Official Proceedings of the Stutsman County Commission - March 3rd, 2015

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

Neys made a motion, seconded by Schwartz to approve the minutes of the February 2015 meetings. Motion carried.

Jim Fettig, Courthouse Maintenance Supervisor, requested approval to accept the Courthouse Facility Grants. The county applied for six grants; two of which were denied – carpeting of the stairs to the second floor and part of the lower level remodel. The grants and the grant dollars of the projects that were approved are as follows: the lower level remodel, state share is $44,656.06, county share is $14,881.35 for a project total of $59,537.41; keyless entry on second floor, state share is $3,931.50, county share is $1,310.50 for a project total of $5,242.00; lighting upgrade, state share is $33,152.96, county share is $11,050.99, for a project total of $44,203.95; and caulking of windows and walls, state share is $13,308.00, county share is $4,436.00 for a project total of $17,744.00. It is $126,727.36 total in court facility grants. The county will have to cover the cost of the Victim Witness office which is $13,282.35 and the caulking of the main floor windows and joints which is $16,354. These will not be funded through the courthouse facility grants. The total for the county share of the courthouse facility grants is $31,678.84. The total cost for all of the projects will be $48,032.84. The county has $48,848.00 in the 2015 budget that is set aside for this project. The caulking of the main floor is in the 2016 budget but the county can get it done this year since there is money available in the budget. The county has 120 days to get started on the projects. Fettig wanted to start on keyless entry project right away and is planning on doing the lighting a little at a time. The lighting project should pay for itself in approximately three years. The county will probably do three competitive quotes for the lower level remodel with the hopes of getting started in the fall. Ova made a motion, seconded by Schwartz to accept the courthouse facility grants as presented. Roll call vote: Ova, Marks, Schwartz, Neys, Klose voted aye.

Lance Brower is requesting compensation for a donation he made to the extension office. Stutsman County received a $10,000 check from Goodrich Corporation in June 2010. A receipt was given to Goodrich Corporation in June 2010 since the donation came from them. Brower stated he informed Goodrich Corporation to send the $10,000 check to the extension office. Lance was going over his taxes and noticed he never received a receipt for the donation. He requested a receipt from Casey Bradley, Auditor/COO. Bradley sent the receipt to Brower on October 16, 2014 which was the next day after the request. Lance stated the problem occurs because the receipt was not sent in due time where he could use it for his taxes. Brower is requesting compensation for his taxes in the amount of $1,249.00. Schwartz made a motion, seconded by Ova to reject the compensation request as presented. Motion Carried.

Mickey Nenow, County Highway Superintendent, presented his monthly report. Nenow introduced Tyler Michel who is the new county Assistant Highway Superintendent. His first day was March 2, 2014.

Nenow requested permission to bid the Spiritwood Paving Project. This is to advertise for bids for the one mile of road in Spiritwood. Neys made a motion, seconded by Marks to approve the request as presented. Motion Carried.

Nenow requested approval to advertise for engineering for the Senate Bill (SB) 2103 funds which was approved last week by the legislature. All but two townships will be receiving $10,000 and Stutsman County will be receiving $4,286,154. The counties match requirement is in the amount of $476,239. The covered projects including the match and what the county will be receiving is $4,762,393. The projects designated are as follows: seven miles north of Gackle,

8.25 miles north of Woodworth, chip seal 20 miles of various roads on county roads 67, 44, and 69, with an alternative project across the Jackson Highway and maybe chip seal county road 68. An estimated cost for the two projects and chip sealing is $5,605,927 which is a high estimate. Currently, we have $480,000 in the current budget for chip sealing and we have $4,286,154 from the senate bill which leaves a shortfall of $839,773. The federal highway levy account has a fund balance of approximately $1.7 million and there is about $5.9 million in the state aid account as of February 2015. The match requirement from the senate bill funding would be taken out of the federal aid levy as well as the bid alternate project. The county would have a balance of $875,796 in the federal aid account. Other planned utilization projects are: the aspen project is estimated at $300,000; 2016 bridge projects are $1.4 million; 2016 road project of four miles into Ypsilanti to the elevator is estimated at $1.4 million. The anticipated 2016 revenues would have 433,000 with a $448,000 balance at the end of 2016. The county would still have approximately $5.9 million available in state aid account. Once all of these road projects are completed the county roads will be 105,500 from the northwest corner all the way down to Interstate 94. Ova made a motion, seconded by Schwartz to advertise to bid the engineering services on the identified projects. Motion Carried.

Nenow requested to bid the Spiritwood project and the Senate Bill projects together. Schwartz made a motion, seconded by Marks to bid the projects as presented. Motion Carried.

