Official Proceedings of the Stutsman County Commission—March 7, 2023

At 3:30 p.m., Chairman Klose called the regular meeting of the Stutsman County Commission to order. Jerry Bergquist, Chad Wolsky, Joan Morris, Steven Cichos (via telephone) and Mark Klose answered the roll call.

Bergquist requested a change be made to the February 7th meeting minutes regarding the purpose of county government month and made a motion to approve the February minutes once the change was made, seconded by Cichos. Motion carried.

The first item on the agenda was a continued discussion on the termination letter to NDPHIT. Randy Johnson, Senior Vice President of Brown and Brown, the organization that helped facilitate the creation of NDPHIT attended the meeting, and Jon Heath attended via telephone. Johnson presented a Power Point on NDPHIT with focus on their history and objectives, and some statistics on Stutsman County as a group. At 3:41 Cichos left the meeting. At 3:44 Cichos rejoined the meeting. Stutsman County entered NDPHIT in 2020 with a 1% discount and did not receive a rate increase in 2021. NDPHIT offers plan flexibility, where other insurance providers offer one plan. NDPHIT also allows county employees to go to Medallus with waived copays. They will also begin offering an on-site health screening this year and giving employees and their family members covered under NDPHIT an incentive to opt into the screening. At 4:10 Cichos left the meeting. Morris presented a spreadsheet showing the NDPERS information provided by Shannon Davis, HR Director, is an estimate of the most likely increase for the next biennium and NDPHIT would likely cost the taxpayers more over the same two-year period, as there could be two premium increases. Davis pointed out the extra benefits that are offered through NDPHIT and not offered through NDPERS. She also pointed out that there is a big difference between public and private sectors. At 4:32 Cichos rejoined the meeting. Bergquist made a motion to rescind the letter of termination that was sent to NDPHIT on December 27, 2022, seconded by Wolsky. Morris discussed the potential increases, which Bergquist stated was using only hypothetical numbers. Chad Kaiser, Sheriff, reminded the commission they went to NDPHIT in the beginning because of high rate increases through NDPERS. Jim Wentland, Road Superintendent, spoke in favor of NDPHIT and the ease of being able to easily have medical procedures that were not previously allowed under NDPERS. Wolsky and Bergquist have spent a lot of time speaking with county employees and discussed how happy the employees are with NDPHIT and pointed out the willingness of them to work with the county on plan flexibility. Cichos stated that the county never should have joined NDPHIT. Morris asked if there was an agreement that during budget time the current plan be looked at and maybe offered and that other alternatives are looked at that can be offered and may reduce the premium increase in the future. There was no verbal comment on the question. Bergquist stated in the end the county may go away from NDPHIT but does not believe all possibilities on how to stay with NDPHIT have been reviewed. The county and NDPHIT have invested three years into the plan and Bergquist stated the county should remain on the plan long enough to find out some of the numbers and how they are affected. Roll call vote on Bergquist's motion to rescind the notice of termination: Bergquist, Wolsky, Morris, Cichos, and Klose voted aye. Motion carried. Cichos commented that he would like to see an effort made by NDPHIT for better communication throughout the year as to where the loss ratios are and what the plan is doing. Johnson stated there is a monthly report released to the NDPHIT Board which contains that information. Johnson will work on making a policy that the report is distributed to all members of the trust.

Wentland informed the Board that he applied for grant funding for three bridge projects, and the box culvert at the island was approved for 100% funding, except for the engineering costs. The box culvert was originally going to be funded through ARPA.

Fritz Fremgen, States Attorney, presented the opioid class action suit against Walmart, CVS, Teva, Walgreens and Allergen and recommended entering into the settlement. A motion to approve was made by Cichos, seconded by Bergquist. Motion carried.

Fremgen presented his monthly report. He is still down one attorney and is getting some feedback from the public for not trying certain cases, because he just doesn't have the time to do so.

Davis requested approval of revised job descriptions for Administrative Correctional Officer III, Correctional Officer III, Program Sergeant, Shift Sergeant, and Transport Sergeant in the Corrections department. The main change was made to years of service before being promoted to the next position. The Personnel Committee recommended approval. A motion to approve was made by Cichos, seconded by Bergquist. Roll call vote: Wolsky, Morris, Cichos, Klose and Bergquist voted aye. Motion carried.

Josh Smaage, IT Director, spoke about the GIS Coordinator/IT Specialist position. The job description was approved by the Personnel Committee and would start at a Grade 21. A motion to accept the job description and allow for advertising of the position was made by Cichos, seconded by Wolsky. Roll call vote: Morris, Cichos, Klose, Bergquist and Wolsky voted aye. Motion carried.

Davis also requested that the county switch to giving out gift cards for years of service awards. In the past other gifts were given, but it is hard to find certain items, so the county is currently two years behind on the awards. The gift cards would be taxable and would follow what the state does for years of service. Bergquist stated he had a conflict of interest, as he is a past employee and retired in 2021. A motion to approve was made by Cichos, seconded by Wolsky. Roll call vote: Wolsky, Morris, Cichos, and Klose voted aye. Bergquist abstained. Motion carried.

