Official Proceedings of the Stutsman County Commission – February 4th, 2012

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

Marks made a motion, seconded by Neys to approve the minutes of the January 2012 meetings. Motion Carried.

Dustin Bakken, Staff Appraiser, informed the board of notification that was sent to Stutsman County regarding certified values from NDSU Department of Agribusiness showing a 31% increase with a 5.86% cap rate that was set on agricultural land values. The increase is determined by three items: the production data, the cost of production, and the cap rate which has always been set by the legislature. On non-crop land there is a 21% increase. Schwartz made a motion, seconded by Neys to oppose the cap rate increase and to request the Association of Counties to oppose this as well as having them request the legislature to address this in the next legislative session. Motion Carried.

Jerry Bergquist, 911 Coordinator/Emergency Manager, informed the board that he received the North Dakota Emergency Manager of the Year achievement award at the annual North Dakota Emergency Managers Association meeting.

Jerry Bergquist, 911 Coordinator/Emergency Manager, requested approval of out-of-state travel for Todd Volk to attend a FEMA Conference in Denver, Colorado. Neys made a motion, seconded by Schwartz to approve the travel request. Motion Carried.

Jerry Bergquist, 911 Coordinator/Emergency Manager, requested approval of an out-of-state travel for Todd Volk and Jerry Bergquist to attend an APCO International Conference in Minneapolis, Minnesota. Marks made a motion, seconded by Neys to approve the travel request. Motion Carried.

Howard Peuser, Maintenance Supervisor, requested approval to submit a grant for the Municipal Court Ramp and Door Project. The grant is an 80/20 split with Stutsman County's portion being $1,665.00 for a grand total of the project being $10,017.00. Schwartz made a motion, seconded by Neys to approve submitting the grant for the Municipal Court Ramp and Door project. Motion Carried.

Jim Fettig, Courthouse Maintenance Supervisor, requested approval to submit the second grant for the Stutsman County Elevator Modification Project. The grant is an 80/20 split with Stutsman County's portion being $9,978.60 for a grand total of $54,791.60. Marks made a motion, seconded by Schwartz to approve submitting the grant for the Elevator Modification Project. Motion Carried.

Jim Fettig, Courthouse Maintenance Supervisor, requested approval to submit the third grant for the Stutsman County Lower Level Restroom Remodel Project. The grant is an 80/20 split with

Stutsman County's portion being $9,340.00 for a grand total of $51,643.00. Marks made a motion, seconded by Schwartz to approve submitting the grant for the Lower Level Restroom Remodel Project. Motion Carried.

Steve Thompson, Interstate Engineering, presented preliminary engineering proposals for FEMA PW grants in Weld Township Site 4 for $8,000.00; Weld Township Site 4A for $8,000.00; St. Paul Township Site 1 for $20,000.00; Sinclair Township Site 1for $20,000.00; Iosco Township Site 3 for $12,000.00. Schwartz made a motion, seconded by Marks to approve Casey Bradley, Auditor/COO, signing the preliminary engineering FEMA proposals with Stutsman County paying for it and being 100% reimbursed by FEMA with the exception of St. Paul Township Site 1 which is being shared with the township. Roll Call Vote: Marks, Schwartz, Neys, Klose voted aye.

Steve Thompson, Interstate Engineering, presented information on the Department of Transportation construction maintenance agreements, the utility certification, and the right of way certification for the three ER projects that are coming up on a March bid opening. It is for the paving for all three projects: a realignment south of Cleveland, the 2010 Vandenberg grade raise and the 2010 grade raise that is south of Cleveland that is above water. Neys made a motion, seconded by Schwartz to authorize signatures on the construction maintenance agreements. Motion Carried.

Mickey Nenow, Interim County Highway Superintendent, informed the board that they received a letter from North Dakota Department of Transportation (DOT) that they will be conducting traffic counts in regions two and three this summer which is western and central North Dakota. They will do up to twelve roads free of charge. The traffic counters will be on the roads in a couple of spots where we are anticipating projects and will be in place for approximately one week. Also, Mickey is continuing to work with the FEMA projects that are still open.

Schwartz made a motion, seconded by Marks to appoint Mickey Nenow from Interim County Highway Superintendent to County Highway Superintendent permanently. Roll call vote: Schwartz, Neys, Klose, Marks voted aye.

