Official Proceedings of the Stutsman County Commission

January 4, 2011

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

The Commission reorganized for 2011. Ova made a motion seconded by Marks to nominate Klose for Chairman. Motion carried.

Schwartz made a motion seconded by Marks to nominate Ova for Vice-Chairman. Marks made a motion to cast a unanimous ballot for Ova. Motion carried.

Ova made a motion seconded by Neys to approve the minutes of the December 2010 meetings. Motion carried.

No action was taken on the bids for the ADA restroom remodeling project. The bids needed further clarification.

Chad Kaiser, County Sheriff, requested that he be placed on the pay plan at grade 17 step 6. By policy, the Commission had given up to two extra steps on the pay plan for experience. Ova made a motion seconded by Schwartz to place Kaiser on the salary schedule at grade 17, step 3. Roll call vote – Ova, Marks, Schwartz, Neys and Klose voted aye.

Kaiser requested lighting and cage equipment for the new Sheriff's vehicle at a cost of $6,769.59. This equipment would make the vehicle road ready to travel to emergencies. Kaiser stated that he would be using his current vehicle and that the new deputy would be assigned to the new GMC pickup. He considers it a safety issue and that it was essential equipment. Kaiser said that he was waiting for a $2,500 grant from the City of Jamestown that would be used to purchase lighting for the 2010 Expedition. Ova made a motion seconded by Schwartz to authorize the purchase of the equipment. Roll call vote – Marks, Schwartz, Neys, Klose and Ova voted aye.

Mike Zimmerman, County Highway Superintendent, gave his monthly report. They were busy plowing snow. There were areas where the snow banks needed to be pushed back away from the road to prevent constant blocking. The consensus was to hire Guthmiller Construction – they had an excavator that could reach out from the road.

Zimmerman requested permission to get gravel crushing and motor grader bids and to purchase a used trailer. These items were all in his 2011 budget. Marks made a motion seconded by Neys to solicit motor grader bids. Motion carried.

Ova made a motion seconded by Schwartz to solicit gravel crushing bids. Motion carried.

Schwartz made a motion seconded by Marks to authorize the purchase of a used trailer for $27,000. Roll call vote – Schwartz, Neys, Klose, Ova and Marks voted aye.

Zimmerman indicated that the road department manual would be updated. Equipment costs and graveling costs would have to be increased. Commissioner Klose commented that the fees should reflect all costs including depreciation. The County should at least break even on rates compared to all costs.

Fritz Fremgen, State's Attorney, gave his monthly report. The Assistant State's Attorney vacancy in his office had been filled. Ashley Heitkamp had accepted the position. Ova made a motion seconded by Schwartz to place Heitkamp on the pay scale at grade 15, step 3. Roll call vote – Neys, Klose, Ova, Marks and Schwartz voted aye.

Fremgen reported that his office was using a case management system that was outdated and the software was no longer supported by the State. He was reviewing similar software to replace the outdated system. ND DOT required Title VI compliance or the County could not do work on any projects involving Federal funds. He would assist with developing county policies for Title VI compliance.

Mark Dooley, General Manager, Gavilon Fertilizer, LLC, requested that the Commission make a decision on whether or not they would close the railroad crossing adjacent to their facility in Midway Township. Future expansion plans would be affected by closing or not closing the crossing. Troy Schrader, Area Manager for Gavilon Fertilizer, LLC, commented that the crossing was a safety concern and the decision on whether or not to close the crossing could affect Gavilon's decision to expand at this location. Commissioner Ova commented that there was a township road with a railroad crossing on the section line one mile west of the facility so farmers and local traffic would still have a way around the plant. A public input meeting would be advertised and scheduled. Letters would be sent to the township officers and area residents about the public meeting. The railroad and ND DOT

would be contacted about their publication requirements for closing the crossing and closing the road at the crossing.

