Official Proceedings of the Stutsman County Commission – February 17th, 2015

At 8:00 a.m., Chairman Klose called the mid-month meeting of the Stutsman County Commission to order. Dale Marks, David Schwartz, Craig Neys, and Mark T. Klose answered the roll call. Dennis Ova was absent.

Joan Martin, registered nurse and Margo Haut, licensed social worker of Guardian Angels Inc. introduced their new business to the commissioners. Karen Tahran, registered nurse, was unable to make it to the commission meeting. Guardian Angels Inc. offers guardianship and conservatorship services as well as court visitor reports. Joan Martin reported they have applied to become a quality service provider for the State of North Dakota which would involve the use of Medicaid funds and will provide in-home care to individuals in their home. This will not replace home health and hospice programs. Guardian Angels Inc. would like to receive recognition from the commission that they are a new business with the possibility of providing to people that come before the governing board.

Robert Toso and Commissioner Klose requested to provide a 2015 JSDC loan to SEPA for BNSF Rail Switch in the amount of $785,000. The JSDC recommended the City of Jamestown and Stutsman County to approve the JSDC loan to SEPA for $785,000 to pay for the BNSF heated and automated mainline switch. This switch is required by BNSF to improve safety and expedite rail traffic flow through the Jamestown area. The JSDC loan to SEPA is $785,000 0% loan with the payment deferred for the first two years. Loan payments will begin the third year in 2017 and will be $78,500 annually. This is a 90/10 percent split with the county's portion being $78,500. Schwartz made a motion, seconded by Marks to approve the loan request as presented. Roll call vote: Marks voted aye, Schwartz voted aye, Neys voted no, Klose voted aye. Motion approved.

The James River Valley Library Board has two board positions open. Only one application was received for the James River Valley Library Board. Lynn Krueger and Judy Brueske's terms have ended. Neys made a motion, seconded by Schwartz to nominate and appoint James Nyland to the James River Valley Library Board. Motion Carried.

Christina Rittenbach, Extension Office, requested approval to award bid quotes for the extension remodel for the kitchen lab plans to the commissioners. It is estimated the kitchen labs will cost approximately $18,065.00. Schwartz made a motion, seconded by Marks to accept the bid quote as presented with the stipulation that it is honored by the contractor. Roll call vote: Marks, Schwartz, Neys, Klose voted aye.

Rittenbach requested approval to close Extension Offices in order to move to the new location at the old Senior Citizen Center Building on February 19th, 20th, and 23rd. It is the consensus of the commissioners to close the offices as requested.

Josh Smaage, IT Director, presented information to the commissioners on the replacement of the courthouse copier. There is $15,000 in the budget for the replacement of the copier. The county is looking at purchasing a color copier. Two quotes were received from A & B Business Solutions and Central Business Systems. A & B Business Solutions' quote is $13,894 with the maintenance agreement being $125 per month. Currently, the maintenance is $200 per month. CBS is $14,153 with the maintenance agreement is $139.50 per month. The current copier in the Auditor's Office would be recycled to the State's Attorney's Office. Smaage recommended awarding the quote to A & B Business Solutions because of the track record. Marks made a

motion, seconded by Neys to award the quote to Central Business Systems. Roll call vote: Marks, Schwartz, Neys, Klose voted aye.

Tyler Perleberg, Interim Tax Director presented his monthly report. Klose had a question regarding the tax refunds the county is paying. It was explained the tax refunds is because of homeowners qualifying for homestead credit. Perleberg informed the commissioners the county held the assessor seminars to get the assessors for townships re-certified. Fourteen of the sixteen assessors showed up for the seminars; the other two have made other arrangements to attain their certification classes from other counties. The county received signed contracts from Deer Lake Township, Hidden Township, and Sharlow Township to hire the county for assessing properties. Tyler stated he received a verbal commitment from Flint Township as well; he is waiting for the signed contract. Equalization meetings are coming up. Tyler is requesting the townships get their equalization meeting notices to him by the 18th of March in order for the notices to be printed in the paper. The assessor education requirement change is still pending in the legislature.

