

## Official Proceedings of the Stutsman County Commission—January 17, 2023

At 3:30 p.m., Chairman Klose called the regular meeting of the Stutsman County Commission to order. Jerry Bergquist, Chad Wolsky, Joan Morris, and Mark Klose answered the roll call. Steven Cichos was absent.

Sarah Frohlich, Director, Jamestown Community Corrections, presented the 2023 contract. There were no changes to the contract from the previous year. The contract has been approved by the LEC Governing Board. A motion to approve the contract was made by Morris, seconded by Bergquist. Roll call vote: Bergquist, Wolsky, Morris and Klose voted aye. Motion carried.

Jamison Veil, Jamestown City Assessor, presented an abatement application for parcel 74-3810760, which was destroyed by a fire. The request is to change the value of the property from \$168,525 to \$64,121, which is the reduction for the eight months that the structure was not on the property. A motion to approve the abatement was made by Bergquist, seconded by Wolsky. Roll call vote: Wolsky, Morris, Klose, and Bergquist voted aye. Motion carried.

Tyler Perleberg, Tax Director, presented an abatement application for parcel 26-3244010 which was destroyed by fire. The request is to change the value of the property from \$243,300 to \$47,600. A motion to approve was made by Bergquist, seconded by Wolsky. Roll call vote: Morris, Klose, Bergquist, and Wolsky voted aye. Motion carried.

Maureen McGilvrey, Treasurer/Recorder, requested an increase on credit card limits for the Road Department and the Auditor's Office. A motion to approve the increase was made by Wolsky, seconded by Morris. Roll call vote: Klose, Bergquist, Wolsky, and Morris voted aye. Motion carried.

McGilvrey also requested approval for designation of depository for Bell Bank to move funds from Wells Fargo. A motion to approve made by Bergquist, seconded by Wolsky. Roll call vote: Bergquist, Wolsky, Morris, and Klose voted aye. Motion carried.

Jim Fettig, Maintenance Supervisor, requested approval to purchase four of the ten heat pumps that were approved for purchase during ARPA funds discussion in 2022. A motion to approve the purchase of four heat pumps was made by Bergquist, seconded by Wolsky. Roll call vote: Wolsky, Morris, Klose, and Bergquist voted aye. Motion carried.

Fettig also requested permission to work on a noise in the heat pump loop at the courthouse. A motion to approve repairs not to exceed \$7,500 was made by Bergquist, seconded by Wolsky. Roll call vote: Morris, Klose, Bergquist, and Wolsky voted aye. Motion carried.

Jim Wentland, Road Superintendent requested approval to lease a skid steer. He does not have enough funds in his budget to purchase a new skid steer. Wentland can lease a skid steer from Swanston's for a payment of \$28,982/year for 3 years through the municipal lease program. At the end of the lease there is a \$1.00 buyout. Wolsky visited extensively with both Wentland and Swanston's and stated that the equipment will have a two-year warranty, which can be extended for \$1,700 prior to expiration. Wolsky made a motion to request a quote from Central Sales for a lease option and, if the option was not less than Swanston's, to approve a 3-year lease with Swanston's in the amount of \$28,982 per year, seconded by Bergquist. Roll call vote Klose, Bergquist, Wolsky, and Morris voted aye. Motion carried.

Wentland also requested approval to purchase a new Cimline Melter, for \$55,300 and trade the old one for \$10,000. A motion to approve the request was made by Bergquist, seconded by Wolsky. Roll call vote: Bergquist, Wolsky, Morris, and Klose voted aye. Motion carried.

Jessica Alonge, Auditor/COO presented an asset forfeiture request in the amount of \$29,962 for the replacement of a second vehicle. A motion to approve the request was made by Morris, seconded by Bergquist. Roll call vote: Wolsky, Morris, Klose, and Bergquist voted aye. Motion carried.

Alonge also presented 2022 ARPA Budget Transfer Requests. A motion to approve the transfers was made by Wolsky, seconded by Morris. Roll call vote: Morris, Klose, Bergquist, and Wolsky voted aye. Motion carried.

At 4:20 p.m., the Commission recessed for the County Park Board meeting.

