Official Proceeding of the Stutsman County Commission – February 5, 2019

At 4:00 p.m., Chairman Klose called the regular meeting of the Stutsman County Commission to order. David Schwartz, Steven Cichos, and Mark Klose answered the roll call. Dennis Ova and Ramone Gumke were absent.

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

Chairman Klose presented 2018 Stutsman County Service Awards.

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

Mickey Nenow, Road Superintendent, presented his monthly report. Winter maintenance is being done, as well as plowing snow.

Commissioner Cichos inquired how holiday and overtime pay works for road department employees.

A request to advertise for 2019 chip sealing was made by Nenow. We would be completing approximately 19.5 miles of chip seal. This expense has been built into the budget. Schwartz made a motion to approve the request, seconded by Cichos. Motion carried.

Nenow requested to purchase a service truck and pickup. The service truck and pickup purchase were budgeted for this year. Nenow is looking at a 2015 Dodge service truck out of Dickinson, ND for $27,500.00. The pickup would be from the Sheriff's Office for $18,000.00. Authorization was made, pending Nenow's approval of the service truck, by Schwartz, seconded by Cichos. Roll call vote: Schwartz, Cichos and Klose voted aye. Motion carried.

A request to advertise for gravel crushing was made by Nenow. It has been difficult for contractors to quote out pits. In previous years, the County had advertised with the pits to be determined. Nenow mentioned having a change in the process and having the bidders know the locations of the pits before placing a bid. There is no guarantee of gravel in the pits the County is finding. The pits are becoming depleted and running out of gravel. Chairman Klose would like the road department to review some of the pits to give bidders an idea of how to quote. Discussion tabled until future meeting.

Jim Fettig, Courthouse Maintenance Supervisor, presented the electrical bids. Fettig requested acceptance of all three bids from Jamestown Electric, Curtis Electric and Scott's Electric. Cichos made a motion to accept all three bids, seconded by Schwartz. Roll call vote: Cichos, Klose and Schwartz voted aye. Motion carried.

Fettig presented the plumbing bids from Arctic Zone Refrigeration and Joe Mechanical. A motion to accept both bids as presented was made by Schwartz, seconded by Cichos. Roll call vote: Klose, Schwartz and Cichos voted aye. Motion carried.

The Trane contract has gone up 6%. The total contract bid is $5,135.00. Schwartz made a motion, seconded by Cichos, to accept the bid from Trane. Roll call vote: Schwartz, Cichos and Klose voted aye. Motion carried.

Corry Shevlin, JSDC, presented a change in policy and a request for 2019 FlexPACE program funding. Cichos made a motion to approve the change and accept the request, seconded by Schwartz. Roll call vote: Cichos, Klose and Schwartz voted aye. Motion carried.

Shevlin requested reimbursement for the 2018 Real Estate tax special assessments. This reimbursement would be for the Spiritwood property. Schwartz made a motion, seconded by Cichos, to approve the reimbursement. Roll call vote: Klose, Schwartz and Cichos voted aye. Motion carried.

A requested reimbursement for the 2018 CED loss was made my Shevlin. The chamber pays 18% of the lease with JSDC. Schwartz made a motion to approve the request, seconded by Cichos. Roll call vote: Cichos. Schwartz, Cichos and Klose voted aye. Motion carried.

Nicole Meland, Auditor/COO, presented a 2018 agency request review completed by Jamestown Tourism for the Frontier Village, Stutsman County Museum and the Arts Center. The funding they request from the County annually is in line with the expenditures they request it for. A motion to pay the 2019 agency request was made by Cichos, seconded by Schwartz. Roll call vote: Cichos, Klose and Schwartz voted aye. Motion carried.

A James River Valley Library Board appointment was presented by Meland. Lynn Krueger was the only applicant. Krueger is currently on the board. Schwartz made a motion to re-appoint Lynn Krueger, seconded by Schwartz.

Joe Rector, Director of James River Valley Library System, contacted Meland regarding the County designee for the Library. Previous commissioner Dale Marks was the County designee and is still attending the library board meetings and voting. Commissioner Ramone Gumke was the commission's appointee to take over that position. Marks would have to apply for an open position.

