

Forman, North Dakota
August 21, 2007

The Sargent County Board of Commissioners met at 9 a.m. with the following members present: Maurice Orn, Jerry Waswick, Steve Wyum, Bill Anderson and Mike Walstead. Absent: none

Approve August 7, 2007 minutes as corrected. (Waswick/Wyum, unanimous)

The Board reviewed the proposed 2008 Preliminary Budget. Approve 2008 Preliminary Budget in the amount \$4,680,618. (Orn/Wyum, unanimous) The County Auditor was instructed to invite any department heads to meet with the Board on September 4. The States Attorney, Sheriff, Emergency Manager, Coroner and Extension Agent were specifically invited to attend the meeting to discuss their budget. The final budget hearing was set for Tuesday, September 18 at 10:00 a.m. in the commissioner's room, Sargent County Courthouse.

Approve transfer of \$34,178.23 from Emergency Social Services to Human Services. (Waswick/Orn, unanimous)

Approve transfer of \$14,000 from GO Bonds, which was a wire transfer in August 2006 to the wrong fund, to County Road Fund and \$3387.56, which is the 12/31/06 balance from GO Bonds to County General Fund. (Wyum/Walstead, unanimous)

Bob Banderet and Paul Mathews, Cogswell met with the Board to discuss their concerns on the TransCanada Keystone Pipeline proposed project. They are concerned about the dangers of the pipeline and some serious safety issues that everyone should be made aware of. The location of the pipeline is located near Mr. Mathew's home and located four feet underground. They are concerned about leaks in the pipeline and problems that might occur to the aquifers. They feel there are downside risks to this proposed pipeline. Mr. Mathew's provided a copy of Jackson Township Zoning Ordinance, which states that a pipeline must apply for a Conditional Use Permit with the township. Chairman Anderson stated that this is where Mr. Mathew's should start with his concerns and visit with the township. Mr. Banderet spoke that he is concerned about the pipeline communication or lack thereof. There is conflicting information from the pipeline representatives and contracts that are being prepared and offered to landowners to sign. Mr. Mathews and Mr. Banderet asked the Board to continue to monitor this project and read documentation of pipeline projects that could affect this area for many years.

Lyle Bopp arrived at the meeting at 11:05 a.m.

Colleen Sundquist, Administrator, Sargent County Health District met with the Board to discuss the 2008 proposed budget. She explained that all the line items that are in the County Health Budget Levy are for salaries so it would be difficult to reduce as per their request and all other funding for the Health District is from grants. She also invited the commissioners to a training session on pandemic influenza and mass fatality responders' functions during a pandemic via video conference at the Health District office on Tuesday, September 25 from 12:00-1:00. There is also an inspection for a tattoo mobile unit scheduled this week.

Lyle Bopp, Travis Paeper, Sherry Hosford, Wendy Jacobson and the county commissioners are all County Officials granted membership in the North Dakota Association of Cos. They met to elect a county representative to the State Council. Steve Wyum nominated Bill Anderson. No other nominations. Motion carried. Steve Wyum nominated Sherry Hosford as alternate delegate. No other nominations. Motion carried. Mr. Anderson and Ms. Hosford will serve a two-year term as the NDACo Delegate/Alternate for Sargent County.

Travis Paeper visited with the Board about police contracts and other options that are available.

The Board proceeded to conduct the Second Reading of the Ordinance Directing Removal of Bales. Motion to amend the proposed ordinance to change the hours for removing bales from 24 hours to 72 hours. (Orn/Waswick. Motion carried) Motion to further amend to add removal of haystacks as well as bales. (Anderson/Waswick, unanimous) Motion to adopt ordinance as amended. (Walstead/Orn. Roll call. Aye: Anderson, Walstead, Orn, Wyum and Waswick. Nay: none. Motion carried) Lyle Bopp, States Attorney will assist with publication of the ordinance.

The Board recessed at 12:10 for lunch.

The Board reconvened at 1:10 p.m.

