Official Proceedings of the Stutsman County Commission – May 19, 2020

At 4:00 p.m., Chairman Klose called the regular meeting of the Stutsman County Commission to order. Dennis Ova (via phone), Ramone Gumke (via phone), David Schwartz, Steven Cichos (via phone), and Mark Klose answered the roll call.

Jason Bitz, Insure Forward, presented the renewal of general liability, in-land marine, and auto coverage insurance information. The 2020 policy renewal will be $120,993 compared to $142,043 in 2019. It decreased because of the conferment payment received totaling $25,315. Ova made a motion to renew the coverage with Insure Forward, seconded by Gumke. Ova, Gumke, Schwartz, Cichos, and Klose voted aye. Motion carried.

Corry Shevlin, JSDC, discussed engineering costs to complete preliminary design reports and surveys for a potential greenhouse facility at Spiritwood Energy Park. The cost of the study would be recouped when a tenant utilizes the site. The County share would be $4,200. Cichos made a motion to approve, seconded by Schwartz. Gumke, Schwartz, Cichos, Klose, and Ova voted aye. Motion carried.

Commissioner Schwartz discussed the need for additional height on the grade raise on County Road 37 in Streeter Township. An extra foot will cost approximately $25,000-$30,000. Guthmiller can complete the additional work quickly since they are already there. Schwartz made a motion to approve Guthmiller doing an additional grade raise, seconded by Gumke. Schwartz, Cichos, Klose, Ova, and Gumke voted aye.

Schwartz discussed advertising for quotes for two additional grade raises on County Road 67. We didn't previously advertise the grade raises because we were waiting for the water to go down after the drain installation. The funding will come from the Emergency Fund. Schwartz made a motion to advertise for quotes and draw up specs for the two sites, seconded by Cichos. Motion carried.

Nicole Meland, Auditor/COO discussed a request for use of Task Force asset forfeiture funds. Due to legislative changes, asset forfeitures are required to have a separate fund and requests must be filed and approved by the commission to use them. Tonya Duffy has been handling the proceedings of asset forfeiture cases and the agreement was to pay her 20% of the forfeiture amount. The payment totals $363.00. Schwartz made a motion to approve the payment, seconded by Gumke. Cichos, Klose, Gumke, and Schwartz voted aye. Motion carried.

Meland discussed an update to the COVID-19 employee policy. The governor loosened travel restrictions for the state. Department heads met and agreed to follow the governor's orders and lift out-of-state travel restrictions for employees. International travel still requires a 14-day self-quarantine. Schwartz made a motion to approve the policy update, seconded by Gumke. Motion carried.

Meland gave an update on CARES funding. The State Emergency Commission is now saying they will look at County requests for funding at their June meeting. Counties should report costs from March 1-May 31 and estimate costs for June-September.

Meland gave an update on the Fall 2019 FEMA disaster. Senators Cramer and Hoeven, and Representative Headland held a meeting last week, and Meland will be holding meetings with the townships this week. They will go over approvals from FEMA from the fall, damages, and costs.

Meland discussed requests for personal protective equipment for reopening of Stutsman County Offices. The State's Attorney's office and first floor offices requested "sneeze guards". Newman Signs is selling 24 x 36-inch plastic shields for $75 each. Gloves, masks, and hand sanitizer stations may be needed as well. The costs could be submitted for CARES funding. Schwartz made a motion to approve the purchases as necessary, seconded by Ova. Klose, Ova, Gumke, Schwartz, and Cichos voted aye. Motion carried.

Schwartz made a motion, seconded by Cichos, to approve the presented taxable meals and mid-month bills. Ova, Gumke, Schwartz, Cichos, and Klose voted aye. Motion carried.

