

Forman, North Dakota
September 23, 2009

A Special meeting was held at 1:00 p.m. with the following present: Steve Wyum, Jerry Waswick, Maurice Orn, Bill Anderson and Mike Walstead. Absent: none. Also present: Holly Jessen, The Sargent County Teller, Joan Lee, SC Recorder, Julie Hassebroek, SC Extension Agent and David Hassebroek. Items on the agenda were the County's restructure plan and the relocation of offices within the Courthouse.

Chairman Wyum called the meeting to order.

Julie Hassebroek presented a letter from Candy Hansen, Extension Staff Support of her intent to resign effective October 7, 2009. Julie Hassebroek said Sargent County and her department have lost a good employee. Ms. Hassebroek left the meeting.

Discussion followed on the restructuring plan and the need to move forward with the position that will involve two days each week in the Auditor's Office and 3 days each week in the Extension Office. The training process was scheduled to begin January 1, 2009 and no training has been accomplished to this point. The job description for this position is in place and Grade 6 has been determined for salary purposes.

The position should be advertised for two weeks. Comments about hiring someone within the courthouse to fulfill the duties in the Auditor's Office and advertise the Extension Office for three days a week was made by Jerry Waswick.

Bill Anderson commented that no plan survives beyond the first shot being fired. There have already been minor changes made to the plan since it was adopted. This Board can modify and adapt the plan to meet the current needs and circumstances of Sargent County. This particular position was to start cross training in Janaury and nothing has happened yet. If there is a modification that needs to be made by this body in the best interest of Sargent County-let's do it or move forward with the plan, as is. Comments were made that it makes more sense to fill this position in compliance with the restructuring plan as adopted.

Chairman Wyum read an advertisement for employment, prepared for publication in The Sargent County Teller. Motion by Maurice Orn and seconded by Jerry Waswick to publish this notice, after the County Extension Agent has an opportunity to review. Motion carried.

Motion by Bill Anderson and seconded by Mike Walstead to accept the letter of resignation of Candy Hansen, with regret, and with the provision that Ms. Hansen may withdraw her letter of resignation at any time up to the close of business on October 7th. Comments were made that Candy Hansen has been a valued and good employee in the Extension Service office and Sargent County regrets to lose her services. The motion acknowledges receipt of her resignation, accepts it, honors her wishes and thanks Ms. Hansen for her years of service to the people of Sargent County. Motion carried.

Gina Hillestad and Sandy Hanson arrived at the meeting to discuss relocation of offices in connection with the restructuring plan. The Treasurer's Office is ready to relocate to the south end of the courthouse. Presently the FEMA workers are using that office space. According to Sandy Hanson, the FEMA personnel left today Sept. 23, to return to Bismarck and Fargo and will no longer require office space on a regular basis.

Gina indicated there is some electrical work needed in the Clerk of Courts Office to accommodate the counter computers. The safe is movable from the Treasurer's vault and other records will be moved as needed.

Sandy Hanson would like to stay where she is for now and does not plan to move to the Treasurer's vacated office at this time.

Joan Lee indicated that the moving schedule as described meets the needs of both the Recorder and Clerk of Courts Offices, and that the move from the Treasurer's Office can take place at any time. Gina will relocate to the middle office on the south end and Darlene Colbert and Lacey Severson; Deputies will both be in the Clerk of Courts Office. The Recorder's Office will remain as it is currently being used.

Mike Walstead asked if there would be any plans to make major changes in the office, or if there is a need for any carpet, paint, or furniture that may qualify under the court facilities grant. Gina and Joan

will get back to Mike with specifics, but did state that there will be some extra furniture that needs to be removed before the move can take place.

Moving plans will be coordinated with the Courthouse commissioner, County Recorder, County Treasurer, custodian and community service workers.

Meeting adjourned at 1:55 p.m.

STEVE R WYUM – CHAIRMAN

ATTEST:

SHERRY HOSFORD - AUDITOR