Official Proceedings of the Stutsman County Commission – February 6, 2018

At 4:00 p.m., Chairman Mark Klose called the regular meeting of the Stutsman County Commission to order. Dale Marks, David Schwartz, Craig Neys and Mark Klose answered the roll call. Dennis Ova was absent.

A motion to approve the minutes of the January 2018 meetings was made by Schwartz, seconded by Neys. Motion carried.

The Honorable Daniel Narum spoke to the board with reference to courtroom security. The judges are asking for courtroom security during master calendar days. Master calendar is held three days per week. The Sheriff is required to provide court security under century code. Sheriff Kaiser would like to hire a full-time employee to address the issue. The cost of an employee would be around $70-75,000.00 which would not include equipment. Sheriff Kaiser would like to open the job internally and implement security as soon as possible.

Jim Fettig, Courthouse Maintenance Supervisor, presented quotes for the three electrical bids he received. Marks made a motion, seconded by Neys to award the quotes to Scott's Electric, Curtis Electric and Magnum Electric. Motion carried.

Fettig received two plumbing, heating and air conditioning bids. A motion was made to approve contracts with both Arneson Plumbing Heating and AC and Artic Zone Refrigeration by Schwartz, seconded by Marks, Motion carried.

A Trane renewal contract was presented by Fettig and Howie Pueser, LEC Maintenance Supervisor. A one year contract with the courthouse would be $1,745.00, LEC would be $2,080.00 and Social Services would be $1,060.00. Schwartz made a motion, seconded by Neys to approve the renewal contract with Trane. Motion carried.

Fettig stated there are issues with the roof top unit at the courthouse. The controls are 32-35 years old. It has been down three times in the last two months and lost a time clock control. It currently runs 24/7 since there is no longer an ability to control it. Trane can install new electronic controls and upgrade the unit for approximately $5,500.00.

Gravel crushing bids for 2018 were presented and reviewed by Mickey Nenow, Road Superintendent. Neys made a motion to award the bid to RTS Shearing LLC, seconded by Schwartz. Roll call vote: Marks, Schwartz, Neys and Klose voted aye. Motion carried.

Chip sealing bids for 2018 were presented and reviewed by Nenow. Schwartz made a motion to award the bid to Morris Sealcoat & Trucking with the base and alternate bid, seconded by Marks. Roll call vote: Schwartz, Neys, Klose and Marks voted aye. Motion carried.

Fritz Fremgen, State's Attorney, presented his monthly report. Fremgen indicated that they continue to settle cases like they've never settled before. Fremgen has 9 charges waiting for review. Sims has 10

charges waiting for review. Nwoga has 26 charges waiting for review. Fremgen said the work load needs to be addressed.

A 'Radio Frequency Memorandum of Understanding with the State of North Dakota' was presented by Jerry Bergquist, Emergency Manager / 9-1-1 Coordinator. This memorandum was the outcome of the last legislative session and part of the Statewide Interoperable Radio Network. The memorandum would potentially require the County to relinquish some or all of its radio frequencies if needed during the establishment of the Network. Chad Kaiser, Stutsman County Sheriff, looked at the agreement as well as the attorney for the Association of Counties. A motion to approve the memorandum and agreement and send it to ITD was made by Schwartz, seconded by Marks. Motion carried.

At the December 5, 2017, commission meeting, Bergquist received approval to change the automatic telephone system from CodeRED to Everbridge. A cancellation letter was sent to CodeRED; however, CodeRED responded that the contract doesn't expire until February 22, 2019. Since Richland and Stutsman County's contract expires in February 2019 and Barnes County expires in December 2018, Everbridge agreed to amend the contract to start on November 1, 2018, for a fee to Stutsman County of $2,300.00. Schwartz made a motion to approve the amended contract, seconded by Neys. Motion carried.

Nicole Meland, Interim Auditor / COO, presented 2017 year-end fund transfers. Klose questioned the Park Fund balance. Meland indicated that the additional money would be set aside and used as a match for the Bureau of Reclamation Grant we are anticipating for some of the larger capital improvement projects and not for equipment purchases. Neys made a motion to approve the presented 2017 budget transfers, seconded by Schwartz. Roll call vote: Neys, Klose, Marks and Schwartz voted aye. Motion carried.

