Official Proceedings of the Stutsman County Commission – April 3rd, 2012

At 4:00 p.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.

Neys made a motion, seconded by Ova to approve the minutes of the March 2012 meetings. Motion Carried.

Robin Iszler, Central Valley Health District Unit Administrator, Marcia Bollingberg, and Marcie Bata presented her 2011 annual report for the Central Valley Health District. Central Valley Health District continues to provide many programs including but not limited to Immunizations, Title X, MCH Newborn home visits, Public Health State Aid and Tobacco. Central Valley Health was selected by the National Association of County and City Health Officials (NACCHO) to receive grant funding to initiate and complete community health improvement processes; they were one of 12 health departments selected from a total of 127 applications. This funding will help Central Valley Health and the community partners develop a community health assessment and a community health improvement plan which is a prerequisite that every health department must complete prior to applying for accreditation. In our school-based immunizations clinic, we vaccinated over 600 students in Stutsman County. The state will be receiving approximately one million dollars less for the public health emergency preparedness program, however they do plan on keeping the staffing the same for this program. The chronic disease management program is a federal program. It is ending this April and Central Valley Health has applied for another federal grant. They are waiting to hear if they were awarded the grant. The nursing services provide information regarding injury prevention such as education programs, bike rodeo, and health fair and after School programs such as Latch key, lead screening and health assessments as well as a car seat program. In Stutsman County, Central Valley Health has a Title III program which is aging services and it is supported by federal dollars with a local dollar match. In the family planning services, the Central Valley Health has outreach clinics that are located in Valley City and Ellendale. Carrington will be added in 2012.

Steve Thompson, Interstate Engineering, presented resolutions to award Border States Paving Inc. a contract for three paving projects, CER-4717(082), CER 4717(083), and CER-4717(084). The bid opening was held on March 23, 2012 at the Department of Transportation in Bismarck, ND. Two bids were received. Border States Paving's bid is in the amount of $516,621.35 and Central Specialties' bid is at $600,000.00. The projects were estimated to cost $651,442.00. It is Interstate Engineering's recommendation to award the bid to Border States Paving Inc. Marks made a motion, seconded by Schwartz to award Border States Paving Inc. the contract for projects CER-4717(082), CER-4717(083), and CER-4717(084). Roll call vote: Ova, Marks, Schwartz, Neys, Klose voted aye.

Steve Thompson, Interstate Engineering, informed the board that the Hehn-Schaeffer Lake project and the project south of Cleveland will have a bid opening for building and paving the road in June 2012. The remainder of the projects will have a bid opening in November for 2013 construction.

Renee Valenta, Interim Treasurer, presented the Pledge of Securities as follows: (institution, total deposit, and securities pledged) Bank Forward, $520,063.94, $718,707.99; First Community Credit Union, $1,625,458.90; $2,271,000.00; Gate City Bank, $225,500.00, $225,500.00; Northland Financial, $240,000.00, $240,000.00; Unison Bank, $3,196,770.11, $3,901,535.67; US Bank, $744,923.99, $844,767.50; Wells Fargo NA, $17,895,487.84, $19,548,676.35. Ova made a motion, seconded by Schwartz to approve the pledge of securities. Motion Carried.

Ova made a motion, seconded by Marks to approve the increase in poll worker wage from $10.00 per hour to $12.00 per hour. Roll call vote: Marks, Schwartz, Neys, Klose, Ova voted aye.

Schwartz made a motion, seconded by Neys to approve the early voting precinct at the Stutsman County Courthouse as follows: Monday through Friday, May 29, 2012 to June 11, 2012 from 8:00 a.m. to 5:00 p.m., Saturday June 2, 2012 from 9:00 a.m. to 2:00 p.m. and Saturday, June 9, 2012 from 9:00 a.m. to 2:00 p.m. Motion Carried.

Neys made a motion, seconded by Schwartz to approve a local raffle permit for the Jamestown Regional Medical Center Relay for Life Team. Motion Carried.