Jerry Bergquist, 9-1-1 Emergency Manager/Coordinator informed the commissioners on the 2014 communications center statistics. The four largest customers for the communication center is Jamestown Police Department; Sheriff's Office, Jamestown Ambulance and the Highway Patrol. There is a slight increase in the calls for service compared to last year. The type of call and severity of the call is changing from the year before. The calls need a longer time commitment as well as there is an increase in the number of officers involved on a call. The communication center call count tracks the number of incoming and outgoing calls. The communication center had a different phone system in 2012 which tracked the calls differently. The numbers of calls were inflated a little bit with the old system so the numbers are dramatically different in 2013. The communication center is slowly separating from the Jamestown Police Department so this is also contributing to the decrease in calls in 2014. The teletype usage has increase dramatically in 2014. The teletype is where the communication center does the background checks and license checks on individuals. The increase relates back to the severity of the calls the officers are going on. In 2014, the county received 5,914 9-1-1 calls; 4,637 of the calls were from cell phones.

Bergquist informed the board regarding the Communications Center scheduling and staffing issues. The county has advertised for two part-time dispatcher job openings since last fall and cannot get people to apply for the job openings. The current personnel have been working extra hours to cover the shortages. Currently, the county has six part-time dispatchers. Bergquist is requesting to convert the two vacant part-time positions to one full-time position in order to advertise for the one vacant full-time position, and make the five current part-time dispatcher positions to full-time effective March 1st, 2015. Schwartz made a motion, seconded by Neys to approve the request as presented. Motion Carried.

Jerry updated the commissioners on the call logger replacement project which is a tape recorder that allows the county to tape every telephone line and radio frequency coming in and out of dispatch. The project continued to get delayed due to next generation 9-1-1 conversions that needed to be completed first. Richland County's call logger failed but they did get it to work again. As part of the project with sharing services with Richland and Barnes County, we need to be able to share a call logger. The three counties are doing a request for quotes on the call logger; and the vendors will have until the 27th of February to submit the quotes. Stutsman County's portion will approximately be around $30,000-$40,000. The call logger will be able to connect in through the internet and pull the recordings. The last remaining part to do is a

shared radio system between the three counties. Currently, a shared radio system statewide is being proposed in the legislature.

Commissioner Marks informed the commissioners he had correspondence with Suzette Schafer who was southbound on Highway 281 approaching the Ypsilanti road wanting to turning left. There is not a left turn lane at this intersection. A semi was coming up behind her and she was worried the semi was not slowing down; she accelerated to stay out of the way of the semi. She thought she was going to get hit by the semi. Commissioner Marks stated it seems the ND Department of Transportation (DOT) is aware for the need of turning lanes in various areas. Commissioner Schwartz suggested bringing the concern up at the East Central County Commission meeting which is being held in Valley City.

Schwartz made a motion, seconded by Neys to approve the taxable meals and mid-month bills. Roll Call vote: Marks, Schwartz, Neys, Klose voted aye.

