Official Proceedings of the Stutsman County Commission – February 7, 2017

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

Neys made a motion, seconded by Ova to approve the minutes of the January 2017 meetings. Motion carried.

Jim Fettig, Courthouse Maintenance Supervisor and Howard Peuser, LEC Maintenance Supervisor, received 3 quotes on plumbing. The first quote was Artic Zone at $70.00 per hour and cost plus 10%. Artic Zone is at the same price as last year. Bob's Plumbing was at $80.00 per hour and cost plus 10%. They went up $5.00 per hour. Arneson Inc. was at $75.00 per hour and cost plus 15%. Fettig recommended keeping all three and decide who is cheaper at the time they are needed. Schwartz made a motion to approve the plumbing quotes and to keep all three until decided which is best at the time, seconded by Marks. Motion carried.

Only one quote was received for electrical and that was Scott's Electric at $66.00 per hour and cost plus 10%. Jamestown Electric had it last year at $40.00 per hour. Ova made a motion, seconded by Marks to approve Scott's Electric quote. Motion carried.

Howie presented information regarding a Preventive Maintenance Contract with Trane. The total cost would be $2,710.00. The total cost would be divided into $690.00 for the Courthouse, $1,010.00 for the LEC and $1,010.00 for Social Services. The quote went up $100.00 from last year. The Vet's Club usually pays some of their share as well. Schwartz made a motion to approve the contract with Trane, seconded by Marks. Motion carried.

Mickey Nenow, County Highway Superintendent, presented his monthly report. Road Department is still doing winter maintenance at the shop and loaders are out pushing County roads.

The commissioners reviewed the bids for Stutsman County gravel crushing and stockpiling. Schwartz made a motion to award the lowest bid of $3.13 to RTS Shearing LLC, seconded by Ova. Roll call vote: Ova, Marks, Schwartz, Neys and Klose voted aye. Motion carried.

Bids for the Stutsman County Road Chip Seal Project were presented. Nenow recommended Morris Sealcoat & Trucking out of Minnesota. A motion to approve and award the lowest bid of $382,324.05 to Morris Sealcoat & Trucking was made by Marks, seconded by Ova. Roll call vote: Marks, Schwartz, Neys, Klose and Ova voted aye. Motion carried.

Dave Schwartz, Commissioner, has been receiving calls from the Northern part of Stutsman County regarding Senate Bill 2012. Part of it is their proposed closure of 8 highway shops. That number may be changed. Courtenay, Gackle, Litchville, Finley, Starkweather, and several others are on the closure list. It leaves a big void up in the Courtenay area on state highways, especially their school bus route. Several people have wanted to know if the commission would support them in opposing the closure of those county shops to the Governor. They are projecting it's a $2.1 million dollar savings over the year. Schwartz doesn't see how this is going to be a big cost savings to the state because they would have to

service these roads from a lot further away. Local legislatures have been contacted. Schwartz made a motion to write a letter to the Governor opposing the closure of those highway shops or have them reconsider which ones they are closing, seconded by Neys. Motion carried.

Tyler Perleberg, Tax Director, made a request for window repair. Personal vehicles are not on the insurance policy. The employees do use their personal vehicles for County work. The lowest quote was received from Larry's Auto Glass for $351.06 to repair the back window of an employee pickup. A motion to approve repair of the window for $351.06 was made by Schwartz, seconded by Ova. Roll call vote: Schwartz, Neys, Klose, Ova and Marks voted aye. Motion carried.

Perleberg presented an abatement hearing for Clinton Knudsen, parcel #33-3644034. The total value was $317,700.00, according to one of the local assessors in Manns Township. The property owner stated his property was overvalued. Perleberg went and re-assessed the property. Knudsen is requesting to lower his total value down to $151,300.00. Manns Township denied it, because all of Manns Township received an increase on their residential values. Knudsen does have a new addition on his property. The current place is unfinished, but 91% complete. Perleberg assessed the property at $258,400.00. Perleberg's recommendation is to not approve their $151,300.00 request. He is recommending the actual appraisal of $258,400.00, because that is market value. Ova made a motion to approve the assessed value of $258,400.00, seconded by Schwartz. Motion carried.

Casey Bradley, Auditor/COO, presented appointments of the James River Valley Library Board.

Discussion on the 2016 yearend transfer fund and the 2016 budget amendment was moved to the mid-month meeting.

