Official Proceedings of the Stutsman County Commission – January 7, 2020

At 8:00 a.m., Chairman Klose called the regular meeting of the Stutsman County Commission to order. Dennis Ova, Ramone Gumke, David Schwartz, Steven Cichos and Mark Klose answered the roll call.

Reorganization of the commission was discussed. Cichos nominated Mark Klose as Chairman, seconded by Gumke. Schwartz ceased the nomination, seconded by Ova. Motion carried.

Cichos nominated Ova as Vice-Chairman, seconded by Schwartz. Gumke ceased the nomination, seconded by Schwartz. Motion carried.

Committee assignments were presented and will remain the same.

Ova made a motion, seconded by Schwartz, to approve the December 2019 meeting minutes. Motion carried.

Emeline Burkett, Interim Human Service Zone Director, informed the commission that on December 20, 2019, an official letter was received from the Department of Human Services approving the Zone Agreement with Barnes and Stutsman County. The agreement became effective January 1, 2020 and is part of the Social Service Redesign.

Burkett discussed the approval and payment process of Human Service Zone invoices. Stutsman County is the 'Host County' for the Zone and will pay all Zonal bills. Burkett would like bills to continue to be approved and paid twice a month to avoid late charges and finance fees. The Human Service Zone Board passed a motion to allow the Stutsman County Commission to approve and pay bills in the same manner they are currently approved and paid.

Nicole Meland, Auditor/COO, requested approval of the 2020 Human Service Zone Human Service Fund budget. Indirect expenses (telephone, postage, purchase of assets, etc.,) were approved as part of the regular budget process and are included in the General Fund. Stutsman County will receive $194,110 in indirect expenses with the first half of the payment coming in January. The total budget approved for both Barnes and Stutsman County was $3,769,454; half of the payment will be received in January and the second payment will be received in June. Stutsman County had an ending balance of approximately $467,000.00 for 2019. This amount will roll to the Human Service Zone. Barnes County does not have any fund balance to roll to Stutsman County. A motion was made by Cichos, seconded by Ova, to approve the presented request of the 2020 Human Service Zone Human Service Fund budget. Roll call vote: Ova, Gumke, Schwartz, Cichos and Klose voted aye. Motion carried.

Schwartz made a motion to approve the transfer of Social Service Fund balance (018) to Human Service Zone Human Service Fund (028), seconded by Gumke. Roll call vote: Gumke, Schwartz, Cichos, Klose and Ova voted aye. Motion carried.

Fritz Fremgen, State's Attorney, presented his monthly report.

Meland brought back the agenda item for the SpyGlass Audit Agreement. Cichos suggested reviewing this item at a later time.

Meland presented the 2018 Audit Report for Stutsman County. The audit went well. The next audit is scheduled for July 2020. Stutsman County submitted the 2018 Audit Report for the GRE bond reporting.

Approval of anticipated 2020 Stutsman County wages was presented by Meland. Gumke made a motion, seconded by Ova, to approve the anticipated 2020 County wages. Motion carried.

Payments on demand for 2020 is being requested by Meland. This would include invoices that need to be paid prior to a commission meeting to avoid late fees, finance charges or for an emergency purchase. These payments would go through Meland prior to payment and are very uncommon. Any payments would be included in the monthly bill approval at the following commission meeting for the commissioners' review. Schwartz made a motion to approve 2020 payments on demand, seconded by Gumke. Roll call: Schwartz, Cichos, Klose, Ova and Gumke voted aye. Motion carried.

The state mileage rate was lowered to $0.575 in 2020 from $0.58 in 2019. Gumke made a motion to lower the allowable mileage rate to $0.575, seconded by Schwartz. Roll call vote: Cichos, Klose, Ova, Gumke and Schwartz voted aye. Motion carried.

Tyler Perleberg, Tax Director, presented an abatement hearing and tax protest for Ruby DeLair. Ms. DeLair paid her property taxes under protest due to a dispute with Montpelier Township and drainage/culvert issues. Perleberg reviewed the nine parcels of land that Ms. DeLair paid under protest and indicated that one parcel (#36-3010000) was overvalued. Cichos made a motion, seconded by Ova, to approve a new value of $92,852.00 for all nine parcels of property Ms. DeLair owns. Roll call vote: Klose, Ova, Gumke, Schwartz and Cichos voted aye. Motion carried.

Deb Alber spoke on behalf of Ruby DeLair regarding the issues Ms. DeLair is having with Montpelier Township. Ms. Alber would like the help of Stutsman County to arbitrate the matter. Montpelier Township was asked to do a water study, which is free of charge, to see what an appropriate-sized culvert is for a drainage issue. An engineer, who was hired by DeLair, conducted a study and recommended putting in a 30-inch culvert as opposed to the current 18-inch culvert. Ms. DeLair has been to the Stutsman County Water Resource Board and has contacted the State. Both have informed her the issue is a township matter. Schwartz suggested contacting the Stutsman County Water Board as a commission and ask them to have the State conduct a hydrology study. Ova made a motion to send a letter requesting a hydrology study to the Stutsman County Water Board, seconded by Gumke. Motion carried.

