Official Proceedings of the Stutsman County Commission – January 2, 2018

At 4:00 p.m., Chairman Mark Klose called the regular meeting of the Stutsman County Commission to order. Dennis Ova, Dale Marks, David Schwartz, Craig Neys, and Mark Klose answered the roll call.

Nicole Meland discussed reorganization of the county commission. A new chair and vice are needed. Marks nominated Mark Klose as chair, seconded by Neys. There were no other nominations. Marks made a motion to cease nominations and cast a unanimous ballot for Mark Klose as chairman, seconded by Schwartz. Motion carried. Marks nominated Denny Ova for vice chair, seconded by Schwartz. No other nominations were made. Marks made a motion, seconded by Schwartz to cease nominations and select Ova as vice chair. Motion carried.

Committee assignments were discussed. Schwartz made a motion to keep committee assignments the same as last year, seconded by Ova. Motion carried.

Schwartz made a motion to approve the minutes of the December 2017 meetings, seconded by Neys. Motion carried.

Nicole Meland, Interim Auditor/COO discussed the social service fund balance transfer per Senate Bill 2206. This required the Treasurer to transfer any balance over $500,000 to the general fund. The balance to be transferred is $1,377,238.39. This transfer will be done today pending commission approval. Ova made a motion seconded by Marks to approve the transfer to the general fund. Motion carried.

Meland discussed the changes to the budget process due to Senate Bill 2288. The dates for the property tax levy notice and public hearing process have been changed. The Treasurer is now required to send a statement of estimated taxes by August 31st and taxing districts must submit a preliminary budget to the Auditor by August 10th. A preliminary not-to-exceed budget would need to be approved by the Commission at the first meeting in August which moves up the entire budget process. Townships and agencies will be notified of this change by letter in January.

Meland presented the 2017 Agency Request Review completed by Jamestown Tourism. Frontier Village, Stutsman County Museum, and Arts Center requests were reviewed by Jamestown Tourism and were recommended for authorization. Ova made a motion, seconded by Marks to approve the requests. Ova, Marks, Schwartz, Neys, and Klose voted aye. Motion carried.

Meland presented the anticipated 2018 Stutsman County wages for approval to publish. Neys made a motion, seconded by Schwartz to approve the wages for publication. Motion carried.

Commission: Klose, Mark T. $11,942.68; Marks, Dale $11,942.68; Neys, Craig $11,942.68; Ova, Dennis $11,942.68; Schwartz, David $11,942.68 Auditor's Office: Albrecht, Haylee $36,458.84 Alonge, Jessica $69,154.35; Bond, Joshua $42,250.63; Finley, Maureen $36,458.84; Genter, Corey $40,609.99; Larson, Shannon $39,719.33; Linz, Jason $52,375.78; McLean, Emily $36,458.84; Meland, Nicole $93,916.19; Moser, Jessica $47,313.20; Perleberg, Tyler $71,948.18; Smaage, Josh $87,683.90; Tanata, Ashley $37,931.78 State's Attorney Office: Fredrickson, Joni $42,246.41; Fremgen, Fritz $95,053.86; Holzkamm, Cindy $50,373.72; Sims, Dana $60,925.96; Ulven, Karla $37,513.59 Victim Witness Coordinator: McPherson, Ciara $42,250.63 Building Maintenance: Attleson, Mark $34,656.76; Fettig, Jim $53,584.02; Fischer, Kelly $33,311.00 Sheriff's Office: Anderson, April $40,253.50; Davis, Brian $46,591.10; Falk, Jason $66,425.15; Hess, Keith $68,270.06; Hirchert, Jonathan $46,591.10; Holzworth, Mercedez $43,903.83; Hoyt, Damian $53,953.30; Kaiser, Chad $82,645.85; Muske, Doug $49,442.84; Thom, Matthew