Ken Forster, Bonnie Anderson, Kristine Askerooth, Shannon Hajek, Julie Hassebroek and Lisa Dawson, members of the Sargent County Fair Board met to discuss the 2007 fair and present the financial report. Ken Forster and other members reported on the outcome of the 2007 fair and maintenance projects. They also discussed an upcoming public meeting and a survey that the Fair Board circulated looking for input for ideas for upcoming fairs. Many suggestions were presented and the commissioners commended the Fair Board members for all their work and dedication. Also informed the Fair Board that due to budget cuts for 2008, the fair board monies will be reduced 20%.

Marwood Klein and Brian Tayer, ambulance coordinators, updated the Board on ambulance activities. Discussed the personnel, upcoming classes and equipment. There are still shortages on the volunteer shifts. Discussed the possibility of placing an AED in the courthouse. The coordinators will look into grants and funding for a unit.

Sparky Engquist, Road Supervisor, Damon DeVillers, Interstate Engineering, Inc., Charissa Rubey, Geneseo and Tracey Anderson, Lake Agassiz Regional Council met with the Board. Mr. DeVillers reviewed the 2008-2009 County Federal Aid Program and noted that bid dates and priorities have been changed as per the paper work provided by ND Dept. of Transportation. Steve Wyum reported on 2007 projects and funding for these and other projects. Discussions followed on requesting advancement of funds from NDDOT. Steve explained the roadway north of Geneseo. Interstate Eng. prepared an estimate for 13.8 miles to blended base these miles for a cost of \$1,416,000. Tracey Anderson explained the Community Development Block Grant program and money available for road projects which are tied into a business project. Dakota Micro Ag, Geneseo is working with LARC to attempt to obtain funding for this road project. Ms. Anderson explained the process involved in block grants and will prepare some financial information for the Sept. 4th meeting.

Sparky Engquist updated the Board on projects including graveling, cattle crossing east of Nelsons, annual weed notice, bridge posting and code 3 bridges, completion of culvert repairs on the state line, replacing sign route markers, township culvert billings, seal coats on Cos. 2, 4, and 7 are 60% complete and emergency repair projects have been cancelled because there is not enough damage in this area for the state to participate. Sparky will prepare a worksheet of emergency repairs for transfer from the County Emergency fund.

Milton McLaen arrived at the meeting at 2:20 p.m.

Lyle Bopp, States Attorney, Joan Lee, Recorder, LaJuana Hayen, Cynthia Linderkamp, Travis Paeper, Sheriff and Donnell Walstead, Lamoure County Recorder met with the Board. Joan Lee informed the Board that she terminated Cynthia Linderkamp on August 13th and she will be meeting with the State Administrator on Thursday this week to interview three applicants. The Board asked her that following interviews Ms. Lee hold off on hiring until the Board further discusses this position. Sheriff Paeper noted that his department is available for doing background checks and offered assistance in the hiring process.

Bill Anderson asked Lyle Bopp if he had applied for monies for a power point projector for the courtroom. Mr. Bopp has not made any inquiries.

Sherry Hosford, County Auditor, explained to the Board the Local Update of Census Addresses (LUCA) registration form. She asked the Board for permission to contact the township and city officials and encourage them to complete the form and return on behalf of their entity. It is very important for each taxing district to update the addresses to make sure that all persons are counted within their boundaries. Board members supported the recommendation and urged all entities to take the initiative to fill out the registration forms.

Approve August payroll in the sum of \$138,491.35 (#'s 998-1066) and all bills presented. (Walstead/Wyum, unanimous)

57681 Ottertail Power Co.	Electricity	1075.29
57682 Discovery Benefits	FLEX advance	2700.00
57683-57692 Health District Expenditures		454.29
57693 ND Game and Fish Dept.	Semi Annual report	7267.00
57694 Forman City	Water, sewer and garbage	137.55
57707-57713 Health District Expenditures		284.58
57732-57744 Human Service Expenditures		13059.94
57745 A-Z Body Shop	06 Durango repairs	250.00
57746 Alliance Mgmt Consulting	Employee Handbook fee	250.00
57747 Alltel	Sheriff's cell phones	136.09
57748 Earl W. Anderson, Jr.	Court Appointed Attorney	539.50
57749 Karin Boom	Travel	77.70

