Official Proceedings of the Stutsman County Commission – March 20th, 2012

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

Lindsey Larson, Jamestown/Stutsman Development Corporation requested a renewal of grants for the Buffalo City Tourism Foundation in the amount of $75,000.00 on an annual basis for the year of 2013. There is a total of $150,000.00 that goes into the grant pool. This money is used to help groups put on various events such as drag races, off road races, Medina fall festival, kite festival, etc. Schwartz made a motion, seconded by Neys to approve the grant request in the amount of $75,000.00. Roll call vote: Ova, Marks, Schwartz, Neys, Klose voted aye.

Lindsey Larson, JSDC, requested a renewal of operations funding for the Buffalo City Tourism Foundation in the amount of $65,000.00 annually for 2013 and 2014. The JSDC lost a portion of their funding due in part from the city taking half of the city sales tax for infrastructure needs within the City of Jamestown. Marks made a motion, seconded by Ova to approve the request in the amount of $65,000.00 annually for the years of 2013 and 2014 each. Roll call vote: Marks, Schwartz, Neys, Klose, Ova voted aye.

Casey Bradley, Auditor/COO presented information on Jail Staffing Analysis Contract. Stutsman County had a meeting with the City of Jamestown in November. It was determined that we needed an analysis to figure how much the federal prisoners were costing the county and to see where our staffing levels needed to be at. Casey Bradley, Auditor/COO contacted David T. Prachar of Jail Consultant, LLC to do an operational assessment as well as a staffing plan for our facility. The total cost will be approximately $18,000.00; $15,000.00 for the consultation fee plus approximately $3,000.00 for mileage, meals, and incidentals. There was a special meeting on Friday March 16, 2012 of the Law Enforcement Center Board and they unanimously approved moving forward with this contract. We have about 25 to 29 inmates between the city and the county and approximately 70 to 80 inmates that are considered federal, state, or are from other counties. The jail sent notices of rate increases to local jurisdictions increasing the rate by $5.00 per day. The Law Enforcement Center is currently working on increasing the rate $5.00 per day for the federal contracts. The last rate increase was in 2005. Schwartz made a motion, seconded by Ova to enter into the jail staffing analysis contract with David T. Prachar of Jail Consultant, LLC. Roll call vote: Schwartz, Neys, Klose, Ova, Marks voted aye.

It was recommended unanimously by the Law Enforcement Center board to restructure the chain of command and have Tracey Trapp, Law Enforcement Administrator, report to Casey Bradley, Auditor/COO on a daily basis instead of to the LEC Board. This would help in the day to day issues that come up and would be dealt with in a timely manner as well as address the deficit situation that exists in the Jail Fund. Schwartz made a motion, seconded by Neys to restructure the chain of command and have Tracey report to Casey. Roll call vote: Neys, Klose, Ova, Marks, Schwartz voted aye.

Jerry Bergquist, 9-1-1 Coordinator/Emergency Manager, requested to approve the new nomination appointments of Robin Iszler, Frank Balak, Casey Bradley, and Ben Maulding and to remove the old appointments consisting of Jim Michael, Noel Johnson, Tom Lindberg, Dave Donegan, and Tom Tracy to the Local Emergency Planning Committee Membership recommendations. Marks made a motion,

seconded by Ova to nominate the new appointments and to remove the old appointments to the Local Emergency Planning Committee as presented. Motion Carried.

Jerry Bergquist, 9-1-1 Coordinator/Emergency Manager requested permission for Todd Volk, Dorinda Brown, and Jerry Bergquist for out of state travel to Fergus Falls, Minnesota on Monday, April 2, 2012 to look at the brand of 9-1-1 equipment they have. Ova made a motion, seconded by Schwartz to approve the request for out of state travel. Motion Carried.