$51,858.22; White, Danny $45,677.55; Yunck, Casey $53,953.30; Zerr, Lorisa $45,331.99 Emergency Management/E-911: Bergquist, Jerry $74,268.42; Franklin, Kimberly $48,867.16; Morris, Rita ***(70%) $33,892.35; Andres (Brown), Dorinda $48,417.64; Blinsky, Pam $42,717.35; Carter, Terese $34,656.76; Cebula, Scott $41,879.75; Greeney, Joshua $33,311.00; Jarland, Christi $42,717.35; Johnson, Rebekah $33,134.40; Locken, Echo $33,311.00; Thomas, Kelly Jo $30,877.98; Wanamaker, Kathy $35,349.90 Veterans Office: Bratton, David $48,259.46; Morris, Rita ***(30%) $14,525.29 Highway Department: Bjorland, Rusty $34,857.31; Braun, Nancy $39,464.23; Brickner, Gerald $36,462.00; Buskness, John $42,993.48; Christenson, Larry $30,952.32; Christianson, Jesse $40,513.71; DeWald, Rod $41,323.99; Dick, Neal $35,743.96; Ehrlich, Brian $30,952.32; Harrington, Robin $50,373.72; Kapp, Rusty $40,609.99; Koble, Ron $50,373.72; Kramlich, Michael $38,176.98; McDonald, Tyler $35,743.96; Michel, Tyler $57,592.40; Nenow, Mickey $65,461.05; Schmidt, Philip $34,857.31; Siebert, Leroy $37,931.78; Sinclair, John $50,373.72; Towe, Jeremy $38,176.98; Wegenke, Neil $42,993.48; Wentland, James $45,677.55; Wiest, Dan $50,373.72; Wiest, Duane $50,841.39; Zabka, Kevin $50,373.72; Zuck, David $45,625.02 Parks: Bergh, Karl $32,674.34; Bertsch, Marlyn $52,469.14; Murch, Lyndon $40,742.84; Parsons, Roger $23,211.07 Corrections: Ammon, Lucas $43,957.56; Barnes, Richard $57,827.09; Christensen, Thomas $44,781.91; Dockter, Josh $49,844.50; Franke, Scott $44,781.91; Geroux, Garry $43,953.16; Goter, Darin $60,621.85; Hartman, Jessica $49,844.50; Jackson, Chad $80,390.52; Koropatnicki, Dan $58,400.78; Kramer, Myrdette $40,609.99; Lazo, Carlos $45,677.55; McDowell, Mylee $49,844.50; Meidinger, Mark $44,781.91; Peuser, Howard $53,584.02; Rueda Deleon, Ryan $46,591.10; Schafer, Shaun $49,844.50; Schloegel, David $42,250.63; Stewart, Morgan $40,609.99; Thompson, Wendy $66,425.15; Volin, Kayla $51,858.22; Webber, Nicholas $41,422.19; Aragon, Brandon $17,410.68; Brown, Kayla $19,780.90; Domke, Keith $17,410.68; Muniz, Joy $17,410.68; Pollard, Daniel $17,410.68; Robison, K.C. $23,106.98; Warren, Kent $17,758.93 County Agent: Barnes, Robin $36,902.05; Gohner, Shirley $39,464.23 Weed Control Officer: Manson, Ron $55,434.94 Social Services: Block, Brandie $39,719.33; Burkett, Emeline $105,128.72; Clark, Sondra $42,150.47; Doyle, Annette $49,844.50; Dunwoody, Teya $58,744.25; Farsdale, Glory $40,513.71; Fiergola, Shari $40,513.71; Freije (Freeman), Mandi $57,592.40; Hagel, Jean $39,464.23; Heinle, Nicole $61,117.52; Hoffman, Eileen $66,770.27; Hopewell, Barbara $66,425.15 Huus, Rylee $38,176.98; John, Whitney $38,176.98; Joramo, Shera $39,719.33; Larson, Brandy $56,463.14; Larson, Cathy $66,425.15; Mansavage, Dennis $58,744.25; Miller, Elise $73,041.10; Quinlan (Miller), Tamara $41,323.99; Ness, Erin $39,719.33; Opp, Julie $42,920.64; Rau, Pamela $42,150.47; Reichenberger Scott, Susan $56,794.28; Spurgeon, Tanya $29,594.16; Staloch (Horning), Tiffany $40,513.71; Vetsch (Flitton), Jaclyn $39,719.33; Waagen, Mary $40,513.71; Wieland (Risser), Stephanie $57,592.40; Williams, Tina $47,522.91; Wynne, Elizabeth $85,984.74.

Meland presented an increase to the state mileage rate to .545 cents from .535 cents. Schwartz made a motion seconded by Ova to approve the mileage rate increase. Marks, Schwartz, Neys, Marks and Ova voted aye. Motion carried.

Meland informed the board that Tyler Perleberg is working on putting together a draft zoning policy for medical marijuana distribution and manufacturing centers. It will probably be based on the McKenzie County policy as they have already completed the process. He will talk to the Sheriff's Department and BCI for recommendations before taking it to the zoning board. The licensing all goes through the state and they will have the final say of where the facilities are located throughout the state.

A nomination for Charlotte Freeberg to be appointed to the Library board was discussed. Marks made a motion seconded by Ova to approve the nomination to the Library board. Motion carried.

Mark Klose discussed the hiring process for the Auditor/COO position. The applications will be open for 10 business days. It will be advertised through NDACO and ICMA. A hiring committee was discussed to do the preliminary work, handle the advertising process, and do the initial screening of applicants. Ova made a motion to allow advertisement externally for the position seconded by Schwartz. Motion carried. Marks made a motion, seconded by Neys to appoint the hiring committee of Emergency Manager/9-1-1 Coordinator Jerry Bergquist, Sheriff Chad Kaiser, Commissioner Mark Klose, and Commissioner Dave Schwartz. Motion carried.

