Official Proceedings of the Stutsman County Commission – June 4th, 2013

At 4:00 p.m., Chairman Klose called the regular meeting of the Stutsman County Commission to order. Dennis Ova, Dale Marks, David Schwartz, Craig Neys, and Mark T. Klose answered the roll call.

Neys made a motion, seconded by Schwartz to approve the minutes of the May 2013 meetings. Motion carried.

Dustin Bakken, Interim Tax Director, received an application for abatement on parcel number 48-3221043. The 2012 building value was set at 129,200 by the local assessor, Myron Vigesaa. Myron was not able to get in the house last year. This year he was able to get in the house and saw the house and been completely gutted inside. Myron re-evaluated the building value to $48,900. Dustin recommended setting the value for the building at $48,900, the land value at $6,100 for a total value of $55,000. Bakken reported Severn Township did approve this value at their local equalization meeting. Ova made a motion, seconded by Schwartz to approve the recommendation as presented. Roll call vote: Neys, Klose, Ova, Marks, Schwartz voted aye.

Schwartz made a motion, seconded by Marks to approve the City of Courtenay request for abatement on parcel number 70-1001030 as presented. Motion Carried.

Two proposals were received for preliminary engineering services on project SC-4707(055) and project SC-4707(056). The proposals were from Ulteig Engineering and Interstate Engineering. Schwartz made a motion, seconded by Marks to award the preliminary engineering services for project SC-4707(055) and project SC-4707(056) to Interstate Engineering. Roll call vote: Klose, Ova, Marks, Schwartz, Neys voted aye.

No bids were received for a 1961 Shop Built Conveyor at the bid opening on May 7th, 2013 commission meeting. RTS Shearing submitted a bid to purchase the 1961 Shop Built Conveyor for $415.00. Ova made a motion, seconded by Neys to reject the bid from RTS Shearing. Motion Carried.

Ova made a motion, seconded by Schwartz to approve the liquor licenses and Sunday alcoholic beverage permits. Liquor licenses/Sunday alcoholic beverage permits: Krewzer's Dream, Inc. (Krissi & Robert Wenzel) d/b/a Buchanan Bar, Carmel Demaray d/b/a Windsor Bar, Joyce Diede d/b/a Anchor Bar, Shawndell Gudmestad-Moore d/b/a Hitching Post, Jamestown Country Club, and Wayne & Hilda Kuntz d/b/a Sportsman Bar & Café. Motion Carried.

Marks made a motion, seconded by Schwartz to approve the request for July 5, 2013 as an additional holiday. Motion Carried.

Mickey Nenow, County Highway Superintendent presented his monthly report. Nenow stated the road restrictions are still on. Once the road restrictions are off, the Road Department will start patching the black top on the roads. Once the patching is completed the Road Department will be graveling the roads.

Mickey updated the commissioners on the grade raises. RTS Shearing is starting on the grade raise in the town of Spiritwood. On County Road 62 grade raise is behind by one week, the two Streeter projects have not been started as of yet, and the five grade raises south of Cleveland vary in completion by seven percent to 60 percent done. The Cleveland grade raises have a completion date of July/August 2013. County road 38 grade raise is mostly completed and Halfway Lake grade raise is almost completed. The grass needs to be seeded and the straw placed. Medina grade raise had water go over the correction line and the county is tracking the costs associated with this. Information came back from Holly Beck who was the independent contractor the county hired to inspect the Aspen road projects. It is determined in places the right of way was over by 60 feet. The independent company found that the grade raise was 80 to 122' from the center line and the design was supposed to be 68 to 72 feet from the center line. There is major deviation from project specifications from the original design. The county did agree to change the embankment from 1.1 to 2.5 for slopes. This will change the calculation. If the county does not agree with the preliminary calculations received from Ulteig the county will iron out the details with them. Aspen Construction will need to finish within 30 days from the date of the letter or else liquidated damages will begin to accrue.

Commissioner Schwartz updated the board on proposed road projects. The House bill money in

the amount of $4.5 million has a lot of stipulations. The county cannot use it as they desire to. In order to use the money the county will have to build the road to all federal standards, have eight to one sloping on any approaches or intersecting roads, have four to one sloping on ditches, and perform cultural assessments before dumping dirt in the water to widen the approaches in case of artifacts. The Highway Ten project is in limbo status. The county is looking into other options. The commissioners will need to vote on projects and have alternative projects in mind.

