Official Proceedings of the Stutsman County Commission—February 20, 2024

At 3:32 p.m., Chairman Klose called the regular meeting of the Stutsman County Commission to order. Jerry Bergquist, Chad Wolsky, Levi Taylor, and Mark Klose were present.

The Pledge of Allegiance was recited.

Shannon Davis, HR Director, presented the current unused annual leave eligible for payout for employees not able to use vacation hours due to workload or staffing. A motion to approve the leave payout was made by Bergquist, seconded by Wolsky. Roll call vote: Bergquist, Wolsky, Taylor, and Klose voted aye. Motion carried.

Jim Wentland, Road Superintendent, requested permission to purchase a used semi tractor under $50,000. A motion to approve the purchase was made by Wolsky, seconded by Taylor. Roll call vote: Wolsky, Taylor, Klose, and Bergquist voted aye. Motion carried.

At 3:38 p.m. Commissioner Morris joined the meeting via phone.

Wentland requested to purchase a walk-n-roll packer with the budgeted amount of $35,000. A motion to approve the purchase was made by Taylor, seconded by Bergquist. Roll call vote: Morris, Taylor, Klose, Bergquist, and Wolsky voted aye. Motion carried.

Wentland requested to purchase a snow blower for the skid steer for $5,000. Wentland requested to use $5,000 from the $42,000 he has budgeted for a front-mount snowblower to purchase a snow blower for the skid steer which he would postpone until the next budget cycle. A motion to approve the purchase was made by Wolsky, seconded by Taylor. Roll call vote: Taylor, Klose, Bergquist, Wolsky, and Morris voted aye. Motion carried.

Wentland requested permission to travel to Monticello, MN and Tea, SD to inspect machinery for possible purchase. A motion to approve the out of state travel was made by Bergquist, seconded by Taylor. Motion carried.

Jessica Alonge, Auditor/COO, presented a request to change the start time of the March 19, 2024 meeting to allow commissioners to attend the NDACo Commissioner's Summit in Bismarck. The Board agreed to move the March 19 meeting from 3:30 p.m. to 8:00 a.m.

Alonge presented the NDDOT bridge inspection invoice in the amount of $321.91 for the 1st Street bridge in the City of Jamestown. In 2021, the Commission approved payment of one-half of the bridge inspection invoice for 1st Street bridge, and the City of Jamestown was responsible for the other half. A motion to pay the full invoice and request reimbursement from the City of Jamestown for their one-half share was made by Morris, seconded by Bergquist. Roll call vote: Klose, Bergquist, Wolsky, Morris, and Taylor voted aye. Motion carried.

Alonge requested permission to establish a committee of five to seven non-elected members approved by the City and County to review the MOA between Stutsman County and the City of Jamestown on the Joint Provision of Library Services. Morris made a motion to approve the committee establishment, seconded by Bergquist. Motion carried.

Alonge presented the 2023 budget amendments and review of the fiscal report. Alonge stated that in previous years each revenue and expense line items were done individually, but this year was done by fund balance. Only expenditures going above the budgeted amount are required to be amended. The

County received $36,389,541 in revenue and expended $30,785,057 resulting in a net increase of $5,604,484. Alonge presented some of the larger line-item amendments. In the General Fund, miscellaneous expenses were over by approximately $25,000 due to the opioid settlement revenues. The county received $31,215 in opioid settlement revenues which was paid directly to Central Valley Health. Public education was also over budget due to service awards from 2021 & 2022 being paid in 2023, audit fees were over the budgeted amount due to the 2021 & 2022 audits being finalized in 2023. Alonge stated that there is potential for some reimbursement on the federal portion of audit fees. The ARPA amount reimbursement for the purchase of assets is for the Commission Room furniture update. There was a line item added to the County Sheriff and Corrections budgets which is specific to the "Back The Blue" funding that was received and paid out to employees as retention bonuses. This miscellaneous line-item expense was over due to an accident involving a cattle trailer which was paid to a veterinarian, and later reimbursed by NDRIF. There was a large overage under uniforms, which was largely due to armored vests with 50% being reimbursed by a grant. The overage under the boat safety line item was due to a 50/50 grant for inflatable life vest program, 50% was received under revenue. Emergency Management grant reimbursed expense was overbudget, largely due to snow pay outs to the Road Department and Townships. Information Technology service contracts were over budget due to a budget which included an anticipated 3% increase, but had an actual increase of approximately 8%. The Road Department had a large increase in overtime expenses due to the snow emergency, with reimbursement of $204,615 as part of the legislative relief to help with overtime expenses and service contracts. There was a significant increase in the Corrections reimbursed room & board revenue; collections were over $1.3 million. A motion to approve the 2023 budget amendments by fund was made by Bergquist, seconded by Wolsky. Roll call vote: Bergquist, Morris, Wolsky, Taylor, and Klose voted aye. Motion carried.