Terrance Hazer, from Roosevelt Township, has been the road supervisor for years and no longer wants to hold that position. Hazer would like someone younger hold the position that can be out on the roads. He recommended his son Jeff for the position. Ova made a motion to appoint Jeffery Hazer, seconded by Schwartz. Motion carried.

Nicole Meland, Deputy Auditor/Recorder, spoke about current recording fees. Previously there was not a consistent fee schedule. She also presented other fees such as: copy and report fees, search fees, marriage fees, and passport fees. Meland presented the century codes for the fees. Neys made a motion, seconded by Schwartz to adopt the Recorder's recommendation for the fee schedules. Roll call vote: Neys, Klose, Ova, Marks and Schwartz voted aye. Motion carried.

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

	General Revenue Fund				
75022	A & B BUSINESS INC	$424.96	75158	NICKY'S SPARE TIME	$70.00
75023	AAF INTERNATIONAL	$274.08	75159	NORTH DAKOTA ONE CALL	$7.00
75026	ARCTIC ZONE REFRIGERATION	$195.53	75160	NORTHERN PLAINS ELECTRIC	$433.00
75028	ATTORNEY GENERAL OFFICE-1250	$3,270.00	75161	NORTHWEST TIRE INC	$11,465.88
75029	BALCO UNIFORM CO INC	$69.00	75166	OTTER TAIL POWER CO	$927.82
75030	BERGEN,CATHERINE	$92.00	75167	OTTERTAIL POWER CO	$409.85
75033	BLOCK, DOUGLAS & SHEILA	$34.38	75171	PRODUCTIVITY PLUS ACCOUNT	$1,182.37
			75172	QUILL CORPORATION	$203.46