The South Central Dakota Regional Council held a public hearing for Dakota Spirit AgEnergy Public Hearing of CDBG Grant Application. It is for $500,000 for equipment and $300,000 for a governor's fund. Dakota Spirit AgEnergy will have at least a 51% job creation. There were no comments heard from the public.

A public hearing was held for Great River Energy resolution authorizing the issuance of revenue bonds under the Municipal Industrial Development Act (MIDA) for $70 million. Neys made a motion, seconded by Marks to approve the bond resolution as presented. Roll call vote: Ova, Marks, Schwartz, Neys, Klose voted aye.

Casey Bradley, Auditor/COO, informed the commissioners regarding special assessments districts in townships. Stutsman County can do special assessments but would need a policy put together on it. Bradley, Auditor/COO, inquired if the county would want the policy to state the applicant and/or petitioner have at least 60 percent of properties being assessed to sign the petition before coming to the county and the requestor would need an engineer's estimate prior to the county getting involved. The county may want to look at having a $1,000.00 application fee plus assess three percent back as an administration fee. The consensus of the board is to go ahead with the recommendations for the special assessment policy.

Ova made a motion, seconded by Marks to approve the resolution of sponsorship for the CDBG grant for Dakota Spirit AgEnergy as presented. Roll call vote: Marks, Schwartz, Neys, Klose, Ova voted aye.

Josh Smaage, Director of IT, presented an IT Monitoring Policy to the commissioners. The policy is an addendum to the current computer, internet, and usage policy. The policy basically states the county will maintain appropriate monitoring arrangements in relation to all IT activities and it would be added to the personnel policy handbook. Schwartz made a motion, seconded by Neys to accept the Monitoring policy as presented. Roll call vote: Schwartz, Neys, Klose, Ova, Marks voted aye.

Tracey Trapp, Jail Administrator, requested to limit the number of Correctional Officer III's to 6.5 FTE status. Currently, the county has an unlimited cap on this position. Currently, the Law Enforcement Center (LEC) has three correctional officer III's on staff. The LEC will also be rewriting the criteria for qualifications of the correctional officer III position. Schwartz made a motion, seconded by Ova to approve the request as presented. Motion Carried.

Casey Bradley, Auditor/COO, stated the LEC has been having a hard time keeping staff. The State Hospital Correctional Facility has been offering higher wages and the county has been losing employees. Bradley, Auditor/COO, requested the county start a correctional officer with a four year bachelor degree in criminal justice at a correctional officer II status position and start the employee at a grade seven, step three on the Stutsman County pay schedule. Schwartz made a motion, seconded by Neys to approve the salary adjustment request as presented. Roll call vote: Neys, Klose, Ova, Marks, Schwartz voted aye.

Bradley, Auditor/COO, updated the board about the 2014 budget. The county received a salary survey which shows that some positions in the county are under paid by an average of three percent. The personnel committee is looking at finalizing some cost estimate on how to implement the salary survey for 2014. The county needs to implement the last half of the Hayes Study; there is a two percent increase in retirement contributions, and the increased cost with the implementation of changes to the DUI laws.

Schwartz made a motion, seconded by Ova to approve the monthly bills for payment. Roll call vote: Klose, Ova, Marks, Schwartz, Neys voted aye. There was a question on a medical payment to Essentia Health. It is correct as written.