Meland requested approval of sale for parcel number 72-1100300. Schwartz made a motion to approve the request, seconded by Cichos. Motion carried.

The 2018 year-end transfers were presented by Meland. A motion to approve the transfers was made by Schwartz, seconded by Cichos. Motion carried.

Meland presented the 2018 budget adjustments. Cichos made a motion, seconded by Schwartz, to approve the adjustments. Motion carried.

Official Proceedings of the Stutsman County Park Board – February 5, 2019

At 4:50 p.m., Chairman Klose called the meeting to order. David Schwartz, Steven Cichos, Mark Klose, Jason Houge and Joan Morris answered the roll call. Dennis Ova and Ramone Gumke were absent.

Houge made a motion to approve the January 2019 minutes, seconded by Schwartz. Motion carried.

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

	County Park Fund		490	NDSU DEPT 7680 - SOIL TESTING LABORATORY	$68.40
417	AUTO DETAILING PLUS	$100.00	502	PRAXAIR DISTRIBUTION INC	$39.66
	JOB SERVICE NORTH DAKOTA	$1,472.24	523	STUTSMAN RURAL WATER DISTRICT	$134.60
472	MCKAY, RICHARD	$100.00	535	VISA AUD 1683	$76.59
480	NAPA AUTO PARTS-PARK	$20.98			

Karl Bergh, Park Superintendent, presented his monthly report. Bergh is currently assisting Alonge and Meland with preparing the Lakeside Campground website.

Bergh requested permission to advertise for campground hosts at Lakeside and Parkhurst. Advertising would be done locally at first. Bergh feels a presence would stabilize some things out there. The position would be unpaid but would include a host spot. Hosts would be present Friday afternoon through Sunday afternoon. Schwartz made a motion to approve the request to advertise at both locations, seconded by Houge. Motion carried.

A request to advertise for sanitation bids was made by Bergh. This contract would be annual. Schwartz made a motion, seconded by Morris, to approve the request. Motion carried.

Permission to advertise for hay land rental and/or lease was made by Bergh. Cichos made a motion, seconded by Houge, to approve the request once acreage information is obtained. Motion carried.

Cichos was contacted by Mike Kesler, previous owner of Lakeside Marina, and mentioned the locks were changed on the marina building. Kesler should contact Bergh if he needs access to the building.

A lease review for the Jamestown reservoir building was discussed. The Campground Committee met to discuss fees. Fees were presented by Meland. Houge made a motion to approve the lease, contingent on the electric fee being negotiable, seconded by Schwartz. Motion carried.

Meland requested permission to advertise for the Jamestown Reservoir Marina building lease. Schwartz made a motion to approve the request, seconded by Houge. Motion carried.

Cichos made a motion to approve the presented cabin site permit renewals, seconded by Schwartz. Motion carried.

Dean Alber spoke on behalf of The D.A.K. at Pelican Point regarding concessionaire payments to the County and provided the board a ten-page report of concerns.

At 5:43 p.m., a motion to adjourn the meeting was made by Houge, seconded by Schwartz. Motion carried.

At 5:43 p.m., the Commission meeting was called back to order.