	GENERAL REVENUE FUND			**COUNTY ROADS FUND CONT'D**	
69098	A & B BUSINESS INC	$169.03	69130	DAKOTA VALLEY ELECTRIC	$8.00
69099	ACTION DIGITAL	$300.00	69131	DAN POLAND MACHINE INC	$165.10
69105	BANK OF NORTH DAKOTA	$1,143.07	69138	EQUIPMENT DIST	$208.40
69108	BEHM,DENNIS	$47.95	69139	FARGO FREIGHTLINER	$33.76
69109	BLUMER, MARK T.	$1,273.80	69140	FLEETPRIDE	$7,347.08
69111	BOB'S PLUMBING & HEATING INC	$2,487.95	69144	GF CONSTRUCTION	$10,540.00
69116	CASS COUNTY TREASURER	$434.00		GRUENSTEIN,LARRY	$368.00
69119	CENEX FLEETCARD	$1,771.02	69148	HOME OF ECONOMY	$247.35
69122	CLEMENS,ALEX	$17.79	69149	INFINITY BUILDING SERVICES	$411.20
69123	COLE PAPERS INC	$712.56	69153	JAMESTOWN COMMUNICATIONS INC	$33.30
69124	COMFORT INN BISMARCK	$74.00	69156	JAMESTOWN PLUMBING & HEATING	$246.93
69126	CORELOGIC TAX SERVICE	$12,343.37	69158	JOBS HQ	$334.76
69127	CREATIVE ENERGY	$434.64		KOBLE, RON	$538.20
69128	CROSSMON CONSULTING,INC	$900.00	69162	MAC'S INC	$174.94
69132	DILLMAN,KENNETH	$106.20	69167	MDU	$1,306.76
69133	DOCKTER,CHRISTINA	$56.00	69169	MEDINA CITY AUDITOR	$18.85
69134	EDDY FUNERAL HOME	$490.00	69171	NAPA AUTO PARTS	$1,558.01
69135	EDER,JUDY	$10.00	69173	ND ASSOCIATION OF COUNTIES	$350.00
69136	ELECTRO WATCHMAN INC	$160.00	69177	NEWMAN SIGNS	$270.50
69137	ELHARD,TIM	$27.25	69180	NORTHWESTERN EQUIPMENT INC	$276.09
	FREMGEN, FRITZ	$174.50	69182	O'REILLY AUTOMOTIVE INC	$140.03
69142	FUHRMAN,NEVAEH	$25.00	69184	OTTER TAIL POWER CO	$400.41
69143	GEORGE,ALLISON	$25.00	69187	PRAXAIR DISTRIBUTION INC	$612.82
69145	H & H HOLDINGS LLP	$485.53	69189	QUALITY SERVICE & REPAIR	$798.17
69146	HAROLDSON'S A & B BUSINESS	$281.44	69190	QUILL CORPORATION	$295.93
69147	HIGH PLAINS WATER	$14.00	69209	STUTSMAN COUNTY GLASS	$235.00
69148	HOME OF ECONOMY	$4.99	69217	VINING OIL CO	$508.50
69150	INFORMATION TECHNOLOGY DEPT	$356.10	69221	WALLWORK INC,W W	$551.65
69152	J & L SERVICE	$59.00	69223	WEST END HIDE & FUR	$383.40
69154	JAMESTOWN ELECTRIC	$53.84		**SOCIAL SERVICES FUND TOTAL**	$505.83
69155	JAMESTOWN I-94 CLARK	$339.52		**COUNTY CORRECTIONAL CENTER**	
69157	JAMESTOWN SUN	$1,119.34	69098	A & B BUSINESS INC	$199.28
	KAISER, CHAD	$28.00	69100	AMERICAN INSTITUTIONAL SUPPLY	$532.00
69159	KELLY,SHANNON	$25.00		ANDRES, DORINA	$10.35
69160	KLIEM,DEVIN	$25.00	69103	ATTORNEY GENERAL OFFICE-1250	$3,610.00
69161	LEE,JAMES J	$59.50	69104	BALCO UNIFORM CO INC	$1,197.12
69162	MAC'S INC	$3.51	69107	BEHAVIORAL INTERVENTIONS	$3,140.76
69163	MAILFINANCE	$931.74	69110	BOB BARKER CO	$828.51
69164	MARQUART,ANDREW S	$2,949.03	69112	BROWN & SAENGER	$574.28
69167	MDU	$2,415.50	69117	CBM FOOD SERVICE	$7,542.55
69170	MYHRE LAW OFFICE	$402.44	69125	COMMUNITY CORRECTION PROGRAM	$278.62
69172	NAPA AUTO PARTS-SHERIFF	$10.49	69165	MCDOUGALL/DR KENNETH	$160.00
69173	ND ASSOCIATION OF COUNTIES	$600.00	69166	MCKESSON MEDICAL SURGICAL	$378.02
69176	NEOFUNDS BY NEOPOST	$4,010.00	69167	MDU	$1,654.42
69178	NORTHERN PLAINS ELECTRIC	$253.00	69168	MEDICINE SHOPPE	$457.48
69179	NORTHERN SAFETY TECHNOLOGY INC	$484.18	69174	ND STATE RADIO COMMUNICATIONS	$510.00
69183	ODENDAHL,JEFF	$31.04	69184	OTTER TAIL POWER CO	$6,036.44
69184	OTTER TAIL POWER CO	$3,735.07	69191	RECORD KEEPERS	$24.50
69185	OTTMAR & OTTMAR PC	$360.00	69192	REDWOOD BIOTECH INC	$30.00
69186	PRAIRIE COUNSELING	$119.87	69193	REDWOOD TOXICOLOGY LABORATORY INC	$1,000.50

