Official Proceedings of the Stutsman County Commission - January 7th, 2014

At 4:00 p.m., Chairman Klose called the regular meeting of the Stutsman County Commission to order with all members present.

The commission reorganized for 2014. Schwartz made a motion, seconded by Ova to nominate Klose for Chairman. Roll call vote: Ova, Marks, Schwartz and Neys vote aye, Klose abstained. Motion carried.

Klose made a motion, seconded by Neys to nominate Ova for Vice-Chairman. Roll call vote: Marks, Schwartz, Neys and Klose vote aye, Ova abstained. Motion Carried.

Ova made a motion, seconded by Marks to approve the minutes of the December 2013 meetings. Motion carried.

Casey Bradley, Auditor/COO, informed the commission of a request for Proposals for Engineering Services for Route 62 and Route 68. Bradley also included the request for proposals for Construction Engineering Services for project SC-4707(055). Two proposals were received for Route 62 and Route 68 and project SC-4707(055) from _____ and _____. Motion made by Schwartz, seconded by Marks to accept the proposals on all projects listed above. Roll call vote: Ova, Marks, Schwartz, Neys and Klose vote aye. Motion Carried.

Mickey Nenow, Highway Superintendent, requested permission to advertise for sale the Road Grader that is being replaced. Nenow states that they will still be able to use the Grader until the new Grader is delivered soon. Motion made by Marks, seconded by Schwartz to grant permission to sell the Road Grader. Motion carried.

Nenow presented his monthly report stating the road crew has been busy sanding the county roads and working in the shops maintaining all vehicles and equipment.

Christina Rittenbach, County Agent Extension Office, requested permission to advertise for the 4-H Coordinator position. Abigail Polries has decided to go back to school full-time and has left the position. Motion made by Ova, seconded by Marks to advertise the open position at the Extension Office. Motion carried.

Schwartz made a motion, seconded by Ova to approve the Beer License Application and the Sunday Beer Permit for Speedway Concessions, Inc and Stutsman County Fair Association. Motion Carried

At 4:10p.m. Schwartz made a motion, seconded by Marks to close the regular county commission meeting for Executive Session. Roll call vote: Marks, Schwartz, Neys, Klose and Ova all vote aye. Motion carried.

4:28p.m. Schwartz made a motion, seconded by Marks to close the executive session. Motion carried.

Motion made by Schwartz, seconded by Ova to send response letters to all concerned parties with the Aspen Construction case. Roll call vote: Schwartz, Neys, Klose, Ova and Marks vote aye. Motion carried.

Jim Fettig, Maintenance Supervisor, presented the commission with bids received for the main floor bathroom remodel project. Nill Construction had the low bid at $41,816.00. Sandy Eckelberg, Accounts/Property Coordinator, informed the commission that the South Central Dakota Regional Council will allow Nill Construction to start the job contingent upon their subcontractors list is cleared with SCDRC. Fettig has March 20, 2014 as a completion date for ADA compliance. Bradley will review all change orders needed for the project and if time allows will be brought to the commission. There will be asbestos removal needed from the bathroom linoleum and Fettig has been in contact with contractors to make sure the work can be completed before the March 20th deadline. Motion made by Neys, seconded by Marks to waive irregularities on the Nill Construction bid. Motion Carried.

Motion made by Ova, seconded by Schwartz to accept Nill Construction's bid contingent upon SCDRC approval. Roll call vote: Neys, Klose, Ova, Marks and Schwartz all vote aye. Motion carried.

Fettig updates the commission on the Main frame for heating and cooling that has to be replaced at the Social Services building. Fettig had budgeted for panic buttons and fire alarms but has decided to wait on those projects to fix the main frame problems first. Fettig received a bid from Climate Control for $12,492.00 and the Vets Club has agreed and cut a check for $6,500.00 to help pay for the Main Frame which affects their business. Motion made by Ova, seconded by Schwartz to replace the Main frame for heating and cooling. Motion carried.