Official Proceedings of the Stutsman County Park Board— January 17, 2023

At 4:20 p.m., Chairman Klose called the regular meeting of the Stutsman County Park Board to order. Jerry Bergquist, Joan Morris, Mark Klose, Chad Wolsky, Robert Martin, and Merri Mooridian answered the roll call. Steven Cichos was absent.

Merri Mooridian presented a request for a prorated 2023 cabin lease. She purchased her cabin lot on January 6<sup>th</sup>, and the lease was due by December 31<sup>st</sup>. The total prorated amount is \$54.00 plus a \$100.00 late fee. A motion to accept payment of \$154.00 was made by Wolsky, seconded by Bergquist. Roll call vote: Klose, Martin, Bergquist, Wolsky, and Morris voted aye. Motion carried.

Karl Bergh, Park Superintendent, presented new 2023 camping rates. Alonge and Bergh spent several hours putting together information comparing campgrounds in neighboring areas and recommended going from \$25 to \$28 for RV spots, \$50 to \$55 for cabins, and leaving tent sites at \$15. Morris presented several calculations on camping fees based on campground improvements that have been made or are scheduled. A motion was made by Morris to increase camping fees for RV sites to \$30, cabins to \$55 and tent sites to \$15, seconded by Bergquist. Roll call vote: Martin, Mooridian, Bergquist, Wolsky, Morris, and Klose voted aye. Motion carried.

Bergh also requested the purchase of water heater for the Lakeside Campground bath house. He received a quote from Arctic Zone for \$10,500, and a verbal quote from Macke Plumbing and Heating for \$10,200. The labor will be done by Bergh and his staff, and a plumber will be hired to hook up the gas. A motion to purchase the water heater from Macke for \$10,200 was made by Mooridian, seconded by Bergquist. Roll call vote: Mooridian, Bergquist, Wolsky, Morris, Klose, and Martin voted aye. Motion carried.

Bergh requested the purchase of a Grasshopper lawn mower from Central Sales in the amount of \$19,400. He has \$19,000 in his budget for this purchase. It is a diesel mower with a rear discharge. He would take the old mower to auction because it will not be accepted as a trade. A motion to approve the purchase of the diesel mower was made by Martin, seconded by Mooridian. Roll call vote: Bergquist, Wolsky, Morris, Klose, Martin, and Mooridian voted aye. Motion carried.

Bergh presented the request to develop reservable tent sites at Lakeside Campground. He and his staff would build the areas up with sand and dirt to elevate them, put timbers around each site, have electricity

trenched in and put water at each site. He was quoted \$1.00/foot to trench it. He estimates the project to be \$2,000 at most. Bergh feels the improvements will draw in more tent campers because the sites will be reservable online, not just on a first come, first serve basis. A motion to approve the request was made by Wolsky, seconded by Martin. Motion carried.

Alonge presented continued discussion on 2023 grazing and hay land permits. She spoke with the Bureau and the county is able to put the permits for grazing and hay land out for bid, which is what she and Bergh would recommend. The current permit allows the lease holder to put up a fence and gives them 60 days to remove it prior to the termination of the lease, or forfeit all right, title and interest to the fencing. A motion to start the bidding process for grazing and hay land permits, with a minimum of \$25 per acre for pastureland and \$32 per acre for hay land, if allowable, for a term of 3 years, was made by Bergquist, seconded by Martin. Motion carried.

Alonge presented the 2023 dock permit discussion. In her conversation with the Bureau, it was agreed that only the section of the land agreement that would be applicable are the reservations and they do not contain any language regarding dock permits. Morris and Martin would like something in writing from the Bureau. A letter will be drafted to the Bureau, with the assistance of Morris and Martin, to be proofread by Mooridian, giving them a certain amount of time to respond in writing. If no response is given in that time frame the letter will be sent to congressional members and/or Senator Hoeven’s office.