GENERAL
0063121 118.65 BERGQUIST/JERRY;0063124 124.24 BROWN & SAENGER;0063130 12.50

CARQUEST AUTO PARTS;0063132 1,085.00 CASS COUNTY TREASURER;0063134 1,774.51 CDW GOVERNMENT INC;0063135 791.92 CENTURYLINK;0063136 2,016.91 CHS CREDIT CARD DEPT; 0063137 520.92 CITY OF JAMESTOWN;0063141 276.00 COMFORT INN;0063143 5,000.00 COMPUTER INFORMATION SYSTEMS;0063151 513.77 ELECTRIC SHOP;0063159 217.10 FERRIS/JEFFREY;0063160 113.00 FETTIG/JAMES D;0063162 157.35 FORUM/THE;0063163 686.00 HANSON TIRE SERVICE;0063164 123.73 HAROLDSON'S A & B BUSINESS;0063168 25.00 HIEB/REGENIA;0063176 1,250.00 JAMESTOWN AMBULANCE;0063177 487.25 JAMESTOWN ELECTRIC;0063180 74.36 JETSTREAM CAR WASH;0063182 3,052.09 KITCHEN SOLVERS;0063183 200.00 KLEIN'S COLLISION CENTER;0063192 790.00 MEDINA AMBULANCE SERVICE;0063193 470.25 MID-AMERICAN RESEARCH CHEMICAL CORP;0063194 250.00 MIDWEST INVESTIGATION & SECUIRTY INC;0063197 199.00 NAPA AUTO PARTS;0063199 280.00 NCRAAO 2013;0063200 50.00 ND ASSOCIATION OF COUNTIES;0063202 25.00 ND COMMISSION FOR CONTINUING LEGAL ED; 0063210 900.90 OTTMAR & OTTMAR PC;0063211 25.00 PARTLOW/MARLENE;0063212 25.00 PARTLOW/TIM;0063227 1,395.00 SIMONSON/MIKAL;0063229 733.81 STOP & GO #431;0063235 256.80 SUNSET LAW ENFORCEMENT;0063240 643.00 TWO RIVERS PRINTING;0063243 534.00 ULTRAMAX;0063246 816.24 VERIZON WIRELESS;0063248 1,194.58 VISA AUD 1683;0063251 1,019.92 VISA SO 4194;0063256 476.18 WEST GROUP PAYMENT CENTER;0063257 110.44 WILHELM CHEVROLET BUICK GMC
911 EMERGENCY PHONE SYSTEM
0063164 123.73 HAROLDSON'S A& B BUSINESS
ROAD FUNDS
0063122 98.50 BOB'S PLUMBING & HEATING INC;0063124 17.66 BROWN & SAENGER;0063127 1,511.16 BUTLER MACHINERY CO;0063130 29.29 CARQUEST AUTO PARTS;0063137 12.30 CITY OF JAMESTOWN;0063138 161.05 CNH CAPITAL;0063155 152.92 FARGO TRAILER CENTER;0063169 30.00 HOBBY TIRE;0063170 52.32 HOME OF ECONOMY;0063173 590.79 INFINITY BUILDING SERVICES;0063187 105.00 LINDSAY SOFT WATER;0063188 310.75 MAC'S INC;0063189 70.00 MARG'S HANDY WORK;0063198 76.84 NAPA AUTO PARTS;0063206 957.24 NEWMAN SIGNS; 0063207 43.00 NORTHERN PLAINS ELECTRIC;0063208 38.47 O'REILLY AUTOMOTIVE INC;0063215 813.59 POWER PLAN;0063217 532.85 PROBUILD;0063219 200.00 QUALITY SERVICE & REPAIR; 0063224 20.00 RM STOUDT INC;0063228 99.44 SINCLAIR/JOHN;0063230 1,516.00 STREETER COOP OIL;0063231 400.00 STUTSMAN COUNTY GLASS;0063247 3,356.26 VINING OIL CO;0063254 206.20 WALMART COMMUNITY BRC;0063255 44.69 WEST END HIDE & FUR;0063261 249.20 ZEP MANUFACTURING CO
CHILD FOSTER CARE FUND TOTAL 1752.00
SOCIAL SERVICES FUND TOTAL 37,246.62
COUNTY CORRECTIONAL CENTER
0063119 4,962.36 BEHAVORIAL INTERVENTIONS;0063124 150.29 BROWN & SAENGER;0063129 521.90 CAPITAL CITY RESTAURANT SUPPLY INC;0063133 14,627.91 CBM FOOD SERVICE;0063135 117.95 CENTURYLINK;0063137 1,688.79 CITY OF JAMESTOWN;0063139 1,650.75 COLE PAPERS INC;0063144 65.35 COUNTRY GARDENS;0063147 610.15 DACOTAH PAPER CO;0063148 1,046.35 DIAMOND DRUGS INC;0063153 500.00 ESSENTIA HEALTH;0063154 13,614.50 ESSENTIA HEALTH; 0063157 41.54 FASTENAL CO;0063164 123.73 HAROLDSON'S A & B BUSINESS;0063166 35.00 HEALTHCARE ENVIRONMENTAL SERVICES INC;0063175 234.00 J & L SERVICE;0063177 218.84 JAMESTOWN ELECTRIC;0063180 583.79 JETSTREAM CAR WASH;0063190 146.00 MCDOUGALL/DR KENNETH;0063197 199.00 NAPA AUTO PARTS;0063214 231.00 PHARMCHEM INC;0063218 209.08 PUBLIC SAFETY CENTER INC;0063222 4.50 REDWOOD TOXICOLOGY LABORATORY INC;0063225 19,325.22 RM STOUDT INC;0063236 227.67 THRIFTY DRUG-WHITE DRUG;0063246 123.09 VERIZON WIRELESS;0063250 1,094.53 VISA LEC 4635;0063253 142.62 WALMART COMMUNITY BRC;0063258 173.65 WORLD MEDICAL GOVERNMENT SOLUTIONS INC
WEED CONTROL
0063135 8.42 CENTURYLINK
VETERANS SERVICE
0063135 16.85 CENTURYLINK;0063164 123.72 HAROLDSON'S A & B BUSINESS;0063249 5.80 VISA EMS 1790
EMPLOYEES HOSPITAL INS
0063205 97,712.96 NDPERS
TAX REFUND
0063123 101.00 BROPHY/JANICE;0063172 249.54 HUSSER/GREG
COMMISSARY
006311586.50 AMERICAN INSTITUTIONAL SUPPLY;0063128 47.31 CABLE SERVICES;0063239 40.00 TURNKEY CORRECTIONS;0063250 377.00 VISA LEC 4635;0063253 160.88 WALMART COMMUNITY BRC
DRUG PROGRAM FUND TOTAL 147.12
COURTHOUSE BUILDING

