

Forman, North Dakota  
August 15, 2000

The Sargent County Board of Commissioners met at 8:00 a.m. with the following members present: Lysle Coleman, Don Wehlander, W.E. Smith, Ray Brockman and Steve Wyum. Absent none.

The Board proceeded to work on the 2001 preliminary budget.

Approve \$5,000 loan to the Sargent County Fairboard from Estate Tax Fund to purchase a portable corral system. The loan shall be repaid in three equal annual installments with 2% interest with the first payment due October 15, 2001. (Wyum/Smith, unanimous)

Discussed county coroner per Diem. Increase allocation to \$70 per call beginning January 1, 2001. (Wyum/Smith, unanimous)

Sandy Hanson, EMS, presented an update on the 1998, 1999, 2000 FEMA assistance projects. She also asked if a separate budget could be prepared for County Hazardous Chemical Preparedness Funds. The monies can be used for local outreach efforts, training, equipment and supplies regarding hazardous materials. Approve new fund for 2001 and transfer \$675 from General Fund, which was received on 6/15/00 for 2000 projects. (Smith/Brockman, unanimous)

Travis Paeper, Sparky Engquist, Darlene Colbert and Gina Hillestad, SC Personnel Board presented information on the Sargent County Pay Plan. They met with the consultants and received statistics on cost of living and other salary projections. The Personnel Board recommends to the SC Commission a 3.5% salary structure adjustment for 2001. The step increases will remain at 2.5%. Also discussed a request from the Weed Board for the assistant's salary. The position is Grade 3 Step 4 and the SCPB suggested that the commission or the department decide what the salary should be for that position.

Julie Hassebroek, Extension Service discussed a full-time staff person in that office. She is very satisfied with the present employee and would like to offer the position to her. Lyle Bopp was present and indicated that the position does not have to be advertised and could be offered to Marsha Mathias. Establish a full-time position for Extension Support Staff effective October 1, 2000 at a Grade 3, Step 4 salary. (Wyum/Brockman. Aye: Wyum, Brockman, and Coleman. Nay: Smith, Wehlander. Motion carried.)

Donna Eklund, Marla Bopp and Cindy Trucksess, Forman Ambulance met with the Board. Donna submitted her resignation effective September 1, 2000 as Sargent County Ambulance/Forman Coordinator. She will stay on as a volunteer to do shifts when needed and continue as the training officer until the next coordinator is certified. The Forman Ambulance Board accepted Donna's resignation. Regretfully accept the resignation of Donna Eklund and advertise the position with an application deadline of September 1<sup>st</sup>. (Wehlander/Smith, unanimous)

Approve the Court Services Contract with the State of North Dakota, Sargent County and City of Milnor. (Wehlander/Wyum, unanimous)

Approve Quit Claim Deed to Dave A. Ehrlin and Debra A. Ehrlin, 8848 115 Ave SE, Oakes, ND for a parcel of land 140 feet by 50 feet located in the NW1/4-29-131-58. (Wehlander/Brockman, unanimous)

Sparky Engquist discussed KBO Farms road building project, trees in the road right-of-way, charges for loading trucks and the vacation policy.

Gina Hillestad, Risk Manager, asked for permission to conduct a Defensive Driving Course in October for county employees. Approved.

Discussed additional information on budget items. Approve one step below mid-point for the weed board assistant. The previous recommendation was to extreme based on the job description. (Smith/Wyum, unanimous)

Approve a 3.2% salary increase as per SC Job Classification and Pay Plan administrative policy for 2001 and a contingency budget amount for step increases on January 1 and July 1, 2001 for employees not at mid-point according to the SC Salary Plan. (Wyum/Wehlander, unanimous)

Approve August 1, 2000 minutes. (Brockman/Wehlander, unanimous)

Approve payment of the following bills and August payroll in the sum \$73,239.34. (Wehlander/Wyum, unanimous)

39568 City of Forman	Water, sewer & garbage	152.80
Social Service expenses		3558.48
39653 Advance Elevator	Service contract	720.00
39654 Amoco	Travel	30.94
39655 Buhl's	Cleaning service	147.48
39656 Case & Bopp	Rent and cell phone	411.98

39657	Chunky's	Travel	348.00
39658	Cogswell City	Reassessment expenses	154.50
39659	Dacotah Paper Co.	Supplies	340.65
39660	Dakota Motor Inn	Lodging	126.00
39661	Dickey County	Guardian ad litem reimbursement	525.50
39662	Farmers Union Oil Co.	Gas, propane & repairs	1126.69
39663	Geffre's Greenhouse	Rock	270.00
39664	Hardware Hank	Supplies	145.99
39665	Sherry Hosford	Travel	67.65
39666	Kropp Law	Legal services	54.00
39667	Landmark Landscaping	Shrubs	61.50
39668	Lexis Publishing	NDCC	35.38
39669	Pam Maloney	Travel	51.00
39670	Martinsen's Home Center	Repairs	166.64
39671	McKeever's	Supplies	7.88
39672	Mary Miller	Guardian ad litem	42.22
39673	Minn-kota Communications	Radio repair & licensing	553.35
39674	Orville A. Nelson	Hauling rock	48.00
39675	Oahe Windshield	Repairs	50.00
39676	Norman Preble	Travel	184.00
39677	Quill	Supplies	226.79
39678	Richland Co. Corrections	Prisoner Board	2320.00
39679	SEL Lumber	Repairs	189.51
39680	Streicher's	Equipment	55.90
39681	The Teller	Publishing	199.59
39682	US Link	Telephone	394.86
39683	Verizon Wireless	Cell phone	26.70
39684	Viking	Supplies	176.51
39685	Welton's	Travel	112.95
39686	Bear Creek Gravel	Gravel	3212.80
39687	Bernard Mahrer Const.	Asphalt & gravel	42038.07
39688	Butler Machinery	Repairs	182.16
39689	Christianson Asphalt	Asphalt	12670.52
39690	Forman Repair	Repairs	86.40
39691	Jacobson Implement	Tire	75.00
39692	NW Equipment	Repairs	221.37
39693	Oakes Firestone	Repairs	22.00
39694	Town & Country Supply	Repairs	86.06
39695	CPU	Technical Assistance	446.25
39696	DARE America	Supplies	54.35
39697	Dickey Rural Telephone	911	418.50
39698	F-M Flooring Inc.	Stair treads	2334.00
39699	Gwinner Farmers Elevator	Tall wheat grass	92.00
39700	ITD	56K	209.80
39701	NDDHS	FC, MC	971.76
39702	NDSU Extension Service	Book	7.50
39703	NDSU Extension Service	Salary deficit	3323.95
39704	Office Max	Supplies	43.96
39705	R & T Specialty	DARE	160.16
39706	Sargent Co. Ambulance	Forman Squad	9500.00
39707	Sargent Co. Ambulance	Milnor Squad	9500.00
39708	SC Fairboard	Booth rental & Loan	5030.00
39709	Tees Plus	DARE	79.00
39710	Treadway	DARE	116.74
39711	US West Communications	911	291.81
39712	Viking Office Supplies	Supplies	382.68

The meeting adjourned at 5:30 p.m.

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LYSLE COLEMAN - CHAIRMAN

ATTEST:

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SHERRY HOSFORD - AUDITOR