Official Proceedings of the Stutsman County Commission – June 6, 2017

At 4:04 p.m., Chairman Klose called the regular meeting of the Stutsman County Commission to order. Dale Marks, David Schwartz, Denny Ova, and Mark T. Klose answered the roll call. Craig Neys was absent.

Casey Bradley, Auditor/COO presented an updated Fixed Asset Policy. Nominal changes have been made. One of the updates was a category created for Stutsman County buildings that range from 15 – 50 years. Ova made a motion, seconded by Schwartz to approve the updated Fixed Asset Policy and amend the changes into the County manual. Motion carried.

The commissioners received a letter regarding a Presidents' Tour from presidents of the ND Association of Counties (NDACo) and the ND County Commissioners Association (NDCCA). These associations will be visiting Stutsman County on Wednesday, July 12, 2017 at approximately 10:30 a.m.

Mr. Bradley presented the nomination of appointments of board members for Central Valley Health Unit and the Stutsman County Housing Authority Board. Cynthia Schaar was nominated for the Central Valley Health Unit and Jessica Edland was nominated for the Stutsman County Housing Authority Board. There are no conflicts of interest with either of the nominations. Ova made a motion to appoint the two individuals to the mentioned boards, seconded by Schwartz. Motion carried.

Gwen DuBord, Benefits/Accounts Coordinator, presented wage and benefit committee appointments. Jamison Veil and Steve Comer both left in January. Jessica Moser, Recorder's Office, is willing to take over for Jamison Veil and Nancy Braun, Road Department, is willing to take over for Steve Comer. Schwartz made a motion, seconded by Marks to approve the two positions with Jessica Moser and Nancy Braun. Motion carried.

A library roof update was given by Jim Fettig, Courthouse Supervisor. After doing his research, he recommends a metal roof. Fettig stated that it would be more beneficial in the long run. There would be a 10 year warranty on the roof. The cost of the roof would be $42,980.00. It will be about $1,500.00 for the movement of gas lines.

Klose inquired about raising the height of the opening for the new bookmobile. There is a big concrete eye-beam and not a lot of height after that. Raising it would be tough. Klose dug out an old contract Stutsman County had with the library that showed they paid $1.00 per year and they were responsible for all the payments. A new document will be written up for the review of both boards as the $1.00 per year charge, like the old contract. The longer term payback would need to be discussed.

Fettig had budgeted $41,000.00 for the roof project. Over a period of years, Stutsman County may re-coup the costs from the Library. The old chimneys will be taken out free of charge. Youth cooking classes will be happening in the next two months, so Fettig would like to hold off on the project until July or August. The library will lose water for two weeks during this project, at the most. Marks made a motion, seconded by Schwartz to go ahead with the metal roofing project. Roll call vote: Schwartz, Klose, Ova and Marks voted aye. Motion carried.

Fettig received two quotes for the replacement of the Stutsman County Courthouse front steps. The two were given the ADA (Americans with Disabilities Act) compliances. Iverson Construction Inc. had a quote of $66,251.31. McGruder Construction had a quote of $36,895.00. Three years ago, Fettig budgeted $10,000.00 for this project. For the past 3-4 years, Fettig has placed $5,000.00 per year in his budget for ADA compliance. The cooling tower project was under budget. Reserves are available for this project. Completion date would be October of 2017. Once the concrete is poured Fettig can replace the two front doors, which were budgeted for as well. Re-directing "traffic" through the front doors was discussed. A motion to approve the contract with McGruder Construction was made by Schwartz, seconded by Ova. Roll call vote: Klose, Ova, Marks and Schwartz voted aye. Motion carried.

There was a misunderstanding regarding the doors to be replaced at Stutsman County Extension. After awarding the bid, while during a review, it was brought up that some things were left out of the quote. The original quote was $3,441.00 and the new quote is $4,985.00. The original quote was only with the replacement of one of the doors and not two. Ova made a motion, seconded by Marks to approve the new quote. Roll call vote: Ova, Marks, Schwartz and Klose voted aye. Motion carried.

Fritz Fremgen, State's Attorney, presented his monthly report. Back-log is going down. A lot of consulting is going on with the "new guys". Current cases were presented. House Bill 1041 was summarized by Fremgen.

Corry Shevlin, JSDC, presented a flex pace plan for JkHolding LLC, who recently purchased a lot. H&H Holdings will be building a building there. They will be creating 10 new FTE's (Full-Time Equivalent). Some of the flex pace rules have changed. They have gone through BND to revamp some of the programs. There is now twice the amount of money for flex pace, which they would like to take advantage of. The flex pace request is for $86,000.00. The Bank of North Dakota will be matching that amount with $200,000.00. Ova made a motion to approve the recommended request for the maximum amount, seconded by Schwartz. Roll call vote: Marks, Schwartz, Klose and Ova voted aye. Motion carried.