0063122 5,674.32 BOB'S PLUMBING & HEATING INC
COUNTY CORRECTIONAL CENTER CONST.
0063152 1,227.00 ELECTRONIC COMMUNICATIONS;0063177 585.00 JAMESTOWN ELECTRIC; 0063217 57.00 PROBUILD
DOCUMENT PRESERVATION FUND
0063245 235.55 US RECORDS MIDWEST
COUNTY HAZARDOUS CHEMICAL ACCOUNT FUND TOTAL 309.07
DATA PROCESSING
0063135 16.85 CENTURYLINK;0063167 67.80 HEANEY/CHRISTOPHER;0063220 836.95 QUILL CORPORATION;0063241 18,915.95 TYLER TECHNOLOGIES INC;0063248 132.51 VISA AUD 1683
JOB INCENTIVE FUND
0063179 3,235.33 JAMESTOWN STUTSMAN DEVELOPMENT CORP
ACCUMULATED INTEREST
0063242 25.00 U.S. BANK
FEMA FUNDS
0063203 26,549.02 ND DEPT OF EMERGENCY SERVICES
WAGES
13286-13460 479,484.97 5-24-13

At 5:00 p.m., the Stutsman County Commission Meeting recessed for the County Park Board Meeting.

Official Proceedings of the Stutsman County Park Board – June 4th, 2013

At 5:07 p.m., Chairman Klose called the regular meeting of the Stutsman County Park Board to order. Denny Ova, Dale Marks, David Schwartz, Robert Woodward, Jason House, Craig Neys, and Mark T. Klose answered the roll call.

Woodward made a motion, seconded by Neys to approve the minutes of the May 2013 meeting. Motion Carried.

Ova made a motion, seconded by Schwartz to approve the monthly bills. Motion Carried. There was a question as to a Stutsman County Rural Water payment. The rural water payment is the final hook-up, going to a bigger meter, fee, and parts.

