Official Proceedings of the Stutsman County Commission – April 5, 2022

At 3:30 p.m., Chairman Klose called the regular meeting of the Stutsman County Commission to order. Dennis Ova, Joan Morris, Steve Cichos (via phone) and Mark Klose answered the roll call. Ramone Gumke was absent.

A motion was made by Morris to approve the minutes of the March 2022 meetings, seconded by Ova. Motion carried.

The public hearing for petition to withdraw from Rural Fire District from Paul Goehner was held. The property presented was annexed into the City of Jamestown in 2021. Brian Paulson, Rural Fire Chief, stated that the fire department does have a 30-year loan through USDA, and would be losing funds for payment toward that bond by allowing the property to withdraw. North Dakota Century Code states a property wishing to withdraw from the rural fire district that has an outstanding obligation is responsible for payment to the fire district in some way. Jessica Alonge, Auditor/COO stated that the total amount based on 2021 would be about $140.00. A motion was made to approve the petition to withdraw by Morris, contingent upon approval by the Rural Fire Department at their meeting on April 27, and the property owner for up front reimbursement to the Fire Department, seconded by Cichos. Motion carried.

Paulson presented a request for funding for a new pumper truck to replace one that is 35 years old. He requests a meeting with some of the commissioners and Alonge to see what kind of funding is being generated for the department. He is looking for county support and possibly support from JSDC.

Paul Halko, Refuge Manager, Arrowwood National Wildlife Refuge, and Chuck Bosch, Bismarck Realty Specialist, presented a follow up on the proposed Arrowwood land purchase. Cichos stated he has been receiving calls from people that are against the purchase, because of how the loss of taxes would affect other entities such as schools, townships and fire districts. Alonge stated that a one-time payment, as presented by Halko and Bosch, and any interest would be put directly into the general fund. Alonge will research the tax loss for the school district, fire, townships, etc. and the matter will be heard at the April 19 meeting.

Corry Shevlin, JSDC, presented the Intern Program reimbursement. The program has provided about $280,000 in private sector salaries to interns, with JSDC providing $52,500 in reimbursements. All fifteen of the interns were offered full time positions with five accepting, including a structural engineer, an apprentice electrician and a financial analyst. JSDC would like to request an additional $10,500 from the county to refill the pool of money for this program for the upcoming year. A motion to approve the request for reimbursement was made by Cichos, seconded by Ova. Morris abstained due to conflict of interest. Motion carried.

Shevlin presented the Automation Incentive Program that would assist businesses in purchasing large pieces of equipment. JSDC is requesting a 50/50 split, or $125,000 from the county and the city in the form of a grant. There is currently a similar program offered through the state. Shevlin will do some research to see if someone is able to get money from both the state program and the county program. Connie Ova, President JSDC, recommended that they do more research on some of the guidelines for the program and bring the item back to the commission.

Shevlin presented the JSCD tax reimbursement. A motion was made by Morris to approve, seconded by Cichos. Motion carried.

Connie Ova, CEO, JSDC, presented the 2023 JSDC preliminary budget. The budget is an increase from 2022 but is the same as 2021. JSDC currently has three full-time employees because they lost an Administrative Assistant. They are looking to hire someone for marketing and possibly split the position with the Jamestown Chamber of Commerce. The extra money would assist with that salary. A motion to approve the budget was made by Cichos, seconded by Ova. Motion carried.

Ova presented the request for building reimbursement. The building is owned 90% by the city and 10% by the county. HVAC improvements were done in 2021 which put them over budget by $3,813.55. She is requesting $381.36 from the county. A motion to approve was made by Cichos, seconded by Ova. Motion carried.

Ova presented changes to the JSDC Bylaws. The only change would be that the CEO position was once a contracted position, and the change would be from contracted employee to contract/employee. A motion to approve the change was made by Morris, seconded by Cichos. Motion carried.

Mickey Nenow, Highway Superintendent, presented his advertisement for RFPs. He received one consultant for both constructional engineering and preliminary engineering. The constructional engineering projects are the two south of Cleveland and the sales barn, the preliminary engineering is for the Ypsilanti bridge. He requests Klose and Ova to be on the committee with him to interview the consultant.

Fritz Fremgen, State's Attorney presented his monthly report. He will be working with Shannon Larson, HR Director, to see if they can increase salaries.

Chad Kaiser, Sheriff, presented a building project update. The proposed location changed to the Park Board land rather than Bureau of Reclamation land. The estimate is about 1.3 to 1.5 million dollars due to increases in steel and lumber prices. Bob Martin is concerned because it would be located on prime recreational area and would like the project to be discussed at the Park Board meeting as well. Kaiser is requesting to go to bid to see what actual costs are. This was tabled to the April 19 Commission meeting.