At 4:16 p.m., the Commission meeting recessed for the Park Board meeting.

Official Proceedings of the Stutsman County Park Board – February 20, 2024

At 4:16 p.m., Chairman Klose called the regular meeting of the Stutsman County Park Board to order. Jerry Bergquist, Mark Klose, Chad Wolsky, Levi Taylor, Merri Mooridian, and Henry Steinberger answered the roll call. Joan Morris was present via phone.

Karl Bergh, Park Superintendent, requested permission to make a joint purchase with the Road Department for a soil conditioner from Quick Attach for $12,230.90. A motion to approve the purchase was made by Steinberger, seconded by Taylor. Roll call vote: Wolsky, Morris, Taylor, Klose, Bergquist voted aye.

A motion to approve the mid-month bills was made by Mooridian, seconded by Steinberger. Roll call vote: Morris, Taylor, Klose, Mooridian, Stienberger, Bergquist, and Wolsky voted aye.

	County Park Fund	
13246	DAKOTA CENTRAL TELECOMM	$ 69.90
13248	DAKOTA VALLEY ELECTRIC	$ 9.00
13254	GAHNER SANITATION SERVICE	$640.00
13281	NORTHERN PLAINS ELECTRIC COOPERATIVE	$340.10

At 4:21 p.m., a motion to adjourn the Park Board meeting was made by Steinberger, seconded by Bergquist. Motion carried.

The Commission was called back to order at 4:21 p.m.

A motion to approve the mid-month bills and taxable meals was made by Wolsky, seconded by Taylor. Roll call vote: Taylor, Klose, Bergquist, Wolsky, and Morris voted aye. Motion carried.