A motion to approve payment of the monthly bills was made Martin, seconded by Wolsky. Roll call vote: Wolsky, Morris, Klose, Martin, Mooridian, and Bergquist voted aye. Motion carried.

| <b>County Park Fund</b>          |              |
|----------------------------------|--------------|
| ANDERSON BROS, INC               | \$525.00     |
| DAKOTA VALLEY ELECTRIC           | \$5.00       |
| DOI- BOR- REGION: MISSOURI BASIN | \$188,000.00 |
| GAHNER SANITATION SERVICE        | \$240.00     |
| HOME OF ECONOMY                  | \$28.88      |
| JOB SERVICE NORTH DAKOTA         | \$316.20     |
| JOB SERVICE NORTH DAKOTA         | \$55.80      |
| MONTPELIER CITY AUDITOR - DD     | \$400.00     |
| NAPA AUTO PARTS-PARK             | \$68.59      |
| STUTSMAN RURAL WATER DISTRICT    | \$161.69     |

At 5:31 p.m., a motion to adjourn the Park Board meeting was made by Bergquist, seconded by Morris. Motion carried.

At 5:31 p.m., the Commission meeting was called back to order.

A motion was made by Wolsky to approve the mid-month bills and taxable meals, seconded by Morris. Roll call vote: Morris, Klose, Bergquist, and Wolsky voted aye. Motion carried.

At 5:32 p.m., a motion was made by Bergquist to adjourn the meeting, seconded by Wolsky. Motion carried.