Noel Johnson, County COO, presented an agreement to provide computer hardware support to LaMoure County for $1,400 per month. The one year contract could be canceled by either party with 30 day notice. The contract would allow for additional compensation for the County's IT support technician, and it would provide revenue to pursue additional help for the County's IT Department. Johnson recommended a two step raise for IT tech Josh Smagge and an additional $450 per month. The additional monthly pay would cease if there was no longer a support contract with LaMoure County. Marks made a motion seconded by Neys to approve the contract and extra compensation. Roll call vote – Klose, Ova, Marks, Schwartz and Neys voted aye.

A motion was made by Neys seconded by Schwartz to approve the following 2010 fund transfers: Transfer from Fund 10 - $107,504.46 to Fund 23 - $105,000.00, to Fund 40 - $2,000.00 and to Fund 35 - $504.46; from Fund 11 to Fund 53 - $60,000.00; from Fund 14 - $124,600.00 to Fund 23 - $114,600.00 and to Fund 10 - $10,000.00; from Fund 15 to Fund 54 - $7,500.00; from Fund 23 to Fund 41 - $100,000.00; from Fund 24 to Fund 49 - $175,000.00; from Fund 32 - to Fund 15 - $1,700,000.00; from Fund 33 to Fund 22 - $765.97; from Fund 43 to Fund 39 - $26,000; from Fund 46 to Fund 30 - $470,000.00; from Fund 52 to Fund 21 - $200,000.00; and from Fund 58 to Fund 18 - $350,000.00. Roll call vote – Ova, Marks, Schwartz, Neys and Klose voted aye.

Schwartz made a motion seconded by Marks to authorize the following 2011 automatic transfers and bills to be paid upon demand. Motion carried.

2011 AUTOMATIC TRANSFERS

ANNUAL: Budgeted health insurance amounts to the Hospital Insurance Fund;

DATA PROCESSING:

A budgeted transfer of $60,000 as needed from the County Social Security Fund (Automation Levy) to the Data Processing Fund:

MONTHLY:

Transfer $ 18,300 from the General Fund and 9-1-1 Fund to the County Correction Fund for dispatchers;

AS NEEDED:

Transfer revenues from the Victim/Witness Assessment Fund to the Victim Witness Advocate Fund;

Transfer revenues from the Health Insurance Levy Fund to the Hospital Insurance Fund;

2011 BILLS TO BE PAID ON DEMAND:

UTILITIES – water, sewer, garbage, electricity and gas;

POSTAGE

STATE'S ATTORNEYS' filing fees with the North Dakota Supreme Court.

Katie Hemmer-Andersen, Mayor of Jamestown, offered to testify on behalf of the County on any 2011 Legislative Bills.

Ova made a motion seconded by Schwartz to approve the local charity permit application of the Jamestown Shrine Clowns at the Jamestown Masonic Lodge. Motion carried.

A motion was made by Schwartz seconded by Ova to pay the January 2011 bills and to pay the December 2010 accounts payable. Roll call vote – Marks, Schwartz, Neys, Klose and Ova voted aye.

2010 Accounts Payable:

Fund	Warrant No	Amount	Vendor Name
GENERAL			
	0053899	349.61	ALLTEL
	0053902	908.00	BALCO UNIFORM CO. INC
	0053911	61.01	CARQUEST AUTO PARTS
	0053914	670.47	CDW GOVERNMENT INC
	0053915	425.47	CELLULAR COMMUNICATIONS INC
	0053916	1,031.61	CENEX CREDIT CARD
	0053917	11,000.00	CENTRAL VALLEY HEALTH UNIT
	0053919	574.81	CITY OF JAMESTOWN
	0053922	126.00	COMFORT INN
	0053923	19,500.00	COUNTY AGENT
	0053926	1,664.70	CROSSROADS REPAIR LLC
	0053927	62.96	DACOTAH PAPER CO
	0053930	711.84	DAKOTA WHOLESALE TIRES
	0053942	129.98	GALL'S INC
	0053944	583.70	GRAYBAR
	0053946	3,192.50	GUN & REEL SPORTS, INC.
	0053954	115.00	INSURE FORWARD
	0053956	67.00	J & L SERVICE
	0053957	7,200.00	JAMES RIVER SENIOR CITIZENS
	0053958	74.00	JAMESTOWN COMMUNICATIONS INC
	0053961	166.60	JETSTREAM CAR WASH