Casey Bradley, Auditor/COO, and Schwartz presented information on the road right of way infringements which could jeopardize our funding if we do not enforce them. In the past, the County has attempted, but failed to enforce them. Schwartz has been traveling every county road and marking every area where road right of way is infringed upon. A letter of notification will be sent to the landowners who are in violation. If they do not correct it, the County will have to enforce it and do an assessment through taxes to the landowner who is in violation. Schwartz is in the process of assessing all county roads and will present a list of landowners who are in apparent violation of right of way infringements. We are mandated by law to enforce the road right of ways within the county. Schwartz would like to publish a notice in the paper regarding enforcement of road right of ways as soon as possible. Schwartz made a motion, seconded by Marks to publish road right of ways intent in the Jamestown Sun. Motion Carried.

Casey Bradley, Auditor/COO, presented information on the Jail Food Service Request for Proposals. Each vendor submitted a cost summary based on a per meal cost method that ranged from 50-104 meals with pricing changes at five meal increments. For comparative

purposes, 61 meals were used as an average daily population to estimate total cost for our facility. Stutsman County received three proposals from Aramark at $2.629 per meal, CBM at $2.385 per meal, and A'Viands at $2.223 per meal with a projected 2012 cost savings to the County of $125,533 from Aramark, $141,898 from CBM and $152,719 from A'Viands. After the announcement of the monetary portion, the committee, which consisted of Jail Administrator Trapp, Sheriff's Deputy Gumke, Sheriff Kaiser and Auditor/COO Bradley, viewed the specifications for each proposal and found each proposal was in compliance and complete. The committee identified several items that they felt needed to be taken into consideration: staffing plan, the offer of employment to existing staff at their current rate of pay, and the meal plan including the excessive use of substitutions. The committee felt that CBM's proposal more closely matched that of our existing meal plan, utilized only minimal substitutions, and also has a provision to hire all existing food service staff at their current hourly wage plus benefits; therefore it is a recommendation of the committee to accept CBM's proposal. Schwartz made a motion, seconded by Neys to accept the recommendation of the Jail Food Service committee to accept CBM's proposal. Roll call vote: Neys, Klose, Marks, Schwartz voted aye.

Bradley, Auditor/COO requested permission to advertise and fill the vacancy for the Audit Support Assistant position. Neys made a motion, seconded by Schwartz to authorize Bradley to fill the vacancy in the Audit Support Assistant position. Motion Carried.

Casey Bradley, Auditor/COO, informed the commissioners that Toni Hible, Tax Equalization Director, was terminated effective February 7th, 2012. We are required by statute to have a Tax Equalization Director or someone with the duties of a Tax Director. By November, we are anticipating Dustin will be one class away from receiving his certification. Bradley requested that Dustin Bakken be appointed as Interim Tax Equalization Director and contract with Noel Johnson on an hourly basis to assist Dustin Bakken. Schwartz made a motion, seconded by Neys to approve contract for services with Noel Johnson. Roll call vote: Klose, Marks, Schwartz, Neys voted aye.

Schwartz made a motion, seconded by Neys to approve appointing Dustin Bakken as Interim Tax Equalization Director. Roll call vote: Marks, Schwartz, Neys, Klose voted aye.

A motion was made by Marks and seconded by Neys to pay the bills as presented. Roll call vote: Schwartz, Neys, Klose, Marks voted aye.

GENERAL
0058198 138.67 A & B BUSINESS INC;0058200 45.30 A T & T MOBILITY;0058201594.68 AMERICAN SOLUTIONS FOR BUSINESS;0058204 188.19 BAKKEN/DUSTIN;0058210 350.50 BOB'S PLUMBING & HEATING INC;0058211 152.46 BRADLEY/CASEY J;0058213 423.89 BROWN & SAENGER;0058224 105.25 CDW GOVERNMENT;0058227 1,558.52 CENEX CREDIT CARD DEPT;0058232 780.29 CENTURYLINK;0058233 612.97 CITY OF JAMESTOWN;0058244 233.95 DACOTAH PAPER CO; 0058248 193.00 DEATONS MAILING SYSTEMS INC;0058250 100.00 EAST CENTRAL CO COMMISSIONERS;0058253 102.00 ECKELBERG/SANDRA; 0058261 204.00 FREMGEN/FRITZ; 0058265 262.50 HASE/GLEN;0058267 102.00 HEITKAMP/ASHLEY;0058268 154.00 HESS/KEITH; 0058274 420.00 INSTITUTE OF LOCAL GOVT;0058275 293.00 INSURE FORWARD; 0058277 146.00 J & L SERVICE;0058281 1,250.00 JAMESTOWN AMBULANCE;0058287 273.21 JETSTREAM CAR