75034	BOB BARKER CO	$2,096.05	75180	ROUGHRIDER SIGNS & DESIGNS	$50.00
75035	BOB'S PLUMBING & HEATING INC	$293.31		STREETER CITY AUDITOR - DD	$61.75
	BOND,JOSHUA	$278.74	75194	STREETER COOP OIL	$2,198.40
75038	BROWN & SAENGER	$1,405.99	75198	STUTSMAN COUNTY GLASS	$175.00
75043	CASS COUNTY SHERIFF'S DEPT	$651.00	75200	STUTSMAN RURAL WATER DISTRICT	$60.82
75044	CBM FOOD SERVICE	$11,560.49	75205	TRACTOR SUPPLY CREDIT PLAN	$25.98
75045	CDW GOVERNMENT INC	$3,817.95	75214	VINING OIL CO	$18,091.04
75046	CENEX FLEETCARD	$2,529.70	75217	VISA RD 1766	$11.61
75047	CENTRAL AUTO REPAIR & SERVIES	$138.95	75222	WALMART COMMUNITY BRC RD	$139.97
75048	CENTRAL BUSINESS SYSTEMS INC	$75.00	75224	WEST END HIDE & FUR	$11.48
75050	CENTURYLINK	$874.44	75232	WOODWORTH FARMERS GRAIN CO	$2,332.35
75055	COLE PAPERS INC	$1,506.05	75236	JOHN DEERE FINANCIAL	$307.85
75056	COMFORT INN & SUITES - MANDAN	$5,278.00	75237	POWER PLAN	$404.13
75058	COMMUNITY CORRECTION PROGRAM	$652.50		**Social Services Fund Total**	$28,816.24
75059	CORELOGIC	$7,764.74		**County Park Fund**	
75061	COWIE, ALEXA	$321.00	75025	ANDERSON, DEAN C & JAMIE MACHAYA	$700.00
75063	DACOTAH PAPER CO	$700.58	75027	AT&T MOBILITY	$26.78
75066	DALSTED & RYAN P C	$1,482.00	75031	BJORGAARD, HOWARD & MARTHA	$1,202.00
75067	DAUER'S TROPHIES	$715.00	75037	BRANDT, JOHN & SUSIE	$1,202.00
75070	DIAMOND DRUGS INC	$16.80	75042	CARLSON, NELSON & KEVIN	$1,202.00
75073	DOWNTOWN DENTAL	$245.00	75049	CENTRAL DAKOTA SANITATION INC	$1,096.76
75076	ELECTION SYSTEMS & SOFTWARE	$8,086.88	75050	CENTURYLINK	$52.98
75078	FARMERS UNION OIL CO-CENEX	$47.59	75051	CHRISTENSEN, RICHARD & DENNETTE	$700.00
	FREMGEN,FRITZ	$117.50	75052	CICHOS, STEVEN & CAROLYN	$700.00
75082	GALLS, LLC	$199.96	75060	COUNCILMAN, PAUL & MARLEEN	$700.00
75083	GRAF HERITAGE FOUNDATION	$39.60	75065	DALE, TRACY	$700.00
75084	GRAYBAR	$309.00	75068	DEGEN, WILLIAM & NELLIE	$1,202.00
75086	GRUGEL, & GENE & JODI	$460.84	75069	DEWALD, JILL & TARIN	$1,202.00
75087	HAAGENSON, JANICE	$46.63	75071	DIEDE, RICKY & KIMBERLY	$700.00
75099	HOBBY TIRE	$62.00	75072	DIEDE, TOM & MONICA	$1,202.00
75102	HOUSE OF GLASS INC	$63.94	75075	EBERTZ, CHRISTOPHER & YVONNE	$700.00
75106	JAMESTOWN AMBULANCE	$974.67	75080	FLETCHER, NANCY	$700.00
75107	JAMESTOWN CITY WATER	$2,232.59	75081	FORNSHELL, GWEN & DARYL	$1,202.00
75108	JAMESTOWN COMMUNICATIONS INC	$79.00	75086	GRUGEL, & GENE & JODI	$700.00
75110	JAMESTOWN PLUMBING & HEATING	$1,041.72	75088	HABECK, RANDY & MARY	$1,202.00
75111	JAMESTOWN REGIONAL MEDICAL CENTER	$1,752.26	75089	HAGAN, TONY & LAURIE	$700.00
75114	JETSTREAM CAR WASH	$555.97	75090	HAMMER, RAY & MICHELLE	$700.00
	KAISER,CHAD	$3,030.00	75091	HAUGEN, ROSELLA	$700.00
75119	KRUEGER,NANCY	$100.00	75092	HEADLAND, CRAIG & DAWN	$1,202.00
	LARSON,CATHY	$140.73	75093	HEINRICH, JOYCE & DWAINE	$700.00
75122	LINDBERG, JON	$570.93	75094	HEISLER, DEWANE	$1,202.00
75126	MAC'S INC	$83.87	75095	HENKE, BRUCE & CAROL	$700.00
75129	MAILFINANCE	$595.95	75098	HJELMHAUG, BETTY	$1,202.00
75130	MARQUART,ANDREW S	$4,110.47	75101	HOUGE, JASON & ANN MARIE	$700.00
75134	MCKESSON MEDICAL SURGICAL	$416.25	75115	KIRKEBY, BENJAMIN & BRENDA	$1,202.00
75136	MDU	$4,379.94	75116	KRAFT, GARY & LINDA	$700.00
75138	MEIDINGER, SHIRLEY	$9.36	75117	KRAPP, OREN & CONNIE	$700.00
75147	NAPA AUTO PARTS	$39.98	75120	LENDE, DALE & CHERYL	$1,202.00
75150	ND ASSOCIATION OF COUNTIES	$600.00	75121	LINBERG, ROBERT & DONNA	$700.00
75151	ND COUNTY TREASURER'S ASSOCIATION	$500.00	75123	LIPPERT, GERALD & MARJORIE	$700.00
75153	ND EMERGENCY MANAGEMENT ASSOCIATION	$50.00	75124	LOOYSEN, STEVEN	$1,202.00
75154	ND SHERIFFS & DEPUTIES ASSOCIATION	$100.00	75126	MAC'S INC	$135.85
75157	NEYS, COREY & HOLLY	$120.55	75127	MAIER, BROOK	$700.00
75160	NORTHERN PLAINS ELECTRIC	$281.00	75128	MAIER, STEVEN	$700.00
75163	OFFICE OF STATE TAX COMMISSIONER	$73.18	75131	MCBEAIN, RICK & BRET	$1,202.00
75164	OLSON, DUANE & VICKY	$296.25	75132	MCDONALD, TERRY & ROBYN	$1,202.00
75166	OTTER TAIL POWER CO	$370.27	75133	MCKAY, RICHARD	$1,202.00
75170	PRESS ROOM,THE	$76.84	75135	MCPHERSON, MATT	$700.00
75172	QUILL CORPORATION	$1,519.82	75140	MILLER, TOM & TAMMY	$1,202.00
75174	RANDY'S AUTO EXPRESS	$80.00	75141	MOGCK, RICHARD	$700.00
75176	REDWOOD TOXICOLOGY LABORATORY INC	$9.50	75142	MOORIDIAN, JEFF & MARY	$700.00
75178	RM STOUDT INC	$40.30	75143	MORRIS, JAMES & RITA	$700.00
75181	SANDNESS LAW OFFICE	$144.00	75144	MORRIS, JOAN L	$700.00
	SCHAFFER,DIANNE	$50.00	75145	NAASZ, RONALD & RENEE	$1,202.00
75185	SCHUBERT'S CARPET ONE	$101.55	75146	NAASZ, STEVEN	$1,202.00
75187	SPITZER CONSTRUCTION	$8.72	75155	NEUMILLER, STEVE & BRENDA	$700.00
75189	STATE OF NORTH DAKOTA	$25.00	75160	NORTHERN PLAINS ELECTRIC	$1,126.55
75197	STUTSMAN COUNTY AUDITOR	$25.00	75162	NYGAARD, JAMES L & DIANE	$700.00
75199	STUTSMAN COUNTY POP FUND	$753.70	75165	ORR, DARRON & BARB	$700.00
75201	SUPREME COURT OF ND	$25.00	75168	PETERSON, DARIN & POLLY	$700.00
	THOM,MATTHEW	$2,730.00	75177	RICHTER, DAVID & ANNE	$700.00
75207	TRUE VALUE HARDWARE	$0.99	75179	ROTT, JOANNE & EUGENE	$1,202.00
75209	VALLEY PLAINS EQUIPMENT	$353.73	75182	SCHILLING, ROBERT J	$1,202.00
	VEIL,JAMISON	$206.51	75183	SCHMEICHEL BROTHERS PROPERTY	$700.00