Jerry Bergquist, 9-1-1 Coordinator/Emergency Manager requested consideration to extend the Fire Emergency Declaration and Burn Ban Proclamation. Jerry asked Mark T. Klose, the County Commission Chairman, to sign an emergency declaration to prohibit burning due to the high fire index. The emergency declaration is temporary and stays in effect for seven days. The proposed burn ban is geared to the fire danger index. The Fire Emergency Declaration/Burn Ban Proclamation as proposed will be in effect when the North Dakota Rangeland Fire Danger Index is in the Very High or Extreme Index and/or a Red Flag Warning has been issued for Stutsman County with the following exceptions: Propane/gas, kerosene or alcohol-burning cook stoves may be sued in residential areas or established recreational camping areas, provided that a person maintaining it has ready access to a fire extinguisher; and outdoor welding may be performed for industrial, ranching, agricultural, or other business purposes provided that a fire extinguisher is readily accessible at the time the welding is performed. The National Weather Service announces the fire danger index once a day early in the morning and it is good for all day. Marks made a motion, seconded by Schwartz to extend and approve the Fire Emergency Declaration and Burn Ban Proclamation and adopt the resolution as presented. Motion Carried.

Casey Bradley, Auditor/COO, presented information for approval of the job description evaluations schedule. The personnel committee came up with a formal process for conducting reviews of position descriptions throughout the county on a five year schedule as recommended. Schwartz made a motion, seconded by Neys to approve the job description evaluations schedule as proposed. Motion Carried.

Casey Bradley, Auditor/COO, presented information on a Collateralization Agreement between Wells Fargo, Bank of New York Mellon, and Stutsman County. Stutsman County needs to have collateralization for all funds that are not covered by FDIC insurance coverage or insured Certificate of Deposits. The services are Wells Fargo bank pledges 110% of securities that are in excess of FDIC coverage and those securities are held by the Bank of New York Mellon. This agreement states who is liable for what and who has control. In the event of default, the Bank of New York Mellon will turn the securities over to Stutsman County. It is Wells Fargo Bank's responsibility to insure compliance with the North Dakota Century Code and that the securities that are being pledged are in compliance with the Century Code. Wells Fargo Bank pledges securities daily to our account; if our account balance at the end of the day exceeds what has been pledged then they will increase our pledge. Through this agreement they can decrease their pledge if they are over pledged. Currently, they can only do that on a monthly basis. This is a new long-term agreement that we are entering in to and that there is no cost for this agreement. Ova made a motion, seconded by Schwartz to approve entering into the Collateralization Agreement between Wells Fargo, Bank of New York Mellon, and Stutsman County as presented. Roll call vote: Klose, Ova, Marks, Schwartz, Neys voted aye.

Mickey Nenow, Stutsman County Highway Superintendent, requested release of payments to RTS Shearing for three grade raises and one for Lindberg Brothers. The pit releases have been cleared.

RTS Shearing's final retainer fee for site 47-10 is $6,134.40, for site 47-11 is $15,665.00, and for site 47-3 if $29,888.00. Lindberg Brothers is requesting a progress estimate payment for the area by Spiritwood on County Road 62 near Cargill in the amount of $6,792.40. Schwartz made a motion, seconded by Ova to approve the final retainers on the contracts as presented. Motion Carried.

Mickey Nenow, Stutsman County Highway Superintendent, presented the request for reimbursements for the twelve ER sites to the State of North Dakota. The work has been done and the total reimbursement that Stutsman County is requesting is $3,792,243.09. Ova made a motion, seconded by Marks to submit for reimbursement of ER expenses. Motion Carried.

Mickey Nenow, Stutsman County Highway Superintendent, requested permission to advertise for gravel crushing. Mickey would like to advertise in the Jamestown Sun on March 24th and April 4th with a bid opening on April 17th, 2012 at 8:00 am. Mickey is asking for 60,000 cubic yards of gravel crushed which is approximately 3 -4 sites. Mickey will check into using screen gravel to see if it meets all specifications and see if we can use this instead of crushing gravel. Schwartz made a motion, seconded by Neys to approve the request to advertise for gravel crushing and/or gravel screening. Motion Carried.

Mickey Nenow, Stutsman County Highway Superintendent, is requesting to bid a new motor grader with a new wing and plow plus trade in the old 2002 motor grader with the wind and plow. The bid opening will be on April 17, 2012. Marks made a motion, seconded by Schwartz to approve publishing a bid solicitation for a new motor grader as requested. Motion Carried.

Casey Bradley, Auditor/COO will be meeting at 11:00 a.m. on March 26, 2012 with Fritz Fremgen, State's Attorney, and Mickey Nenow on the right of way infringement. Fritz will be approving a process on the right of way infringement and will present a plan for the commission to move forward with.