WASH;0058289 60.00 KAISER/CHAD;0058290 1,126.10 KARBON ARMS;0058292 1,656.57 KLEIN'S COLLISION CENTER;0058293 102.00 KLOSE/MARK;0058296 206.25 KROPP LAW OFFICES PC; 0058299 26.25 LINDSAY SOFT WATER;0058301 931.74 MAILFINANCE;0058305 154.00 MAYER/JEROME P; 0058307 214.43 MCPHERSON/CHERYL;0058308 790.00 MEDINA AMBULANCE SERVICE;0058310 2,450.00 MEDINA RESCUE SQUAD;0058315 1,520.00 N D ASSOCIATION OF COUNTIES;0058317 270.00 N D ASSOCIATION OF COUNTY ENGINEERS;0058318 75.00 N D COUNTY AUDITOR'S ASSOCIATION;0058320 50.00 N D EMERGENCY MANAGEMENT ASSN; 0058323 175.00 N D SAFETY COUNCIL;0058325 550.00 N D STATES ATTORNEY'S ASSN;0058329 1,500.00 NEOFUNDS BY NEOPOST;0058331 151.33 NEWMAN SIGNS;0058332 193.00 NORTHERN PLAINS ELECTRIC;0058336 30.00 ORR/KARON C; 0058337 5,903.78 OTIS ELEVATOR COMPANY;0058338 3,374.16 OTTER TAIL POWER CO;0058344 23.18 PRO BUILD; 0058347 89.20 QUILL CORPORATION;0058354 197.68 SCHUBERT'S CARPET ONE;0058355 150.00 SHEYENNE JAMES RC&D;0058358 20,000.00 SO CENTRAL REGIONAL CO TRUCK REG;0058362 203.25 STEIN'S, INC;0058366 12.00 STUTSMAN COUNTY CORRECTIONAL CENTER;0058373 186.80 TDS METROCOM;0058377 5.98 TRUE VALUE HARDWARE;0058378 673.00 TWO RIVERS PRINTING; 0058380 49.10 VALENTA/RENEE;0058381 806.21 VERIZON WIRELESS;0058384 525.92 VISA SO; 0058385 102.00 VOLK/TODD;0058387 44.29 WALMART;0058392 469.67 WEST GROUP PAYMENT CENTER;0058395 200.00 WILLIAMS-LISKO FUNERAL CHAPEL LTD

COUNTY SOCIAL SECURITY

0058322 1,588.91 N D P E R S

911 EMERGENCY PHONE SYSTEM

0058213 37.78 BROWN & SAENGER;0058219 5,587.00 BULLBERRY SYSTEMS INC;0058225 415.92 CDW GOVERNMENT INC;0058255 59.00 ELECTRONIC COMMUNICATIONS;0058315 2,577.18 N D ASSOCIATION OF COUNTIES;0058373 81 TDS METROCOM;0058385 105.06 VOLK/TODD

