Official Proceedings of the Stutsman County Commission – May 4, 2021

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

Cichos made a motion, seconded by Morris, to approve the April 2021 meeting minutes. Motion carried.

Jason Bitz, Insure Forward, presented renewal figures for the county's general liability, in-land marine, and auto insurance policies. The total for 2020 was $120,993 and the 2021 total will be $93,621. Cichos made a motion to accept the renewal policy, seconded by Morris. Morris, Cichos, and Klose voted aye. Motion carried.

Matt O'Donnell from Xcellent Technology Solutions, Inc discussed a recommendation to name an unnamed lake 10 miles west of Pingree. He represents the U.S. Board of Geographic Names. The proposed name of the lake is Prairie Lake. The name is already being used locally by researchers with the National Science Foundation. Morris would like to table the issue to check with adjacent landowners and the North Dakota Game and Fish Department.

Ramone Gumke joined the meeting via phone at 3:36 p.m.

Joe Rector, James River Valley Library System Director, requested to schedule a public hearing to establish a Library Building Fund. The library would like to begin to save money in a building fund for future use, they would not have an additional levy for this fund. A public hearing was scheduled for the next Commission Meeting on May 18th, 2021 at 3:30 p.m.

Fritz Fremgen, State's Attorney, presented his monthly report.

Jerry Bergquist, Emergency Manager/9-1-1 Coordinator, discussed an extended 9-1-1 equipment replacement timeline. They were expecting June 28th for replacement, and it has been moved to July 19th. The systems would be switched over on August 18th. Bergquist also discussed his retirement plans. His last day will be June 30th.

Andrew Kirking, Emergency Manager/9-1-1 Coordinator, discussed the LEC generator grant. They had applied for this grant several years ago and the funds are now available. The generator will power the entire Law Enforcement Center and Courthouse, where the current generator only powers the emergency functions of the LEC. It will cost approximately $438,000 and the county will pay 15%. Klose discussed using CARES funding. Cichos made a motion to accept the grant award and sign the Memorandum of Understanding with the state, seconded by Morris. Cichos, Klose, Gumke, and Morris voted aye. Motion carried.

Kirking also discussed changing the contract with Daniel Schwartz to reflect the new name of his company, Nexus Planning & Consulting. Morris made a motion to accept, seconded by Cichos. Klose, Gumke, Morris, and Cichos voted aye. Motion carried.

Jessica Alonge, Interim Auditor/COO, discussed a new postage meter lease. The current company, Dakota Business Solutions submitted a quote for $207 per month for 16 months and an updated machine. Dakota Mailing's quote was $256 per month. Cichos made a motion to renew the lease with Dakota Business Solutions, seconded by Morris. Gumke, Morris, Cichos, and Klose voted aye. Motion carried.

Shannon Larson, Human Resource Director gave an update on the Auditor's Office Intern Position. The current intern cannot work over the summer so she would like to advertise for a new part-time employee. Cichos made a motion to approve, seconded by Morris. Motion carried.

Larson also discussed personnel policy revisions. One is regarding years of service transfers, and the other is regarding mileage reimbursements being restricted to out-of-town travel. They were approved by the Personnel Committee. Cichos made a motion to approve, seconded by Morris. Morris, Cichos, Klose, and Gumke voted aye. Motion carried.

At 4:13 p.m., the County Commission meeting recessed for the County Park Board meeting.

Official Proceedings of the Stutsman County Park Board – May 4, 2021

At 4:15 p.m., the Park Board meeting was called to order. Ramone Gumke (via phone), Joan Morris, Mark Klose, Robert Martin, and Jason Houge answered the roll call. Dennis Ova was absent.

Houge made a motion, seconded by Morris, to approve the April 2021 meeting minutes. Motion carried.

Melissa Schumacher and other surrounding landowners discussed concerns for the proposed gun range on the Jamestown Reservoir. They have concerns about the safety and noise and would not want to lose the use of the walking path. Marlyn Bertsch from the Bloom Township board discussed concerns about the new road to the building affecting drainage. Cichos made a motion, seconded by Houge, to deny the request for a lease to the Jamestown Marksmanship gun range at the proposed location. He would like the board to help them find another location. Motion carried.