It was the consensus to table Casey Bradley's evaluation at the next meeting on April 3, 2012, to combine all evaluations into one document.

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

GENERAL
0058709 139.70 A & B BUSINESS INC;0058712 13.32 ANDERSON/JAMIE;0058725 52.92 CHADDUCK/LINDA;0058727 5.00 CITY OF JAMESTOWN BALER;0058729 207.00 COMFORT INN;0058730 552.00 COMFORT INN;0058733 238.15 DACOTAH PAPER CO;0058738 443.77 DAN'S SOOPER STOP; 0058739 392.00 DEATONS MAILING SYSTEMS INC;0058741 20.00 DICK/TIFFINEY;0058742 207.90 DOUBLEWOOD INN;0058743 394.00 FALK/JASON;0058744 433.00 FARM & HOME PUBLISHERS INC; 0058745 97.00 FARMERS UNION OIL CO-CENEX;0058746 123.51GRAYBAR;0058749 359.53 HAROLDSON'S A & B BUSINESS;0058750 3.88 HESS/KEITH;0058754 55.50 INFORMATION TECHNOLOGY DEPT;0058755 39.99 JAMESTOWN ELECTRIC;0058756 495.54 JAMESTOWN I-94 CLARK;0058757 1,245.54 JAMESTOWN SUN;0058759 802.75 KROPP LAW OFFICES PC;0058762 703.70 M D U;0058769 107.00 N D A A O;0058775 36.00 ND SECRETARY OF STATE;0058776 1,500.00 NEOFUNDS BY NEOPOST;0058777 155.00 NETWORK CENTER COMMUNICATIONS;0058779 39.00 OLD WEST MUTUAL INSURANCE;0058783 1,860.00 PIONEER PAINTING;0058788 337.50 SANDNESS LAW OFFICE;0058789 255.00 SECURITY PRODUCTS CO;0058791 595.00 SNIPERCRAFT INC;0058798 187.11 TDS METROCOM;0058800 40.00 TRAUTMAN/RUSSELL;