	General Revenue Fund				
13230	BI INC.	$ 15.00	13235	CAPFIRST EQUIPMENT FINANCE, INC.	$ 30,663.00
13231	BISMARCK HOTEL & CONFERENCE CENTER	$ 198.00	13240	CLEVELAND CITY WATER & SEWER	$ 115.00
13232	BOB BARKER CO	$ 386.74	13244	CREATIVE ENERGY	$ 598.06
13236	CDW GOVERNMENT INC	$ 850.03	13246	DAKOTA CENTRAL TELECOMM	$ 173.63
13237	CENTRAL BUSINESS SYSTEMS INC	$ 273.84	13249	DMC WEAR PARTS LLC	$ 33,089.00
13238	CENTURYLINK	$ 1,515.26	13251	FARMERS UNION OIL CO-CENEX	$ 4.99
13239	CHARM-TEX, INC.	$ 704.40	13252	FINANCIAL MANAGEMENT DIVISION	$ 5,019.22
13241	COLE PAPERS INC	$ 1,271.77	13256	HIGH PLAINS WATER	$ 18.00
13243	CONVERGINT TECHNOLOGIES, LLC	$ 490.35	13258	HOME OF ECONOMY	$ 104.90
13244	CREATIVE ENERGY	$ 92.16	13264	JAMESTOWN COMMUNICATIONS INC	$ 406.50
13245	DACOTAH PAPER CO	$ 33.62		KRAMLICH MICHAEL	$ 639.18
13253	FORUM COMMUNICATIONS COMPANY	$ 881.56		KRAMLICH, MYRON	$ 115.24
13255	GALLS, LLC	$ 199.99	13272	LINDE GAS & EQUIPMENT	$ 398.71
13259	HR COLLABORATIVE	$ 99.00	13273	MACKKE PLUMBING AND HEATING	$ 637.50
13262	INFORMATION TECHNOLOGY DEPARTMENT	$ 1,098.75	13275	MDU	$ 1,376.12
	INVIE, KYLIE	$ 121.13	13276	MEDINA CITY AUDITOR	$ 77.75
13263	JAKE SEWER AND DRAIN CLEANING, LLC	$ 160.00	13277	MENARDS - JAMESTOWN	$ 46.94
13264	JAMESTOWN COMMUNICATIONS INC	$ 112.70	13278	NAPA AUTO PARTS	$ 1,474.31
13265	JAMESTOWN EMS EDUCATION	$ 200.00	13281	NORTHERN PLAINS ELECTRIC COOPERATIVE	$ 365.00
13266	JAMESTOWN PLUMBING & HEATING	$ 195.00	13282	NORTHWEST TIRE INC.	$ 115.88
13268	John L Kropp Family Trust	$ 9.80	13284	OTTER TAIL POWER CO	$ 1,046.91
13269	KEPIDA CONTRACTING	$ 350.00	13287	POWER PLAN	$ 5,790.04
13270	LANGUAGE LINE SERVICES	$ 262.40		STREETER CITY AUDITOR - DD	$ 103.75
13274	MARQUART,ANDREW S	$ 1,611.00	13304	TOWE, JEREMY W	$ 361.80
13275	MDU	$ 392.67		WANZEK, JOHN	$ 257.28
13279	ND DEPT OF TRUST LANDS	$ 5,716.00	13309	WEST END HIDE & FUR	$ 7.85
13281	NORTHERN PLAINS ELECTRIC COOPERATIVE	$ 479.00		**Weed Control Fund**	
13284	OTTER TAIL POWER CO	$ 9,681.94	13246	DAKOTA CENTRAL TELECOMM	$ 56.01
13285	PHARMCHEM INC	$ 543.15	13261	I3G MEDIA JMST	$ 350.00
13286	PLUMBMASTER	$ 806.70	13280	NORTH DAKOTA WINTER SHOW	$ 450.00
13288	PRESORT PLUS	$ 6,924.83		**Veterans Service Fund**	
13289	PRIMARY PACKAGING INC	$ 110.58	13238	CENTURYLINK	$ 16.17
13290	QUADIENT FINANCE USA, INC. - AUD	$ 3,000.00		**County Agent Fund**	
13291	RECORD KEEPERS	$ 101.50	13245	DACOTAH PAPER CO	$ 258.32
13293	SANFORD HEALTH OCCUPATIONAL MEDICINE	$ 94.00	13246	DAKOTA CENTRAL TELECOMM	$ 292.56
13294	SANFORD.	$ 1,000.00	13260	HUGO'S 9	$ 59.96
13295	SC CORRECTIONS	$ 1,651.00	13267	JAMESTOWN SUN FARGO	$ 148.00
	SCHAFFER,DIANNE	$ 60.00	13292	RECYCLING CENTER OF NORTH DAKOTA, LLC	$ 17.00
13296	Schmeichel Brothers Property LLP	$ 47.67		**Human Service Zone Fund Total**	$ 4,524.77
13299	STEIN'S INC	$ 1,756.09		**Commissary Fund**	
13300	Stine,Marilyn	$ 43.62	13305	TURNKEY CORRECTIONS	$ 276.89
13301	SUMMIT FIRE PROTECTION	$ 1,010.00		**Drug Program Fund Total**	$ 27,576.03
13302	SUMMIT FOOD SERVICE, LLC	$ 15,217.61		**Information Technology Capital Fund**	
13303	THOMSON REUTERS	$ 457.15	13236	CDW GOVERNMENT INC	$ 20,760.74
	VILLANUEVA, ALLIANA	$ 180.00	13257	HIGH POINT NETWORKS	$ 3,082.16
	VILLANUEVA, ALLIANA	$ 180.00		**Document Preservation Fund**	
	VILLANUEVA, ALLIANA	$ 144.00	13243	CONVERGINT TECHNOLOGIES, LLC	$ 140.10
13310	WESTERN DETENTION	$ 467.10	13306	TYLER TECHNOLOGIES INC	$ 884.48
			13307	UNDERGROUND VAULTS & STORAGE	$ 1,386.00

13311	WOODWORTH LAW OFFICE, PLLC	$ 60.00		**Road & Bridge Building Fund**	
	E 911 Phone System Fund		13258	HOME OF ECONOMY	$ 1,019.99
13246	DAKOTA CENTRAL TELECOMM	$ 219.12	13297	SCHUMACHER CONSTRUCTION INC	$ 9,401.00
13247	DAKOTA CENTRAL TELECOMMUNICATIONS	$ 277.00		**Bond Fund**	
13262	INFORMATION TECHNOLOGY DEPARTMENT	$ 5,028.49	13242	COMPUTERSHARE CORPORATE TRUST	$ 93,481.26
13298	SCOTT'S ELECTRIC LLC	$ 2,566.82		**FEMA Fund**	
	County Roads Fund			BLOOM TOWNSHIP-DD	$ 1,084.34
13229	ARAMARK	$ 1,940.22		BLOOM TOWNSHIP-DD	$ 36.14
13234	BUFFALO CITY DIESEL	$ 1,935.47		GERMANIA TOWNSHIP #20 - DD	$ 221,885.72

A motion to adjourn the Commission meeting was made at 4:22 p.m. by Bergquist, seconded by Morris. Motion carried.

ATTEST:

Jessica Alonge
Auditor/COO

Mark T. Klose
Commission Chairman