

Forman, North Dakota
September 21, 1999

The Sargent County Board of Commissioners met at 9:00 a.m. with the following members present: W.E. Smith, Lysle Coleman, Ray Brockman, Steve Wyum and Don Wehlender. Absent none.

Lorraine Jacobson, County Coroner met with the Board seeking approval of her attending a 2-day Forensic Science seminar in Minneapolis, MN. Approve registration, travel and lodging. (Wyum/Wehlender, unanimous)

Julie Hassebroek, Extension Agent, asked for a closed session to discuss a personnel issue.

Lyle Bopp arrived at 10:00 a.m.

Meeting re-opened at 10:30 and Julie Hassebroek expressed her concern about the deficit Sargent County has with NDSU for the Extension Department. There is a possibility for those counties that are not paying 50% that several positions may be cut 1-01-00. She asked permission to use the total budget of \$41,087 as per her allocation. Specifically, use the \$400 clerk hire for reduction of the state deficit. The Board did not see a problem with her request.

Patricia Carlen, Register of Deeds, discussed the 2000 budget and noted that the computer requested on said budget was purchased last month. The reimbursement for FACES expenses will offset the purchase of this computer. The Board received a letter from the Supreme Court with an update on state funding for Clerks of District Court. There are three options provided for in HB 1275 and the county must notify the Supreme Court of its decision before April 1, 2000.

Lyle Bopp discussed the States Attorney budget and explained the equipment request and possibility of increasing. He has applied for a grant and if approved would be \$1,500 more than the budget request. The Board agreed to consider the expenditure for the actual amount and discuss in 2000.

Chuck Gates informed the Board that the salary for Deputy Buckhouse was incorrect. He should receive an increase in October 1999, after completing the 6 months probationary period. Approve salary from \$1714.26 to \$1757.60 on October 1, 1999. (Wehlender/Coleman, unanimous)

Sandra Hanson discussed the Emergency Management budget and questioned the \$1000 amount for floodplain management. The amount was allocated to the expense line item because this position is part of the current job description. Also discussed the percentage of time spent on EMA and 911. A computation will be prepared for consideration at the next meeting.

State Vehicle Bid - agreed not to participate.

Discussed Change Order No. 1 for seeding Type B, Class V on Project Nos. 4125(98A) and 4125 (98B). Table until engineer is contacted about total amount.

Discussed legislative Portability Enhancement Provision (PEP) to the defined benefit retirement program for employer groups participating in the NDPERS main retirement system. This would involve employees in the SC Health District. Table for more information.

Approve agreement with Alliance Management Consulting for support with the Employee Handbook. (Wyum/Brockman, unanimous) The agreement is for 12 months and the cost is \$250.

Carol Stockstad and Brian Tayer, Milnor Ambulance Service, met with the Board to discuss the budget and report on future classes. They could use more volunteers. They reported assistance from the coroner and deputy sheriff has been very satisfactory. Other class topics were discussed and suggested to keep training current.

Marla Bopp and Donna Eklund, Forman Ambulance Service, met with the Board to discuss the budget and problems with the ambulance. The ambulance has had many service checks and still having problems. They will meet with repairman again this week to find out what is causing the continuing problems. The Board asked Donna to file a reconciliation statement each month with this Board to comply with the State Audit report. The Ambulance Service received a notice from IRS that 1997 W-2's were not filed on time. Donna will send a letter explaining the previous coordinator did not leave the records in order.

Norm Preble discussed the travel allotment on the 2000 VSO budget. He asked for the original request to be reinstated. The Board replied that the amount shown on the budget is the total allowed based on the maximum levy for VSO.

Julie Hassebroek and Duane Hauck, District Director, NDSU met with the Board and requested a closed session to discuss a personnel issue.

The meeting re-opened at 2:55 p.m.

Sparky Engquist asked permission to attend a workshop in Rapid City on October 21-22, 1999. Approve travel expenditures. (Wyum/Brockman, unanimous) Discussed lease agreement on oxygen and acetylene tanks. Approve 10-year lease with Ekstrom Repair for two sets of tanks. (Wyum/Wehlander, unanimous) Discussed the 1999 road projects and final inspections scheduled for September 22 at 10:00 a.m. Sparky reviewed the rumble strip project and the Board agreed to not charge Rutland and Havana City because they were experimental projects. Melroe provided equipment for the work in Rutland and the strips in Havana were laid on instead of digging out the pavement. Bridge No. 132-10 road is open and they will gravel this week. The ER project by Lake Tewaukon is 90% complete. Some gravel and pavement will complete the project. The road department is patching Nos. 12 & 14.