Ova made a motion, seconded by Neys to approve advertising for bids on grazing leases on Stutsman County gravel pits. Motion Carried.

Casey Bradley, Auditor/COO presented a letter and a list of property owners who have been identified as encroaching upon the county's right-of-way. Upon receipt of the notice, the property owner will have until October 1, 2012 to remedy and reestablish the right-of-way to the condition of the property prior to the encroachment. Failure to do so will result in the county conducting the work and the property owner will be liable for 100% of the cost associated with correcting the damages. The property owners will be billed for the work if they fail to comply. Stutsman County will work with landowners to establish right-of-ways. Schwartz made a motion, seconded by Marks to approve the notification and the list of landowners regarding the encroachment on Stutsman County right-of-ways as presented. Motion Carried.

Casey Bradley presented Article 6 Fund Balance Policy. This policy addresses the implications of Governmental Accounting Standards Board (GASB) Statement No. 54, Fund Balance Reporting and Governmental Fund Definitions; which goes into effect this year. The policy is created in consideration of unanticipated events that could adversely affect the financial condition of Stutsman County and jeopardize the continuation of necessary public services. This policy will ensure that Stutsman County maintains adequate fund balances and reserves in order to provide sufficient cash flow for daily financial needs, secure and maintain investment grade bond ratings, offset significant economic downturns or revenue shortfalls, and provide funds for unforeseen expenditures related to emergencies. Schwartz made a motion, seconded by Ova to adopt Article 6 Fund Balance Policy as recommended. Roll call vote: Schwartz, Neys, Klose, Ova, Marks voted aye.

Bradley, Auditor/COO presented Article 7 Investment Policy to the board. This policy addresses the investment objectives and parameters for the management of public funds of Stutsman County. The intent of this policy is to safeguard funds on behalf of the County, to assure the availability of funds for operational and capital needs, to comply with applicable North Dakota Century Code, and to provide a competitive return on investment. This policy is set forth to reduce the custodial risk and concentration of credit risk. Ova made a motion, seconded by Schwartz to approve Article 7 Investment policy as presented. Roll call vote: Neys, Klose, Ova, Marks, Schwartz voted aye.

Jerry Bergquist, 9-1-1 Coordinator/Emergency Manager, updated information on the burn bans. Jerry informed the board that Stutsman County did not have a lot of fires since the last commissioner meeting. The burn ban went into effect three times since March 20, 2012. It is the recommendation from the Fire Chiefs in Stutsman County to continue with the burn ban. It is too dry and we have not had a loss of precipitation. It is the consensus to continue with the burn ban and revisit it at the next commissioner meeting.

Neys made a motion, seconded by Schwartz to appoint Robin Iszler, Frank Balak, Casey Bradley, and Ben Maulding to the local emergency planning committee members with the removal of Jim Michael, Noel Johnson, Tom Lindberg, Dave Donegan, and Tom Tracy. Motion Carried.

Mickey Nenow, County Highway Superintendent presented his monthly report. The highway department is requesting to purchase oil at $3.24/gallon and chip seal 17 miles of road near Ypsilanti, Montpelier, and Millarton. The only place to purchase the chips is from Strata Block. The chips increased in price. It went from $11.50 per ton in 2004 to $19.80 per ton in 2012 for the chips. The highway department would need about 3400 ton of chips to do the 17 miles of road which will approximately cost $25,000 per mile. Schwartz made a motion, seconded by Marks to approve the purchase of oil and to chip seal the 17 miles of road as requested. Roll call vote: Klose, Ova, Marks, Schwartz, Neys vote aye.

