Official Proceedings of the Stutsman County Commission – February 2, 2016

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

Neys made a motion, seconded by Ova to approve the January 2016 minutes. Motion carried.

Jim Fettig, Maintenance Supervisor, received a bid for a contract with Jamestown Electric for $40.00 per hour with 10% mark-up on materials. The bid from Dakota Prairie Electric was $55.00 per hour with 10% mark-up on materials. Ova made a motion to award the bid to Jamestown Electric with Dakota Prairie Electric as the secondary, seconded by Marks. Roll call vote: Ova, Marks, Schwartz, Neys and Klose. Motion carried.

Fettig received bids for plumbing and heating from Arctic Zone Refrigeration and Bob's Plumbing and Heating Inc. The only official plumbing bid was Bob's Plumbing and Heating Inc. at a cost of $75.00 per hour at 10% mark-up on materials. Fettig did receive a bid from Arctic Zone Refrigeration, but they would only do heat work for Stutsman County for $70.00 per hour at 10% mark-up on materials. A motion was made by Schwartz to award the lowest bid to Arctic Zone Refrigeration for heating/refrigeration and Bob's Plumbing and Heating Inc. for plumbing, seconded by Marks. Roll call vote: Marks, Schwartz, Neys, Klose and Ova. Motion carried.

Howie Peuser, Maintenance Supervisor, discussed a contract with Trane for preventative maintenance on the air conditioning and heating units for the County buildings. The courthouse would be $670.00 per year, Law Enforcement Center at $980.00 per year and Social Services at $980.00 per year. Social Services' cost would be split with the Vet's Club. Trane costs are at $120.00 an hour and with the contract the cost would be $110.00 per hour. Schwartz made a motion for approval to contract with Trane, seconded by Neys. Roll call vote: Schwartz, Neys, Klose, Ova and Marks. Motion carried.

Peuser requested approval for out-of-state travel to a Trane Seminar for Howie, Garry, and Mark. The seminar is being held in St. Paul, Minnesota. A bus will be provided from Fargo to St. Paul. The three would only need to travel to Fargo at the expense of the County. All other expenses will be paid. Ova made a motion, seconded by Marks to approve the out-of-state travel. Motion carried.

Klose inquired about fixing the front steps of the courthouse. Fettig indicated it is in the budget.

Connie Ova, JSDC requested subordination of and SBA loan for Eldermark. Eldermark provides computer software and training for senior care facilities. Currently 12 people are employed in Jamestown and an additional 12 employees are employed in Fargo, ND. Eldermark would like to expand by hiring more employees and adding on to their current building or finding a bigger location. Eldermark currently owes the Jamestown/Stutsman Development Corporation $70,000.00, which is being paid back in part by the New Jobs Training Fund. The New Jobs Credit from ND state income tax withholding is applied toward the loan, with any excess due by Craig and Isa Patnode. JSDC has personal guarantees from Craig and his wife and a first mortgage on a home in Colorado, so JSDC is very well secured. Eldermark is up-to-date with their payments and they are very prompt with paying JSDC. The request was already been approved by the JSDC board. Schwartz made a motion to approve Connie Ova's request to subordinate funds for Eldermark, seconded by Marks. Motion carried.

Mickey Nenow, County Highway Superintendent, presented his monthly report. The Road Department is

currently maintaining equipment in their shop. Some walls are being installed in the shops in the Montpelier and Woodworth area for bathrooms and such.

Casey Bradley, COO/Auditor, gave a status update on the 2016 Road Project Funding. A notice was received with the projections and revised estimates for highway funding and state aid. In 2015, Stutsman County received $1,959,170.00 for highway funding. The revised estimate is $1,654,456.00. The new revised estimate is 20% below what was originally certified to Stutsman County during budgets. This percentage is 18% below last years numbers. The County is looking at a $357,000.00 short fall in state aid funding and a $304,705.00 short fall in highway funding. The project funding from House Bill 1176 will have a minimum 4.05% cut, which will affect the projects the County has ready to go for bid. We would see a minimum of $151,527.00 being cut from those projects. The bid estimates are based on last year's oil prices and bids have been coming in lower. If bids come in higher, the projects may have to be re-evaluated.

Nenow would like to advertise for three shops. One would be located in Kensal and one in Medina. The third would be a cold storage building in Jamestown. These three shops are in the budget. A motion to allow Mickey to advertise for the three shops was made by Schwartz, seconded by Ova. Motion carried.