Meland presented 2017 budget amendments. Schwartz made a motion, seconded by Marks to approve the presented amendments. Roll call vote: Klose, Marks, Schwartz and Neys voted aye. Motion carried.

An additional Social Service transfer to the General Fund was presented by Meland. Interest was applied to the fund balance after the original transfer was approved. A motion to approve the additional Social Service transfer to the General Fund was made by Schwartz, seconded by Neys. Roll call vote: Marks, Schwartz, Neys and Klose voted aye. Motion carried.

Meland discussed the library board appointments. Joe Rector, Library Director, requested amending Charlotte Freeberg's appointment to address a specific term. Her term would be November 1, 2017, to February 28, 2018, which would complete the remainder of the unexpired term. She would then have a full-term appointment starting March 1, 2018, to February 28, 2021. Charlotte Freeberg would be a joint appointment for the City and County with the City's approval. Marks made a motion to amend the terms, seconded by Schwartz. Motion carried.

Schwartz made a motion, seconded by Neys to appoint Dale Marks to the Library Board from March 1, 2018, to February 28, 2021. Motion carried.

David Klein, Executive Director for Stutsman County Housing Authority, presented a County Resolution granting a name change. A request to change the legal name from Stutsman County Housing Authority to Great Plains Housing Authority was made. Neys made a motion to approve the request of legal name change, seconded by Schwartz. Roll call vote: Schwartz, Neys, Klose and Marks voted aye. Motion carried.

An Amendment of Authority Bylaws was presented by Klein. This was just informational information. No approval was needed.

Klein requested approval of new board members Roger Gussiaas from Foster County and Mary Hager from Wells County. Schwartz made a motion to approve the new appointments, seconded by Neys. Motion carried.

At 5:14 p.m., the Stutsman County Commission Meeting recessed for the County Park Meeting.

Official Proceedings of the Stutsman County Park Board – February 6, 2018

At 5:15 p.m., Chairman Klose called the regular meeting of the Stutsman County Park Board to order. Dale Marks, David Schwartz, Craig Neys, Mark Klose, Robert Woodward and Jason Houge answered the roll call. Dennis Ova was absent.

Schwartz made a motion to approve the minutes of the January 2018 meeting, seconded by Woodward. Motion carried.

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

	County Park Fund				
77807	CENTRAL DAKOTA SANITATION INC	$2,408.02	77856	NAPA AUTO PARTS-PARK	$271.98
77808	CENTURYLINK	$136.79	77868	NORTHERN PLAINS ELECTRIC COOPERATIVE	$1,395.55
77828	GUTHMILLER EARTHMOVING INC	$35,000.00	77900	TRUE VALUE (PARK DEPT)	$14.47

David Klein presented a personal request. Klein is looking for a safer place for kayakers and canoers to launch that would be away from jet-skis and boats on the Reservoir. The area presented, by the island, is an excellent spot to grow some of the non-motorized water sports. Signage would be needed. Schwartz made a motion, seconded by Neys for a no wake zone on the south side of the island. Motion carried.

Marlyn Bertsch, Park Superintendent, presented his monthly report. Bertsch is getting ready for improvement projects next summer. He is currently working with a company called Parks & Playground Equipment regarding grants.

Commissioner Schwartz discussed purchasing another mower. Park budgeted $65,000 for a new mower but they are looking at purchasing a used 2012 Torro mower with a cab for $30,000.00 with a year warranty. Houge made a motion to approve the purchase of the mower, seconded by Schwartz. Roll call vote: Klose, Marks, Schwartz, Neys, Houge and Woodward voted aye. Motion carried.

An extension of the Lakeside Marina Agreement was presented by Meland. The extension would be through September 30, 2018, until the concession agreements can be reviewed. A motion to extend the agreement was made by Schwartz, seconded by Woodward. Motion carried.

Commissioner Neys discussed moving the cabins at Pelican Point. They are not level, sagging and need to be moved. Bertsch indicated he would contact Iverson Construction to see if he can move them.

A motion to adjourn the Park Board meeting was made by Schwartz, seconded by Neys. Motion carried.

At 5:40 p.m., the regular commission meeting was called back to order.

A motion to pay the monthly bills was made by Neys, seconded by Schwartz. Roll call vote: Marks, Schwartz, Neys and Mark voted aye. Motion carried.