Tom Schultz from Lazy Fish, LLC has requested gravel for campground improvements. This gravel will be for the parking lot and boat launch area. Martin and Morris would like to review the lease and see who is responsible for supplying materials for that area. Houge thinks the county should supply the gravel since it is a public use area and people will get stuck.

Cichos made a motion, seconded by Morris, to approve a project application for Cabin 7E.

Morris made a motion to approve a dock permit for John and Nancy Neary, seconded by Martin. Motion carried.

The 2021 grazing permits on reservoir land were discussed. The county had carried the same fees over for 2020 from the bureau permits. Houge made a motion to extend the contracts at the same rate for

two years, seconded by Martin. Morris, Cichos, Klose, Houge, Martin, and Gumke voted aye. Motion carried.

Houge made a motion, seconded by Cichos, to approve the monthly bills. Cichos, Klose, Houge, Martin, Gumke, and Morris voted aye. Motion carried.

	County Park Fund	
6198	CREATIVE ENERGY	$139.66
6200	CUSTOM CONTRACTING SOLUTIONS, LLC	$140.00
6205	FARMERS UNION OIL CO-CENEX	$794.00
6226	NAPA AUTO PARTS-PARK	$12.52
6229	NORTHWEST TIRE INC	$57.10
6261	WEST END HIDE & FUR	$143.88

Morris reviewed the lease with Lazy Fish LLC. The parking lot and boat ramp are within their leased area. Morris made a motion for Mickey Nenow and Tom to delineate the public parking area to estimate how much gravel would be needed. Seconded by Martin. Roll call vote: Klose-no, Houge-no, Martin-yes, Gumke-no, Morris-yes, Cichos-yes. Motion failed. Houge made a motion to provide 6 loads of gravel at 18 yards/load for the public area and come to an agreement to delineate the public area at the next meeting, seconded by Gumke. Houge-yes, Martin-yes, Gumke-yes, Morris-yes, Cichos-yes, Klose-yes. Motion carried.

Morris made a motion to develop an agreement with Lazy Fish to clarify responsibility for maintenance going forward, seconded by Cichos. Motion carried.

At 5:24 p.m., Houge made a motion to adjourn the park board meeting, seconded by Martin. Motion carried.

At 5:24 p.m., the Commission meeting was called back to order.

Jessica Alonge, Interim Auditor/COO presented a memo regarding the preliminary budget. The Wage and Benefit Committee met and recommended a 3% COLA and 2% step increase. The health insurance split would remain the same. The preliminary budget must be approved by August 10th and can decrease but not increase the final budget. Morris made a motion to recommend a 0% increase to outside agencies, seconded by Cichos. Gumke, Morris, Cichos, and Klose voted aye. Motion carried.

Cichos made a motion, seconded by Morris, to approve the monthly bills. Morris, Cichos, Klose, and Gumke voted aye. Motion carried.

	General Revenue Fund			**E 911 Phone System Fund**	
	ALONGE,JESSICA	$38.50	6210	INNOVATIVE OFFICE SOLUTIONS, LLC	$232.90
6186	ALVIN BAKER	$25.00	6251	VERIZON WIRELESS	$50.90
6187	AMBER ENTZMINGER	$25.00	6253	VISA EMS 1790	$200.00
6188	ANNA CARLSON	$25.00		**County Roads Fund**	
6189	ASHLEY PRISBO	$283.72	6190	BORDER STATES PAVING INC	$293.70
6192	CABLE SERVICES	$47.31	6191	BUFFALO CITY DIESEL	$431.66
6195	CENEX FLEETCARD - SO	$4,017.91	6193	CAPITAL ONE TRADE CREDIT	$245.55
6196	CENTRAL BUSINESS SYSTEMS INC	$66.00	6198	CREATIVE ENERGY	$6,539.79
6197	COLE PAPERS INC	$120.70	6199	CURTIS ELECTRIC LTD	$3,488.03