Ypsilanti Bridge has three bid options for 2016. The first option was recommended. This option consists of a 162 ft. three span bridge with 27" concrete box beams and approximately 400 ft. of road North and South of proposed bridge. The second option consists of a 142 ft. three span bridge with 21" concrete box beams and approximately 400 ft. of road North and South of proposed bridge. The third option consists of a 150 ft. two span bridge with 39" concrete box beams and approximately 400 ft. of road North and South of proposed bridge. The first option would have the biggest channel of 40 ft. and a longer bridge. With the bigger channel there is less of an issue with debris getting stuck and lower maintenance costs in the long term. The DOT concurred that option one is justifiable. Interstate Engineering estimated $1.165 million and the County originally estimated at $1.2 million. This is a Federal project and would be paid 80/20. The 20% from the County is in the budget. The preliminary design for this project was done in 2010. A motion was made by Schwartz for option one, with the 40 ft. channel, seconded by Marks. Motion carried.

Fritz Fremgen, State's Attorney, presented his monthly report. A couple of big cases were settled last month; some of which included: two AA Felonies, two rape cases and an old stabbing case.

Linda Chadduck, Deputy Auditor/Recorder, requested permission to allow Jessica Sherman to perform marriages. Sherman is coming to the end of her six month probationary period and Chadduck would like her to be able to perform marriages in the Recorder's office. A motion was made by Neys, and seconded by Ova for Jessica Sherman to perform marriages. Motion carried.

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

	General Revenue Fund		72186	VISA SCCC 1949	$979.72
72075	ANWILER,CINDY	$12.98	72187	VISA SO 1840	$2,297.49
72077	BALCO UNIFORM CO INC	$54.98	72190	WALMART COMMUNITY BRC SCCC	$78.59
72078	BECK,ROBERT	$38.64	72191	WEX BANK	$26.86
	BERGQUIST,JERRY	$192.24	72192	WILHELM CHEVROLET BUICK GMC	$65.87
72079	BOB BARKER CO	$574.13	72193	ZUERCHER TECHNOLOGIES LLC	$225.00