Since Ruby DeLair paid her taxes under protest, the money cannot be dispersed to any taxing jurisdiction until the Board makes a determination to accept or reject the protest. Meland indicated the purpose of the tax protest process is a valuation issue and not a way to resolve disputes between governmental entities and taxpayers. Schwartz suggested tabling this topic until the first February 2020 meeting. Schwartz plans to attend the next Stutsman County Water Board meeting to discuss the issue.

An abatement hearing for Parcel #: 35-6710040 (Lorenz) was presented by Perleberg. A recommendation to lower the value from $64,200 to $16,200 was made by Perleberg. Midway Township approved the recommended value of $16,200. Ova made a motion, seconded by Gumke, to approve the recommended new value of $16,200. Motion carried .

Perleberg presented a letter to the commission regarding the new farm residence exemption. The legislation approved a change to the farm residence exemption and changed the way active farmers complete their application. If the taxpayer is an active farmer, they are required to fill out a Farm Gross Income Worksheet. Someone is considered an active farmer if 66% or more of their gross income comes from farming activities. The previous law stated 50% or more of their net income had to come from farming activities and they could not have over $40,000 of non-farm income. Perleberg believes this will hold people more accountable for proving their income but will also expand who can claim the exemption. Around 650 letters were sent out by the Stutsman County Tax Equalization office. The regular application is due by February 1, but applications are accepted after that date. The Statement of Gross Income for active farmers is due by March 31, 2020. The office will have to assess any property that does not return an application and anything that comes in following that date will have to go through the abatement process. Nicole Meland, Auditor/COO, is concerned with the budget process and what late applications could do to values. Applications must be filed annually but active farmers will only have to complete the income portion every two years.

A motion to approve the ArcGIS Annual Contract with gWorks (formerly GIS Workshop) for the amount of $6,720 was made by Gumke, seconded by Ova. Roll call vote: Ova, Gumke, Schwartz, Cichos and Klose voted aye. Motion carried.

At 9:00 a.m., the Stutsman County Commission recessed for the Stutsman County Park Board meeting.

Official Proceedings of the Stutsman County Park Board – January 3, 2020

At 9:00 a.m., Chairman Klose called the regular meeting of the Stutsman County Park Board to order. David Schwartz, Steven Cichos, Mark Klose, Dennis Ova, Ramone Gumke, Jason Houge and Joan Morris answered the roll call.

A motion to approve the minutes of the December 2019 meeting was made by Houge, seconded by Gumke. Motion carried.

Schwartz made a motion to approve the monthly bills, seconded by Cichos. Roll call vote: Gumke, Schwartz, Cichos, Klose, Houge, Morris and Ova voted aye. Motion carried.

County Park Fund, ND ASSOCIATION OF COUNTIES $1,504.39;CITY OF MONTPELIER $400.00

The permitted dock rentals at Pelican Point was brought back from the previous Park Board meeting. Docks are still frozen in the water. Chairman Klose believes the new concessionaire is willing to try and

accommodate the adjacent homeowners regarding the dock situation. Trees may need to be removed and some landscaping completed.

Discussion was had with regards to the campground expansion at Pelican Point. Additional electric lines will need to be added in order to bring electricity into the campground expansion. Morris made a motion to meet with Northern Plains with regards to adding electric lines, seconded by Ova. Motion carried.

Meland discussed an email she received from Randy Elhis from the Bureau of Reclamation regarding the completion of a Hazardous Materials Assessment by the Cabin Owner's as part of the land transfer. Pictures will also need to be taken of all cabin lots as part of the assessment. Houge and Morris are willing to coordinate the completion of the assessment with the cabin owners.

The Bureau of Reclamation sent Meland an email regarding the surveying of the fish barrier that will be excluded from the land transfer. The County will be responsible for the cost of the survey and the Bureau is wondering if the County wants to contract for the survey or have the Bureau handle it. The draft land conveyance is currently being reviewed and the Bureau hopes to have it back by the end of the month. The survey of the fish barrier is necessary to complete some of the other documents that will be included in the conveyance agreements as exhibits. Delay in the survey may impact the timing in getting a final conveyance agreement. The Bureau would like to have the final product by June 1, 2020, dependent on all pieces coming together. Houge made a motion, seconded by Schwartz, to retain the services of Interstate Engineering to complete the survey of the fish barrier. Motion carried.

Ova made a motion to approve cabin site permit renewals for 3E, 4E, 9W, 13W, 25W, 34W, 42W, and 47W, seconded by Gumke. Motion carried.

A Beer Application was turned in for The D.A.K. for a beer license. The proper paperwork was not complete at the time of the meeting as the application was received just prior to the start of the meeting. Review of the application was tabled until the next meeting.