75211	VERIZON WIRELESS	$1,494.60	75184	SCHOELER, JOHN & MAURINE	$700.00
75213	VILLAGE FAMILY SERVICE CENTER	$1,022.60	75188	SPITZER, PAUL	$700.00
75215	VISA AUD 1683	$243.80	75190	STEFFAN, THOMAS & PATTI	$700.00
75218	VISA SCCC 1949	$761.94	75191	STOUDT, CASEY & MARY SUE	$1,202.00
75219	VISA SO 1840	$2,455.34	75192	STOUDT, CASEY J	$1,202.00
	WAAGEN,E.M.	$286.61	75193	STOUDT, KELLY	$1,202.00
75223	WALMART COMMUNITY BRC SCCC	$158.93	75195	STROMBERG, BRYAN	$700.00
75225	WESTERN DETENTION	$89.50	75200	STUTSMAN RURAL WATER DISTRICT	$128.00
	WEILAND,STEPHANIE	$18.23	75203	TIMM, TODD & KAMY	$700.00
75226	WILHELM CHEVROLET BUICK GMC	$256.77	75204	TORRANCE, JAMES	$1,202.00
75234	ZUERCHER TECHNOLOGIES LLC	$225.00	75208	TWEED, BRAD & CINDY	$700.00
75235	GRAF, ESTHER E	$297.09	75210	VAN RAY, KENT & YVONNE	$1,202.00
	E911 Phone System Fund		75221	WALEN, DENNIS & FRANCES	$700.00
75085	GREAT PLAINS TOWERS, INC	$18,224.28	75227	WILHELM, DEBRA	$700.00
75148	ND 911 ASSOCIATION	$50.00	75228	WILLIAMS, NANCY & LYLE	$1,202.00
75211	VERIZON WIRELESS	$46.80	75230	WOLSKY, KEVIN & JENNIFER	$1,202.00
	County Roads Fund		75231	WOODWARD, ROBERT & DANIELLE	$700.00
75022	A & B BUSINESS INC	$225.38		**Weed Control Fund**	
75024	AMERIPRIDE SERVICES	$406.57	75064	DAKOTA CENTRAL TELECOMMUNICATIONS	$39.02
	ANDERSON,CHARLES	$278.20	75173	RAMADA BISMARCK HOTEL	$573.30
75032	BLACKSTRAP, INC	$4,152.96		**Veterans Service Fund**	
75036	BORDER STATES PAVING INC	$232,177.72	75050	CENTURYLINK	$14.45
75039	BUTLER MACHINERY CO	$5,538.76	75149	ND ASSOC OF CO VETERAN SERVICE OFFICERS	$50.00
75041	CALIFORNIA CONTRACTORS SUPPLIES INC	$143.64		**County Agent Fund**	
75053	CITY OF MONTPELIER	$56.82	75038	BROWN & SAENGER	$22.48
75054	CLEVELAND CITY WATER & SEWER	$95.70	75064	DAKOTA CENTRAL TELECOMMUNICATIONS	$247.93
75062	CREATIVE ENERGY	$2,539.64		HARSTAD,ALICIA	$188.21
75078	FARMERS UNION OIL CO-CENEX	$4,524.80		RITTENBACH,CHRISTINA	$26.55
75079	FASTENAL CO	$286.91	75186	SERVICEMASTER OF JAMESTOWN	$416.00
75096	HIGH COUNTRY AGRICULTURAL MARKETING INC	$426.06	75216	VISA EXT 3424	$25.99
75097	HIGH PLAINS WATER	$15.00		**Commissary Fund**	
75100	HOME OF ECONOMY	$57.06	75040	CABLE SERVICES	$47.31
75103	INFINITY BUILDING SERVICES	$8.40		**Drug Program Fund Total**	$43.36
75105	INTERSTATE ENGINEERING	$63,692.92		**Courthouse Building Fund**	
75107	JAMESTOWN CITY WATER	$14.75	75215	VISA AUD 1683	$224.69
75112	JAMESTOWN SUN	$340.18		**Information Technology Capital Fund**	
	KOBLE,RON	$108.61	75045	CDW GOVERNMENT INC	$18,824.37
75118	KRIS ENGINEERING, INC.	$623.53		**Road & Bridge Building Fund**	
75125	MAC'S	$29.95	75139	MENARDS - JAMESTOWN	$428.59
75126	MAC'S INC	$2.98		**County Sheriff Capital Fund**	
75136	MDU	$1,488.34	75152	ND DEPT OF TRANSPORTATION	$11.50
75137	MEDINA CITY AUDITOR	$67.85		**County Hazardous Chemical Account**	
75139	MENARDS - JAMESTOWN	$367.60	75233	WORKFORCE SAFETY & INSURANCE	$250.00
75147	NAPA AUTO PARTS	$813.94		**Wages**	
75156	NEWMAN SIGNS	$876.70		Friday, January 25, 2017	$614,986.28