Approval of the MN Soy Office Lease was requested. A motion to approve the lease was made by Schwartz, seconded by Marks. Motion carried.

An extension on the Dunwoodie Loan was requested. They are always on time with their payments. Schwartz made a motion to approve the loan extension, seconded by Ova. Motion carried.

A request to have the first commission meeting held on July 5, 2017 at 4:00 p.m. was made, since the July 4, 2017 commission meeting falls on a Holiday. All commissioners concurred with the suggestion.

Approval of special permit applications for Hitchin' Post and Masonic Lodge were requested. Ova made a motion to approve both applications, seconded by Schwartz. Motion carried.

At 4:45 p.m., the Stutsman County Commission Meeting Recessed for the County Park Board Meeting.

Official Proceedings of the Stutsman County Park Board – June 6, 2016

At 4:50 p.m., Chairman Klose called the regular meeting of the Stutsman County Park Board to order. David Schwartz, Denny Ova, Mark T. Klose, Jason Houge and Robert Woodward answered the roll call. Craig Neys was absent.

Houge made a motion to approve the minutes of the May 2017 meeting, seconded by Woodward. Motion carried.

A motion to approve the monthly bills was made by Schwartz, seconded by Houge. Roll call vote: Schwartz, Klose, Woodward, Houge, Ova and Marks voted aye. Motion carried.

	County Park Fund		76026	NARDINI FIRE EQUIPMENT OF ND	$321.75
75972	AMERIPRIDE SERVICES	$604.42	76027	ND ASSOCIATION OF COUNTIES	$84.82
75975	BOB'S PLUMBING & HEATING INC	$187.90	76034	NORTHERN PLAINS ELECTRIC	$1,828.55
75985	CENTRAL DAKOTA SANITATION INC	$1,096.76	76037	PRAXAIR DISTRIBUTION INC	$31.82
75986	CENTRAL SALES	$45.72	76056	STUTSMAN RURAL WATER DISTRICT	$204.20
75988	CENTURYLINK	$225.92	76063	VISA AUD 1683	$314.11

Marlyn Bertsch, County Park Superintendent, presented his monthly report. Most of the docks have been put in, except for the handicap accessible dock. Bertsch is hoping to have that one in soon, down at Lakeside Marina. There is a plumbing issue with the bathhouse on the beach. The pipes are getting bad and would need to be replaced. Parts were ordered for the things that aren't working. Bertsch had a few porta-potties placed at the location for now and the doors on the bathhouse were locked. The last park employee started on Monday, June 5, 2017.

Casey Bradley, Auditor/COO, presented pick-up bids from R.M. Stoudt and Wilhelm's. The Park Department currently has 6 different vehicles. The newest pick-up they have is in the 90's. Marlyn said the best vehicle the Park Department owns has about 221,000 miles on it. Bradley and the Park Department would like to transition from maintaining 6 vehicles to 4 or 5 and have the Park Department sell off existing trucks. Mr. Bradley mentioned looking on DRMO for a new flatbed. It was also discussed getting 1 new truck bid and getting a used pick-up from the Sheriff's Department, as well as a 3 quarter ton that he would possibly be replacing next year. The possibility is two used vehicles cycling into Park and a new vehicle. The bids were for 4-wheel drive and 4 door pick-ups. Stoudt's had a bid of $32,663.00 (2017 F150 Crew Cab XLT) and Wilhelm's had a bid of $33,472.00 (2017 Chevrolet Silverado Crew Cab LT 4x4). The budget does have $100,000.00 in it for equipment replacements this year. The request is to replace the new pick-up immediately and then sell some trucks in an auction sale. Also, they are looking at having a pick-up from the Sheriff's Department to be rotated in and the 3 quarter ton, eventually.

Mr. Bertsch requested buying a Toro Groundsmaster 4000-D, which is a lawnmower that mows up to 10 feet wide and is 4-wheel drive with a 55hp Yammar Liquid Cooled Diesel Engine. MTI from Brooklyn Center, Minnesota brought a demo. This mower would take the place of two mowers. Park Department could use the other employee in different areas.

A motion was made to purchase the pick-up from Stoudt's and the Toro mower by Marks, seconded by Woodward. Roll call vote: Klose, Woodward, Houge, Ova, Marks and Schwartz voted aye. Motion carried.

Bill Steinmetz presented the initial grant review for the Trailhead Kiosks Project. The "Overlook Trail" Kiosk would identify the trails in the area and have a board for rummage sales and etc. A 9-1-1 address wants to be added to the kiosk as well. Mr. Steinmetz is requesting approval of the placement of the kiosk. Marks made a motion to allow the placement of the sign where Mr. Steinmetz has requested, seconded by Ova. Motion carried.