Mickey had received some phone calls from people who are interested in purchasing the screening machine that Stutsman County owns. The screen plant is too small and the road department does not use it anymore. Mickey would like to advertise for bids to sell it. The road department crew is starting on crack sealing and rocking some township and county roads that are in danger of getting washed out. After that then the road department will work on culverts and other projects for FEMA. Stutsman County received a state payment for the flooding bill where the townships each received $10,000.00 and the county was projected to receive $198,000.00. It looks like the county will be receiving $720,000.00 with approximately $290,000.00 will be divided among the townships based on road miles in the

townships.

Fritz Fremgen, Stutsman County State's Attorney presented his monthly report. Fritz is currently working on the mobile home case. Fritz stated that he will need to read on some cases that were brought up. The information regarding the right-of-way encroachment was presented at the township meeting. Fritz reported that he did not hear of any gripes or questions. The case of Sissell vs. Stutsman County was turned over to North Dakota Insurance Reserve Fund.

At 5:15 p.m., the Stutsman County recessed for the County Park Board Meeting.

Official Proceedings of the Stutsman County Park Board – April 3, 2012

At 5:20 p.m., Chairman Klose called the regular meeting of the Stutsman County Park Board to order. Denny Ova, Dale Marks, David Schwartz, Craig Neys, Mark Schlecht, Robert Woodward and Mark T. Klose answered the roll call.

Marks made a motion, seconded by Woodward to approve the minutes of the March meeting. Motion Carried.

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

COUNTY PARK
0058848 44.39 A T & T MOBILITY; 0058871 51.77 CENTURYLINK;0058895 19.04 FEDEX;0058942 89.08 O'REILLY AUTOMOTIVE INC.;0058970 574.00 STUTSMAN RURAL WATER DISTRICT

Dennis Lorenz, Stutsman County Park Superintendent is requesting to hire one full-time seasonal and one part-time seasonal position. Both positions are replacements and the dollars are in the budget. Ova made a motion, seconded by Schwartz to approve the request to hire one full-time and one part-time position. Motion Carried.

Dennis presented to the board his monthly report. The park department is starting on their spring work. They are working on the areas that were affected by the flood. They are doing some dragging and may possibly have to plant some grass seed in areas. The Park Department will be opening up some of the campgrounds after the Easter weekend. They had major problems at Pelican Point where they will have to rebuild pads that were washed out and hook up the well system. Dennis will be gathering water samples from the wells and sending them in to the North Dakota Health Department. Campfires at the campgrounds may be an issue with the burn ban.

Vern Quam, City of Jamestown Forester presented information regarding a United States Forest Service Grant to plant a living snow fence near 19th Street Northeast which is on Bureau of Reclamation land. The Lions Club approached Vern about a tree planting project near 19th Street Northeast. This area has received a considerable amount of snow over the past years. It is a $10,000.00 50/50 matching grant from the forest service with a local match of $10,000.00 for a total of $20,000.00 plus in-kind; with the in-kind there could be a possibility of adding additional trees. Vern will write the grant, but Stutsman County will be the applicant. The Soil Conservation would use a weed barrier and plant many types of trees including but not limited to junipers, pines, spruces, lilacs, elms, etc. The Bureau of Reclamation, Larry Kuntz gave cultural clearance to go ahead with this project. Neys made a motion, seconded by Woodward for approval to apply for a US Forest Service Grant Application living snow fence. Motion Carried.

Fritz Fremgen updated the board on the assignment of leases at Spiritwood Lake. He reported that he has not worked on a new lease for the Spiritwood Lake area. He is looking at starting to work on this mid-April to the end of April. Fritz is looking into permit vs. lease and evaluating the two of those types against each other. There are significant issues and complications from the prior contract that will need to be addressed and some of those could be political issues. This would be a good time to clean up the old contract. A subcommittee consisting of Dave Schwartz, Casey Bradley, Mark Schlecht, Sandra Eckelberg, and Fritz Fremgen will meet at 8:00 a.m. Wednesday, April 4, 2012 in the commissioner room to review the lease agreement and to address any concerns.