	0053962	216.00	KAISER/CHAD
	0053976	72.00	MIDWEST MANAGEMENT
	0053980	227.10	N D NEWSPAPER ASSOCIATION
	0053986	170.00	NORTHERN PLAINS ELECTRIC
	0053991	341.87	OFFICELAND
	0054002	301.46	QUILL CORPORATION
	0054003	759.04	QWEST
	0054009	25.00	ROMANS/MIKE
	0054013	97.50	SANDNESS LAW OFFICE
	0054020	128.37	STEIN'S, INC
	0054023	266.98	STREICHER'S
	0054024	4,000.00	STUTSMAN COUNTY AUDITOR
	0054027	4,000.00	STUTSMAN COUNTY PARK
	0054028	2,000.00	STUTSMAN COUNTY ROAD DEPT
	0054033	9.48	TRACTOR SUPPLY CREDIT PLAN
	0054034	40.00	TRAUTMAN/RUSSELL
	0054036	111.00	U S POSTMASTER
	0054037	1,500.00	UNITED STATES POSTAL SERVICE
	0054038	307.04	VERIZON WIRELESS
	0054041	270.79	VISA EMS
	0054043	146.94	VISA SO
	0054050	453.60	WEST GROUP PAYMENT CENTER
	0054051	455.00	WILHELM INC/DON
		64,514.43	Final Total
RESTORATIVE JUSTICE FUND			
	0053976	72.00	MIDWEST MANAGEMENT
		72.00	Final Total
ROAD FUNDS			
	0053901	340.00	ANDERSON/CHARLES
	0053909	2,882.92	BUTLER MACHINERY CO
	0053911	78.46	CARQUEST AUTO PARTS
	0053912	53.30	CATCO PARTS & SERVICE
	0053919	10.95	CITY OF JAMESTOWN
	0053920	888.06	CNH CAPITAL
	0053925	2,292.58	CREATIVE ENERGY
	0053928	116.91	DAKOTA FLUID POWER INC
	0053929	23.82	DAKOTA SANITATION
	0053936	181.72	FARGO TRAILER CENTER
	0053950	35.88	HOME OF ECONOMY
	0053959	66.36	JAMESTOWN IMPLEMENT
	0053965	45.00	KOLLMAN/LLOYD
	0053967	207.28	LAWSON PRODUCTS INC
	0053971	536.91	M D U
	0053972	721.47	MAC'S INC
	0053973	70.00	MARGIE HANDY WORK
	0053977	1,179.33	N A P A AUTO PARTS
	0053986	43.00	NORTHERN PLAINS ELECTRIC
	0053987	724.50	NORTHWEST TIRE INC
	0053989	4.29	O'REILLY AUTOMOTIVE INC.
	0053998	50.83	POWER PLAN
	0053999	361.32	PRAXAIR DISTRIBUTION INC
	0054001	85.58	QUALITY SERVICE & REPAIR
	0054022	610.00	STREETER COOP OIL
	0054026	160.00	STUTSMAN COUNTY GLASS
	0054039	1,759.11	VINING OIL CO.
	0054042	82.53	VISA RD
	0054047	945.08	WALMART COMMUNITY BRC
	0054049	147.36	WEST END HIDE & FUR
	0054052	3,513.25	WOODWORTH FARMERS ELEVATOR CO
	0054054	2,863.80	YPSILANTI EQUITY ELEVATOR
		21,081.60	Final Total
UNORGANIZED TOWNSHIP ROADS			
	0054028	13,020.25	STUTSMAN COUNTY ROAD DEPT
		13,020.25	Final Total
SOCIAL SERVICES			
		40,432.28	Final Total
COUNTY PARK			
	0053970	90.95	LORENZ/DENNIS
	0053986	503.35	NORTHERN PLAINS ELECTRIC
	0054003	50.91	QWEST
	0054016	9,326.00	SCHUMACHER CONSTRUCTION INC
	0054029	77.70	STUTSMAN RURAL WATER DISTRICT
		10,048.91	Final Total
EMERGENCY			
	0053955	37,468.66	INTERSTATE ENGINEERING
	0054048	13,413.59	WELD TOWNSHIP #60
		50,882.25	Final Total
COUNTY CORRECTIONAL CENTER			
	0053898	129.35	A & B BUSINESS INC
	0053903	3,327.00	BDS LAUNDRY SYSTEMS
	0053906	28.32	BOB'S PLUMBING & HEATING INC
	0053914	1,447.08	CDW GOVERNMENT INC
	0053919	1,419.26	CITY OF JAMESTOWN
	0053921	907.33	COLE PAPERS INC
	0053924	73.28	COUNTY MARKET
	0053927	796.13	DACOTAH PAPER CO