69188	PROBUILD	$90.05	69197	SANFORD HEALTH OCCUPATIONAL MEDICINE	$43.00
69190	QUILL CORPORATION	$275.87	69219	VORACHEK,CHRISTOPHER	$6.00
69191	RECORD KEEPERS	$27.00		**WEED CONTROL FUND**	
69195	SANDNESS LAW OFFICE	$189.00	69106	BAYMONT INN & SUITES	$522.90
69196	SANFORD	$111.59	69151	INGSTAD FAMILY MEDIA	$50.00
69198	SCHAFFER,DIANNE	$50.00	69216	VERIZON WIRELESS	$133.65
69199	SCHERBENSKE INC.	$100.95		**HISTORICAL SOCIETY**	
69200	SCHOCK,RONALD OR LEAH	$863.43	69141	FRONTIER VILLAGE ASSN	$6,000.00
69201	SCHWARZE,KEITH	$249.51	69210	STUTSMAN COUNTY MEMORIAL MUSEUM	$8,003.00
69202	SCOTT,BRANDEE	$25.00		**VETERANS FUND**	
69204	SPC SECURITY	$268.00		TOBIN, WARREN J	$115.00
69205	SPIRITWOOD ENERGY PARK ASSOC LLC	$1,882.98		**COUNTY AGENT FUND**	
69206	STEELE,BRIAN OR JOYCE	$385.59	69112	BROWN & SAENGER	$982.72
69207	STRAND,NEAL	$5.18	69121	CLARK,LAVONNE L	$3,125.00
69211	SUKO,MARK	$15.75	69194	RITTENBACH,CHRISTINA	$157.27
69213	TIMM,HERTHA L	$49.63	69203	SILBERNAGEL,JULIE	$2,675.00
	VEIL, JAMISON	$40.83		**COUNTY ADVERTISING FUND**	
69218	VISA SO 1840	$1,391.98	69102	ARTS CENTER,THE	$2,000.00
69220	WAGNER,JOADY	$67.50		**COMMISSARY FUND**	
69222	WELLS FARGO REAL ESTATE TAX SERVICES LLC	$7,080.88	69212	THOMSON REUTERS	$248.00
69224	WILHELM CHEVROLET BUICK GMC	$39,848.00	69214	TURNKEY CORRECTIONS	$646.91
69225	WOLFF,CLAYTON	$10.00		**WITNESS ADVOCACY PROGRAM FUND**	
	E911 PHONE SYSTEM FUND		69181	NOVA VICTIM ASSISTANCE ACADEMY TRAINING	$300.00
	BERGQUIST, JERRY	$40.25		**DOCUMENT PRESERVATION FUND**	
69129	DAKOTA CENTRAL TELECOMMUNICATIONS	$969.41	69215	UNDERGROUND VAULTS & STORAGE	$1,155.00
	COUNTY ROADS FUND			**DATA PROCESSING FUND**	
69099	ACTION DIGITAL	$25.00	69118	CDW GOVERNMENT INC	$4,885.44
69101	AMERIPRIDE SERVICES	$590.01	69150	INFORMATION TECHNOLOGY DEPT	$664.45
	ANDERSON, CHARLES	$880.90		**COUNTY EXTENSION**	
69111	BOB'S PLUMBING & HEATING INC	$5.85		BARNES, ROBIN	$30.36
69113	BUFFALO CITY DIESEL	$994.20	69175	NDSU AG COMMUNICATION	$200.00
69114	BUTLER MACHINERY CO	$647.46	69194	RITTENBACH,CHRISTINA	$4.95
69115	CARQUEST AUTO GA	$111.96		**FEMA**	
69120	CENTRAL BUSINESS SYSTEMS INC	$72.00		ALEXANDER TOWNSHIP	$11,682.46
69127	CREATIVE ENERGY	$447.30	69208	STUTSMAN CO ROAD DEPT	$330.65

At 8:58 a.m., a motion to adjourn was made by Neys, seconded by Schwartz. Motion Carried.

ATTEST:

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Linda Chadduck
Deputy Auditor

Mark T. Klose
Commission Chairman