57750 Bopp Law Office	Rent and cell phone	411.98
57751 BP Amoco	Sheriff travel	47.00
57752 Buhl's	Cleaning service	190.99
57753 Bull Ex	LEOP grant	7162.98
57754 Corwin Chrysler Dodge	05 Durango repairs	267.57
57755 DRN	Telephone service	911.47
57756 Farmers Union Oil Co.	Gas and supplies	426.60
57757 Gwinner One-Stop Inc.	Gas	256.30
57758 Gwinner Super Valu	FEMA supplies	18.26
57759 Hardware Hank	Courthouse Maintenance and supplies	282.54
57760 Lexis Nexis	NDCC updates	820.15
57761 Cindy Linderkamp	Travel	75.60
57762 Martinsen's	Supplies and tools	149.87
57763 ND Ass'n of Assessing Officers	Registration	140.00
57764 NDPOST	Dues	45.00
57765 ND Workforce Safety	Volunteers premium	46.40
57766 Office Depot	Supplies	282.95
57767 Office Equipment	Clerk of Court-Shelving Unit for courtroom facilities grant	15500.00
57768 Officeland	Supplies	96.39
57769 Donald C. Olson	Tree removal	75.00
57770 Brenda Peterson	Travel	61.50
57771 Norman Preble	Travel	255.00
57772 Quill	LEPC equipment and supplies	3342.32
57773 Reardon Office Equipment	Supplies	272.63
57774 Sargent County Treasurer	Postage reimbursement	2944.56
57775 Jerry Schumacher	Tree removal	75.00
57776 The Teller	Publishing fees	568.50
57777 Jerry Waswick	Travel	69.72
57778 AW Diesel Service	Repairs	2424.37
57779 Bargin, Inc.	Infrared Heats	6080.00
57780 Bernard Mahrer Construction	Gravel, asphalt and pea rock	18846.79
57781 Crandall Construction	Gravel	15543.22
57782 Economy Oil	Fuel	5070.57
57783 Ekstrom Repair	Repairs	4087.70
57784 Flint Hill Resources	MC-3000	33221.79
57785 General Equipment	Repairs	1701.60
57787 Johnston Fargo Culvert	Culverts	8846.00
57788 KC Tire	Tires	141.81
57789 Petroleum Tank Release	Tanks coverage	300.00
57790 Newman Traffic Sign	Signs	1498.20
57791 Oahe Windshield	140G window repairs	307.60
57792 Ray-Mac Inc.	Repairs	32.54
57793 Wurth	Repairs	40.40
57794 Z & S Dust Control Systems	Mag-Chloride Rail cars	21766.63
57795 Zep Mfg.	Repairs	256.95
57796 Barnes County Corrections	Prisoner Board	963.00
57797 CPU	Data processing charges	871.22
57798 Computer Software Assoc. Inc.	APEX support services and training	2759.20
57800 Lisa Dawson	Travel	115.08
57801 DRN	911 contracts	255.00
57802 Gwinner First Responders	2007 allocation	6120.00
57803 Julie Hassebroek	Travel	151.80
57804 ITD	LERMS User fee, WAN access & Anti-virus protection	522.40
57805 Jacobson Plumbing	Cooling system for courtroom facilities grant	16752.32
57806 NDACo	Technical support	202.50
57807 NDSU	Envelopes	189.00
57808 Nick of Time	Tabletop Exercise	4000.00
57809 Qwest	911 contracts	287.82
57810 SC Ambulance-Forman Squad	2007 allocation	14000.00
57811 SC Ambulance-Milnor Squad	2007 allocation	14000.00
57812 Sargent County Insurance	Insurance premium	30589.00
57813-57819 Weed Board Expenditures		9112.57
57821 General Irrigation	Repairs	171.61
57822 Ottetail Power Co.	Electricity	1193.52

Approve Memorandum of Understanding between Sargent County Fair Board and the Forman Park Board as follows: (Waswick/Wyum, unanimous)

This agreement made between the Sargent County Fairboard and the Forman Park Board defines the terms and conditions for which the Forman Park Board will place a 14' x 16' building on the Sargent County Fairground property as follows:

