

Forman, North Dakota
August 19, 2003

The Sargent County Board of Commissioners met at 9:00 a.m. with the following members present: Karen Anderson, Don Wehlander, Mike Walstead, Steve Wyum and Ray Brockman. Absent None.

Approve 12-month dance permit to DeLamere Hall Association at the DeLamere Community Hall. (Brockman/Walstead, unanimous)

Sandra Hanson, EMS, met with the Board to discuss the Homeland Security funds that are available to county governments. Sargent County will receive \$25,000 for equipment purchases including the fire departments and ambulance service. The county LEPC will determine where the funds will be spent. An additional \$6,000 will also be received for planning and \$1,500 for completion of the vulnerability assessment. Discussed Sandy's hours and the commission asked her to present the hours that she has worked on various federal programs.

Lorraine Jacobson, SC Tobacco Prevention Coordinator and Colleen Sundquist, Administrator, SC District Health Unit met with the commission. Lorraine proceeded to explain the state law (NDCC 12.1-30-03) that prohibits the sale of tobacco to minors and use by minors. As a coordinator she is recommending that minors be cited, pay a fine and attend an education class. In order to do this; an ordinance must be adopted. The Board reviewed an ordinance, which has also been presented to each city council. Lorraine has visited with Lyle Bopp and Chuck Sheeley, Juvenile Supervisor for advice on the ordinance and implementation. The Board asked several questions and suggested that Lorraine continue with plans for the ordinance, meeting with Mr. Bopp and Mr. Sheeley and return to a later commission meeting.

Wendy Jacobson, Social Service Director, met with the Board to discuss HIPPA and the possibility of rescinding the confidentiality notice. Most of the smaller counties are not doing anything now just in case there would be other changes that may include the smaller entities. Social Services and the Health Unit do not have to comply with HIPPA and the county doesn't have enough employees to meet the criteria. No further action will take place at this time.

Approve August 5 and 18, 2003 minutes. (Brockman/Wehlander, unanimous)

The Board received a copy of the July, 2003 financial statement.

The Board recessed at 11:40 a.m. for lunch.

The meeting reconvened at 1:00 p.m.

Julie Hassebroek, Extension Service, invited the commissioners to a presentation from the 4-H youth who spent a week with Columbia County 4-H youth in Albany, NY. 4-H exchanges are a great chance to experience life in a different part of the nation.

Lyle Bopp, States Attorney arrived at the meeting.

Approve one step increase for all employees on pay schedule not at Step 7 effective September 1, 2003. (Wyum/Brockman, unanimous)

Further discussion on the 2004 budget regarding salaries was discussed. Approve a contingency fund in each budget/fund to include one step for all employees on the pay schedule not at maximum (Step 10) on April 1, 2004 and another step on September 1, 2004 for all employees not at Step 7. (Wyum/Wehlander, unanimous)

The Board reviewed information on the 2004 budget. Approve 2004 Preliminary Budget in the amount of \$3,937,983. (Wehlander/Walstead, unanimous) Department heads will be invited to meet with the commission on September 2, 2003 to discuss their budget.

Lyle Bopp left the meeting.

Sparky Engquist, road supervisor, met with the Board to discuss road issues, including maintenance overlay of County No. 4 (from ND 11 to SD line) and No. 10 (2 miles north of Rutland) including widening road and putting in 4:1 slopes. County No. 2 by Kraft Slough is set for bid opening on September 9, 2003. Blacktop projects are in progress across the county. Sparky also inquired about a newer and bigger snow plow truck. Computer classes are being offered in Mandan the week of September 8th and September 22nd for GIS/GPS and the cost is \$400 plus meals and room.