Larson requested approval to advertise for Road Superintendent as Nenow is retiring May 28, 2022. Klose would like to start by advertising internally. An internal posting is for five business days and external is for ten business days. A motion was made by Morris to advertise the position internally for a period of five days, seconded by Ova. Motion carried.

Larson presented a request for approval of a Wellness Committee event. April is stress free awareness month and the committee would like to have a Prairie Paws meet and greet at the courthouse in one of the LEC meeting rooms on April 13, for one to two hours. Prairie Paws does have liability insurance should any issues arise. A motion to approve was made by Ova, seconded by Morris. Motion carried.

Alonge presented updates regarding a polling location in Medina for the Primary Election. The American Legion has had hardwired internet installed, which has been tested by Josh Smaage, IT Director. Smaage and Alonge are comfortable using this location. A motion was made by Cichos, seconded by Morris to approve the American Legion in Medina as a rural polling location for the Primary Election. Motion carried.

Ova made a motion to approve a 2022 beer and liquor license for Green Flag Promotions at the Jamestown Speedway, seconded by Morris. Motion carried.

At 5:45 p.m., Chairman Klose called the regular meeting of the Stutsman County Park Board to order. Mark Klose, Joan Morris, Dennis Ova, Steve Cichos (via phone), Bob Martin and Merri Mooridian (via phone) answered the roll call. Ramone Gumke was absent.

A motion was made by Morris to approve the March 2022 meeting minutes, seconded by Ova. Motion carried.

Karl Bergh, Park Superintendent, presented a foam insulation proposal for the park shop. He recommends going with three inches of foam at $8,800. They had budgeted $10,000 for this project. He also budgeted for a furnace for next year but will obtain quotes this year. A motion was made by Martin to approve the three-inch insulation, seconded by Ova. Motion carried.

Bergh also presented a discussion on the erosion issue at Pelican Point. They are asking for some gravel and rock on the hillside for the retaining wall. A motion made by Morris to approve two truckloads of gravel and one load of rock, seconded by Ova. Motion carried.

Bergh presented a discussion on repairs for the bridge to the island. There are currently no grant opportunities available for the repairs. Mike May, Interstate Engineering would like to get a contract and design going for this and would like to form a committee to review the options. The committee for the project will include Klose, Ova, Martin, Nenow, Bergh, Mike May and Darin Peterka. A contract for preliminary engineering with Interstate Engineering will be approximately $8,000 - $10,000 and would be an hourly contract. A motion was made to enter into contract with Interstate Engineering by Ova, seconded by Morris. Motion carried.

Bergh presented a proposal for the paving of the campground loop. He is waiting to hear back from Border States and see if they will honor the estimate from December 2021. Interstate Engineering had submitted a higher estimate to include reshaping and bringing gravel up to grade. The item was tabled and will be discussed at the April 19 Commission meeting.

Bergh presented electricity issues at Lakeside Campground, as many campers are getting larger and running two air conditioners. The campground is limited on 50-amp services. At this time, additional 50 Amp pedestals cannot be added without a larger transformer from Northern Plains. If a transformer is added, trenching would be required and would likely be dug through the campground road.

At 6:02 p.m., Ova left the meeting.

Mark Watne, ND Farmers Union, presented an update regarding Farmers Union Camp.

Alonge presented 2022 dock permits. She would like to send out letters to all of the same people that were offered last year as things went well and docks may be a little easier to come by this year. Alonge will make some changes to the wording of the dock permit and will send to Martin and Morris for review.

Alonge also presented a request for dock permits on adjacent lots in a new subdivision. The party must be the homeowner to have the permit in their name and a home must be constructed on the parcel. A motion was made by Morris to allow dock permits for the adjacent lots once the home is built, seconded by Martin. Mooridian abstained. Motion carried.

Alonge presented the 2022 reservoir hay land contract. The contract was originally in place for 2019, 2020, 2021. Bergh recommends allowing the individual currently renting the land to continue. The current rent

is $1,500 a year. A motion to extend the contract to the same individual at the same price was made by Morris, seconded by Martin. Motion carried.

Bergh presented a proposed new area for hay land that is currently matted down with heavy grass. The current renter for the hay land would like to attempt to hay this area for one year to see if it is possible with his equipment. The property is about seventeen acres. A motion was made by Morris to approve the request, seconded by Cichos. Motion carried.

Martin attended a meeting of City of Spiritwood Lake. They requested he bring request previously sent regarding three security lights at Sandy Beach. Currently the City of Spiritwood Lake is paying for the lights. They request the Park Board take over payment as the lights are on Park Board land. A motion was made by Martin that the Park Board take over the bill for the three security lights every month. There was no second to the motion.