6201	DACOTAH PAPER CO	$528.23	6202	DAKOTA RENTAL CENTER LLC	$33.98
6203	DALSTED & RYAN P C	$627.00	6205	FARMERS UNION OIL CO-CENEX	$2,613.00
6206	GALLS, LLC	$154.96	6211	JAMESTOWN CITY WATER	$377.25
	GENTER, COREY	$100.80	6215	JIM'S GARAGE DOOR	$335.00
6207	HANSON TIRE SERVICE	$622.80	6216	JOHN DEERE FINANCIAL	$65.55
6208	HAUT FUNERAL HOME	$425.00	6221	MDU	$68.29
6209	HOLLAND, ANGELA	$72.00	6222	MEDINA CITY AUDITOR	$88.25
6210	INNOVATIVE OFFICE SOLUTIONS, LLC	$309.58	6223	MENARDS - JAMESTOWN	$90.94
6211	JAMESTOWN CITY WATER	$1,361.11		MONTPELIER CITY AUDITOR - DD	$58.00
6212	JAMESTOWN COMMUNITY CORRECTIONS	$400.00	6225	NAPA AUTO PARTS	$241.08
6213	JESSE BURKLE	$25.00	6228	NICKY'S SPARE TIME	$70.00
6214	JETSTREAM CAR WASH	$485.37	6229	NORTHWEST TIRE INC	$1,450.36
6217	KAYLA HANSON	$25.00	6230	OTTER TAIL POWER CO	$271.61
	KIRKING, ANDREW	$41.44	6232	QUALITY REPAIR INC	$278.46
6218	KLEINKNECHT, DELNO OR PHYLLIS	$1,236.58	6244	STUTSMAN COUNTY GLASS	$250.00
	LARSON, SHANNON	$38.50	6245	STUTSMAN RURAL WATER DISTRICT	$84.73
6220	MARQUART,ANDREW S	$2,853.00	6249	TRACTOR SUPPLY CREDIT PLAN	$292.85
6221	MDU	$2,247.70	6252	VINING OIL CO	$1,342.57
6224	MOSER,JESSICA	$221.76	6255	VISA RD 1766	$251.95
6231	QUADIENT FINANCE USA, INC. - AUD	$913.95	6259	WALMART COMMUNITY BRC RD	$95.56
6233	QUILL CORPORATION	$390.93		**County Agent Fund**	
6235	RECYCLING CENTER OF NORTH DAKOTA, LLC	$82.50	6210	INNOVATIVE OFFICE SOLUTIONS, LLC	$98.98
6237	RM STOUDT INC	$579.79	6219	LEAF	$109.00
6238	RUNGE,GREGORY IAN	$341.80	6234	R&H MAINTENANCE	$400.00
6239	SANFORD HEALTH (NORTH)	$1,000.00	6254	VISA EXT 3424	$574.60
6240	SCHUBERT'S CARPET ONE	$87.98		**Human Service Zone Human Service Fund Total**	$831.81
6241	SNYDER, LINDA	$657.86		**Drug Program Fund Total**	$4,457.50
6242	STATE BAR ASSOCIATION OF ND	$134.40		**Road & Bridge Building Fund**	
6243	STEIN'S INC	$1,363.81	6255	VISA RD 1766	$3,592.00
6246	SUMMIT FOOD SERVICE, LLC	$7,406.70		**County Sheriff Capital Fund**	
6247	TAMMY FALK	$25.00	6262	WILHELM CHEVROLET BUICK GMC	$38,482.00
6248	TAWNI WANZEK	$25.00		**FEMA**	
6250	TWO RIVERS PRINTING	$123.00		FLINT TOWNSHIP #17 - DD	$59,807.32
6251	VERIZON WIRELESS	$1,495.28		MONTPELIER TOWNSHIP #36 - DD	$447.19
6253	VISA EMS 1790	$81.45		MONTPELIER TOWNSHIP #36 - DD	$59.63
6256	VISA SCCC 1949	$3,892.02		MONTPELIER TOWNSHIP #36 - DD	$788.40
6257	VISA SO 1840	$1,562.02		MONTPELIER TOWNSHIP #36 - DD	$105.11
6260	WARD COUNTY DETENTION CENTER	$75.00		**Wages**	
6262	WILHELM CHEVROLET BUICK GMC	$3,341.31		Friday, April 23, 2021	$679,889.80

At 5:32 p.m., Morris made a motion to adjourn the meeting, seconded by Cichos. Motion carried.

ATTEST:

Jessica Alonge
Interim Auditor/COO

Mark T. Klose
Commission Chairman