	General Revenue Fund			WHITE,DANIEL	$17.10
77789	A & B BUSINESS INC	$456.33	77917	WILHELM CHEVROLET BUICK GMC	$1,005.21
	ALONGE,JESSICA	$102.46	77918	WILLIAMS, CHAD	$27.91
	ANDRES,DORINDA	$15.26		**E 911 Phone System Fund**	
77792	BEACH, VAL	$42.22	77857	ND 911 ASSOCIATION	$50.00
77793	BEHAVIORAL INTERVENTIONS	$806.40	77902	VERIZON WIRELESS	$46.14
77794	BOB'S PLUMBING & HEATING INC	$75.58	77905	VISA EMS 1790	$137.00
77795	BROWN & SAENGER	$1,831.66		**County Roads Fund**	
77797	BUILDERS FIRSTSOURCE	$233.97	77790	AMERIPRIDE SERVICES	$321.82
77798	BURLEIGH COUNTY AUDITOR	$50.00	77796	BUFFALO CITY DIESEL	$478.44
77800	C & J OIL CO.	$159.98	77799	BUTLER MACHINERY CO	$1,821.77
77802	CASS COUNTY TREASURER	$16,709.00	77810	CLEVELAND CITY WATER & SEWER	$95.70
77803	CBM FOOD SERVICE	$7,748.18	77822	FARGO FREIGHTLINER	$81.87
77804	CDW GOVERNMENT INC	$149.67	77824	FASTENAL CO	$247.80
77806	CENEX FLEETCARD	$2,255.89	77826	FLEETPRIDE	$463.04
77808	CENTURYLINK	$288.72	77831	HIGH PLAINS WATER	$25.00
77811	COLE PAPERS INC	$1,059.88	77834	HOME OF ECONOMY	$175.74
77812	COMFORT SUITES	$83.70	77837	JAMESTOWN CITY WATER	$14.75
77813	COMMUNITY CORRECTION PROGRAM	$538.75	77842	JOB SERVICE NORTH DAKOTA	$3,345.00
77815	CORELOGIC CENTRALIZED REFUNDS	$4,045.55	77843	JOHN DEERE FINANCIAL	$174.41
77816	CROSSROADS REPAIR LLC	$138.00		KRAMLICH MICHAEL	$575.52
77817	CROW, LARRY	$136.97	77848	MAC'S INC	$11.33
77818	DACOTAH PAPER CO	$270.14	77851	MDU	$1,486.78
	DAVIS, BRIAN	$85.98	77852	MEDINA CITY AUDITOR	$70.85
77820	DIVERS, JESSICA	$25.00	77853	MENARDS - JAMESTOWN	$175.60
77823	FARM & HOME PUBLISHERS INC	$495.00		MONTPELIER CITY AUDITOR - DD	$43.00
77825	FIRST COMMUNITY CREDIT UNION	$20.83	77855	NAPA AUTO PARTS	$695.86
77827	FM TITLE	$45.43	77866	NICKY'S SPARE TIME	$70.00
	FRANKLIN, KIMBERLY	$110.67	77867	NORTH DAKOTA ONE CALL	$5.00
	FREMGEN,FRITZ	$144.00	77868	NORTHERN PLAINS ELECTRIC COOPERATIVE	$323.00
77830	HANSON TIRE SERVICE	$20.00	77869	NORTHWEST TIRE INC	$565.06
77832	HILLERUD, DAVID	$5,066.29	77870	OTTER TAIL POWER CO	$1,272.65
77833	HIRSHFIELD'S	$209.96	77872	POWER PLAN	$847.79
77834	HOME OF ECONOMY	$64.75	77874	QUALITY SERVICE & REPAIR	$750.00
77835	HR COLLABORATIVE	$400.00	77875	QUILL CORPORATION	$249.54