Davis suggested putting together a committee consisting of herself, Jessica Alonge, Auditor/COO, Andrew Kirking, Emergency Manager and Riley Schafer, Assistant Emergency Manager, to make appropriate changes to and update the emergency preparedness plan and bring the changes back to the board for approval. A motion to approve was made by Morris, seconded by Bergquist. Motion carried.

Alonge presented the 2022-year end fiscal report which will be the basis of the 2022 audit. There were a couple of new revenue accounts that were created as suggested by the 2021 audit.

At 5:45 p.m., the Commission recessed for the County Park Board meeting.

Official Proceedings of the Stutsman County Park Board— March 7, 2023.

At 5:46 p.m., Chairman Klose called the regular meeting of the Stutsman County Park Board to order. Jerry Bergquist, Joan Morris, Mark Klose, Steven Cichos (via phone), Robert Martin, and Merri Mooridian answered the roll call.

Marty Egeland, ND Game and Fish attended the meeting via telephone and presented information for an outdoor shooting range. Cichos brought up a concern about vandalism. Egeland stated that the area would be fenced to keep livestock out and stated that they do have cameras at their ranges so if there is an

incident, a warden can investigate. The liability for the range would be on whoever was running the range. If the land was leased to Game and Fish long term, they would be responsible for the liability. An environmental assessment would need to be done and the process as a whole takes several years from start to finish. As a benefit to the county, Game and Fish also pays taxes on any land they own or manage.

Martin would like to see collaboration between Game and Fish and the Jamestown Marksmanship Education Range for an indoor shooting range to prevent stray bullets. Indoor ranges are very expensive to own and operate and have restricted hours. Keith Domke, President of the Jamestown Marksmanship Education Range, stated that they would fully support an outdoor range put up by Game & Fish. If they had their indoor range, there would be a charge to access it and limited hours.

Kaiser stated that an outdoor range would also be beneficial to law enforcement groups, because the special operations team has to shoot weekly, and they are currently shooting in a gravel pit. Buchanan Township would have to be contacted regarding zoning of the property. Game & Fish has an attorney that would draw up the lease agreement if necessary. Morris requested that this be partnered with an indoor range and wondered if this would be something they could combine so that it was accessible 12 months out of the year. Mooridian requested a better map of the area where the range is being proposed.

A motion to approve payment of the monthly bills was made by Bergquist, seconded by Mooridian. Roll call vote: Cichos, Klose, Martin, Mooridian, Bergquist, Wolsky and Morris voted aye. Motion carried.

| | **County Park Fund** | |
|---|---|---|
| 10910 | NORTHERN PLAINS ELECTRIC COOPERATIVE | $389.10 |
| 10928 | STUTSMAN RURAL WATER DISTRICT | $214.01 |
| 10936 | VISA AUD 1683 | $369.39 |

At 6:26 p.m., a motion was to adjourn the Park Board meeting Bergquist, seconded by Martin. Motion carried.

At 6:26 p.m., the Commission meeting was called back to order.

A motion to approve the monthly bills was made by Bergquist, seconded by Morris. Roll call vote: Klose, Bergquist, Wolsky, Morris and Cichos voted aye. Motion carried.

| | **General Revenue Fund** | | 10939 | VISA RD 1766 | $178.00 |
|---|---|---|---|---|---|
| 10864 | ALPHA OPPORTUNITIES INC | $122.23 | 10940 | VISA SCCC 1949 | $4,165.53 |
| 10866 | ARCTIC ZONE REFRIGERATION | $337.82 | 10941 | VISA SO 1840 | $514.70 |
| 10867 | BANK FORWARD | $3,901.60 | 10942 | VISA SS 1025 | $40.80 |
| 10871 | CABLE SERVICES | $47.31 | 10943 | WELLS FARGO REAL ESTATE TAX SERVICES | $2,413.36 |
| 10873 | CENEX FLEETCARD - SO | $3,406.90 | 10945 | WILHELM CHEVROLET BUICK GMC | $93.98 |
| 10875 | CENTRAL BUSINESS SYSTEMS INC | $146.42 | | **E 911 Phone System Fund** | |
| 10876 | CENTURYLINK | $966.63 | 10937 | VISA EMS 1790 | $83.95 |
| 10877 | COLE PAPERS INC | $463.08 | | **County Roads Fund** | |
| 10880 | DACOTAH PAPER CO | $503.32 | 10865 | ARAMARK | $244.41 |
| 10882 | DOUBLE J MFG & REPAIR INC | $50.93 | 10870 | BUTLER MACHINERY CO | $273.28 |
| 10883 | FAIRFIELD, PATRICIA | $7.78 | 10872 | CAPITAL ONE TRADE CREDIT | $361.60 |
| | GRAY, JEREMY | $77.29 | 10879 | CREATIVE ENERGY | $381.80 |
| | GRAY, JEREMY | $131.00 | 10881 | DAN POLAND MACHINE INC | $2,188.60 |
| | GRAY, JEREMY | $9.17 | 10884 | FINANCIAL MANAGEMENT DIVISION | $695.42 |
| | GRAY, JEREMY | $28.00 | 10890 | JAMESTOWN CITY WATER | $419.65 |
| 10885 | HEARTLAND HEATING & COOLING | $431.14 | 10895 | JOHN DEERE FINANCIAL | $667.25 |
| | HEHR, AMY | $60.92 | 10896 | LARRY'S AUTO GLASS | $229.90 |
| | HEHR, AMY | $6.55 | 10899 | LINDE GAS & EQUIPMENT | $299.00 |
| | HEHR, AMY | $30.79 | 10903 | MDU | $325.39 |
| | HEHR, AMY | $131.00 | 10904 | MENARDS - JAMESTOWN | $21.99 |
| | HEHR, AMY | $20.95 | | MONTPELIER CITY AUDITOR - DD | $58.00 |
| | HEHR, AMY | $45.50 | 10906 | NAPA AUTO PARTS | $330.28 |
| 10887 | HOFMANN, ADDISON | $877.06 | 10909 | NICKY'S SPARE TIME | $70.00 |
| 10888 | INSURE FORWARD | $50.00 | 10913 | OTTER TAIL POWER CO | $1,428.39 |
| 10889 | INTEROFFICE-FARGO | $1,118.00 | 10916 | POWER PLAN | $709.73 |
| 10890 | JAMESTOWN CITY WATER | $3,337.81 | 10921 | ROUGHRIDER SIGNS & DESIGNS | $60.00 |
| 10892 | JETSTREAM CAR WASH | $929.26 | 10928 | STUTSMAN RURAL WATER DISTRICT | $90.60 |