Approve payment of bills and August payroll in the sum of \$90,667.33. (Wehlander/Brockman, unanimous)

Weed Board Expenditures	1513.46	
Social Service Board Expenditures	4124.46	
47053 Alliance Management Consulting	Employee Handbook Support	250.00

47054	Cody Bopp	Labor	200.00
47055	Amoco	Sheriff travel	15.12
47056	Buhl's	Cleaning service	195.95
47057	Patricia J. Carlen	Travel	77.80
47058	Case & Bopp	Rent & phone	617.97
47059	Cass County	Prisoner Board	240.00
47060	Cellular One	Sheriff's phones	472.50
47061	Chunky's Standard Service	Car service	52.30
47062	DataMaxx	Teletype service	265.00
47063	Dickey Rural Network	Phone service	774.49
47064	Dyste's	Supplies	8.95
47065	Farm Plan	Repairs	137.67
47066	Farmers Union Oil Co.	Gas & repairs	870.44
47067	Forman Drug	Supplies	5.46
47068	Gall's	Equipment & uniforms	53.96
47069	Hardware Hank	Repairs	83.10
47070	ILG	Registration	60.00
47071	Joan Lee	Travel	186.80
47072	Lexis Nexis	ND Century Code	754.90
47073	Pam Maloney	Travel	118.00
47074	Martinsen's	Repairs	234.66
47075	Maximus	Consulting services	375.00
47076	McLaen's Service Inc.	Repairs	672.88
47077	McLeod USA	Long distance phone service	218.25
47078	Mary Miller	Custody Investigation	64.03
47079	Minn-kota Communications	Remove & reinstall equipment	1423.60
47080	Mobile Vision	Equipment	350.00
47081	National Sheriff's Ass'n	Dues	50.00
47082	NDACO	Tech. Support, WC & ML	447.64
47083	ND Dept. of Corrections	Parole & Probation	900.00
47084	DOCS	Labor	260.00
47085	Officeland	Supplies	69.26
47086	Otis	Elevator repairs	550.00
47087	Travis Paeper	Equipment	45.85
47088	Norman Preble	Travel	204.00
47089	Quill	Equipment & supplies	391.65
47090	Reardon Office	Image Runner Copier & Supplies	6132.65
47091	Richland Co. Corrections	Prisoner Board	320.00
47092	SE Propane	Main St. Bldg. propane	161.57
47093	Stein's	Hand Towels	107.12
47094	The Teller	Publishing fees	923.61
47095	Viking Office Products	Supplies	148.01
47096	White Banner	Uniforms	251.75
47097	AW Diesel	Repairs	98.79
47098	B & K Electric	Shop repairs	1859.25
47099	Bernard Mahrer Const.	Pea rock	203.81
47100	Butler Machinery	Repairs	49.17
47101	Crandall Const.	Gravel	29251.02
47102	EnviroTech Services	Dustguard	10716.14
47103	General Irrigation	Gate valve	71.62
47104	Gwinner Oil Bulk	Gas & fuel	2686.94
47105	Jacobson Implement	Bobcat	17800.00
47106	Johnston Fargo Culvert	Culverts	216.28
47107	Kustom Machines	Repairs	30.00
47108	KW Service & Supply	Repairs	972.92
47109	LaMoure County Hwy Dept.	Load Restriction Booklets	102.25
47110	Newman Traffic Signs	Signs	172.87
47111	Ray-Mac Inc.	Repairs	12.50
47112	Sa-So	Sign	21.13
47113	Share Corp.	Tar remover	252.95
47114	Swanston Equipment	Repairs	1365.70
47115	Michael J. Burns, Architects	Courthouse renovation	591.60
47116	Cates Earth Science Tech. Inc.	ArcView license & upgrade	1100.00
47117	CPU	Data Processing charges	631.50
47118	Dakota Stateline Regional Alliance	Membership fee	2212.00
47119	DRA Inc.	911 contracts	223.48
47120	DRT Co-op	911 contracts	390.50
47121	First National Ins. Agency	Annual liability, auto, & SP	29898.00
47122	Julie Hassebroek	Travel	563.07
47123	ITD	WAN access & anti-virus	393.00
47124	NDACO	Software & Wireless 911	841.32
47125	ND State Fire & Tornado Fund	Building liability	113.18
47126	Qwest	911 charges	292.13
47127	SC Ambulance-Forman	2003 allocation	10000.00
47128	SC Ambulance-Milnor	2003 allocation	10000.00
47129	SC Employee Concessions Fund	Open checking account	861.90
47130	A.J. Spanjers	Courthouse renovation	40850.00
47131	Stutsman County	Computer support	690.00

Meeting recessed at 3:15 p.m.

KAREN ANDERSON - CHAIRPERSON

ATTEST:

SHERRY HOSFORD - AUDITOR