A motion was made by Morris to approve the Park Board bills, seconded by Martin. Motion carried.

	County Park Fund	
8543	LINDE GAS & EQUIPMENT	$63.11
8554	ND GAME & FISH DEPARTMENT	$1,685.11
	ND STATE TAX COMMISSIONER	$40.00
	ND STATE TAX COMMISSIONER	$40.00
	ND STATE TAX COMMISSIONER	$40.00
8562	PARSONS, ROGER	$28.78
8582	STUTSMAN RURAL WATER DISTRICT	$88.98
8587	VISA AUD 1683	$307.98

At 6:42 p.m., a motion to adjourn the Park Board meeting was made by Cichos, seconded by Morris. Motion carried.

At 6:42 p.m., Klose reconvened the Commission meeting.

A motion was made to approve the bills by Morris, seconded by Cichos. Motion carried.

	General Revenue Fund				
8494	701 APPAREL	$480.00	8524	FARMERS UNION OIL CO-CENEX	$3,656.16
8495	ACCURATE CONTROLS INC	$71.85	8525	FINANCIAL MANAGEMENT DIVISION	$10,270.37
8498	ARCTIC ZONE REFRIGERATION	$774.70	8531	HOME OF ECONOMY	$247.87
8500	BALCO UNIFORM CO INC	$81.50	8536	JAMESTOWN CITY WATER	$405.25
8504	CABLE SERVICES	$47.31	8539	JOHN DEERE FINANCIAL	$1.94
8506	CAPITAL ONE TRADE CREDIT	$62.97	8540	LARRY'S AUTO GLASS	$279.90
8507	CDW GOVERNMENT INC	$567.90	8541	LAWSON PRODUCTS INC	$330.83
8508	CENEX FLEETCARD - SO	$3,719.69	8547	MDU	$220.30
8510	CENTRAL BUSINESS SYSTEMS INC	$341.94	8548	MENARDS - JAMESTOWN	$392.66
8511	CENTURYLINK	$335.52		MONTPELIER CITY AUDITOR - DD	$58.00
8512	COLE PAPERS INC	$531.89	8551	NAPA AUTO PARTS	$1,383.77
8513	DACOTAH PAPER CO	$821.11		ND STATE TAX COMMISSIONER	$819.00
8515	DAKOTA RENTAL CENTER LLC	$51.36		ND STATE TAX COMMISSIONER	$937.00
8518	DRIVERS LICENSE GUIDE COMPANY	$31.95		ND STATE TAX COMMISSIONER	$693.00
8520	ECOLAB PEST ELIMINATION DIV	$379.63	8558	NORTHWEST TIRE INC.	$518.99
			8560	OTTER TAIL POWER CO	$390.03