A request from the Corps of Engineers was made to recommend a Stutsman County Park Board representative to accompany them on June 20, 2017 at 10:00 a.m. for the annual compliance inspection. Houge, Bertsch and Schwartz will be accompanying the Corps of Engineers' inspection team during the inspection.

Houge requested getting a bathroom that flushes for the Park Department Office. Funds are available. There is a holding tank on site, but it is too old. The price will be about $4,300.00 - $4,500.00 for a new holding tank and plumbing. Ova made a motion, seconded by Schwartz to request a new septic system for the Park Department and get an inspection done. Roll call vote: Woodward, Houge, Ova, Marks, Schwartz and Houge voted aye. Motion carried.

Mr. Bradley brought up the topic of camp fees at Parkhurst. Originally Tisa Broussard was going to take care of it, but Marlyn said he would go out twice a week, Monday and Friday, and collect payments. There was a miscommunication and Tisa voiced her concerns. In the first two weeks, about $1,200.00 has been taken in. Only $803.00 was taken in last year. Houge made a motion to have Marlyn to collect the money from Parkhurst on Mondays and Fridays, seconded by Marks. Motion carried.

At 5:26 p.m., a motion to adjourn the Stutsman County Park Board meeting was made by Houge, seconded by Woodward. Motion Carried.

At 5:26 p.m., the Stutsman County Commission meeting was called back to order.

A motion was made by Marks, seconded by Ova to approve the bills. Roll call vote: Ova, Marks, Schwartz and Klose voted aye. Motion carried.

	General Revenue Fund		76060	TYLER TECHNOLOGIES INC	$1,590.59
75970	A & B BUSINESS INC	$383.22	76062	VERIZON WIRELESS	$976.94
	ALONGE,JESSICA	$113.42	76063	VISA AUD 1683	$1,040.55
75971	AMERICAN SOLUTIONS FOR BUSINESS	$653.65	76064	VISA EMS 1790	$375.86
75972	AMERIPRIDE SERVICES	$107.50	76067	VISA SCCC 1949	$1,725.54
75973	ATTORNEY GENERAL OFFICE-1250	$3,555.00	76068	VISA SO 1840	$1,614.45
75974	BALCO UNIFORM CO INC	$580.55	76072	WALMART COMMUNITY BRC SCCC	$88.34
75975	BOB'S PLUMBING & HEATING INC	$102.91		WHITE,DANIEL	$168.00
	BOND,JOSHUA	$33.17	76074	WILDSIDE CREATIONS INC	$116.00
	BOND,JOSHUA	$54.57		WILKERSON,BRIAN	$168.00
	BOND,JOSHUA	$54.57		**E 911 Phone System Fund**	
	BOND,JOSHUA	$26.75		BERGQUIST,JERRY	$107.00
	BOND,JOSHUA	$28.00	76062	VERIZON WIRELESS	$44.88