|       |                                      |             |   |              |
|-------|--------------------------------------|-------------|---|--------------|
|       | <b>General Revenue Fund</b>          |             | 10625 STUTSMAN CO TREASURER                 | \$925.20     |
| 10490 | ANDERSON, JACULINE                   | \$619.42    | STUTSMAN COUNTY FAIR - DD                   | \$43,330.00  |
| 10492 | ARTS CENTER,THE                      | \$2,166.00  | 10601 SUMMIT FOOD SERVICE, LLC              | \$12,671.62  |
| 10493 | ATTORNEY GENERAL OFFICE-1250         | \$2,723.00  | 10602 SWI FUNDS TOWER HOLDINGS, LLC         | \$229.13     |
| 10494 | BALCO UNIFORM CO INC                 | \$134.60    | 10603 TDS METROCOM                          | \$225.61     |
| 10495 | BARNES COUNTY AUDITOR                | \$40,960.16 | 10605 TDS METROCOM - SS                     | \$131.48     |
| 10496 | BARTZ, CHARLES & DEBORAH             | \$272.05    | 10607 THOMPSON, KIMBERLEE                   | \$887.49     |
| 10497 | BENNETT, KEVIN                       | \$289.40    | 10611 TWO RIVERS PRINTING                   | \$126.00     |
| 10498 | BERESFORD AND SCHARLAU, LLC          | \$256.81    | 10615 VAN BRUGGEN, JANET                    | \$100.00     |
| 10500 | BUDGET AUTO                          | \$248.50    | 10621 WILLIAMS, ARON                        | \$19.98      |
| 10502 | CDW GOVERNMENT INC                   | \$30,824.56 | 10623 ZW PROPERTIES LLC                     | \$171.06     |
| 10503 | CELASCHI, JUDI R                     | \$85.09     | 10512 DAKOTA CENTRAL TELECOMMUNICATIONS     | \$999.03     |
| 10504 | CENTRAL BUSINESS SYSTEMS INC         | \$172.07    | <b>E 911 Phone System Fund</b>              |              |
| 10505 | CENTRAL SALES                        | \$326.67    | 10519 EVERBRIDGE                            | \$9,270.00   |
| 10506 | CENTURYLINK                          | \$1,030.54  | 10544 JAMESTOWN COMMUNICATIONS INC          | \$14,714.25  |
| 10509 | CREATIVE ENERGY                      | \$200.35    | 10561 NATIONAL EMERGENCY NUMBER ASSOCIATION | \$147.00     |
| 10511 | DAKOTA CENTRAL TELECOMM              | \$641.67    | 10562 ND 911 ASSOCIATION                    | \$50.00      |
| 10514 | DALSTED & RYAN P C                   | \$38.00     | 10609 TRITECH SOFTWARE SYSTEMS              | \$7,640.33   |
| 10515 | DIRTY DIESEL SERVICE & REPAIR LLC    | \$5,325.67  | County Roads Fund                           |              |
| 10517 | ECOLAB PEST ELIMINATION DIV          | \$251.27    | 10491 ARAMARK                               | \$248.85     |
| 10523 | FETTIG, SONJA R                      | \$67.65     | 10501 BUTLER MACHINERY CO                   | \$144.16     |
| 10525 | FM TITLE                             | \$30.00     | 10508 CLEVELAND CITY WATER & SEWER          | \$101.70     |
| 10527 | FORUM COMMUNICATIONS COMPANY         | \$3,473.88  | 10520 FACTORY MOTOR PARTS CO                | \$450.00     |
| 10528 | FRONTIER PRECISION                   | \$667.63    | 10521 FARMERS UNION OIL CO-CENEX            | \$8,006.29   |
| 10529 | GACKLE AMBULANCE SERVICE             | \$1,392.00  | 10522 FASTENAL CO                           | \$355.92     |
| 10531 | GALLS, LLC                           | \$112.99    | 10524 FINANCIAL MANAGEMENT DIVISION         | \$1,400.21   |
| 10532 | GATE CITY BANK                       | \$3,365.06  | HARRINGTON, LEVI                            | \$107.50     |
| 10533 | GRAY, JEREMY                         | \$81.88     | 10536 HIGH PLAINS WATER                     | \$24.00      |
| 10534 | HANNES, REIKER                       | \$682.49    | JOB SERVICE NORTH DAKOTA                    | \$1,098.00   |
| 10535 | HEHR, AMY                            | \$52.50     | JOB SERVICE NORTH DAKOTA                    | \$1,032.00   |
| 10537 | HIGH POINT NETWORKS                  | \$2,120.00  | JOB SERVICE NORTH DAKOTA                    | \$704.00     |
| 10540 | INFORMATION TECHNOLOGY DEPT          | \$5,697.24  | JOB SERVICE NORTH DAKOTA                    | \$782.00     |
| 10542 | INTERSTATE ENGINEERING               | \$17,065.70 | KRAMLICH MICHAEL                            | \$278.13     |
| 10543 | JAMESTOWN AMBULANCE                  | \$16,646.40 | KRAMLICH, MYRON                             | \$176.25     |
| 10545 | JAMESTOWN COMMUNITY CORRECTIONS      | \$500.00    | 10553 LINDE GAS & EQUIPMENT                 | \$250.58     |
| 10546 | JAMESTOWN FIRE DEPT                  | \$3,000.00  | 10557 MENARDS - JAMESTOWN                   | \$104.45     |
| 10547 | JENSEN MARLYS E                      | \$80.87     | MONTPELIER CITY AUDITOR - DD                | \$58.00      |