72080	BOND,CARLA	$57.50	72206	STUTSMAN COUNTY AUDITOR	$564.93
72081	BROWN & SAENGER	$720.59		County Roads Fund	
72085	CARPENTER LAW OFFICES	$884.00	72074	A & B BUSINESS INC	$204.88
72086	CASS COUNTY TREASURER	$7,161.00	72082	BUFFALO CITY DIESEL	$289.50
72087	CBM FOOD SERVICE	$6,915.12		BUSKNESS,JOHN O	$281.88
72088	CDW GOVERNMENT INC	$21.70	72083	BUTLER MACHINERY CO	$187.93
72089	CENEX FLEETCARD	$2,164.08	72102	FACTORY MOTOR PARTS CO	$324.13
72090	CENTRAL BUSINESS SYSTEMS INC	$72.60	72103	FASTENAL CO	$9.25
72091	CENTURYLINK	$1,344.47	72113	HOME OF ECONOMY	$84.80
72092	COLE PAPERS INC	$925.02	72116	JAMESTOWN CITY AUDITOR	$14.10
72093	COMMUNITY CORRECTION PROGRAM	$510.00	72118	JAMESTOWN ELECTRIC	$1,765.53
72094	CORELOGIC REAL ESTATE TAX SERVICE	$6,510.67	72123	JOB SERVICE NORTH DAKOTA	-$62.05
72096	DACOTAH PAPER CO	$330.08	72128	LLOYDS MOTORS	$72.40
72097	DALSTED & RYAN P C	$940.50	72129	MAC'S	$14.64
72098	DESIGNER CARE CO, LTD	$3,620.00	72130	MAC'S INC	$100.93
72099	DIAMOND DRUGS INC	$30.48	72131	MACKKE PLUMBING AND HEATING	$451.00
72100	DUNWOODY,EUGENE & TEYA	$308.79	72133	MARG'S HANDY WORK	$70.00
	FETTIG,JAMES D	$108.00	72135	MDU	$363.81
72104	FIRST DAKOTA TITLE	$73.80	72136	MENARDS - JAMESTOWN	$2,155.00
72105	FREYMARK,CHRISTOPHER L	$154.25	72138	NAPA AUTO PARTS	$515.57
72107	GREG'S LAUNDRY EQUIP SERVICE	$260.53	72140	ND DEPT OF TRANSPORTATION	$1,412.32
72109	HANSON TIRE SERVICE	$1,500.80	72152	NORTH DAKOTA ONE CALL	$5.50
72113	HOME OF ECONOMY	$14.98	72153	NORTHERN PLAINS ELECTRIC	$505.00
72115	J & L SERVICE	$51.50	72154	O'REILLY AUTOMOTIVE INC	$14.87
72116	JAMESTOWN CITY AUDITOR	$2,289.07	72155	OTTER TAIL POWER CO	$65.08
72117	JAMESTOWN CITY BALER	$9.83	72158	PRODUCTIVITY PLUS ACCOUNT	$47.00
72118	JAMESTOWN ELECTRIC	$877.00	72163	RM STOUDT INC	$52.23
72119	JAMESTOWN PLUMBING & HEATING	$340.38	72164	SAFETY KLEEN CORP	$251.54
72122	JETSTREAM CAR WASH	$445.52		SPIRITWOOD TOWNSHIP #51	$497.50
72123	JOB SERVICE NORTH DAKOTA	-$17.59	72174	STUTSMAN RURAL WATER DISTRICT	$60.89
72125	KLEIN McCARTHY ARCHITECTS	$3,657.69	72189	WALMART COMMUNITY BRC RD	$75.33
	LANDSCOOT,MIKE	$51.75	72192	WILHELM CHEVROLET BUICK GMC	$18.53
72127	LEE,DANIEL R & CHERYL R	$1,111.63	72206	STUTSMAN COUNTY AUDITOR	$1,433.68
72132	MAILFINANCE	$931.74		Unorganized Township Roads Fund	
72134	MARQUART,ANDREW S	$1,446.30	72144	ND TOWNSHIP OFFICERS ASSOCIATION	$250.00
72135	MDU	$3,737.21		Social Services Fund Total	$44,610.50
72139	ND ASSOCIATION OF COUNTIES	$600.00		Veterans Service Fund	
72142	ND HOUSING FINANCE AGENCY	$662.31	72091	CENTURYLINK	$16.16
72143	ND SHERIFFS & DEPUTIES ASSOCIATION	$100.00		County Agent Fund	
72148	NDCCAA	$100.00	72081	BROWN & SAENGER	$63.99
72153	NORTHERN PLAINS ELECTRIC	$189.00	72110	HARSTAD,ALICIA	$338.74
72159	QUILL CORPORATION	$337.85	72112	HIGH PLAINS WATER	$16.00
72160	RECORD KEEPERS	$33.00	72116	JAMESTOWN CITY AUDITOR	$17.10
72161	REDWOOD BIOTECH INC	$9.00	72145	NDAAEA	$75.00
72162	RELIANCE TELEPHONE	$42.00	72151	NDSU AG COMMUNICATION	$240.00
72163	RM STOUDT INC	$180.37	72185	VISA EXT 3424	$104.88
72166	SCHNEIDER,PAUL	$100.72		Commissary Fund	
72168	SPC SECURITY	$286.00	72084	CABLE SERVICES	$47.31
72169	STEARNS LENDING	$5.98	72137	NAGEL,ANDRIA	$3.60
72170	STEWART TITLE GUARANTY COMPANY	$43.26	72179	TURNKEY CORRECTIONS	$66.80
72171	STOLTENBURG,HARLEY & LUELLA	$1,235.12		Drug Program Fund Total	$40.40
72173	STUTSMAN COUNTY AUDITOR	$2,400.00		Courthouse Building Fund	
72176	TRACTOR SUPPLY CREDIT PLAN	$22.96	72118	JAMESTOWN ELECTRIC	$6,236.28
72177	TRANE U.S. INC	$352.07	72157	PROBUILD	$30.14
72178	TRAUTMAN,DARLENE	$760.22		Courthouse Building Fund	
72180	TY'S APPLIANCE REPAIR	$169.42	72167	SCHUBERT'S CARPET ONE	$4,939.55
	VANDEVELDE,SARAH	$108.00		Game and Fish Fund	
	VEIL,JAMISON	$141.48	72141	ND GAME & FISH DEPARTMENT	$133,605.00
72181	VERIZON WIRELESS	$940.36		Job Incentive Fund	
72183	VILLAGE FAMILY SERVICE CENTER	$175.00	72120	JAMESTOWN STUTSMAN	$16,119.91
72184	VISA AUD 1683	$1,420.00		DEVELOPMENT CORP	
				FEMA	$29,386.10

At 4:35 p.m., the Stutsman County Commission Meeting recessed for the County Park Board Meeting.

Official Proceedings of the Stutsman County Park Board – February 2, 2016

At 4:45p.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 Houge to approve the minutes of the January 2016 meeting. Motion Carried.