0058801 164.68 TRUE VALUE HARDWARE;0058805 1,379.39 VISA SO 4194;0058806 654.89 VOLK/GREG;0058807 185.04 VOLK/TODD;0058809 174.95 WILHELM CHEVROLET BUICK GMC;0058814 49.99 5 STAR EXPRESS LUBE
911 EMERGENCY PHONE SYSTEM
0058721 3,609.24 CDW GOVERNMENT INC;0058724 1,292.01 CENTURYLINK;0058734 597.00 DAKOTA CENTRAL TELECOMMUNICATIONS;0058735 148.56 DAKOTA CENTRAL TELECOMMUNICATIONS JMTN; 0058770 2,687.98 N D ASSOCIATION OF COUNTIES;0058777 262.50 NETWORK CENTER COMMUNICATIONS;0058798 2.40 TDS METROCOM
ROAD FUNDS
0058711 314.54 AMERIPRIDE LINEN &APPAREL;0058715 150.00 BARTON SCHOOL BUS SALES;0058716 301.00 BRAUN INTERTEC CORP;0058717 26,092.70 BROCK WHITE COMPANY;0058718 49.99 BROWN & SAENGER;0058719 379.25 CARQUEST AUTO PARTS;0058728 941.46 CNH CAPITAL;0058735 163.81 DAKOTA CENTRAL TELECOMMUNICATIONS JMTN;0058736 6.00 DAKOTA VALLEY ELECTRIC;0058737 25.20 DAN POLAND MACHINE INC;0058747 308.55 GRUENSTEIN/LARRY;0058752 236.58 HOME OF ECONOMY;0058758 528.36 KOBLE/RON;0058762 1,016.00 M D U;0058763 110.63 MAC'S INC;0058765 15.15 MEDINA CITY AUDITOR;0058768 631.26 N A P A AUTO PARTS;0058778 388.84 NORTHWEST TIRE INC;0058780 13.74 OTTER TAIL POWER CO;0058784 200.38 PRAXAIR DISTRIBUTION INC;0058785 195.38 QUALITY SERVICE & REPAIR;0058797 225.00 STUTSMAN COUNTY GLASS;0058798 13.51 TDS METROCOM;0058803 65.94 VERIZON WIRELESS;0058804 22,238.30 VINING OIL CO.;0058808 86.80 WEST END HIDE & FUR;0058809 83.62 WILHELM CHEVROLET BUICK GMC;0058812 1,779.90 YPSILANTI EQUITY ELEVATOR;0058813 195.55 ZEP MANUFACTURING CO
SOCIAL SERVICES FUND TOTAL 621.68
COUNTY PARK
0058724 129.18 CENTURYLINK;0058761 20.00 LORENZ/DONALD
EMERGENCY
0058713 1,000.00 ARNTSON STEWART WEGNER PC
COUNTY CORRECTIONAL CENTER
0058714 300.00 ATTORNEY GENERAL OFFICE;0058718 27.84 BROWN &SAENGER;0058724 441.69 CENTURYLINK;0058781 399.00 PHARMCHEM INC;0058798 56.40 TDS METROCOM
WEED CONTROL
0058740 97.92 DEUTSCHER/DAVID;0058760 25.50 LEES/KIM;0058764 461.80 MANSON/RONALD; 0058773 275.00 N D WEED CONTROL ASSN;0058798 3 TDS METROCOM;0058803 97.48 VERIZON WIRELESS;0058804 3,176.90 VINING OIL CO.;0058810 75.00 WINDISH/PAT
VETERANS SERVICE
0058798 9.74 TDS METROCOM
COUNTY AGENT
0058722 30.00 CENTER FOR 4-H YOUTH DEVELOPMENT;0058723 421.13 CENTRAL BUSINESS SYSTEMS, I NC;0058734 112.08 DAKOTA CENTRAL TELECOMMUNICATIONS;0058771 23,145.00 N D S U EXTENSION SERVICE;0058772 170.00 N D S U EXTENSION SERVICE;0058799 11.87 TDS METROCOM
EMPLOYEES HOSPITAL INS
0058795 10,000.00 STUTSMAN COUNTY
COURTHOUSE BUILDING
0058751 263.00 HILLERUD CONSTRUCTION;0058792 1,175.00 SOUTH CENTRAL DAKOTA REGIONAL COUNCIL
COUNTY CORRECTIONAL CENTER CONST.
0058710 35,307.00 A & R ROOFING CO INC;0058766 2,512.78 MICHAEL J. BURNS ARCHITECTS,LTD

DOCUMENT PRESERVATION FUND
0058802 235.55 U S RECORDS MIDWEST
COUNTY HAZARDOUS CHEMICAL ACCOUNT
0058767 19.85 MORRIS/RITA R;0058786 30.60 RAU/BRIAN;0058800 25.50 TRAUTMAN/RUSSELL
DATA PROCESSING
0058720 781.14 CDW GOVERNMENT;0058723 111.90 CENTRAL BUSINESS SYSTEMS,INC;0058731 2,861.12 COMPUTER PROFESSIONAL,ULTD,INC;0058732 486.10 CPS TECHNOLOGY SOLUTIONS;0058754 631.80 INFORMATION TECHNOLOGY DEPT;0058787 60.00 RENAISSANCE RECYCLING;0058790 61.20 SMAAGE/JOSH;0058798 3.57 TDS METROCOM
CO EXTENSION FUND
0058753 25.47 HUGO'S 9;0058774 78.92 NATIONAL CURRICULUM & TRAINING INSTITUTE;0058782 116.00 PINGREE CAFE;0058794 52.02 STEELE/TERESA;0058796 35.00 STUTSMAN COUNTY AUDITOR
FEMA FUNDS
0058726 2,349.60 CHICAGO TOWNSHIP #7 ;0058748 80,000.00 GUTHMILLER EARTHMOVING,INC; 0058793 1,830.33 SPIRITWOOD TOWNSHIP #51;0058811 6,166.14 WOODBURY TOWNSHIP #63

At 9:07 a.m., a motion to adjourn was made by Neys, seconded by Schwartz. Motion Carried.

ATTEST:

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Casey Bradley
Auditor/COO

Mark T. Klose
Commission Chairman