Denny Ova recommended that the 81.7 acres of CRP land be allowed to expire from the program and not be renewed. The CRP program has certain requirements to meet. One of them is to not have any volunteer trees. The CRP program also requires certain grasses be maintained. If the correct grass is not growing; Stutsman County is liable and will have to replant at our expense. If Stutsman County bids the CRP land and it is accepted, then Stutsman County has to accept it. Ova made a motion, seconded by Schwartz to approve the 81.7 acres of CRP land to expire from the program at the end of its term. Roll call vote: Marks, Schwartz, Neys, Klose, Woodward, Schlecht, Ova voted aye.

Neys made a motion, seconded by Schwartz to approve a Stutsman County Rural Water agreement for Pelican Point landing. The Bureau of Reclamation did not have a problem with this agreement. Roll call vote: Schwartz, Neys, Klose, Woodward, Schlecht, Ova, Marks voted aye.

Ova made a motion, seconded by Schlecht to approve the four private boat dock permits on the Jamestown Reservoir and set the fee at $150.00 per year. Motion Carried.

Larry Kuntz, Bureau of Reclamation presented information on Title 28 funding. Stutsman County received a $42,000.00 matching grant earlier. The Bureau has an additional 50/50 matching grant in the amount of $40,000.00 and Stutsman County matching an additional $40,000.00. This grant can be used for recreational development at Pelican Point. Schwartz made a motion, seconded by Woodward to approve of the $40,000.00 matching grant. Motion Carried.

At 6:03 p.m., a motion to adjourn the Stutsman County Park Board meeting was made by Neys, seconded by Woodward. Motion Carried.

At 6:03 p.m., the Stutsman County Commission Meeting reconvened.

It is the consensus of the board to summarize Casey Bradley's evaluation on one form. Mark will compile the information and he will present it to Casey.

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

GENERAL
0058848 85.27 A T & T MOBILITY;0058850 8.47 ANDERSON/JAMIE;0058855 25.00BJORNSON/MELISSA; 0058860 350.34 BROWN & SAENGER;0058868 241.78 CDW GOVERNMENT;0058869 1,249.36 CENEX CREDIT CARD DEPT;0058871 775.27 CENTURYLINK;0058872 547.17CITY OF JAMESTOWN;0058879 600.00 COX/DR ROBIN;0058880 409.49 CRAIG/MICHAEL;0058883 16.00 DACOTAH BANK;0058889 178.25 ECOLAB PEST ELIMINATION DIV;0058890 650.00 EDDY FUNERAL HOME;0058899 69.30 GLADSTONE SELECT HOTEL;0058901 276.96 GRAYBAR;0058902 683.52 GUN & REEL SPORTS, INC.;0058909 1,250.00 JAMESTOWN AMBULANCE;0058916 5,600.00 JOHNSON/NOEL;0058920 25.00 KOSLOSKY/KEVIN;0058921 180.00 KROPP LAW OFFICES PC;0058923 803.32 M D U;0058924 20.72 MAC'S INC;0058926 767.15 MARSHALL &SWIFT PUBLICATION C;0058929 790.00 MEDINA AMBULANCE SERVICE;0058930 25.00 MICHEL/MARK;0058937 690.00 NATIONAL TACTICAL OFFICERS ASSOC;0058944 25.00 PARTLOW/LISA; 0058953 154.79 QUILL CORPORATION;0058962 50.00 SATHER/DE ANN ELIZABETH;005896351.98 SCHUBERT'S CARPET ONE;0058965 196.47 STEIN'S, INC;0058969 7.00 STUTSMAN COUNTY RECORDER;0058975 37.56 TRUE VALUE HARDWARE;0058976 246.00 TWO RIVERS PRINTING;0058977 592.77 VERIZON WIRELESS;0058982 304.27 VISA SO 4194;0058990 467.79 WEST GROUP PAYMENT CENTER;0058991 450.00 WILLIAMS-LISKO FUNERAL CHAPEL LTD;0058996 49.99 5 STAR EXPRESS LUBE
RESTORATIVE JUSTICE FUND FUND TOTAL 21.92
911 EMERGENCY PHONE SYSTEM
0058854 253.20 BERGQUIST/JERRY;0058980 769.70 VISA EMS 0622
ROAD FUNDS
0058849 391.17 ANDERSON/CHARLES;0058858 1,620.00 BROCK WHITECOMPANY;0058860 4.93 BROWN & SAENGER;0058862 384.08 BUTLER MACHINERY CO;0058866 298.31 CARQUEST AUTO PARTS;0058872 11.75 CITY OF JAMESTOWN;0058873 45.63 CNH CAPITAL;0058881 143.22 CREATIVE ENERGY;0058893 148.96 FARGO TRAILER CENTER;0058894 4,150.30 FARMERS UNION OIL CO-CENEX;0058898 205.24 GENERAL EQUIPMENT & SUPPLIES;0058904 17.59 HOME OF ECONOMY;0058912 166.00 JAMESTOWN SUN;0058919 272.85 KOLLMAN/LLOYD;0058923 102.14 M D U;0058924 78.50 MAC'S INC;0058925 70.00 MARGIE HANDYWORK;0058932 587.33 N A P A AUTO PARTS;0058941 39.01 NORTHWEST TIRE INC;0058948 160.37 POWER PLAN;0058950 50.06 PRAXAIR DISTRIBUTION INC;0058952 249.31 QUALITY