Mickey received a request from GRE and Spiritwood Energy to reduce the speed limit through the plant area from 40 mph to 25 mph. This would be for all traffic from the intersection of Old Highway Ten south to the intersection past the cemetery. Schwartz made a motion, seconded by Marks to approve lowering the speed limit from 40 mph to 25 mph as presented. Motion Carried.

Nenow requested approval to purchase a 2003 pickup truck in the amount of $4,900 to replace a gravel checker pickup. There is money budgeted in the purchase of assets account for one pickup. The Road Department will also be purchasing a pickup truck from the Sheriff's Office. The Road Department would also give a pickup to the Parks Department. Mickey would also like to purchase a computer for Tyler. The gravel checker pickup will be used as a spare. Schwartz made a motion, seconded by Neys to approve purchasing a pickup truck and computer as requested. Roll call vote: Marks, Schwartz, Neys, Klose, Ova voted aye.

Sandy Eckelberg, Account/Property Coordinator requested permission to advertise for bids for grazing rights on two parcels of land. These are two old gravel pits and every three years we advertise for bids to those who want to lease them. The lease terms are up this spring. Eckelberg is also requesting to change from a three year contract to a five year contract. The property is in Hidden Township and Corwin Township. The acreage in Hidden Township is approximately 55 acres and the property in Corwin Township is around 24 acres. The lease term run from May 1st to April 30th and is $550 per year. The consensus is to do a five year lease on the property in Hidden Township and offer to extend the lease in Corwin Township to the current lease until October 1st with the potential to sell the property. Marks made a motion, seconded by Ova to advertise for bids as discussed. Motion Carried.

Connie Ova, Jamestown/Stutsman Development Corporation requested approval for a three year lease instead of a five year lease and to pay rent on the 15th of the month rather than the 1st to Aaron McCardle. Ova made a motion, seconded by Schwartz to approve the request as presented. Motion Carried.

Fritz Fremgen, State's Attorney presented his monthly report. Fremgen stated he has had a lot of Supreme Court briefs this year. He informed the commissioners about the drug activity in Stutsman County.

Schwartz made a motion, seconded by Ova to approve the transfer of an Alcoholic Beverage

Licensing from Cuz'n Ron's Saloon to Helene & Bradley, LLC as presented. Motion Carried.

Casey Bradley, Auditor/COO, updated the board about the Treasurer Interim Status. Jessica has completed her six month probationary period and she has done a great job. Bradley requested to remove the interim status. Neys made a motion, seconded by Schwartz to remove interim status as presented. Roll call vote: Schwartz, Neys, Klose, Ova, Marks voted aye.

Bradley updated the board on the usage statistics from the Socrata software. It is approximately three weeks' worth of use. There was 161 sessions opened with 117 different users. The users viewed 779 different pages on the open budget software. The average person is viewing 8.4 pages with the average sessions are approximately three minutes long. Forty three percent go to another page when on the website and 72 percent are new users. Auditor/COO Bradley presented a demonstration of the Open Expenditure part of the program. The Open Expenditure should be available the latter part of this week. The next project will be getting the revenues on the website. The county is looking at being the beta site for the revenues for Socrata.

At 5:16 p.m., the Stutsman County Commission Meeting recessed for the County Park Board Meeting.

Official Proceedings of the Stutsman County Park Board – March 3rd, 2015

At 5:16 p.m., Chairman Klose called the regular meeting of the Stutsman County Park Board to order. Jason Houge, Robert Woodward, Dennis Ova, Dale Marks, David Schwartz, Craig Neys, and Mark T. Klose answered the roll call.

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

| | COUNTY PARK FUND | | | | |
|---|---|---|---|---|---|
| 69262 | AT&T MOBILITY | $48.25 | 69332 | MAC'S INC | $11.52 |
| 69273 | BUFFALO CITY DIESEL | $95.00 | 69343 | NAPA AUTO PARTS-PARK | $228.24 |
| 69283 | CENTURYLINK | $167.38 | 69351 | NORTHERN PLAINS ELECTRIC | $1,138.55 |
| 69289 | CREATIVE ENERGY | $306.80 | 69380 | STUTSMAN CO ROAD DEPT | $15.93 |
| 69297 | DOUTY,KRISTIE | $159.38 | 69382 | STUTSMAN RURAL WATER DISTRICT | $119.00 |

Schwartz made a motion, seconded by Woodward to approve the minutes of the February 2015 meeting. Motion Carried.