	0053931	180.00	DAN POLAND MACHINE INC
	0053932	2,227.61	DEAN FOODS NC, INC
	0053935	37.76	ECOLAB PEST ELIMINATION DIV
	0053937	595.65	FARMER BROTHERS COFFEE
	0053938	24.99	FARMERS UNION OIL CO-CENEX
	0053939	47.84	FASTENAL CO
	0053943	695.45	GOODIN COMPANY
	0053945	63.54	GREG'S LAUNDRY EQUIP SERVICE
	0053946	175.96	GUN & REEL SPORTS, INC.
	0053949	19.59	HOME OF ECONOMY
	0053952	500.00	INNOVIS HEALTH
	0053953	537.00	INNOVIS HEALTH
	0053956	170.00	J & L SERVICE
	0053961	702.61	JETSTREAM CAR WASH
	0053968	21.00	LIFETIME EYECARE ASSOCIATES
	0053981	720.00	N D STATE RADIO COMMUNICATIONS
	0053982	136.50	NARDINI FIRE EQUIPMENT OF N D
	0053988	99.50	NURSES SERVICE ORGANIZATION
	0053990	295.00	OFFICE OF ATTORNEY GENERAL-1250
	0053991	349.83	OFFICELAND
	0053995	473.07	PAN-O-GOLD BAKING CO.
	0054000	705.63	PUBLIC SAFETY CENTER INC
	0054003	113.05	QWEST
	0054006	18.00	REDWOOD TOXICOLOGY LABORATORY,INC
	0054014	92.11	SANFORD HEALTHCARE ACCESSORIES
	0054019	280.00	SKEEL'S PAINTING & DECORATING
	0054020	1,489.23	STEIN'S, INC
	0054021	233.59	STOUDT INC/R M
	0054025	88.00	STUTSMAN COUNTY CORRECTIONAL CENTER
	0054030	4,792.17	SYSCO FOOD SERVICES OF ND
	0054032	1,407.68	THRIFTY DRUG-WHITE DRUG
	0054035	6,211.20	U S FOOD SERVICE INC
	0054040	75.00	VISA LEC
	0054045	282.15	WALMART
	0054046	221.73	WALMART COMMUNITY BRC
	0054051	40.25	WILHELM INC/DON
		32,250.44	Final Total
WEED CONTROL			
	0054003	8.07	QWEST
	0054024	4.40	STUTSMAN COUNTY AUDITOR
		12.47	Final Total
VETERANS SERVICE			
	0054003	16.15	QWEST
		16.15	Final Total
COUNTY ADVERTISING			
	0054044	69.99	VISA SS
		69.99	Final Total
EMPLOYEES HOSPITAL INS			
	0053900	149.98	AMERICAN RED CROSS
	0054012	295.84	SAHR/EUNICE
		445.82	Final Total
COMMISSARY			
	0053940	482.39	FRANK MCKONE CANDY CO
	0053941	278.94	FRITO LAY
	0053963	130.00	KEEFE COFFE & SUPPLY
	0053974	479.02	MAXIMA SUPPLY LLC
	0053996	1,006.20	PEPSIAMERICAS
	0053997	278.00	PIZZA CORNER FROZEN PIZZA
	0054008	600.00	RELIANCE INMATE SYSTEMS INC.
	0054046	183.62	WALMART COMMUNITY BRC
		3,438.17	Final Total
DRUG PROGRAM			
		40.37	Final Total
COURTHOUSE BUILDING			
	0053906	514.52	BOB'S PLUMBING & HEATING INC
	0054017	48.69	SCOTT'S ELECTRIC
		563.21	Final Total
DATA PROCESSING			
	0053913	5,598.19	CDW GOVERNMENT
	0054003	16.15	QWEST
		5,614.34	Final Total
WAGES			
	7818-8022	439,435.50	WAGES (12/23/2010)
		439,435.50	Total Wages