	BOND,JOSHUA	$35.00		**County Roads Fund**	
	BOND,JOSHUA	$35.00	75972	AMERIPRIDE SERVICES	$455.12
	BOND,JOSHUA	$35.00	75976	BORDER STATES PAVING INC	$3,569.50
	BOND,JOSHUA	$7.00	75977	BROCK WHITE COMPANY	$1,152.00
75978	BROWN & SAENGER	$542.38	75979	BUFFALO CITY DIESEL	$2,912.00
75980	BUILDERS FIRSTSOURCE	$32.75	75981	BUTLER MACHINERY CO	$24.00
75983	CBM FOOD SERVICE	$11,405.81	75990	CITY OF MONTPELIER	$41.00
75984	CDW GOVERNMENT INC	$442.52	75991	CLEVELAND CITY WATER & SEWER	$95.70
75988	CENTURYLINK	$287.65	75997	CREATIVE ENERGY	$1,891.93
75989	CHS CREDIT CARD DEPT	$2,717.79	76004	FACTORY MOTOR PARTS CO	$621.48
75992	COLE PAPERS INC	$814.85	76010	HIGH PLAINS WATER	$20.00
75993	COMFORT INN BISMARCK	$737.10	76013	JAMESTOWN CITY AUDITOR	$14.75
75996	COOK, MANDY	$5.46	76023	MDU	$45.95
75998	DACOTAH PAPER CO	$645.99	76024	MEDINA CITY AUDITOR	$70.85
76000	DANIEL DEFENSE	$1,374.95	76025	NAPA AUTO PARTS	$66.06
	DAVIS, BRIAN	$168.00	76027	ND ASSOCIATION OF COUNTIES	$837.70
	DAVIS, BRIAN	$974.24	76031	NEWMAN SIGNS	$119.72
76001	DESIGNER CARE CO, LTD	$52.50	76032	NICKY'S SPARE TIME	$70.00
	DUBORD,GWEN	$107.00	76033	NORTH DAKOTA INSURANCE DEPT	$110.00
76003	EQUIPMENT PARTS SALES	$453.00	76034	NORTHERN PLAINS ELECTRIC	$64.00
	FALK,JASON	$168.00	76035	NORTHWEST TIRE INC	$132.65
76005	FASTENAL CO	$124.30	76036	OTTER TAIL POWER CO	$729.95
76006	FIRST MIDWEST BANK	$9.04	76043	RM STOUDT INC	$170.60
76007	FORT HARRISON BILLETING	$660.00		SINCLAIR,JOHN	$100.05
	GENTER, COREY	$107.00		STREETER CITY AUDITOR - DD	$61.75
	GENTER, COREY	$53.50	76066	VISA RD 1766	$581.42
	GENTER, COREY	$35.85	76071	WALMART COMMUNITY BRC RD	$142.04
	GENTER, COREY	$28.00	76073	WEST END HIDE & FUR	$50.40
	GENTER, COREY	$35.00	76075	WOODWORTH FARMERS GRAIN CO	$1,699.20
	GENTER, COREY	$35.00		**Social Services Fund Total**	$18,165.01
	GENTER, COREY	$35.00		**Weed Control Fund**	
	GENTER, COREY	$7.00		DEUTSCHER,DAVID	$35.31
76008	GOODIN COMPANY	$15.91		DEUTSCHER,DAVID	$35.31
76009	HAUT FUNERAL HOME	$350.00		LEES,KIM	$13.38
76011	HIGH POINT NETWORKS	$1,842.25	76027	ND ASSOCIATION OF COUNTIES	$68.70
76013	JAMESTOWN CITY AUDITOR	$2,801.47		**Veterans Service Fund**	
76014	JAMESTOWN COMMUNICATIONS INC	$422.30		BRATTON,DAVID G	$50.29
76015	JAMESTOWN REGIONAL MEDICAL CENTER	$58.00	76027	ND ASSOCIATION OF COUNTIES	$42.06
76016	JETSTREAM CAR WASH	$806.93		**County Agent Fund**	
76017	KILLDEER POLICE DEPARTMENT	$360.00	75978	BROWN & SAENGER	$89.96
76019	MAC'S INC	$65.29	75998	DACOTAH PAPER CO	$124.06
76020	MARQUART,ANDREW S	$1,875.69	75999	DAKOTA CENTRAL TELECOMMUNICATION	$335.76
76021	MATTHEW BENDER & CO INC	$328.00		HARSTAD,ALICIA	$63.13
76022	MCKESSON MEDICAL SURGICAL	$316.41		HARSTAD,ALICIA	$15.00
76023	MDU	$1,562.94		HARSTAD,ALICIA	$65.00
76027	ND ASSOCIATION OF COUNTIES	$3,062.51	76027	ND ASSOCIATION OF COUNTIES	$84.12
76029	NEOFUNDS BY NEOPOST	$2,035.00		RITTENBACH,CHRISTINA	$68.48
76031	NEWMAN SIGNS	$192.50	76047	SERVICEMASTER OF JAMESTOWN	$416.00
76034	NORTHERN PLAINS ELECTRIC	$90.00	76065	VISA EXT 3424	$232.83

76038	QUALITY INN & SUITES	$80.00		**Camping Fee Fund**	
76039	QUILL CORPORATION	$95.99	76053	STUTSMAN CO PARK	$1,045.98
76040	RANDY'S AUTO EXPRESS	$198.00		THE DAK	$2,797.52
76041	RECORD KEEPERS	$8.50		THE DAK	$1,386.40
76042	REDWOOD TOXICOLOGY LABORATORY IN	$9.00		**Commissary Fund**	
76043	RM STOUDT INC	$360.90	75982	CABLE SERVICES	$47.31
76044	SANFORD FARGO	$496.00	76067	VISA SCCC 1949	$310.00
76045	SANFORD NORTH	$1,000.00		**Document Preservation Fund**	
	SCHAFFER,DIANNE	$50.00	76063	VISA AUD 1683	$16.18
76046	SCOTT'S ELECTRIC LLC	$68.32		**Road & Bridge Building Fund**	
76048	SIMS,DANA	$104.00	76019	MAC'S INC	$729.98
76049	SMITH, PATRICIA	$127.72	76050	SPARK'S SALES LLC	$10,060.00
76051	STEIN'S INC	$1,603.17		**County Hazardous Chemical Account Total**	$43.52
76057	THE FORUM	$157.35		**Wages -** May 25, 2017	$603,085.95

At 5:28 p.m., a motion to adjourn was made by Schwartz, seconded by Marks. Motion carried. ATTEST:

Casey J. Bradley
Auditor/COO

Mark T. Klose
Commission Chairman