Sandy Eckelberg informed the board Dennis Haugen, Cabin 28 Westside, has not paid his cabin lease. Haugen has spoken with Sandy and has promised to pay the cabin lease. Last year he paid his lease on March 27th. He has indicated he is trying to get a bank loan to make the payment. Haugen has been late the last three years. In reading the cabin permit, the first step is to notify the park board of the violation. The board's options are to instruct the Auditor's Office to remedy the problem or pass a motion for a preliminary determination of termination. Sandy informed Dennis Haugen that the payment needed to be here by March 3, 2015 in order to avoid all of this. The cabin permit states when the payment is past the initial 30 days am additional $100 fee will be tacked on. Otherwise, the permit has no provisions or conditions for when the failure to pay goes beyond the 30 days. The board does have options to impose fines or can terminate his rights once the process has been started. Woodward made a motion, seconded by Ova to start termination process as presented. Motion Carried.

Searle Swedlund presented maps of the trails and is trying to bring value to them. All of the trails are for hiking, running or biking. The maps are located in tourism office, Parks and Recreation Office, and the Chamber of Commerce. It was suggested to place the packets at hotels/motels and at Gun and Reel.

At 5:24p.m., a motion to adjourn the Stutsman County Park Board meeting was made by Houge, seconded by Neys. Motion Carried.

At 5:25 p.m., the Stutsman County Commission Meeting reconvened.