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

	General Revenue Fund		546	WEST CENTRAL REGIONAL JUVENILE CENTER	$121.86
414	ANDRES, ASHLEY N	$5.85	548	WILHELM CHEVROLET BUICK GMC	$353.00
415	ANWILER, CINDY K	$26.80		**E 911 Phone System Fund**	
416	ARCTIC ZONE REFRIGERATION	$232.92	445	EVERBRIDGE	$9,000.00
	AUNE, SARA	$464.00		FRANKLIN, KIMBERLY	$128.82
	AUNE, SARA	$420.00	504	QUALITY INN BISMARCK	$84.60
418	BALAK JR., FRANKLIN J	$116.00	533	VERIZON WIRELESS	$52.30
419	BALCO UNIFORM CO INC	$11,300.00		**County Roads Fund**	
421	BEHAVIORAL INTERVENTIONS	$244.80	413	3D SPECIALTIES INC	$252.44
423	BOB BARKER CO	$1,245.81	422	BLUE TARP FINANCIAL, INC.	$6.10
	BOND,JOSHUA	$254.04	424	BROCK WHITE COMPANY LLC	$12,648.00
426	BUILDERS FIRSTSOURCE	$30.97	425	BUFFALO CITY DIESEL	$74.85
429	CARLSON, GERALD	$25.00	427	BUTLER MACHINERY CO	$1,182.79
430	CBM FOOD SERVICE	$14,725.56	435	CITY OF MONTPELIER	$55.00
431	CDW GOVERNMENT INC	$4,506.39	436	CITY OF STREEETER	$61.75
432	CENEX FLEETCARD	$2,348.73	437	CLEVELAND CITY WATER & SEWER	$95.70
433	CENTRAL BUSINESS SYSTEMS INC	$55.50	439	CREATIVE ENERGY	$683.96
434	CENTURYLINK	$293.48	446	FACTORY MOTOR PARTS CO	$110.91
440	DACOTAH PAPER CO	$499.39	448	FASTENAL CO	$78.99
441	DALE, MILLER	$28.00	449	FINANCIAL MANAGEMENT DIVISION	$561.19
442	DRIVERS LICENSE GUIDE COMPANY	$29.95	450	FLEETPRIDE	$3,144.36
444	ERICKSON, GAIL	$1,767.46	461	INTERSTATE ENGINEERING	$9,174.90
447	FARM & HOME PUBLISHERS INC	$517.65	462	JAMESTOWN CITY WATER	$98.50
451	FREELAND, JAMES K	$297.77		JOB SERVICE NORTH DAKOTA	$3,277.00
452	GALLS, LLC	$119.98	465	JOHN DEERE FINANCIAL	$1,421.85
	GENTER, COREY	$212.28		KOBLE,RON	$129.34
453	GERMUNDSON, CORY	$146.86		KRAMLICH MICHAEL	$389.76
454	GIS WORKSHOP	$6,720.00	474	MDU	$1,515.17
455	GOVERNMENT FINANCE OFFICERS ASSOCIATION	$225.00	476	MEDINA CITY AUDITOR	$71.35
456	GRAYBAR	$746.88	477	MENARDS - JAMESTOWN	$761.67
457	HARDING, NICHOLAS	$137.68	479	NAPA AUTO PARTS	$1,365.25
	HARTMAN, JESSICA	$34.80	481	ND ASSOCIATION OF COUNTY ENGINEERS	$200.00
	HARTMAN, JESSICA	$34.80	486	NDACE	$150.00
458	HOLZWORTH, MERCEDEZ	$154.50	496	NORTH DAKOTA ONE CALL	$21.60
460	INNOVATIVE OFFICE SOLUTIONS, LLC	$55.96	499	OTTER TAIL POWER CO	$1,484.72
462	JAMESTOWN CITY WATER	$2,015.24	505	QUALITY SERVICE & REPAIR	$8.76
464	JETSTREAM CAR WASH	$405.65	514	SAFETY KLEEN CORP	$362.09
	JOB SERVICE NORTH DAKOTA	$371.43	519	STREETER COOP OIL	$1,513.84
466	LANGUAGE LINE SERVICES	$29.57	522	STUTSMAN COUNTY GLASS	$500.00
467	LAUTT, JOSHUA	$26.00	523	STUTSMAN RURAL WATER DISTRICT	$62.04
468	LEESON, STEPHEN	$437.52	526	TOWE, JEREMY W	$182.70
469	MAILFINANCE	$913.95	534	VINING OIL CO	$14,696.22
470	MARQUART,ANDREW S	$4,329.00	537	VISA RD 1766	$730.58
471	MCGREGOR, RICHARD	$1,773.14	541	WALMART COMMUNITY BRC RD	$169.45
473	MCKESSON MEDICAL SURGICAL	$966.36	547	WEST END HIDE & FUR	$161.94
474	MDU	$4,570.38	549	WILLEYS SEPTIC TANK SERVICE	$100.00
475	MEDICINE SHOPPE	$576.21	550	WOODWORTH FARMERS GRAIN CO	$364.50
478	MEYER, JOHN	$6.60		**Social Services Fund Total**	$110,730.80
	ND ASSOCIATION OF COUNTIES - DD	$600.00		**Weed Control Fund**	
483	ND HOUSING FINANCE AGENCY	$520.65	420	BARNICK, DAVE	$104.40
484	ND SHERIFFS & DEPUTIES ASSOCIATION	$500.00		DEUTSCHER,DAVID	$38.28
485	ND STATE RADIO COMMUNICATIONS	$480.00		JOB SERVICE NORTH DAKOTA	$2,635.50