	JACKSON, CHAD	$309.00	77881	SAFETY KLEEN CORP	$322.15
77837	JAMESTOWN CITY WATER	$2,478.55	77888	STREETER COOP OIL	$2,699.36
77838	JAMESTOWN I-94 EXXON	$40.00	77893	STUTSMAN RURAL WATER DISTRICT	$118.90
77840	JEFFREY D DOYLE INC	$70.62	77897	TOWE, JEREMY W	$245.25
77841	JETSTREAM CAR WASH	$918.54	77898	TRACTOR SUPPLY CREDIT PLAN	$14.99
77844	KROPP, DONALD	$5.22	77903	VINING OIL CO	$825.40
77845	LAUSCH, JAMES	$7.00	77906	VISA RD 1766	$307.29
77846	LAWRENCE, JARED	$1,194.14	77911	WALMART COMMUNITY BRC RD	$199.30
77847	LEE, JONATHAN	$8.40	77915	WEST END HIDE & FUR	$10.00
77849	MAILFINANCE	$913.95		**Social Services Fund Total**	$25,304.31
77850	MARQUART,ANDREW S	$3,273.98		**Weed Control Fund**	
	MCPHERSON,CIARA	$111.18	77791	BARNICK, DAVE	$109.00
77851	MDU	$4,662.64	77842	JOB SERVICE NORTH DAKOTA	$1,376.76
77855	NAPA AUTO PARTS	$73.57		KLOSE,MARK	$109.00
	ND ASSOCIATION OF COUNTIES - DD	$600.00		MANSON,RONALD	$139.52
77860	ND COUNTY AUDITOR'S ASSOCIATION	$500.00		MARTIN,BOB	$109.00
77861	ND COUNTY TREASURER'S ASSOCIATION	$500.00		**Veterans Service Fund**	
77862	ND EMERGENCY MANAGEMENT ASSOCIATION	$50.00	77819	DATASPEC INC.	$449.00
77865	NDVAA	$50.00	77858	ND ASSOC OF CO VETERAN SERVICE OFFICERS	$115.00
77868	NORTHERN PLAINS ELECTRIC COOPERATIVE	$63.00	77885	SDVSOA	$125.00
77871	PETERSON, ERIC	$9.00		**County Agent Fund**	
77873	QUALITY INN BISMARCK	$912.33	77831	HIGH PLAINS WATER	$16.00
77875	QUILL CORPORATION	$671.48	77863	NDSU	$192.00
77878	READEL, DONALD	$283.61	77864	NDSU EXT SERVICE-HDFS	$675.00
77879	REDWOOD TOXICOLOGY LABORATORY INC	$37.00	77876	R&H MAINTENANCE	$400.00
77880	RHEM, FREDERICK	$9.85	77889	STUTSMAN CO PARK	$823.68
77882	SALVATION ARMY	$248.99		**Camping Fee Fund**	
	SCHAFFER,DIANNE	$50.00		THE DAK	$3,294.72
77883	SCHMUHL, SARA	$1,866.07	77801	CABLE SERVICES	$47.31
77884	SCHUBERT'S CARPET ONE	$493.56	77907	VISA SCCC 1949	$228.24
77887	SPIEGELBERG, ANNE	$136.97	77912	WALMART COMMUNITY BRC SCCC	$47.44
77892	STUTSMAN COUNTY POP FUND	$1,152.57		**Drug Program Fund Total**	$6,395.00
77896	THRIFTY DRUG-WHITE DRUG	$90.61		**Courthouse Building Fund**	
77902	VERIZON WIRELESS	$1,624.20	77877	RAY HAMMER FLOORING	$2,032.37
77904	VISA AUD 1683	$729.42	77886	SMITTY'S CARPET SHOP INC	$4,659.84
77905	VISA EMS 1790	$20.00		**Information Technology Capital Fund**	
77907	VISA SCCC 1949	$817.46	77804	CDW GOVERNMENT INC	$2,417.72
77908	VISA SO 1840	$5,066.95		**Document Preservation Fund**	
77910	WALMART COMMUNITY BRC EMS	$35.52	77901	TYLER TECHNOLOGIES INC	$660.00
77913	WEBER, KRISTI	$1,293.18		**County Hazardous Chemical Account Total**	$250.00
77914	WELLS FARGO REAL ESTATE TAX SERVICES LLC	$2,255.67		**Job Incentive Fund**	
77916	WESTERN DETENTION	$116.10	77839	JAMESTOWN STUTSMAN DEVELOPMENT CORP	$320.00

At 5:41 p.m., a motion to adjourn the meeting was made by Neys, seconded by Marks. Motion carried.

ATTEST:

Nicole Meland
Auditor/COO

Mark T. Klose
Commission Chairman