|       | JOB SERVICE NORTH DAKOTA             | \$221.57    | 10558 NAPA AUTO PARTS                       | \$345.68     |
|       | JOB SERVICE NORTH DAKOTA             | -\$1.77     | 10563 ND ASSOCIATION OF COUNTY ENGINEERS    | \$275.00     |
| 10548 | KIRSCHENMANN FAMILY FARMS, INC.      | \$2,923.15  | 10568 NDACE                                 | \$150.00     |
| 10549 | L & M CONTRACTORS                    | \$450.00    | 10571 NORTH DAKOTA ONE CALL                 | \$23.40      |
| 10550 | LANGUAGE LINE SERVICES               | \$196.97    | 10575 NORTHWEST TIRE INC                    | \$11,529.71  |
| 10551 | LEAF                                 | \$129.55    | 10579 POWER PLAN                            | \$11,578.34  |
| 10552 | LERETA LLC                           | \$103.52    | 10585 RDO TRUCK CENTERS                     | \$301.44     |
| 10554 | MARQUART, ANDREW S                   | \$1,116.00  | 10592 S&R TRUCK PLAZA                       | \$120.95     |
| 10555 | MDU                                  | \$3,119.24  | 10594 SANFORD HEALTH OCCUPATIONAL MEDICINE  | \$75.00      |
| 10556 | MEDINA RESCUE SQUAD                  | \$3,433.00  | STREETER CITY AUDITOR - DD                  | \$103.75     |
| 10560 | NAPA AUTO PARTS-SHERIFF              | \$101.96    | 10604 TDS METROCOM - RD                     | \$1.09       |
| 10564 | ND COUNTY AUDITOR'S ASSOCIATION      | \$250.00    | 10608 TOWE, JEREMY W                        | \$84.38      |
| 10565 | ND COUNTY TREASURER'S ASSOCIATION    | \$250.00    | 10618 VINING OIL CO                         | \$2,512.32   |
| 10566 | ND EMERGENCY MANAGEMENT ASSOCIATION  | \$100.00    | 10619 WEST END HIDE & FUR                   | \$19.80      |
| 10567 | ND STATE RADIO COMMUNICATIONS        | \$1,920.00  | 10622 WM. D. SCEPANIAK, INC.                | \$287,300.00 |
| 10569 | NDCCAA                               | \$100.00    | Weed Control Fund                           |              |
| 10570 | NIELAND, WALTER                      | \$1,419.73  | JOB SERVICE NORTH DAKOTA                    | \$641.84     |
| 10572 | NORTHERN PLAINS ELECTRIC             | \$607.00    | <b>Historical Society</b>                   |              |
| 10573 | NORTHERN PLAINS ELECTRIC COOPERATIVE | \$470.10    | 10526 FORT SEWARD RECONSTRUCTION            | \$6,819.00   |
| 10574 | NORTHERN SAFETY TECHNOLOGY INC       | \$1,619.87  | 10599 STUTSMAN COUNTY MEMORIAL MUSEUM       | \$13,638.00  |
| 10576 | OTTER TAIL POWER CO                  | \$11,012.34 | <b>Veterans Service Fund</b>                |              |
| 10577 | OTTMAR & OTTMAR PC                   | \$20.00     | 10612 TYLER TECHNOLOGIES INC                | \$449.00     |
|       | PERLEBERG, CIARA                     | \$10.20     | <b>County Agent Fund</b>                    |              |
| 10578 | PHARMCHEM INC                        | \$660.45    | 10510 DACOTAH PAPER CO                      | \$238.59     |
| 10580 | PRESORT PLUS                         | \$4,932.49  | 10584 R&H MAINTENANCE                       | \$400.00     |
| 10581 | PRIMARY PRODUCTS COMPANY             | \$108.85    | 10587 RECYCLING CENTER OF NORTH DAKOTA, LLC | \$30.00      |
| 10582 | QUADIENT FINANCE USA, INC. - AUD     | \$39.00     | 10606 THE GRATEFUL PLATE                    | \$202.50     |
| 10583 | QUILL CORPORATION                    | \$108.25    | WOLFF, ASHLEY                               | \$135.59     |
| 10586 | RECORD KEEPERS                       | \$81.50     | WOLFF, ASHLEY                               | \$64.85      |
| 10588 | RHEM, FREDERICK                      | \$20.72     | <b>Human Service Zone Fund Total</b>        | \$1,266.11   |
| 10589 | ROMSDAL, JEFF                        | \$67.89     | <b>Commissary Fund</b>                      |              |
| 10590 | ROMSDAL, JEFFREY J                   | \$131.87    | 10610 TURNKEY CORRECTIONS                   | \$223.04     |
| 10591 | RUDOLPH, PAULA                       | \$23.62     | <b>Drug Program Fund Total</b>              | \$62,858.48  |
| 10593 | SALAMANDER TECHNOLOGIES, LLC         | \$3,510.00  | <b>Township Collections Fund</b>            |              |
| 10595 | SC CORRECTIONS                       | \$1,511.50  | 10626 STUTSMAN COUNTY AUDITOR               | \$75,891.26  |
|       | SCHAFFER, DIANNE                     | \$60.00     | 10627 STUTSMAN COUNTY AUDITOR               | \$3,000.00   |
| 10596 | STATE TAX COMMISSIONER               | \$1,175.34  |   |              |

ATTEST:

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Jessica Alonge  
Auditor/COO

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Mark T. Klose  
Commission Chairman