Nicole Meland, Deputy Auditor/Recorder, was contacted by Brad Balerud from Quality Title, Inc. out of Bismarck, ND. Balerud is looking to start a title company in town. He was inquiring how much Stutsman County would charge for all of our documents. All documents are not currently scanned. Linda Chadduck had received a quote, prior to her retiring, in August 2016 to finish digitizing everything we have. Balerud would like the entire library if he helped pay for the rest of the scanning and indexing of the documents. US Imaging would be doing the scanning. They would scan enhance and index all of the documents. Meland presented the breakdown of the costs. The total cost of the project would be $292,312.14. Quality Title proposed to pay $226.213.04 and the cost to the County would be $66,099.10. The Counties cost would be paid out of the Document Preservation Fund balance which is set aside specifically for these purposes. Marriage licenses are included in the quote for Stutsman County, which wouldn't be of use to Quality Title. He would like the index cards free of charge included in the proposal. According to calculations, Stutsman County will be charging $0.20 an image. There is $144,697.00 remaining in the Document Preservation Fund. It would take several years for Stutsman County to finish scanning and entering the documents. All of the contracts are ready to sign. Balerud is ready to start as soon as possible, once the contracts are signed. Of every document recorded, $3.00 is required to go into the Document

Preservation Fund. Stutsman County is charged less than $2,000.00 every year for documents kept in an offsite storage location.

The request is to enter into a contract with US Imaging, Tyler Technology for the import data, subsequent contracts for Historical Data, and authorize Josh Smaage, IT Director, to get additional data to handle what the images require. This project will take up to a year. There are 3 phases in the US Imaging contract with 3 different payments. The contract with Quality Title is they would make a payment when phase 1 of 3 phase process is done. During phase 2 Stutsman County would pay up front, and be reimbursed in phase 3. Before anything is delivered to Quality Title at the end, they would be required to make final payment to Stutsman County. In the proposal Quality Title will receive 5 years of additional document downloads, because he is paying double of what fees would have been. Indexing would be free of charge to them as well. Marks made a motion, seconded by Ova to approve the request. Roll call vote: Ova, Marks, Schwartz, Neys and Klose voted aye. Motion carried.

At 4:54 p.m., a motion to adjourn was made by Schwartz, seconded by Neys. Motion carried.

ATTEST:

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Casey Bradley	Mark T. Klose
Auditor/COO	Commission Chairman