	General Revenue Fund		3854	HIGH PLAINS WATER	$35.00
3818	ALONGE, TYLER	$51.00	3858	HOME OF ECONOMY	$167.95
3820	ARCTIC ZONE REFRIGERATION	$447.19	3864	INTERSTATE ENGINEERING	$120.00
3822	ATTORNEY GENERAL OFFICE-1250	$3,616.00		KRAMLICH MICHAEL	$280.03
3823	BEHAVIORAL INTERVENTIONS	$216.00		KRAMLICH, MYRON	$239.78
3829	CDW GOVERNMENT INC	$138.09	3873	MDU	$453.90
3831	CENTRAL BUSINESS SYSTEMS INC	$236.49	3874	NAPA AUTO PARTS	$693.58
3833	CENTURYLINK	$1,379.99	3878	NEWMAN SIGNS	$1,176.17
3835	CREATIVE ENERGY	$36.83	3879	NICKY'S SPARE TIME	$70.00
3837	DACOTAH PAPER CO	$172.22	3880	NORTHERN PLAINS ELECTRIC COOPERATIVE	$142.00
3838	DAKOTA CENTRAL TELECOMM	$641.67	3881	NORTHWEST TIRE INC	$27.46
3840	DAKOTA RAIN LAWN IRRIGATION	$15.90	3882	OTTER TAIL POWER CO	$737.56
3843	DALSTED & RYAN P C	$1,254.00	3884	PRAXAIR DISTRIBUTION INC	$246.30
3845	DECORATING BY CHARLIE	$1,832.00	3885	PRODUCTIVITY PLUS ACCOUNT	$320.25
3848	FASTENAL CO	$26.06	3891	RM STOUDT INC	$90.33
3849	FORUM COMMUNICATIONS COMPANY	$1,543.65	3892	SANFORD HEALTH OCCUPATIONAL MEDICINE	$189.00
3850	GALLS, LLC	$242.92	3894	SCHERBENSKE INC.	$16,644.75
3851	GRAYBAR	$60.84	3900	TDS METROCOM - RD	$6.12
3853	HARPER-BECK, KATRINA	$19.05	3906	TITAN MACHINERY - BISMARCK	$608.00
3855	HIRSHFIELD'S - FARGO	$161.96	3907	TOWE, JEREMY W	$150.65
3856	HOLLAND, ANGELA	$22.50	3909	TRUE NORTH STEEL	$9,778.30
3857	HOLZWORTH, MERCEDEZ	$9.09	3914	VINING OIL CO	$329.63
3859	HOUSE OF GLASS INC	$102.33	3917	WOODWORTH FARMERS GRAIN CO	$740.72
3860	INFORMATION TECHNOLOGY DEPT	$1,101.45		ZABKA, KEVIN	$74.75
3861	INNOVATIVE OFFICE SOLUTIONS, LLC	$37.99		**County Park Fund**	
3862	INSURE FORWARD NEW ROCKFORD	$50.00	3821	ARNESON INC	$264.74
3865	JAMESTOWN PLUMBING & HEATING	$100.32	3824	BLUE TARP FINANCIAL, INC.	$42.58
3869	LANGUAGE LINE SERVICES	$75.00	3832	CENTRAL SALES	$79.59
3871	MARQUART,ANDREW S	$1,251.00	3841	DAKOTA RENTAL CENTER LLC	$107.00
3872	MATTHEW BENDER & CO. INC.	$220.45	3842	DAKOTA VALLEY ELECTRIC	$8.00
3873	MDU	$180.04	3847	FARMERS UNION OIL CO-CENEX	$438.00
3880	NORTHERN PLAINS ELECTRIC COOPERATIVE	$110.00	3852	HARMSEN'S GREENHOUSE, INC.	$2,121.00
3882	OTTER TAIL POWER CO	$8,056.23	3867	JEFF HOFMANN LLC	$443.08
3883	PHARMCHEM INC	$285.50	3875	NAPA AUTO PARTS-PARK	$92.00
3886	QUADIENT FINANCE USA, INC. - AUD	$1,000.00	3880	NORTHERN PLAINS ELECTRIC COOPERATIVE	$955.55
3887	QUILL CORPORATION	$501.52		**Weed Control Fund**	
3888	RECORD KEEPERS	$32.00	3817	AG SPRAY EQUIPMENT	$530.79
3893	SC CORRECTIONS	$1,507.75		ALLEN, LAWTON	$165.00
	SCHAFFER,DIANNE	$60.00	3824	BLUE TARP FINANCIAL, INC.	$373.91
3895	SCHUBERT'S CARPET ONE	$85.68	3838	DAKOTA CENTRAL TELECOMM	$56.01

