Community Hospital	Blood Alcohol	25.00
69784	Office of Attorney General	SCRAM 24/7	1,295.00
69785	Pharm Chem., Inc.	SCRAM 24/7	675.00
69786	Red River Basin Commission	2014 Funding	960.00
69787	Richland County Corrections	Prisoner Board	2,649.22
69788	SC Auditor	WAN Access/Ext	240.00
69789	The Sargent County Teller	Printing & Publishing	7.00
69790	SC Treasurer	Postage	18.56
69791-69800		Health Unit Expenses	12,516.85

Approve Gaming Permit No. 2014-02 to Southeast Sportsmen, Geneseo for a raffle on September 2, 2014 at the Sargent County Pavilion located at Silver Lake Park, Rutland, ND. (Anderson/Jacobson, unanimous)

Gina Hillestad, Recorder/Treasurer/Clerk of Court informed the Board that Christine O'Brien's last day as Deputy in that office is July 31, 2014. Patsy Zirnhelt, Forman has been hired at a Grade 8/Step 2 and began her employment with Sargent County on June 16. Authorize Patsy Zirnhelt to sign checks and other instruments in the office of Recorder/Treasurer/Clerk of Court. (Anderson/Jacobson, unanimous)

Patsy Zirnhelt, Deputy Recorder/Treasurer/Clerk of Court must attend Passport training, according to Gina Hillestad, Dept. Head, and the training will be offered in Sioux Falls, SD on August 4th. Approve out of state travel for Ms. Zirnhelt to attend the training. (Jacobson/Walstead, unanimous)

Gina Hillestad, Risk Manager, also informed the Board of problems with Workforce Safety issues with seasonal employees of some County boards and departments. She would like a policy established to require that all County boards and departments inform her department of changes concerning seasonal employees.

The Board received and reviewed, with Gina Hillestad, the 2014 Sargent County Market Survey, a report and recommendation prepared by Dorothy Person of the Public Employment HR Consulting (PEHRC) firm. Sixteen different counties were surveyed on nineteen different positions. The results of the preliminary pay survey were reviewed and discussion followed on a number of factors that are involved in determining these results. It was suggested that the Board review the results in more detail, and that a conference call with the president of the consulting company will be set up for the first meeting in August for questions, comments and recommendations for actions to be taken based on the survey results.

Jim Hill, RDO Equipment Co. stopped by the meeting regarding the lease agreements for the lease of two new road graders, including the option to purchase the machines at the end of the lease term. Motion to Authorize the Chairman to sign the lease documents with John Deere Financial pending States Attorney review. (Walstead/Anderson, unanimous)

Bruce Speich, Milnor and Sparky Engquist, Road Supt. arrived at this time. Mr. Speich had several issues that he asked to discuss. In his opinion, there are several areas that need updated signing by Hamlin Grove, including a stretch of County #14 near the Wild Rice River that, in Mr. Speich's opinion, should have a safety fence rail barricade along the edge of the roadway. Sparky indicated that his department is working on getting the appropriate signing installed. Mr. Speich asked about a bridge project in Hall Township that is on the County's priority list to be replaced, but is awaiting the availability of federal aid funding, and also about when mag chloride application for dust control would begin. Sparky indicated that the County Road Department would begin applying the mag chloride today, Tuesday, July 15, to areas where dust control is needed, except those areas that are on the schedule to be graveled this summer where the new gravel has not yet been applied. Those areas will be treated with mag-chloride when the new gravel has been applied. Also discussed culvert placement under county road #14 coming out of DeLamere, which, according to Sparky, the County Road Department plans to complete during the month of July, 2014.

Sparky Engquist, Road Supt., reported on the arrival of one of the new John Deere road graders, and on the trade-in of the Volvo; the other new road grader should arrive the week of July 21st; stockpiled gravel is still on hold except at Jorgenson Pit. Sparky has not yet obtained the contractors' signatures on the gravel stockpile agreements. The Road Department will begin applying the mag chloride today, Tuesday, July 15, 2014, with another application in three weeks.

Bridge 41-135-06.0 – 5 miles south and 2 miles east of DeLamere needs load limit posting signs updated. The County Road Department's employees will install the proper signage on the bridge, but, as the bridge is on a Township road, signage on the roadway leading to the bridge is a duty and expense of the Township.

Meeting adjourned at 12:15 p.m.

STEVE WYUM – CHAIRMAN

ATTEST:

SHERRY HOSFORD – COUNTY AUDITOR