The Board read a letter from NDDOT regarding the intersection of Co. # 4 and ND # 11. They found no engineering reason to move the existing stop signs closer to the road. The sight distance was good from both the north and south approaches of Co. # 4, with no visual obstructions of the stop signs. The Board asked NDDOT to look at another intersection at Co. # 4A and ND # 13.

Approve additional \$700 salary to Larry Nelson for extra hours worked during the absence of Roslyn Amerman in April, May and June. (Wyum/Brockman, unanimous)

Discussed membership on the Planning Commission. Several members are not attending. The commissioners from those districts will contact their members and ask that they attend upcoming meetings. Fee schedules are being discussed and must be presented to the county commission for their approval.

Approve minutes and financial report. (Brockman/Wehlander, unanimous)

Approve following bills and September payroll in the sum of \$68,427.14. (Wehlander/Wyum, unanimous)

37462 City of Forman	Water, sewer & garbage	104.80
Social Service expenditures		2488.82
37526 Airtouch Cellular	Phone	28.42
37527 Amoco	Gas	71.47
37528 Barnes County Corr. Center	Prisoner Board	1215.00
37529 Ray Brockman	Travel	162.25
37530 Buhl's	Cleaning service	198.26
37531 Burnie's	Ledger's	650.70
37532 Patricia J. Carlen	Travel	78.50
37533 Case & Bopp	Rent & cell phone	411.98
37534 Dacotah Paper Co.	Supplies	324.86
37535 Dyste's	Supplies	11.34
37536 Electronic Comm.	Computer-Y2K	200.00
37537 Farmers Union Oil	Gas, tools & repairs	820.01
37538 Forman Ins. & Real Estate	Notary Bond	75.00
37539 FRS Industries Inc.	Notary seal	24.91
37540 Hansen Lumber	Fairground repairs	2375.55
37541 Sandra Hanson	Furniture, travel & supplies	405.51
37542 Hardware Hank	Repairs	353.11
37543 Holiday Inn	Lodging	252.00
37544 ITD	56K connection	209.80
37545 Lorraine Jacobson	Coroner travel & misc.	45.71
37546 Lexis Law Publishing	NDCC	200.84
37547 Martinsen's	Repairs	200.44
37548 McKeever's Super Valu	Supplies	96.56
37549 Melroe Mailroom	Supplies	38.47
37550 MicroAge	Computer repairs	390.00
37551 Minneapolis Research Center	Registration fee	150.00
37552 Larry Nelson	Labor	270.00
37553 ND Advertising Service	Extension publication	150.00
37554 NDACo	Registration	170.00
37555 ND Treas. Ass'n	Education	60.00
37556 Officeland	Supplies	168.40
37557 One Stop	Supplies	24.00
37558 Norm Preble	Travel	60.00
37559 Reardon Office	Copier Drum	378.00
37560 Richland Co. Corrections	Prisoner Board	2560.00
37561 Streicher's	Equipment	1617.25
37562 The Teller	Publishing	341.17
37563 TNT Graphics Plus	Supplies	24.05
37564 Universal Services	Copier supplies	264.00
37565 U.S. Link	Telephone	455.25
37566 Viking Office Products	Supplies	179.75
37567 A & W Diesel Service	Repairs	8.26
37568 Bear Creek Gravel	Gravel, hauling & loading	3672.00
37569 Borsheim Crane Service	Equipment rental	3265.00
37570 California Contractors	Small tools	89.90
37571 Concrete Sectional Culvert	Co. # 12 culvert	27928.00
37572 Crandall Construction	Culvert work	4075.36
37573 Economy Oil Inc.	Gas and fuel	2873.02
37574 Ekstrom Repair	O2 & acetylene lifetime lease	923.20