ROAD FUNDS

0058202 636.48ANDERSON/CHARLES;0058213 113.75 BROWN & SAENGER;0058217 215.90 BUFFALO CITY DIESEL;0058223 276.43 CARQUEST AUTO PARTS;0058233 11.75 CITY OF JAMESTOWN;0058234 64.08 CNH CAPITAL;0058242 156.59 CREATIVE ENERGY;0058257 224.60 FARGO FREIGHTLINE;0058258 2,530.32 FARGO TRAILER CENTER;0058260 32.80 FASTENAL CO;0058269 113.31 HOME OF ECONOMY;0058275 28.00 INSURE FORWARD;0058276 19,965.33 INTERSTATE ENGINEERING;0058278 20.00 JAMES VALLEY CAREER & TECH;0058279 10.00 JAMES VALLEY CAREER& TECH CNTR;0058280 30.00 JAMES VALLEY CAREER & TECHNOLOGY CENTER;0058285 405.00 JAMESTOWN IMPLEMENT;0058288 4,723.38 JOB SERVICE NORTH DAKOTA;0058295 359.04 KOLLMAN/LLOYD;0058299 73.20 LINDSAY SOFT WATER;0058300 187.43 MAC'S INC;0058303 70.00 MARGIE HANDY WORK;0058309 15.15 MEDINA CITY AUDITOR ; 0058314 701.56 N AP A AUTO PARTS;0058331 89.40 NEWMAN SIGNS;0058332 40.00 NORTHERN PLAINS ELECTRIC;0058333 4,290.80 NORTHWEST TIRE INC;0058338 371.90 OTTER TAIL POWER CO;0058343 261.96 PRAXAIR DISTRIBUTION INC;0058346 393.50 QUALITY SERVICE & REPAIR;005834856.63 RDO TRUCK CENTERS;0058370 45.00 STUTSMAN RURAL WATER DISTRICT;0058373 11.77 TDS METROCOM;0058375 26.45 TRACTOR SUPPLY CREDIT PLAN;0058376 11.98 TRUE VALUE HARDWARE;0058381 89.29 VERIZON WIRELESS;0058382 56.45 VINING OIL CO.;0058383 192.00 VISA LEC;0058386 402.00 WALLWORK INC/W W;0058389 56.13 WALMART COMMUNITY BRC;0058391 74.94 WEST END HIDE & FUR;0058393 46.25 WILHELM CHEVROLET BUICK GMC;0058397 503.54 ZEP MANUFACTURING CO

UNORGANIZED TOWNSHIP ROADS

0058368 6,992.01 STUTSMAN COUNTY ROAD DEPT

SOCIAL SERVICES $11,261.34
COUNTY PARK
0058200 45.30 A T & T MOBILITY;0058231 13,000.00 CENTRAL SALES;0058232 180.59 CENTURYLINK;0058288 224.00 JOB SERVICE NORTH DAKOTA;0058312 400.00 MONTPELIER CITY AUDITOR ;0058332 764.00 NORTHERN PLAINS ELECTRIC;0058359 625.00 SPIRITWOOD LAKE CITY AUDITOR ;0058370 74.00 STUTSMAN RURAL WATER DISTRICT
EMERGENCY
0058205 733.34 BEAVER CREEK ARCHAEOLOGY; 0058276 20,457.19 INTERSTATE ENGINEERING;0058319 8,901.13 N D DEPT OF TRANSPORTATION
COUNTY CORRECTIONAL CENTER
0058199 142.28 A & B BUSINESS INC;0058203 1,310.00 ATTORNEY GENERAL OFFICE;0058207 2,455.56 BEHAVORIAL INTERVENTIONS;0058209 1,698.48 BOB BARKER CO;0058210 43.85 BOB'S PLUMBING & HEATING INC;0058213 403.73 BROWN & SAENGER;0058216 117.00 BROWN/DORINDA;0058226 107.10 CEBULA/SCOTT;0058228 338.70 CENTRAL BUSINESS SYSTEMS, INC;0058230 117.00 CENTRAL DAKOTA MECH INC;0058232 384.23 CENTURYLINK; 0058233 1,395.26 CITY OF JAMESTOWN;0058235 139.48 COLE PAPERS INC;0058244 1,601.40 DACOTAH PAPER CO;0058245 24.50 DAN POLAND MACHINE INC;0058247 2,703.95 DEAN FOODS NC, INC;0058254 395.66 ED ROEHR SAFETY PRODUCTS;0058256 1,969.00 ESSENTIA HEALTH;0058259 1,156.44 FARMER BROTHERS COFFEE;0058271 40.85 HUGO'S 9;0058273 70.00 INNOVIS HEALTH;0058282 17.00 JAMESTOWN COMMUNICATIONS INC;0058283 10,000.00 JAMESTOWN COMMUNITY CORRECTIONS;0058284 616.59 JAMESTOWN ELECTRIC;0058287 332.26 JETSTREAM CAR WASH;0058290 1,083.55 KARBON ARMS;0058298 16.80LIFESTYLE APPLIANCE;0058306 141.00 MCDOUGALL/DR KENNETH;0058324 480.00 N D STATE RADIO COMMUNICATIONS;0058327 176.00 NARDINI FIRE EQUIPMENT OF N D;0058328 100.00 NDCCAA;0058334 165.00 NOVA FIRE PROTECTION, LLC;0058337 2,190.94 OTIS ELEVATOR COMPANY;0058338 6,019.33 OTTER TAIL POWER CO;0058339 853.56 PAN-O-GOLD BAKING CO.;0058341 314.52 PIONEER PRODUCTS;0058345 4,008.62 PSS WORLD MEDICAL INC;0058350 8.00 REDWOOD TOXICOLOGY LABORATORY,INC;0058352 86.25 RENAISSANCE RECYCLING; 0058353 62.00 SANFORD MEDICAL GROUP;0058357 127.58 SMOKIE'S FIRE SALES & SERVICE INC; 0058362 1,923.35 STEIN'S, INC;0058365 44.00 STUTSMAN COUNTY CORRECTIONAL CENTER; 0058372 7,013.06 SYSCO FOOD SERVICES OF ND;0058373 68.10 TDS METROCOM;0058377 53.27 TRUE VALUE HARDWARE;0058379 5,095.78 U S FOOD SERVICE INC;0058381 126.53 VERIZON WIRELESS;0058390 2,016.87 WALZ PHARMACY
WEED CONTROL
0058243 18,409.00 CROP PRODUCTION SERVICES;0058249 97.92 DEUTSCHER/DAVID;0058293 102.00 KLOSE/MARK;0058297 38.25 LEES/KIM;0058302 382.50 MANSON/RONALD;0058326 40.00 N D WEED CONTROL ASSN;0058338 53.52 OTTER TAIL POWER CO;0058373 30 TDS METROCOM;0058381 84.03 VERIZON WIRELESS
HISTORICAL SOCIETY
0058363 6,000.00 STUTSMAN CO MEMORIAL MUSEUM
VETERANS SERVICE
0058213 42.98 BROWN & SAENGER;0058373 7.89 TDS METROCOM;0058374 42.84 TOBIN/WARREN J
COUNTY AGENT
0058266 160.80 HATLEWICK/DEBRA;0058369 45.00 STUTSMAN COUNTY 4-H FUND
EMPLOYEES HOSPITAL INS