412	ND STATE TAX COMMISSIONER	$731.97		KLOSE,MARK	$104.40
489	NDCCAA	$100.00		LEES,KIM	$121.80
492	NELSON INTERNATIONAL	$2,857.92		MANSON,RONALD	$140.40
493	NETWORK CENTER COMMUNICATIONS	$1,764.00		MARTIN,BOB	$104.40
494	NEWMAN SIGNS	$600.00	499	OTTER TAIL POWER CO	$99.87
495	NIX, JOEY	$25.00	508	RAMADA BISMARCK HOTEL	$930.60
	NWOGA, JOSEPH	$140.50	552	STUTSMAN COUNTY AUDITOR	$54.51
500	PEACE OFFICER STANDARDS AND TRAINING BOA	$45.00		**County Agent Fund**	
501	PHARMCHEM INC	$742.30		HARSTAD,ALICIA	$100.00
506	QUILL CORPORATION	$77.97	460	INNOVATIVE OFFICE SOLUTIONS, LLC	$31.06
509	RECORD KEEPERS	$16.00	491	NDSU EXTENSION SERVICE	$26,210.50
510	RECYCLING CENTER OF NORTH DAKOTA, LLC	$181.00	507	R&H MAINTENANCE	$400.00
512	REDWOOD TOXICOLOGY LABORATORY INC	$30.80		**Camping Fee Fund**	
513	RM STOUDT INC	$687.63	520	STUTSMAN CO PARK	$361.00
	SCHAFFER,DIANNE	$50.00		THE DAK	$1,444.00
515	SCHUSTER, BRIGITTE	$308.48		**Commissary Fund**	
516	SCHWANZ, JARED	$73.50	428	CABLE SERVICES	$47.31
	SIMS,DANA	$185.28	530	TURNKEY CORRECTIONS	$198.01
	SIMS,DANA	$196.50	542	WALMART COMMUNITY BRC SCCC	$91.43
517	SPITZER, LUCAS P	$636.57		**Courthouse Building Fund**	
518	STEIN'S INC	$58.52	497	NORTHLAND WINDOW & DOOR LLC	$3,300.00
525	THE BLUE CELL, LLC	$2,850.00	528	TRIANGLE ELECTRIC, INC.	$5,344.00
527	TRANE U.S. INC	$1,529.64		**County Correctional Center Construction Fund**	
530	TURNKEY CORRECTIONS	$353.00	528	TRIANGLE ELECTRIC, INC.	$5,344.00
531	TWO RIVERS PRINTING	$1,044.70		**Information Technology Capital Fund**	
532	TYLER TECHNOLOGIES INC	$6,000.00	431	CDW GOVERNMENT INC	$512.90
533	VERIZON WIRELESS	$1,332.52		**Document Preservation Fund**	
535	VISA AUD 1683	$1,145.49	487	NDACO RESOURCE GRP	$126.00
536	VISA EMS 1790	$16.78	532	TYLER TECHNOLOGIES INC	$833.00
538	VISA SCCC 1949	$1,322.06		**Road & Bridge Building Fund**	
539	VISA SO 1840	$881.29	553	CHARBONNEAU MOTORS	$27,500.00
542	WALMART COMMUNITY BRC SCCC	$23.64		**Job Incentive Fund**	
543	WEISSER, LEONA H	$32.20	463	JAMESTOWN STUTSMAN DEVELOPMENT CORP	$16,772.12
544	WELLS FARGO REAL ESTATE TAX SERVICES LLC	$4,090.47		**Wages**	
545	WENZEL'S LOCK & KEY	$41.22		Friday, January 25, 2019	$589,588.52

At 5:44 p.m., Cichos made a motion to adjourn, seconded by Schwartz. Motion carried.

ATTEST:

Nicole Meland
Auditor/COO

Mark T. Klose
Commission Chairman