37575 Farm Plan	Repairs	13.50
37576 Forman Auto Parts	Repairs	27.30
37577 General Equip.	Repairs	1949.90
37578 Green Acres Farm	Gravel	447.50
37579 Kadrmas, Lee & Jackson	Bridge	256.08
37580 Kevin's Collision Center	Repairs	79.22
37581 Minnehaha County, SD	Travel	50.00
37582 RDO Equipment	Repairs	94.70
37583 SEL Lumber	Repairs	43.95
37584 Sturdevant's Inc.	Repairs	104.57
37585 Thorson, Inc.	Road project	92876.88
37586 Bernard Mahrer Const.	Gravel & mix	15208.50
37587 Britton Ready Mix	Concrete	647.50
37588 Dickey Rural Telephone	911	418.50
37589 First National Ins. Agency	Premium	222.00
37590 Forman Drug	Supplies	49.22
37591 Connie Gulleason	Travel	37.50
37592 Julie Hassebroek	Travel	169.50
37593 Interstate Engineering	Road projects	75106.98
37594 Lisa's Classic Design	DARE	101.25
37595 Master Bread	DARE	28.03
37596 NDSU Ext. Service	6 mos. payroll & travel	7837.78
37597 NDDHS	SPED, MA & FC	1175.75
37599 Office Max	Supplies	369.46
37600 R & T Specialty	DARE	49.68
37601 State Fire & Tornado Fund	Building coverage	254.24
37602 Treadway Graphics	DARE	52.50
37603 US West Communications	911	295.14
37604 Varsity Mart	Supplies	1.48
37605 NDDOT	Road projects	136234.51

Gina Hillestad met to discuss the Treasurer's budget. She anticipated no changes to the allocation of Risk Manager funds. She also reported on the claim filed by Roslyn Amerman to Worker's Compensation. She contacted that department that her name should be on all correspondence as Risk Manager.

Norm Preble arrived at the meeting.

The computer software issue was discussed. Dakota Programs is in the process of being bought out and we must make a decision what software programs to use in Sargent County. Computer Professionals Unlimited, Morris, MN presented a proposal for 1999, 2000 and 2001. There is concern about the programs and time frame to run the taxes. Placed a call to NDACo and no one is in that has information on the computer buyout.

Lyle Bopp and Dorinda Schiermeister, Lake Agassiz Regional Development Corporation, presented a format that LARDC would like to see the county participate in regarding the CDFI program for Ray Mac, Inc. Ms. Schiermeister explained the conditions of the agreement. They are suggesting that Ray Mac, Inc. repay the 2% interest directly to the county. The 2% would be paid on a quarterly basis to the county and amortized over 15 years. The local match of \$150,000 will go into a CDFI fund and be disbursed to Ray Mac on the closing of the loan. LARDC would like to see the local match remain in this fund until Ray Mac retires the 15-year amortization. The \$150,000 would then be provided to the county in one lump sum. These funds could be earmarked for other loans in the county. A portion of the interest earned on the loan would be used to grow the fund and increase the amount of funds available for other loans in the county. The other 3% would be used for administrative costs that LARDC incurs. The county would have a 2nd mortgage and LARDC the first. The Board is concerned about a five year exemption approved by Gwinner City for this property and also that this land is in the Gwinner TIF district. According to States Attorney Bopp, the application does not allow for both exemptions. He has contacted the Gwinner City attorney. Approve this proposal if Ray Mac withdraws from the TIF district or cancels the 5-year tax exemption. (Wyum/Brockman. Voting aye: Wyum, Brockman, Wehlender and Coleman. Voting nay: Smith. Motion carried.)

Chairman Smith vacated the chair and moved to request an Attorney General's opinion on the tax exemption and TIF district concern. Wyum seconded and motion carried. The States Attorney will ask for the opinion.

Mark Johnson, NDACo, returned a call to the Board at 5:05 p.m. Gina Hillestad returned to the meeting. Mr. Johnson updated the Board on the buyout of Dakota Programs and that a 30-day agreement has been signed to purchase the company. They are still reviewing the software and what will be needed to transfer the data. No firm costs have been proposed and they need 20 counties for this to be cost effective. He explained other plans for the programs and pricing should be available very soon. He will keep in touch with the Auditor and Treasurer. Bill Smith will contact CPU for additional information on their conversion.

Meeting adjourned at 6:40 p.m.

ATTEST:

SHERRY HOSFORD - AUDITOR