At 9:19 a.m., Gumke made a motion to adjourn the meeting, seconded by Morris. Motion carried.

At 9:19 a.m., the County Commission meeting was called back to order.

A motion to approve the monthly bills was made by Gumke, seconded by Ova. Roll call vote: Schwartz, Cichos, Klose, Ova and Gumke voted aye. Motion carried.

General Revenue Fund, A & B BUSINESS INC $292.41;ALTRINGER, PATRICK P $1,241.79;BEYER, BRADLEY G $264.94;BUFFAL CITY RENTALS LLC $1,785.13;CDW GOVERNMENT INC $271.50;CENEX FLEETCARD - SO $2,998.32;CENTRAL BUSINESS SYSTEMS INC $274.37;CITY OF JAMESTOWN $2,500.00;CORELOGIC CENTRALIZED REFUNDS $6,597.75;DACOTAH PAPER CO $1,382.40;DAKOTA COMMUNICATION INC $980.00;DRONEN, DANA A $1,552.92;GACKLE AMBULANCE SERVICE $1,365.00;INNOVATIVE OFFICE SOLUTIONS, LLC $162.96;JABLONSKI, LYLE $676.09; JAMESTOWN AREA AMBULANCE $16,320.00;JAMESTOWN FIRE DEPT $3,000.00;JOHNSON MD,LARRY E $7,225.00;KLOSTERMAN-KLOSE DEBORAH $350.67;LANGUAGE LINE SERVICES $126.80;LERETA WELLS FARGO REAL ESTATE $399.27;MEDINA AMBULANCE SERVICE $9,690.00;MEDINA RESCUE SQUAD $3,366.00;MURPHY, JOHN W. $171.11;NATIONAL ASSOCIATION OF COUNTIES $450.00;ND ASSOCIATION OF COUNTIES $44,683.54;ND COUNTY COMMISSIONERS ASSOCIATION $1,650.00;ND COUNTY RECORDERS ASSOCIATION $200.00;NDACE $150.00;NETHING, DAVID $959.74;PFENNING, CLINT $701.34;QUILL CORPORATION $284.54;RIEBE, GROVER C JR $132.04;STUTSMAN CO TREASURER $6,727.27;STUTSMAN COUNTY FAIR - DD $45,000.00;TYLER TECHNOLOGIES INC $6,000.00;VISA EMS 1790 $31.95;WARNER, CHAD $29.00;WHITE,DANIEL $30.24;E 911 Phone System Fund, ELECTRONIC COMMUNICATIONS BISMARCK $1,700.00;EVERBRIDGE $9,000.00;

NATIONAL EMERGENCY NUMBER ASSOCIATION $284.00;ND 911 ASSOCIATION $75.00;ZUERCHER TECHNOLOGIES LLC $6,600.00;County Roads Fund, A & B BUSINESS INC $299.97;AMERIPRIDE SERVICES $460.21;CITY OF STREEETER $61.75;CLEVELAND CITY WATER & SEWER $95.70;MDU $161.54;MEDINA CITY AUDITOR $87.00;NAPA AUTO PARTS $521.71;ND ASSOCIATION OF COUNTIES $25,521.64;NORTHERN PLAINS ELECTRIC COOPERATIVE $292.00;NORTHWEST TIRE INC $7,943.34;OTTER TAIL POWER CO $916.35;POWER PLAN $221.36;SPIRITWOOD TOWNSHIP #51 - DD $1,440.00;STUTSMAN CO TREASURER $1,667.86;STUTSMAN RURAL WATER DISTRICT $58.41;Social Services Fund Total, $2,507.94;Weed Control Fund, ND ASSOCIATION OF COUNTIES $2,618.36;Veterans Service Fund, ND ASSOCIATION OF COUNTIES $160.91;VISA EMS 1790 $6.58; County Agent Fund, BARNES,ROBIN $116.00;GOODRIE,STEPHANIE $4.64;GOODRIE,STEPHANIE$2.08;GOODRIE,STEPHANIE $3.13;HARSTAD, ALICIA $117.16;ARSTAD,ALICIA $10.50;HARSTAD,ALICIA $54.52;HARSTAD,ALICIA $91.64;HARSTAD,ALICIA $54.52;ND ASSOCIATION OF COUNTIES $128.92;R&H MAINTENANCE $400.00;Drug Program Fund Total, $168.65;Courthouse Building Fund, NILL CONSTRUCTION $28,391.07;Information Technology Capital Fund, ELECTRONIC COMMUNICATIONS BISMARCK $1,700.00;County Hazardous Chemical Account $11.97;Job Incentive Fund, JAMESTOWN STUTSMAN DEVELOPMENT CORP $125,089.46;Wages, Tuesday, December 24, 2019 $627,265.96

At 9:20 a.m., a motion to adjourn the meeting was made by Gumke, seconded by Schwartz. Motion carried.

ATTEST:

Nicole Meland
Auditor/COO

Mark T. Klose
Commission Chairman