8526	FM TITLE	$10.00	8566	POWER PLAN	$3,021.20
	GENTER, COREY	$86.40	8570	QUALITY TRUCK & AG REPAIR, INC	$6.06
8527	GRAYBAR	$75.44	8571	QUILL CORPORATION	$134.35
8528	HEIER, STEVE	$46.26	8574	RM STOUDT INC	$227.50
8530	HIRSHFIELD'S - FARGO	$28.99	8577	SIGN SOLUTIONS USA	$1,091.32
8532	HR COLLABORATIVE	$400.00	8579	STREETER COOP OIL CO	$1,778.30
8534	INNOVATIVE OFFICE SOLUTIONS, LLC	$240.41	8582	STUTSMAN RURAL WATER DISTRICT	$91.13
8535	JAMESTOWN AREA AMBULANCE	$474.00	8590	VISA RD 1766	$207.95
8536	JAMESTOWN CITY WATER	$2,346.31	8595	WEST END HIDE & FUR	$7.55
8538	JETSTREAM CAR WASH	$1,210.89		**Unorganized Township Roads Fund**	
	KIRKING, ANDREW	$40.49	8580	STUTSMAN CO ROAD DEPT	$1,457.50
8544	MARQUART,ANDREW S	$1,260.00		**Foster Care Trust Fund Total**	$5,480.00
8545	MARSHALL & SWIFT/BOECKH, LLC	$664.20		**Weed Control Fund**	
8546	MATTHEW BENDER & CO INC	$252.31	8496	AG SPRAY EQUIPMENT	$842.60
8547	MDU	$4,358.50	8499	AT&T MOBILITY	$69.72
8549	MICHELLE J GILBERTSON	$357.61	8514	DAKOTA CENTRAL TELECOMM	$56.85
8550	MP JAMESTOWN LLC	$8,167.60	8533	I3G MEDIA JMST	$75.00
8553	ND COUNTY RECORDERS ASSOC	$556.00		ND STATE TAX COMMISSIONER	$73.00
	ND STATE TAX COMMISSIONER	$4,330.89		ND STATE TAX COMMISSIONER	$73.00
	ND STATE TAX COMMISSIONER	$4,109.10		ND STATE TAX COMMISSIONER	$73.00
	ND STATE TAX COMMISSIONER	$4,060.63	8560	OTTER TAIL POWER CO	$166.98
8555	NDHFA	$121.00		**Veterans Service Fund**	
8556	NORTHERN PLAINS ELECTRIC	$40.00		ND STATE TAX COMMISSIONER	$56.00
8557	NORTHERN SAFETY TECHNOLOGY INC	$454.72		ND STATE TAX COMMISSIONER	$56.00
8561	OTTMAR & OTTMAR PC	$20.00		ND STATE TAX COMMISSIONER	$56.00
8564	PIT STOP EXPRESS LUBE	$109.22		**County Agent Fund**	
8565	PLUMBMASTER	$1,468.82	8513	DACOTAH PAPER CO	$269.67
8567	PRESS ROOM,THE	$46.58	8522	F-M AMBULANCE SERVICE	$65.00
8569	QUADIENT, INC.	$133.50	8534	INNOVATIVE OFFICE SOLUTIONS, LLC	$85.98
8571	QUILL CORPORATION	$171.63		JARSKI-WEBER, BRENDA	$114.13
8574	RM STOUDT INC	$828.66		JARSKI-WEBER, BRENDA	$116.01
8575	SANFORD HEALTH HEALTHCARE ACCESSORIES	$33.27	8542	LEAF	$109.00
	SMAAGE,JOSH	$35.10		ND STATE TAX COMMISSIONER	$34.00
8578	STEIN'S INC	$73.97		ND STATE TAX COMMISSIONER	$27.00
8583	SUMMIT FOOD SERVICE, LLC	$7,925.23		ND STATE TAX COMMISSIONER	$22.77
8584	TDS METROCOM	$113.11	8572	R&H MAINTENANCE	$400.00
8585	TYLER TECHNOLOGIES INC	$23,745.54	8573	RECYCLING CENTER OF NORTH DAKOTA, LLC	$15.00
8586	VERIZON WIRELESS	$1,853.20	8589	VISA EXT 3424	$127.54
8587	VISA AUD 1683	$5,235.25		**Human Service Zone Human Service Fund Total**	$21,827.05
8591	VISA SCCC 1949	$1,886.47		**Commissary Fund**	
8592	VISA SO 1840	$865.80	8591	VISA SCCC 1949	$230.00
8593	VISA SS 1025	$36.40		**Drug Program Fund Total**	$535.63
8596	WILHELM CHEVROLET BUICK GMC	$668.52		**Courthouse Building Fund**	
	E 911 Phone System Fund		8498	ARCTIC ZONE REFRIGERATION	$1,343.50
8521	EVERBRIDGE	$9,270.00		**Information Technology Capital Fund**	
8524	FARMERS UNION OIL CO-CENEX	$392.45	8529	HIGH POINT NETWORKS	$86,638.14
8563	PENGUIN MANAGEMENT INC	$2,214.00	8568	PROVANTAGE ACCOUNTING	$6,553.54
8588	VISA EMS 1790	$13.24	8587	VISA AUD 1683	$4,672.78
8594	VoiceProducts	$21,753.50		**Document Preservation Fund**	
	County Roads Fund		8585	TYLER TECHNOLOGIES INC	$3,142.56
8497	ARAMARK	$220.14		**County Hazardous Chemical Account Total**	$27.95
8502	BUFFALO CITY DIESEL	$1,214.13		**Weed Board Capital Improvement Fund**	
8503	BUTLER MACHINERY CO	$615.00	8596	WILHELM CHEVROLET BUICK GMC	$33,383.00
8505	CAPITAL ONE - RD 604867	$72.64		**Job Incentive Fund**	
8506	CAPITAL ONE TRADE CREDIT	$276.80	8537	JAMESTOWN STUTSMAN DEVELOPMENT CORP	$315.00
8516	DIRTY DIESEL SERVICE & REPAIR LLC	$10,428.55		**FEMA**	
8517	DMC WEAR PARTS LLC	$5,784.34		ND STATE TAX COMMISSIONER	$3.59
8523	FARGO FREIGHTLINER	$146.00		ND STATE TAX COMMISSIONER	$0.62
				ND STATE TAX COMMISSIONER	$11.33
				WAGES	
				FRIDAY, MARCH 25, 2022	$728,228.45

A motion to adjourn the meeting was made by Morris, seconded by Cichos. Motion carried.

ATTEST:

Jessica Alonge	Mark T. Klose
Auditor/COO	Commission Chairman