Fettig presents a concern from the Vets Club on the high levels of Carbon Dioxide in the business. The Vets club will be paying the full bill to replace the current Carbon Dioxide fan with a new fan that they can adjust by computer for the amount of people in the business so they can be more energy efficient as well as lowering the levels.

Fettig requested to start replacing the heater in the scan center at Social Services for $5,921.00 and also replacing the Carbon Dioxide fan at a cost of $1,547.00. Motion made by Schwartz, seconded by Marks to approve the mentioned projects at Social Services. Motion carried.

Dustin Bakken, Interim Tax Director, presented an application for abatement submitted for parcel #30-1422023 by Brent and Junette Nelson. A fire destroyed the couple's home in late November 2013 so Bakken is asking to abate $130.16 for the months of November and December collectively. Marks made a motion, seconded by Ova to approve the abatement on the parcel. Motion carried.

Bakken updated the commission for the 2014 Ag Land Values and Ag Land Assessments stating NDSU calculates an increase of 13.7% citing that the production levels with the 2012 doubling from a normal year. The Nebraska GIS company has almost completed their work which will make the GIS system ready for use for the 2014 assessment year.

Chad Kaiser, Stutsman County Sheriff, informed the commission he does not have his yearend report yet but hopes to have it within the next couple of weeks to present. Kaiser will be in Bismarck Wednesday January 8, 2014 to attend meetings for the Oil Impact Grant application presentations. Kaiser will be showing cases that affect Stutsman county come from the oil field. Kaiser should be notified the following week if the county will be receiving any of the grant money since they were denied the first round of the grant. He also informs the commission that the county was also turned down for the COPS grant he had applied for previously stating majority of the money stayed in the western part of the state along with Grand Forks and Fargo.

Fritz Fremgen, State's Attorney, gave his monthly report with a 15% increase in felony cases, 7.5% decrease in misdemeanors, decrease in Mental Health cases with the help of Dalsted and Ryan law firm and finally a decrease in Non-sufficient Funds cases. Fremgen stated he could not directly prove to the Attorney General's Office that cases were a result of the oil fields other than speculation. His office has seen increases in Proof of insurance, Driving under suspension, non-payment, 24/7 program noncompliance and protection orders. Fremgen states the amount of habitual offenders he has filed this year has doubled taking up numerous hours of staff time.

Bradley presented the commission with a letter of resignation from County Jail Administrator Tracey Trapp. Bradley requested to appoint interim Darin Goter along with an increase in pay until the position can be filled. Motion made by Schwartz, seconded by Neys to promote Goter to interim along with an increase in pay and to advertise nationally for the Jail Administrator position.

Bradley and Kaiser met with the current seven sergeants in the correctional facility to discuss time they are requesting to carry over into the 2014 year due to shortage of staff they were not able to take time off. Bradley stated that the Jail board had authorized the Jail Administrator to promote more workers to Correctional Officers III to help fill the shortage but no action was taken. Renee Valenta, Interim Treasurer, requested a carryover citing she was unable to take necessary leave because other staff member was out for FMLA purposes as well as training requirements for the new computer system. Jerry Bergquist, Emergency Manager, was unable to utilize all of his leave due to the transition to the new dispatch system which was only expected to take a week to set up Barnes County but ended up lasting several months. Steve Bender, Maintenance Engineer, was unable to use time due to staff shortage. Josh Smaage, IT Director, also put in a request citing shortage of staff for extended amount of time being the reason. Ova made a motion, seconded by Schwartz to approve the carryover of hours for all employees that put in requests. Motion carried.

Bradley updated the commission on right-of-way appraisal services for the CHS road project. Noel

Johnson has agreed to do the appraisal services for $75.00 per hour. Motion made by Ova, seconded by Marks to hire Noel Johnson to do the appraisal work. Motion carried.