SERVICE & REPAIR;0058968 50.00 STUTSMAN COUNTY GLASS;0058970 45.00 STUTSMAN RURAL WATER DISTRICT;0058974 35,632.24 TRUE NORTH STEEL;0058978 3,705.79 VINING OILCO.;0058981 24.00 VISA RD 3599;0058984 252.87 WALMART COMMUNITY BRC;0058989 96.94 WEST END HIDE & FUR;0058994 3,047.75 YPSILANTI EQUITY ELEVATOR;0058995 1,134.87 3-D SPECIALTIES, INC.
SOCIAL SERVICES FUND TOTAL 34,942.41
EMERGENCY
0058922 6,792.40 LINDBERG BROTHERS,INC;0058954 96,683.88 R T S SHEARING
COUNTY CORRECTIONAL CENTER
0058847 142.28 A& B BUSINESS INC;0058851 145.00 ATTORNEY GENERAL OFFICE;0058853 2,297.16 BEHAVORIAL INTERVENTIONS;0058856 1,130.81 BOB BARKER CO;0058857 149.69 BOB'S PLUMBING & HEATING INC;0058860 252.97 BROWN & SAENGER;0058865 50.00 CAPITAL CITY RESTAURANT SUPPLY INC;0058867 7,185.66 CBM FOOD SERVICE;0058870 1,577.50 CENTRAL DAKOTA MECH INC;0058871 115.47 CENTURYLINK;0058872 1,936.96 CITY OF JAMESTOWN;0058874 267.92 COLE PAPERS INC;0058882 49.11 CWD-ABERDEEN;0058884 444.94 DACOTAH PAPER CO;0058885 3,152.25 DAKOTA FOOD EQUIPMENT;0058889 113.30 ECOLAB PEST ELIMINATION DIV;0058891 500.00 ESSENTIA HEALTH;0058892 232.00 ESSENTIA HEALTH;0058900 196.69 GOODIN COMPANY;0058903 87.00 HEALTHCARE ENVIRONMENTAL SERVICES INC;0058908 79.71 J & L SERVICE;0058910 1,022.15 JAMESTOWN REGIONAL MEDICAL CENTER;0058914 122.72 JEFFREY D DOYLE INC;0058915 1,254.42 JETSTREAM CAR WASH;0058923 1,355.88 M D U;0058924 28.57 MAC'S INC;0058928 117.00 MCDOUGALL/DR KENNETH;0058936 10.00 N D STATE RADIO COMMUNICATIONS;0058939 375.21 NETWORK CENTER COMMUNICATIONS;0058943 3,857.49 OTIS ELEVATOR COMPANY;0058946 231.00 PHARMCHEM INC;0058949 7,500.00 PRACHAR/DAVID T.;0058951 444.18 PROBUILD;0058956 95.50 REDWOOD TOXICOLOGY LABORATORY,INC;0058958 40.00 RENAISSANCE RECYCLING;0058959 698.20 ROAD RUNNER REPAIR;0058960 115.00 ROUGHRIDER SIGNS & DESIGNS;0058965 63.28 STEIN'S, INC;0058966 297.60 STOUDT INC/R M;0058967 14.98 STUTSMAN COUNTY CORRECTIONAL CENTER;0058972 332.39 THRIFTY DRUG-WHITE DRUG;0058975 31.55 TRUE VALUE HARDWARE;0058977 126.53 VERIZON WIRELESS;0058979 380.75 VISA LEC 4635;0058983 138.81 WALMART COMMUNITY BRC;0058985 1,897.45 WALZ PHARMACY;0058988 41.28 WENZEL'S LOCK & KEY