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

| | **GENERAL REVENUE FUND** | | | **COUNTY ROADS FUND CONT'D** | |
|---|---|---|---|---|---|
| 69261 | ACTION DIGITAL | $600.00 | 69358 | POWER PLAN | $3,546.26 |
| 69263 | ATTLESON,ED | $60.00 | 69359 | QUALITY SERVICE & REPAIR | $1,729.18 |
| 69264 | BERCIER,NICK | $40.00 | | SOMSEN,STEVE | $4,900.00 |
| | BERGQUIST,JERRY | $36.80 | 69378 | STREETER COOP OIL | $315.00 |
| 69267 | BJORGAARD,TYLER | $40.00 | 69381 | STUTSMAN COUNTY AUDITOR | $187,513.25 |
| 69268 | BLUMER, MARK T. | $968.85 | 69383 | TDS METROCOM | $6.27 |
| 69270 | BOB'S PLUMBING & HEATING INC | $424.79 | 69387 | TWO RIVERS PRINTING | $657.00 |
| | BRADLEY,CASEY | $644.00 | 69392 | VISA RD 1766 | $474.26 |
| 69272 | BROWN & SAENGER | $49.98 | 69395 | WALLWORK INC,W W | $636.62 |
| 69277 | CARLSON, COLTON | $40.00 | 69399 | WALMART COMMUNITY BRC_137 | $720.45 |
| 69279 | CASS COUNTY TREASURER | $2,387.00 | 69400 | WEST END HIDE & FUR | $869.68 |
| 69282 | CENEX FLEETCARD | $1,634.07 | | **SOCIAL SERVICES FUND TOTAL** | $35,852.91 |
| 69283 | CENTURYLINK | $798.17 | | **FEMA REIMBURSED EXPENSES** | |
| 69285 | CLEMENS,BRIAN | $30.70 | | STIRTON TOWNSHIP #53 | $5,540.43 |
| | COLE,ANDERS | $30.94 | | **COUNTY CORRECTIONAL CENTER** | |
| 69293 | DALSTED & RYAN P C | $380.00 | 69259 | A & B BUSINESS INC | $188.33 |
| 69296 | DICK,TIFFINEY | $38.75 | 69260 | ACCURATE CONTROLS INC | $1,377.40 |
| 69299 | EDDY FUNERAL HOME | $490.00 | 69261 | ACTION DIGITAL | $38.40 |
| 69300 | EDINGER,GARY | $56.00 | | ANDRES,DORINDA | $18.42 |
| 69301 | EKREN,DEAN | $44.50 | 69269 | BOB BARKER CO | $28.80 |
| 69302 | ERICKSON,STEVE | $46.80 | 69276 | CAPITAL CITY RESTAURANT SUPPLY INC | $292.95 |
| 69305 | FLANN,JONAS | $40.00 | 69278 | CARQUEST AUTO PARTS | $5.34 |
| 69306 | FREIER,GREG | $58.30 | 69280 | CBM FOOD SERVICE | $3,749.70 |
| 69307 | GALLAGHER, MARLYS J | $2,453.10 | 69283 | CENTURYLINK | $568.73 |
| 69309 | GOTTFRIED,MARVIN | $104.88 | 69286 | COLE PAPERS INC | $266.90 |
| 69311 | HARE,CAYDEN | $40.00 | 69291 | DACOTAH PAPER CO | $740.16 |
| 69317 | JAMESTOWN AMBULANCE | $1,335.00 | 69295 | DIAMOND DRUGS INC | $836.86 |
| 69318 | JAMESTOWN CITY BALER | $21.84 | 69310 | GRAYBAR | $123.84 |
| 69319 | JAMESTOWN CITY WATER | $542.36 | 69319 | JAMESTOWN CITY WATER | $1,963.28 |
| 69323 | JHS SWIM TEAM | $300.00 | 69320 | JAMESTOWN ELECTRIC | $234.00 |
| 69326 | KRAHLER,MALIK | $40.00 | 69322 | JETSTREAM CAR WASH | $379.00 |
| 69327 | LARRY'S AUTO GLASS | $297.32 | 69336 | MCKESSON MEDICAL SURGICAL | $156.30 |
| 69328 | LEXISNEXIS MATTHEW BENDER | $64.43 | 69340 | MOYER,MAGGIE | $29.00 |
| 69330 | LORIG,JAKOB | $40.00 | 69345 | ND DEPT OF HUMAN SERVICES | $33.30 |
| 69331 | LUTMAN,CODY | $40.00 | 69349 | NETWORK CENTER COMMUNICATIONS | $250.00 |
| 69334 | MARQUART,ANDREW S | $180.31 | 69357 | PHARMCHEM INC | $600.00 |
| 69335 | MARSHALL & SWIFT/BOECKH, LLC | $954.15 | 69370 | SANFORD FARGO | $37.00 |
| 69338 | MEDINA AMBULANCE SERVICE | $791.00 | 69371 | SANFORD NORTH | $1,000.00 |
| 69341 | MURCHIE,DYLAN | $40.00 | 69376 | SMITTY'S CARPET SHOP INC | $146.18 |
| 69347 | ND HOUSING FINANCE AGENCY | $674.55 | 69383 | TDS METROCOM | $126.20 |
| 69349 | NETWORK CENTER COMMUNICATIONS | $114.69 | 69386 | TRUE VALUE HARDWARE | $31.94 |
| 69350 | NIEMOLLER,CARL | $40.00 | 69389 | VERIZON WIRELESS | $123.72 |
| 69352 | NORTHERN SAFETY TECHNOLOGY INC | $156.88 | 69394 | VISA SS 1025 | $1,535.07 |
| 69355 | OFFICE OF STATE TAX COMMISSIONER | $1,057.09 | 69397 | WALMART COMMUNITY BRC RD | $47.32 |
| 69360 | QUILL CORPORATION | $261.46 | 69398 | WALMART COMMUNITY BRC SCCC | $80.60 |
| 69361 | RASMUSSEN,COLT | $40.00 | | **WEED CONTROL FUND** | |
| 69362 | RASMUSSON,COLE | $40.00 | 69258 | 5 STAR EXPRESS LUBE | $60.99 |
| 69366 | REIMERS,DAN | $40.00 | 69265 | BEST WESTERN RAMKOTA HOTEL | $249.00 |
| 69367 | RENWICK,DAYDEN | $40.00 | 69283 | CENTURYLINK | $8.49 |
| 69372 | SCHULZ,ANN | $44.50 | | DEUTSCHER,DAVID | $36.80 |
| 69373 | SEARS COMMERCIAL ONE | $17.99 | | LEES,KIM | $14.38 |
| 69375 | SMITH,BEN | $40.00 | | MANSON,RONALD | $558.75 |
| 69377 | STEIN'S INC | $37.12 | 69356 | OTTER TAIL POWER CO | $52.86 |
| 69383 | TDS METROCOM | $183.65 | 69365 | REDS FIXIT SHOP | $5,320.00 |
| 69384 | THERON,IZAK | $126.40 | | WINDISH,PAT | $100.05 |
| 69385 | THOMSON REUTERS | $534.99 | | **VETERANS SERVICE FUND** | |
| 69387 | TWO RIVERS PRINTING | $255.15 | 69283 | CENTURYLINK | $16.98 |
| 69388 | VANDEHOVEN,JENNY L | $472.92 | 69383 | TDS METROCOM | $10.62 |
| | VEIL,JAMISON | $148.64 | 69391 | VISA EMS 1790 | $375.90 |
| 69389 | VERIZON WIRELESS | $933.95 | | **COUNTY AGENT FUND** | |
| 69390 | VISA AUD 1683 | $332.48 | 69272 | BROWN & SAENGER | $409.36 |
| 69391 | VISA EMS 1790 | $75.23 | 69284 | CLARK,LAVONNE L | $140.00 |
| 69393 | VISA SO 1840 | $2,475.18 | 69291 | DACOTAH PAPER CO | $37.45 |