0058321 100,639.68 N D P E R S
COMMISSARY
0058222 47.31 CABLE SERVICES;0058241 24.00 CRAWFORD SUPPLY CO;0058246 445.53 DCR DISTRIBUTORS;0058262 815.79 FRITO LAY;0058291 529.14 KEEFE COFFE & SUPPLY;0058304 321.24 MAXIMA SUPPLY LLC;0058340 1,688.99 PEPSIAMERICAS;0058342 705.50 PIZZA CORNER FROZEN PIZZA;0058345 77.59 PSS WORLD MEDICAL INC;0058351 7,400.00 RELIANCE INMATE SYSTEMS INC.;0058352 20.00 RENAISSANCE RECYCLING;0058366 2,283.73 STUTSMAN COUNTY CORRECTIONAL CENTER;0058383 2,941.46 VISA LEC;0058388 72.19 WALMART COMMUNITY BRC
WITNESS ADVOCACY PROGRAM $15.00
COUNTY CORRECTIONAL CENTER CONST.
0058230 929.50 CENTRAL DAKOTA MECH INC;0058311 93,519.00 MICHAEL J. BURNS ARCHITECTS,LTD
DATA PROCESSING
0058224 18,073.53 CDW GOVERNMENT;0058228 29.95 CENTRAL BUSINESS SYSTEMS,INC; 0058232 16.60 CENTURYLINK;0058239 2,976.12 COMPUTER PROFESSIONAL,ULTD,INC;0058240 695.98 CPS TECHNOLOGY SOLUTIONS;0058315 26.00 N D ASSOCIATION OF COUNTIES;0058347 725.94 QUILL CORPORATION;0058352 125.00 RENAISSANCE RECYCLING;0058356 75.03 SMAAGE/JOSH;0058364 61.54 STUTSMAN COUNTY AUDITOR;0058373 9.63 TDS METROCOM
CO EXTENSION FUND
0058213 10.50 BROWN & SAENGER;0058215 38.70 BROWN AND SAENGER;0058361 9.60 STEELE/TERESA
JOB INCENTIVE FUND
0058286 11,661.63 JAMESTOWN STUTSMAN DEVELOPMENT CORP
FEMA FUNDS
0058205 366.66 BEAVER CREEK ARCHAEOLOGY;0058360 24,082.80 ST PAUL TOWNSHIP #52; 0058367 5,252.06 STUTSMAN COUNTY PARK

At 4:59 pm., a motion to adjourn was made by Neys, seconded by Schwartz. Motion Carried.

ATTEST:

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Casey Bradley
Auditor/COO

Mark T. Klose
Commission Chairman