CHS facility will be submitting the paperwork and information for their plans to build in the county. In order for negotiations to start for taxes there has to be a value to go off of so Bradley is requesting to hire Pickett to do the assessing for the assumed value since the negotiations will take place prior to the build begins. CHS is hoping to have the necessary information available to Pickett with a cost between $5,000-10,000 maximum. Motion made by Schwartz, seconded by Marks to hire Pickett upon receiving the necessary information from CHS. Motion carried.

It is the consensus of the board to follow the State mileage rate decrease to $.56 per mile effective January 1, 2014.

At 5:44p.m., the Stutsman County Commission Meeting recessed for the County Park Board Meeting.

Official Proceedings of the Stutsman County Park Board – January 7th, 2014

At 5:45 p.m., Chairman Klose called the regular meeting of the Stutsman County Park Board to order with all board members present.

Neys made a motion, seconded by Woodward to approve the minutes of the December 2013 meeting. Motion Carried.

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

Katherine Naumann, Assistant State's Attorney, presented the disposition of violations on the Wilhelm Cabin permit. The permit termination gives the permit holders 30 days to cure, 45 days return the packet but the Wilhelm's had not returned the packet. By not returning the packet Naumann states it becomes an admission of violations. Motion made by Houge, seconded by Ova to accept admission of violations based on findings of facts. Roll call vote: Marks, Schwartz, Neys, Klose, Woodward, Houge and Ova all vote aye. Motion carried.

Fremgen informs the commission the next step to be taken is to decide if the board wants to terminate, put the cabin permit holders on probation or place a sanction on the permit. Fremgen does recommend no sanctions to be placed on the cabin permit. Motion made by Marks, seconded by Houge for no sanctions and no termination. Roll call vote: Schwartz, Neys, Klose, Woodward, Houge, Ova and Marks all vote aye. Motion carried.

Concessionaire contract with Kesler's for Lakeside Marina had a change for a 75/25 split, mowing to be done by the county and bill Kesler's back and renegotiate after a year. Telken's contract for the Pelican Point Landing also changed to 75/25 split and Telken's will continue to be responsible for the mowing and trimming. Motion made by Neys, seconded by Woodward to award both concessionaire contracts. Motion carried.

Eckelberg updated the commission on campground policy changes including a $5.00 charge for non-registered campers using the county shower facilities. Question raised as how that could be enforced and the suggestion of posting signs on the shower doors. An agreement of a 75/25 split with any collected fees agreed upon. Eckelberg also requests changes to cancellation policies due to numerous late check-ins and no shows. Eckelberg checked other campground policies such as Wiley Park in South Dakota and suggested to follow their policies. 14 days or more results in a $10 fee. 13 days or less subtract the amount of the first night. Eckelberg also suggested to require 3 nights booked for the busier holidays: Memorial day, fourth of July and Labor day at $25 per night. Motion made by Marks, seconded by Schwartz to accept all of the suggested changes listed. Motion carried.

Bradley presented the commission with a map showing all of the current areas the Parks department is currently mowing with possibly contracting some of it out. Board members are concerned with the cost being too high due to the wide range of travel that is required in order to do all of the mowing. At this time the board unanimously decided to cut back on some of the mowing to save time and money rather than contracting the work out.

Dennis Lorenz, Park Superintendent, gave his monthly report to the board stating he did receive

an estimate to extend the boat ramp so Eckelberg will apply for grant money and the Dakota Anglers Club donating 25% of the bill.

At 6:40p.m., a motion to adjourn the Stutsman County Park Board meeting was made by Schwartz, seconded by Ova. Motion Carried.

At 6:41p.m., the Stutsman County Commission Meeting reconvened.

Schwartz made a motion, seconded by Ova, to approve the monthly bills for payment plus an additional amount of $32,500.00 for the newly purchased truck for the Sheriff's Department from Wilhelm's. Roll call vote: Neys, Klose, Ova, Marks, Schwartz voted aye.

At 6:42p.m., a motion to adjourn was made by Ova, seconded by Schwartz. Motion Carried.

ATTEST:

_____ _____

Casey Bradley
Auditor/COO

Mark T. Klose
Commission Chairman