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

	County Park Fund		72197	LIPPERT,MARJORIE	$100.00
72076	AT&T MOBILITY	$44.53	72198	McDONALD,TERRY	$100.00
72091	CENTURYLINK	$189.97	72199	MOORIDIAN,MARY	$100.00
72123	JOB SERVICE NORTH DAKOTA	$1,031.40	72200	RM STOUDT	$100.00
72153	NORTHERN PLAINS ELECTRIC	$1,176.55	72201	SCHMEICHEL BROTHERS DEVELOPMENT PROPERTY	$100.00
72174	STUTSMAN RURAL WATER DISTRICT	$119.00	72202	STOUDT,CASEY	$100.00
72194	DR STEVEN W LOOYSEN	$100.00	72203	STROMBERG,BRYAN	$100.00
72195	KRAFT,GARY	$100.00	72204	VAN RAY,KENT	$100.00
72196	KRAPP,OREN OR CONNIE	$100.00			

Larry Kuntz, Bureau of Reclamation, presented the 2016 cabin permit rates. Year-round cabin rates are set at $6,700.00. Seasonal cabin rates are set at $3,650.00. Kuntz stated that these rates are set in stone based on the market rent survey. Other reservoirs have been surveyed and appraised in North Dakota, South Dakota, and Wyoming. All rates for the reservoirs surveyed have gone up significantly. Comparables were made between similar areas such as Spiritwood Lake, Lake Ashtabula, and other areas around North Dakota. Sales data was given at one point to the Bureau from Tyler Perleberg, Tax Director. Commissioner Schwartz indicated that the rates seemed excessive and would like the Bureau to re-evaluate the numbers. Kuntz indicated the commission could request to phase in the rates over a period of time by sending a proposal to the Bureau to review. Kuntz was informed that these rates were non-negotiable and they would be in effect for the billing season of 2017; meaning payments would be due December of 2016. Patience Hurley, Public Affairs Office for the Bureau of Reclamation, was present. Valuations were done through the Office of Valuation Services. Physical land is the only item being valued, not lot by lot. Improvements to the land are not valued. The last valuation was completed in 1999 and the last rate increase was 2012 for the 2013 season which was tied to the land index. The rates were not indexed for the last three years. In five years, the land will be re-evaluated. Hurley stated the cabin owners do retain the option of having another valuation done at their own expense but the appraiser and method must be approved by Reclamation ahead of time. Schwartz made a motion to send a letter to the Bureau requesting them to re-evaluate the appraisal and if these rates are set that they be phased-in up to 5 years, seconded by Marks. Motion carried.

Cabin owners requested a copy of the appraisal from Kuntz and Hurley, who said the owners could FOIA (Freedom of Information Act) the request. The type of appraisal used for North Dakota was a land index developed by the Denver Reclamation office that was then adjusted by the Office of Valuation Services. An over-view of the appraisal was given to the commissioners, but not the full appraisal. Cabin owners were informed that the only way the new rates will change is if another appraisal is done, which would not be done at the government's expense. The option to spread out the increase is negotiable, but the

rates are not negotiable and will be implemented unless another appraisal is approved by the Bureau.

Casey Bradley requested to extend the 2016 Cabin Permit Fee deadline. The county sends out notices to the cabin owners for their permit fees but the notices are not a requirement. Owners are required to pay by December 31 and a $100.00 late fee is applied to the bill after that date. Over 100 notices were mailed out and a number were lost in the mail. Bradley asked to extend this year's deadline to January 31, 2016, and waive the late fee. Bradley also asked for permission to mandate the use of e-mail for cabin reminders along with a letter being sent in order to avoid this issue in the future. Neys mentioned that the Postmaster may reimburse the County for the certified letters they needed to send out if we explain the situation to them. Lyndsey Michel, Accounts/Property Coordinator, has documentation of all the certified letters that were sent out. Houge made a motion to waive the late fee for those who paid before January 31, 2016, and grant permission to send out e-mails to cabin owners as a reminder, seconded by Woodward. Motion carried.

Dennis Lorenz, Park Superintendent, presented his monthly report. Lorenz informed the commissioners the Game & Fish Application for the vault toilet at Parkhurst was sent in.

Neys would like softer sand hauled in for the volleyball net at Parkhurst and some on the beach as well. The sand would cost $1.00 per yard and the Road Department could do the hauling. Neys figures about 1,000 yards would be the amount needed. Neys made a motion to start with 60 yards of soft sand, hauled by the Road Department, seconded by Schwartz. Motion carried.

At 5:32 p.m., a motion to adjourn the Stutsman County Park Board meeting was made by Ova, seconded by Houge. Motion Carried.

At 5:33 p.m., a motion to adjourn was made by Schwartz, seconded by Neys. Motion carried.

ATTEST:

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Casey Bradley
Auditor/COO

Mark T. Klose
Commission Chairman