WEED CONTROL
0058871 24.75 CENTURYLINK
VETERANS SERVICE
0058973 197.10 TOBIN/WARREN J;0058980 12.30 VISA EMS 0622
COUNTY AGENT
0058859 137.70 BROWER/LANCE;0058912 163.80 JAMESTOWN SUN
EMPLOYEES HOSPITAL INS
0058935 99,727.36 N D P E R S
TAX REFUND
0058877 2,293.83 COOK/JAMES & PATRICIA
COMMISSARY
0058864 47.31 CABLE SERVICES;0058887 430.96DCR DISTRIBUTORS;0058896 453.00 FRANK MCKONE CANDY CO;0058897 865.58 FRITO LAY;0058917 787.48 KEEFE COFFE & SUPPLY;0058927 862.46 MAXIMA SUPPLY LLC;0058945 2,240.18 PEPSIAMERICAS;0058947 988.00 PIZZA CORNER FROZEN PIZZA;0058957 7,500.00 RELIANCE INMATE SYSTEMS INC.;0058983 88.66 WALMART COMMUNITY BRC
DRUG PROGRAM FUND TOTAL 3,541.24
COUNTY CORRECTIONAL CENTER CONST.
0058964 1,800.00 SMITH'S FLOORING
DATA PROCESSING
0058868 1,493.43 CDW GOVERNMENT;0058871 16.50 CENTURYLINK;0058953 887.15 QUILL CORPORATION;0058958 20.00 RENAISSANCE RECYCLING;0058982 1,653.34 VISA SO 4194
CO EXTENSION FUND
0058860 15.75 BROWN & SAENGER
CENTRAL VALLEY HEALTH BOND ISSUE
0058987 31,252.50 WELLS FARGO CORPORATE TRUST SERVICE
JOB INCENTIVE FUND
0058911 10,414.00 JAMESTOWN STUTSMAN DEVELOPMENT CORP;0058913 20,500.00 JAMESTOWN/STUTSMAN DEVELOPMENT CORP
FEMA FUNDS
0058878 17,013.34 COURTENAY TOWNSHIP #11;0058906 15,590.10 INTERSTATE ENGINEERING;0058907 7,365.46 IOSCO TOWNSHIP #26;0058971 12,248.35 SYDNEY TOWNSHIP #56;0058986 25,087.41 WELD TOWNSHIP #60

WAGES
10229-10414 469,406.51 12-24-11;10415-10589 459,683.77 1-25-12;10590-10754 438,022.25 2-24-12; 10755-10945 446,449.37 3-23-12

At 6:10 p.m., a motion to adjourn was made by Ova, seconded by Neys. Motion Carried.

ATTEST:

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Casey Bradley
Auditor/COO

Mark T. Klose
Commission Chairman