COUNTY PARK
0063116446.52 AMERIPRIDE SERVICES;0063117 45.97 AT&T MOBILITY;0063135 53.06 CENTURYLINK;0063139 558.28 COLE PAPERS INC;0063145 382.50 CREATIVE ENERGY INC;0063156 869.89 FARMERS UNION OIL CO-CENEX;0063158 19.58 FEDEX;0063173 118.81 INFINITY BUILDING SERVICES;0063178 14.24 JAMESTOWN IMPLEMENT - CP;0063186 226.50 LINCOLN-OAKES NURSERIES;0063188 287.21 MAC'S INC;0063207 864.40 NORTHERN PLAINS ELECTRIC;0063213 5,795.60 PAUL BUNYAN NURSERIES;0063216 1,219.66 PROBUILD;0063231 106.00 STUTSMAN COUNTY GLASS;0063232 1,205.50 STUTSMAN COUNTY RURAL WATER;0063234 114.00 STUTSMAN RURAL WATER DISTRICT;0063237 90.85 TRAUT WELLS;0063238 458.91 TRUE VALUE HARDWARE;0063244 468.52 UNITED LABORATORIES;0063257 316.66 WILHELM CHEVROLET BUICKGMC;0063260 800.00 ZACHMEIER MFG

Dennis Lorenz, County Park Superintendent, presented his monthly report. Lorenz stated Cabin 14 west side needs to be cleaned up. There is no running water, sewer, or electricity to the cabin. Skunks and foxes are living under the cabin. The cabin has been this way for twenty plus years. It was suggested to contact Fritz Fremgen, State's Attorney, to inquire about the process of contacting the cabin owners. The procedure is stated in the cabin permit. Ova made a motion, seconded by House to start the process of contacting the owners of Cabin 14 west side to clean up the property. Motion Carried.

Dennis updated the commissioners on the water releases at the dam. The water level is slowly increasing. The bridge to the island is under water. The park department has been mowing in between rains.

The park department received trees for planting as part of the living snow fence grant that was written. The Lions Club will be laying landscape fabric and planting 80 trees. Ron Manson sprayed the grass to prepare the bed for planting the trees.

Dennis stated he has approximately 250 trees in the nursery and is ready to start planting them.

Lorenz informed the commissioners regarding the fish kill at Jamestown Reservoir. It has been affecting the carp and was believed to be the result of winterkill. The fish are dying from a viral disease known as Spring Viremia of Carp which has existed in the United States since 2002 and is not dangerous to humans. The fish kill was first observed in early May 2013. The park department has been spending some time cleaning up the beaches.

Commissioner Neys asked Dennis who owns the tree grove around the fairgrounds. There are some dead trees that are laying on the fence and need to be cleaned up. Lorenz stated the Stutsman County Fair Board is in charge of that.

The new concessionaire's, Telken's, have had a slow start to the season due to the unseasonable weather.

A water line broke at Pelican Point. That was fixed along with some other minor fixes. The water pressure seems to be good.

Ypsilanti Park has been mowed twice. A pipe broke that was allowing water to run across the road. Commissioner Marks requested to have a replacement pipe brought down to the park to keep the water running. Marks will bury it in the road.

Vandalism has been outrageous this year at Joseph's Grove and at the parks. Televisions have been smashed to pieces and property has been painted.

Houge made a motion, seconded by Woodward to transfer the cabin lease of cabin lot 18 west side from Erwin and Patricia Fischer to Todd and Kamy Timm. Motion Carried.

Schwartz made a motion, seconded by Woodward to transfer the cabin lease of cabin lot 16 west side from Jason and Meghan Braun to Matt McPherson contingent upon the completion of paperwork. Motion Carried.

Houge made a motion, seconded by Neys to transfer the cabin lease of cabin lot 4 east side from Jill and Tarin Dewald to Bryan and Sara Burnham contingent upon the paperwork being completed. Motion Carried.

At 5:30 p.m., a motion to adjourn the Stutsman County Park Board meeting was made by Ova, seconded by Houge. Motion Carried.

At 5:30 p.m., the Stutsman County Commission Meeting reconvened.

At 5:31 p.m., a motion to adjourn was made by Schwartz, seconded by Neys. Motion Carried.

ATTEST:

_____	_____
Casey Bradley	Mark T. Klose
Auditor/COO	Commission Chairman