1. Whereas, the Forman Park Board shall maintain the building, at their expense, in good visual condition at the discretion of the fairboard.
2. All maintenance, upkeep and future related costs shall be the responsibility of the Forman Park Board. This would include but not be limited to electricity, paint and materials.
3. The Fairboard has determined that the building being moved to the Fairgrounds currently is in need of roof replacement or painting. The Forman Park Board agrees to make this repair prior to next year's Fair date. Failure to comply will result in the Fairboard hiring the work done and the Forman Park Board will be responsible for the cost.
4. Exact location of building placement shall be approved by the Fairboard.
5. All structural changes including paint color and expansion in size shall be approved by the Fairboard.
6. The Forman Park Board shall provide insurance coverage for the building and CONTENTS in the event of damage, theft or loss or liability claims. Sargent County will NOT be listing the building with its insured properties and Forman Park Board shall hold harmless Sargent County Fairboard and assumes all liability for any claims that may arise related to the structure or its contents or liability to third parties.
7. Disputes or disagreements between parties will be decided by the Sargent County Commission and said determination shall be final.

Ken Forster, Chairman, Sargent County Fairboard
Todd Reinertson, President, Forman Park Board
Bill Anderson, Chairman, SC Commission
Lyle R. Bopp, SC States Attorney

Meeting recessed until Thursday, August 30th at 9:00 a.m. (Wyum/Orn, unanimous)

The meeting reconvened On August 30, 2007 at 9:00 a.m. with the following present: Bill Anderson, Jerry Waswick, Steve Wyum, Maurice Orn and Mike Walstead. Absent none. Also present: Joan Lee, SC Recorder, Rod Olson and Chris Iverson, Court Administrator's Office for Southeast North Dakota and Lyle Bopp, States Attorney.

Chairman Anderson turned the meeting over to Mr. Olson who proceeded to inform the Board of what his office would like to see happen in Sargent County regarding the Clerk of Court's position. He made some comparisons of staff in other counties in ND and reported that based on case loads, Sargent County has a .63 fulltime equivalent (FTE) in the Clerk's Office and this would equate to 25.2 hours per week leaving less than 10 hours for the Recorder's Office. He feels very strongly that there must be a deputy in that office. Mr. Olson presented a written proposal of the benefits of hiring a deputy now and training that would be available for that deputy. Richland County has agreed to work with the deputy and offer training in Wahpeton. He indicated that Joan Lee never got this training when she was elected to this position and feels confident that utilizing this training program would be most beneficial to Sargent County. Mr. Olson further explained many different programs that the Clerk of Court works with and the difficulties to learn.

Board members indicated their desire to save money and try to hire within the current employees. Mr. Olson stated that three applicants were interviewed on August 23 and one is very qualified and he would recommend her to any county. Discussion followed on combining this office with another county office. States Attorney Bopp questioned the process to determine the FTE and Mr. Olson explained that the staffing is based on case loads. After more discussion a motion was made that it is the sense of this commission that the training plan subject is an acceptable plan and should be implemented. (Wyum/Walstead, unanimous)

Ms. Lee will hire a deputy based on the recent interviews and she expressed her gratitude to the Board for their concern and support. Mr. Olson, Ms. Iverson and Ms. Lee left the meeting.

Lyle Bopp was asked to report on options that the county has for combining offices. He indicated a home rule charter is one option and explained the pros and cons. This process would take time and nothing could be implemented until 2008. The Joint Powers Agreement is also a tool to combine offices. In both cases it would be brought to a vote of the people. Steve Wyum asked for a specific time to be set aside at the first meeting of each month from 9:00-10:00 a.m. to continue the dialogue on advanced planning and administrative options for county offices.

Mike Walstead reported that the Farmers Co-op Grain of Forman asked permission to store corn on the fairgrounds this fall. He informed the manager that he should make an appointment to meet with the commissioner's.

A brief discussion followed on the water problem in Cogswell.

Motion to approve Sandra Hanson as the Designation of Applicant Agent for FEMA-1713-DR-ND.
(Walstead/Orn, unanimous)

Meeting adjourned at 10:30 a.m.

BILL ANDERSON – CHAIRMAN

ATTEST:

SHERRY HOSFORD - AUDITOR