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|---|---|---|---|---|---|
| 69399 | WALMART COMMUNITY BRC_137 | $21.08 | 69312 | HARSTAD,ALICIA | $535.50 |
| 69401 | WEX BANK | $362.57 | 69314 | INFINITY BUILDING SERVICES | $767.76 |
| 69402 | WILHELM CHEVROLET BUICK GMC | $325.35 | 69320 | JAMESTOWN ELECTRIC | $4,284.14 |
| 69403 | ZIMMERMAN,JEROME | $85.00 | 69329 | LIFESTYLE APPLIANCE | $1,795.00 |
| | **E 911 PHONE SYSTEM FUND** | | 69363 | RAY HAMMER FLOORING | $3,989.50 |
| 69368 | RICHLAND COUNTY COMMUNICATIONS/911 | $13,048.00 | 69369 | RICK'S TV | $20.00 |
| 69383 | TDS METROCOM | $38.91 | 69374 | SILBERNAGEL,JULIE | $140.00 |
| | **COUNTY ROADS FUND** | | 69376 | SMITTY'S CARPET SHOP INC | $6,035.25 |
| 69273 | BUFFALO CITY DIESEL | $379.12 | 69383 | TDS METROCOM | $14.13 |
| 69274 | BUTLER MACHINERY CO | $132.67 | | **COUNTY ADVERTISING FUND** | |
| 69292 | DAKOTA CENTRAL TELECOMMUNICATIONS | $161.92 | 69390 | VISA AUD 1683 | $800.56 |
| 69303 | FARGO TRAILER CENTER | $292.36 | 69399 | WALMART COMMUNITY BRC_137 | $370.00 |
| 69304 | FASTENAL CO | $105.31 | | **COMMISSARY FUND** | |
| 69313 | HOME OF ECONOMY | $108.90 | 69275 | CABLE SERVICES | $47.31 |
| 69314 | INFINITY BUILDING SERVICES | $95.18 | 69394 | VISA SS 1025 | $577.65 |
| 69316 | INTERSTATE ENGINEERING | $12,219.03 | 69398 | WALMART COMMUNITY BRC SCCC | $7.97 |
| 69319 | JAMESTOWN CITY WATER | $13.45 | | **DRUG PROGRAM FUND TOTAL** | $5,042.46 |
| 69320 | JAMESTOWN ELECTRIC | $5,900.13 | | **Capital Project Fund** | |
| 69321 | JAMESTOWN PLUMBING & HEATING | $7.14 | 69316 | INTERSTATE ENGINEERING | $29,143.11 |
| 69325 | JOHN DEERE FINANCIAL | $18.23 | | **COUNTY HAZARDOUS CHEMICAL ACCOUNT TOTAL** | $119.46 |
| 69332 | MAC'S INC | $99.31 | | **DATA PROCESSING FUND** | |
| 69333 | MARG'S HANDY WORK | $70.00 | 69281 | CDW GOVERNMENT INC | $215.92 |
| 69337 | MDU | $189.62 | 69283 | CENTURYLINK | $16.98 |
| 69339 | MIELKE OIL COMPANY, INC. | $2,536.38 | 69288 | COMPUTER PROFESSIONAL ULTD INC | $3,015.89 |
| 69342 | NAPA AUTO PARTS | $861.80 | 69360 | QUILL CORPORATION | $325.98 |
| 69344 | ND ASSOCIATION OF COUNTIES | $793.80 | 69390 | VISA AUD 1683 | $443.02 |
| 69346 | ND DEPT OF MOTOR VEHICLE | $23.00 | | **FEMA** | |
| 69351 | NORTHERN PLAINS ELECTRIC | $70.00 | | STIRTON TOWNSHIP #53 | $61,089.20 |
| 69353 | NORTHWEST TIRE INC | $45.00 | 69381 | STUTSMAN COUNTY AUDITOR | $2,382.89 |
| 69354 | O'REILLY AUTOMOTIVE INC | $36.00 | | **WAGES** | |
| 69356 | OTTER TAIL POWER CO | $31.26 | | FEBRUARY 25,2015 | $558,853.04 |

At 5:25 p.m., a motion to adjourn was made by Ova, seconded by Schwartz. Motion Carried.

ATTEST:

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Casey J. Bradley
Auditor/COO

Mark T. Klose
Commission Chairman