3897	STREICHER'S	$346.69		HIRSCHKORN, CALEB	$165.00
3898	SUMMIT FOOD SERVICE, LLC	$9,094.16	3870	LARRY'S AUTO GLASS	$279.00
3899	TDS METROCOM	$510.35	3876	NAPA AUTO PARTS-WEED	$76.11
3901	TDS METROCOM - SS	$179.60	3881	NORTHWEST TIRE INC	$2,467.62
3902	THE FORUM	$207.88	3882	OTTER TAIL POWER CO	$56.81
3903	THE PIFER GROUP INC	$501.58		SCHROM, BROCK	$165.00
3904	THOMSON REUTERS	$394.90	3914	VINING OIL CO	$2,651.96
3905	THRIFTY DRUG-WHITE DRUG	$49.05		**Veterans Service Fund**	
3908	TRANE U.S. INC	$5,290.00	3833	CENTURYLINK	$15.07
3911	TWO RIVERS PRINTING	$360.00	3863	INTEROFFICE-FARGO	$819.50
3912	US POSTAL SERVICES	$288.00	3899	TDS METROCOM	$2.04
3916	WOLF, CAITLYN	$51.00		**County Agent Fund**	
	E 911 Phone System Fund		3837	DACOTAH PAPER CO	$121.48
3838	DAKOTA CENTRAL TELECOMM	$230.57	3838	DAKOTA CENTRAL TELECOMM	$248.77
3839	DAKOTA CENTRAL TELECOMMUNICATIONS	$277.00	3854	HIGH PLAINS WATER	$28.00
3890	RICHLAND COUNTY COMMUNICATIONS/911	$191.65	3889	RECYCLING CENTER OF NORTH DAKOTA, LLC	$12.50
3899	TDS METROCOM	$13.95		**Human Service Zone Human Service Fund Total**	$568.57
	County Roads Fund			**Camping Fee Fund**	
3816	3D SPECIALTIES INC	$3,634.40		LAZY FISH, LLC	$2,905.00
3819	AMERIPRIDE SERVICES	$686.87		**Commissary Fund**	
3825	BORDER STATES PAVING INC	$146.64	3834	CHARM-TEX, INC.	$249.56
3827	BUFFALO CITY DIESEL	$49.85	3910	TURNKEY CORRECTIONS	$72.72
3828	BUTLER MACHINERY CO	$5,981.84		**Drug Program Fund Total**	$478.48
3836	CUSTOM CLS	$227.86		**Courthouse Building Fund**	
3838	DAKOTA CENTRAL TELECOMM	$172.89	3895	SCHUBERT'S CARPET ONE	$6,147.12
3844	DAN POLAND MACHINE INC	$56.83	3896	SCOTT'S ELECTRIC LLC	$649.25
3846	DSI AUTOMOTIVE PRODUCTS	$100.00		**Job Incentive Fund**	
3848	FASTENAL CO	$467.56	3866	JAMESTOWN STUTSMAN DEVELOPMENT CORP	$608.95
3849	FORUM COMMUNICATIONS COMPANY	$101.84			

At 4:45 p.m., Schwartz made a motion to adjourn, seconded by Ova. Motion carried.

ATTEST:

Nicole Meland
Auditor/COO

Mark T. Klose
Commission Chairman