

Forman, North Dakota  
September 2, 2014

The Sargent County Board of Commissioners met at 9:00 a.m. with the following members present: David L. Jacobson; Bill Anderson; Steve Wyum; and Mike Walstead. Jerry Waswick arrived at 9:10. Absent: None. Also present were: Chief Deputy County Auditor Pam Maloney; Gina Hillestad, County Treasurer/Clerk of Court/Recorder; Travis Paeper, County Sheriff; and, Paige Cary with the Sargent County Teller.

Motion to approve the revised draft of the minutes of the August 19, 2014, commission meeting (Walstead/Anderson, unanimous)

A conference call was made to Dorothy Person, Public Employment HR Consulting, regarding the 2014 Market Survey. After asking questions of Ms. Person and much discussion, pursuant to the findings of the 2014 Market Survey that the County's current Pay Plan is 10% to 15% below market in this region, and the consultant's recommendation that the County's Pay Plan be adjusted upward by 10% to 15% in order to remain competitive, a motion was made to adjust the Pay Plan upward in 2 steps, with an 8% increase along with a 1.4% cola increase commencing January 1, 2015; and a 7% upward adjustment of the Pay Plan to be effective on January 1, 2016, to achieve the market adjustment in a two year period. (Anderson/Walstead) Following more discussion, an amendment to the motion was offered to eliminate the 7% increase in 2016. (Waswick/Jacobson). On a roll call vote, the amendment was adopted with Jacobson, Waswick, Walstead and Wyum voting "Yes" and Anderson voting "No". The motion as amended, to adjust the Pay Plan upward with an 8% increase along with a 1.4% COLA increase effective January 1, 2015, was then submitted to a roll call vote with Waswick, Anderson, Walstead and Wyum voting "Yes" and Jacobson voting "No". The Board will address the market adjustment again next year, prior to January 1, 2016. Sheriff Paeper offered to help Gina Hillestad obtain information from comparable employers next year to see if the market has shifted.

Sheriff Paeper also has compiled some information regarding fringe benefits from surrounding counties & city entities. He is grateful for the fringe benefits provided by Sargent County's taxpayers, but pointed out that many other entities contribute a greater percentage share to employee benefits, and some have greater benefits. He asked that the commission might review this information & consider some changes. The Board referred the matter to the Personnel Board for its consideration and recommendations.

Three Applications for Abatement or Refund of Taxes which had been filed were addressed. The first abatement filed by Charles Gates, Forman, on Lot 1 & N1/2 Lot 2 excepting tract commencing at point 25' N of SW corner of Lot 2, N 25'; E 19'; S 25'; W 19' to beg, Block 34, First Addition, Forman City, to request a homestead credit exemption for 2012. The applicant, Mr. Gates, is eligible for the Homestead Exemption. Forman City approved the abatement. Concur with the city. (Jacobson/Waswick, unanimous) The second abatement filed by Arlen, Josh, Loren & Mark Hanson, Forman, on S 5' Lot 6 & All Lots 7-8-9, Block 7, Original Townsite, Forman City, to request taxes from May 2013 through December 2013 be abated as structure was demolished as of April 2013 and 50% vacant lot discount applies. Forman City approved the abatement. Concur with the city. (Anderson/Jacobson, unanimous) The third abatement filed by Chad & Kathryn Decker, Gwinner, on Lot 3, Block 2, Southside Addition, Gwinner City, to request a Renaissance Zone exemption. Renaissance Zone exemption to be effective for tax years 2012, 2013, 2014, 2015 & 2016. Gwinner City approved the abatement. Concur with the city. (Waswick/Anderson, unanimous)

Discussed the Omitted property for Ronald & Mary Ann Beyer (31-9789009). This was a building assessment that had been placed on the wrong parcel at the time it was split. As the taxpayer did not contest the addition, it will be added to the tax rolls. (Anderson/Walstead, unanimous)

Tim Ellestad met with the Board to express concerns he had with the upkeep and maintenance of the county road system in Sargent County, particularly with County #7, between #10 and #12. He had several pictures of different areas in the county that he felt were in need of more frequent maintenance. He expressed concern about the blading of roads, equipment maintenance, and flagging. He also brought in samples of gravel which he claimed were from County Road #7 which he felt were not up to specifications. The Board thanked him for coming in & will look into his concerns.

Karleen Wyum; Shan Meyer; and Brian Arett, from Valley Senior Services provided the commissioners with statistics and information regarding their meals and transit services in Sargent County. Some of the services available are transportation, nutrition services, outreach assistance, options counseling and many additional services. The Board thanked them for their update.

Melissa Blawat, NDSU Extension Agent; & Cindy Klapperich, NDSU Family and Consumer Sciences Agent, met with the Board with their 2<sup>nd</sup> quarter update. They provided reports highlighting projects, classes, 4-H contests, along with professional development training sessions.

Lyle Bopp, States Attorney; and Damon DeVillers, Interstate Engineering, arrived at this time. Damon stated the contractor had started on County Road #14 south of Geneseo this morning and is projecting completion in three weeks' time.

More discussion was held regarding Harlan Klefstad's request to install a crossing with a culvert in the NW1/4-15-129-56 on the south side of County #5. Current County policy requires that an Application for Drainage Work within County Road Right-of-Way needs to be filled out & filed with the County prior to the commencement of work and any improvements must comply with County road specifications. Lyle Bopp will send the application along with a letter to Mr. Klefstad.

There is a request from Dunbar Township for cost share on a 36" x 40' culvert to be installed between Section 7 and 8. Water Resource Board is reviewing the request as it entails a diversion of water and possibly draining too many acres that may require a permit. The Board will wait for the Water Resource Board's decision.

Commissioner Waswick had called Dr. Sens at the University of North Dakota Medical School, Grand Forks County Coroner, regarding the possible appointment of Chris McFarland, Paramedic, as Sargent County Coroner. Dr. Sens is not the state coroner, but will check on this for us & get back to Commissioner Waswick. Pursuant to State Law, Sheriff Paeper will continue to act as coroner until one is appointed.

Meeting adjourned at 12:30 p.m.

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STEVEN WYUM – CHAIRMAN

ATTEST:

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PAM MALONEY – CHIEF DEPUTY AUDITOR