

Forman, North Dakota
November 15, 2016

The Sargent County Park Board met at 9:00 a.m. in the Commissioner's Room of the Sargent County Courthouse with the following present: Gordon Phillips, Sherry Hosford, Jerry Waswick, Mike Walstead, and Bill Anderson. Also present: Paula Hansen, former park assistant manager; Tibby Hinderlie, Sargent County Teller; and Pam Maloney, Sargent County Auditor. Absent were Russ Boutain, Jim Peterson & Dave Jacobson.

Vice-Chairman Gordon Phillips called the meeting to order.

Motion to approve the minutes of the October 18 meeting as presented. (Hosford/Waswick, unanimous) The financial statement showed a balance of \$5779.14 in the Kraft Slough Project fund and an estimated balance of \$56,563.36 in the park general fund with \$81,661.01 spent from the \$131,334 budget. There is also a balance of \$20,000 in the Campgrounds Improvements fund. Approve financial report. (Walstead/Anderson, unanimous)

UNFINISHED BUSINESS: Commissioner Hosford has further revised the park manager job description and the new job description for the assistant park manager. A few more changes were suggested. Motion to send them on to Public Employment HR Consulting for grade determinations. (Waswick/Hosford, unanimous) Once the grade determinations come back, it was suggested that the park board members, manager & potential assistant manager get together to set goals and review expectations of all involved. Ms. Hansen has had questions regarding the actions taken at the last meeting. She was not aware that there was a deadline in accepting the position and is still in the decision making process on whether or not to accept the position. Commissioner Anderson reported that he had talked to Dennis Goltz, former park manager, and was informed that all the receipt books prior to October, 2016, had been taken from the park office. It appears that a box containing 16 year's worth of receipt books and about \$15.00 worth of other park supplies was removed from the park office sometime in October of this year. The office door was open and the box with its contents was missing. Dennis stated that a report of the loss of this box was made to the Sheriff's Office. A copy of the report should be on file in the Sheriff's Office. Commissioner Hosford had hoped to use these to determine whether a monthly rate would be of benefit to park patrons. More discussion was held on the Silver Lake Dam and the repairs needed. Motion to opt for local repairs and forego the recommendations made by the State Water Commission. The park board will work with the water board and the county commission to coordinate the project to be done in the appropriate manner. (Anderson/Walstead, unanimous)

Jayne Pfau, Assistant State's Attorney, arrived at the meeting at 9:35.

NEW BUSINESS: There have been \$32,705 camping fees collected through October 2016 and \$1,900 pavilion rental. September general donations amounted to \$500 and playground donations were \$0.

Motion to approve payment of the following bills: (Waswick/Walstead, unanimous)

73854	Dakota Valley Electric Coop	Electricity	787.00
73855	Dickey Rural Networks	Phone	36.95
73856	Ekstrom Repair Shop	Fitting	16.99
73857	Forman Lumber	Posts/Cement/Screws	510.92
73858	Grippers Sports	Klefstad Memorial Plate	13.75
73859	Hardware Hank	Shovels/Antifreeze/Ect	458.10
73860	Storbakken Sanitation	Garbage Service	254.00
12686	Dennis Goltz	169.25 hours less 816.82 deductions	2,771.28
12687	Sally Johnson	8.75 hours less 8.03 taxes	96.97
12688	Susan Schweitzer	48 hours less 100.55 taxes	755.29
12689	ND State Tax Commissioner	W/H State Tax	32.00
12690	Sargent County Bank	Matching/Withholding taxes	1,083.11
12692	Job Service ND	Unemployment Compensation	40.94
73955	Blue Cross/Blue Shield	Insurance Premium	75.90
73959	Aflac	Insurance Premium	79.95
73961	ND PERS	Insurance Premium	2.43

The board thanked Gordon Phillips for stepping in to fulfill the term of Ray Nelson. He has done a great job & it was much appreciated.

Meeting adjourned at 9:55 a.m.

GORDON PHILLIPS - VICE-CHAIRMAN

ATTEST:

PAM MALONEY - SECRETARY