2011 Regular Monthly Bills:

Fund	Warrant No	Amount	Vendor Name
GENERAL			
	0054062	100.00	EAST CENTRAL CO COMMISSIONERS
	0054066	1,250.00	JAMESTOWN AMBULANCE
	0054069	790.00	MEDINA AMBULANCE SERVICE
	0054070	9,830.07	N D ASSOCIATION OF COUNTIES
	0054073	468.00	NATIONAL ASSOCIATION OF COUNTIES
		12,438.07	Final Total

911 EMERGENCY PHONE SYSTEM			
	0054072	50.00	N D 911 ASSOCIATION
		50.00	Final Total
ROAD FUNDS			
	0054070	24,000.01	N D ASSOCIATION OF COUNTIES
		24,000.01	Final Total
SOCIAL SERVICES			
		10,971.80	Final Total
COUNTY PARK			
	0054058	11,800.00	CENTRAL SALES
	0054070	1,047.39	N D ASSOCIATION OF COUNTIES
		12,847.39	Final Total
COUNTY CORRECTIONAL CENTER			
	0054055	414.00	APCO INTERNATIONAL INC
	0054063	75.54	ECOLAB PEST ELIMINATION DIV
	0054070	15,464.65	N D ASSOCIATION OF COUNTIES
	0054074	2,095.78	OTIS ELEVATOR COMPANY
	0054078	90.00	THOMPSON/WENDY
		18,139.97	Final Total
WEED CONTROL			
	0054070	1,736.80	N D ASSOCIATION OF COUNTIES
		1,736.80	Final Total
HISTORICAL SOCIETY			
	0054064	6,000.00	FRONTIER VILLAGE ASSN
	0054076	6,000.00	STUTSMAN CO MEMORIAL MUSEUM
		12,000.00	Final Total
VETERANS SERVICE			
	0054070	321.84	N D ASSOCIATION OF COUNTIES
		321.84	Final Total
COUNTY ADVERTISING			
	0054056	2,000.00	ARTS CENTER/THE
	0054059	475.50	CHAMBER OF COMMERCE
		2,475.50	Final Total
EMPLOYEES HOSPITAL INS			
	0054071	93,822.60	N D P E R S
	0054077	10,000.00	STUTSMAN COUNTY
		103,822.60	Final Total
COMMISSARY			
	0054057	47.31	CABLE SERVICES
		47.31	Final Total
DRUG PROGRAM			
		1,241.36	Final Total
DATA PROCESSING			
	0054060	2,793.00	COMPUTER PROFESSIONAL,ULTD,INC
	0054061	695.98	CPS TECHNOLOGY SOLUTIONS
		3,488.98	Final Total
JOB INCENTIVE FUND			
	0054067	10,110.00	JAMESTOWN/STUTSMAN DEVELOPMENT CORP
	0054068	19,500.00	JAMESTOWN/STUTSMAN DEVELOPMENT CORP
		29,610.00	Final Total

A motion to adjourn was made by Ova seconded by Marks. At 5:17 p.m. the meeting was adjourned.

ATTEST:

Noel A Johnson
County COO (Auditor)

Mark T. Klose
Commission Chairman