Meland requested permission to pay any bills that are due prior to Commission meetings in order to avoid late fees. Schwartz made a motion, seconded by Marks to allow 2018 payments on demand. Motion carried.

At 4:26p.m., the Stutsman County Commission Meeting recessed for the County Park Board Meeting.

Official Proceedings of the Stutsman County Park Board- January 2, 2018

At 4:27 p.m., Chairman Klose called the regular meeting of the Stutsman County Park Board to order. Dennis Ova, Dale Marks, David Schwartz, Craig Neys, Mark Klose, Robert Woodward and Jason Houge answered the roll call

Neys made a motion, seconded by Houge, to approve the minutes of the December 2017 meeting. Motion carried.

Marlyn Bertsch, Park Superintendent, presented his monthly report. He would like the campground committee to meet soon to discuss the concessionaire contracts that are expiring soon. Guthmiller will be out on Friday to begin the dredging project at the Reservoir. Bertsch would also like to clean up the Ypsilanti Park this summer.

Houge made a motion, seconded by Woodward to approve the monthly bills. Schwartz, Neys, Klose, Houge, Woodward, Ova, and Marks voted aye. Motion carried.

	County Park Fund	
77623	ND ASSOCIATION OF COUNTIES	$1,832.12

Nicole Meland presented Cabin Site Permit Renewals for Lot 14 Westside, Lot 16 Westside, Lot 18 Westside, and Lot 8 Eastside. Ova made a motion, seconded by Schwartz to approve the presented cabin site renewals. Motion carried.

Meland informed the Board that we are still waiting on one cabin permit fee for William and Nellie Degen. Payments were due by December 31st and a late fee of $100 will be applied. A late payment notice has been sent to the Degen's.

Schwartz made a motion, seconded by Marks, to adjourn the Park Board meeting. Motion carried.

At 4:40 p.m., the regular commission meeting was called back to order.

Neys made a motion, seconded by Schwartz to pay the monthly bills. Neys, Klose, Ova, Marks, and Schwartz voted aye. Motion carried.

	General Revenue Fund		77616	CREATIVE ENERGY	$1,934.64
77613	APCO INTERNATIONAL INC	$503.50	77619	FASTENAL CO	$225.32
77615	CITY OF JAMESTOWN	$5,314.73	77621	MDU	$196.33
77617	DAKOTA COMMUNICATION INC	$1,600.00	77622	NAPA AUTO PARTS	$429.97
77618	DUANE DEKREY	$50.00	77623	ND ASSOCIATION OF COUNTIES	$28,086.61
77623	ND ASSOCIATION OF COUNTIES	$48,158.55	77626	OTTER TAIL POWER CO	$160.50
77624	ND CHAPTER OF APCO	$180.00		**Social Services Fund Total**	$12,036.57
77625	ND COUNTY COMMISSIONERS ASSOCIATION	$1,650.00		**Weed Control Fund**	
77627	QUICKEN LOANS	$115.36	77623	ND ASSOCIATION OF COUNTIES	$1,985.97
77629	RANDY ENNEN	$26.45		**Veterans Service Fund**	
77630	RECORD KEEPERS	$17.00	77623	ND ASSOCIATION OF COUNTIES	$181.32

77631	STEVEN KROH	$48.33		**County Agent Fund**	
77634	TWO RIVERS PRINTING	$394.00	77623	ND ASSOCIATION OF COUNTIES	$125.91
77635	VERIZON WIRELESS	$1,475.43	77628	R&H MAINTENANCE	$400.00
77636	VISA AUD 1683	$1,377.22	77638	VISA EXT 3424	$14.76
77637	VISA EMS 1790	$379.00		**Courthouse Building Fund**	
77639	VISA SO 1840	$633.97	77636	VISA AUD 1683	$58.79
	E 911 Phone System Fund			**County Hazardous Chemical Account**	
77635	VERIZON WIRELESS	$46.04	77637	VISA EMS 1790	$11.97
77640	ZUERCHER TECHNOLOGIES LLC	$6,600.00		**Job Incentive Fund**	
	County Roads Fund		77620	JAMESTOWN STUTSMAN DEVELOPMENT CORP	$107,700.00
77614	BUFFALO CITY DIESEL	$101.37		**Wages - Friday, December 22, 2017**	$585,319.99
77615	CITY OF JAMESTOWN	$14.75			

At 4:41 p.m., a motion to adjourn the meeting was made by Ova, seconded by Neys. Motion carried.

ATTEST:

Nicole Meland
Interim Auditor/COO

Mark T. Klose
Commission Chairman