| | | | | | |
|---|---|---|---|---|---|
| 10893 | JOB, ANTHONY | $25.00 | 10932 | VANCO TRUCK ACCESSORIES | $60.00 |
| 10897 | LEAF | $129.55 | 10935 | VINING OIL CO | $736.24 |
| 10900 | MARQUART,ANDREW S | $702.00 | 10939 | VISA RD 1766 | $867.45 |
| 10901 | MARTIN, DELTON | $217.32 | 10944 | WEST END HIDE & FUR | $48.94 |
| 10902 | MATTHEW BENDER & CO INC | $98.31 | | **Foster Care Trust Fund Total** | $233.49 |
| 10903 | MDU | $2,610.63 | | **Veterans Service Fund** | |
| 10905 | MEYER, SCOTT D | $68.09 | 10876 | CENTURYLINK | $15.98 |
| 10907 | ND SHERIFFS & DEPUTIES ASSOCIATION | $650.00 | | **County Agent Fund** | |
| 10908 | NEWMAN SIGNS | $200.00 | 10886 | HIGH PLAINS WATER | $10.00 |
| 10911 | OFFICE OF THE STATE AUDITOR | $10,000.00 | 10897 | LEAF | $109.00 |
| 10912 | OTIS ELEVATOR COMPANY | $3,391.68 | 10938 | VISA EXT 3424 | $529.67 |
| | PERLEBERG,TYLER | $91.05 | | **Human Service Zone Human Service Fund Total** | $5,854.90 |
| | PERLEBERG,TYLER | $131.00 | | **Commissary Fund** | |
| | PERLEBERG,TYLER | $131.00 | 10940 | VISA SCCC 1949 | $988.62 |
| 10914 | PHARMCHEM INC | $1,118.25 | | **Drug Program Fund TotaL** | $438.69 |
| 10915 | PLUMBMASTER | $793.39 | | **County Correctional Center Construction Fund** | |
| 10917 | QUADIENT FINANCE USA, INC. - AUD | $2,717.59 | 10920 | RJ KOOL MIDWEST | $6,744.00 |
| 10918 | QUILL CORPORATION | $111.34 | | **Information Technology Capital Fund** | |
| 10919 | RECORD KEEPERS | $81.50 | 10936 | VISA AUD 1683 | $8,205.66 |
| 10922 | SANFORD HEALTH (NORTH) | $1,000.00 | | **Road & Bridge Building Fund** | |
| 10924 | SKRAMSTAD, RONDA | $60.00 | 10894 | JOE MECHANICAL LLC | $2,000.00 |
| 10925 | STEINMETZ, SANDRA | $25.00 | 10939 | VISA RD 1766 | $289.99 |
| 10926 | STRATA CORP AGGREGATE DIVISION | $704.59 | | **Bond Fund** | |
| 10929 | SUMMIT FOOD SERVICE, LLC | $12,357.90 | 10878 | COMPUTERSHARE CORPORATE TRUST | $98,181.26 |
| 10930 | TRANE U.S. INC | $6,728.00 | | **Job Incentive Fund** | |
| 10931 | TRAUTMAN, DARLENE | $4.65 | 10891 | JAMESTOWN STUTSMAN DEVELOPMENT CORP | $110,000.00 |
| 10933 | VERIZON WIRELESS- SO | $1,214.27 | | **Wages** | |
| 10936 | VISA AUD 1683 | $6,583.03 | | Friday, February 24, 2023 | $730,334.68 |

At 6:28 p.m., a motion was made by Wolsky to adjourn the meeting, seconded by Bergquist. Motion carried.

ATTEST:

Jessica Alonge
Auditor/COO

Mark T. Klose
Commission Chairman