Official Proceedings of the Stutsman County Commission

June 7, 2011

At 4:47 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 roll call.

Marks made a motion seconded by Schwartz to approve the minutes of the May 2011 meetings. Motion carried.

Connie Ova, CEO-JSDC, requested approval of the revisions to JSDC policies and procedures regarding the use of the Bank of ND Flex PACE Interest Buy-Down Program. The revisions would clear up questions regarding who could qualify for the funds. The program would be "open to all businesses". The economic developments funds were a loan that was available provided qualifying criteria was met. The program was another tool to create jobs. Marks made a motion seconded by Neys to approve the policy change. Roll call vote – Ova, Marks, Schwartz, Neys and Klose voted aye.

Requests for proposals were reviewed for the County Highway 67 realignment project one mile south of Cleveland – CER-4717(068). Interstate Engineering was the only firm to provide a proposal for construction engineering services. Ova made a motion seconded by Schwartz to hire Interstate Engineering for construction engineering for the project. Roll call vote – Marks, Schwartz, Neys, Klose and Ova voted aye. Steve Thompson provided a cost estimate of $47,289.01 for the services.

Mickey Nenow, County Highway Superintendent, reported that work on 2 of the 4 emergency grade raises would begin next week. Border States would be paving the Gavilon road sometime after July 4th. Border States was requesting approval of a haul road agreement. They would agree to overlay and maintain that part of County Road 40 from 281 East to the section line road that leads to their Asphalt plant. In exchange, they requested permission to haul the same loads that are allowed on US281 on the approximately 1,000 feet of road from their plant road to the US281 bypass. Schwartz made a motion seconded by Marks to approve the haul road agreement. Roll call vote – Schwartz, Neys, Klose, Ova and Marks voted aye.

Ova made a motion seconded by Marks to approve the resolution to award the low bid of $320,966.63 from Guthmiller Earthmoving, Inc. for CER-4717(068) – the realignment of County Highway 67 one mile south of Cleveland project. Roll call vote – Neys, Klose, Ova, Marks and Schwartz voted aye.

Fritz Fremgen, State's Attorney, presented the escrow agreement between Gavilon Grain and Stutsman County. Gavilon Grain would deposit $800,000 in an escrow account to guarantee payment of the cost of paving the access road to their plant in Midway Township. Neys made a motion seconded by Schwartz to approve the escrow agreement. Motion carried.

Fremgen presented his monthly report. He reported that a fraud policy had been developed for compliance with Audit requirements, and that the State had developed a model wind ordinance. The termination appeal of Margo Haut was at the State level and the ND Insurance Reserve Fund attorneys were handling the case on behalf of Stutsman County. Assistant State's Attorney Heitkamp was working on the policies for Title VI compliance.

Larry Hauger and Dan Schneider representing Colonial Life Benefits reintroduced themselves and their company as another company that provided deferred compensation products for employees similar to AFLAC.

Schwartz made a motion seconded by Neys to make the following Board nominations: School Reorganization Committee – Ruth Urdahl and Beverly Brunsch; Housing Authority – Allen Falk and Tonya Perkins (unexpired term); Joint Library Board – Dale Marks; and Central Valley Health District Board – Dennis Ova. Motion carried.

Ova made a motion seconded by Schwartz to approve the raffle permit applications of Buffalo City Gun club and the Anne Carlsen Center. Motion carried.

A motion was made by Neys seconded by Schwartz to approve the gaming site authorizations for the Knights of Columbus at Sportsman Bar, Windsor Bar, Ypsilanti Bar & Grill and the Hitching Post. Motion carried.

Ova made a motion seconded by Neys to approve the following liquor licenses and Sunday alcoholic beverage permits. Liquor licenses/Sunday alcoholic beverage permits: Wayne and Hilda Kuntz d/b/a Sportsman Bar, Sandra Norquist d/b/a Ypsilanti Bar & Grill, Carmel Demaray d/b/a Windsor Bar, Ronald Davis d/b/a Cuz'n Rons Saloon, Judy Ganser d/b/a Anchor Bar, Joey Uehran d/b/a 281 Stop and Shawndell Gudmestad-Moore d/b/a Hitching Post. Liquor license: Krewzer's Dream, Inc. (Krissi & Robert Wenzel) d/b/a Buchanan Bar. Motion carried.

At 5:19 p.m., the Commission meeting was recessed for the Park Board meeting.

Stutsman County Park Board Meeting

June 7, 2011

At 5:25 p.m. Chairman Klose called the Stutsman County Park Board meeting to order. Park Board members present were Dennis Ova, Dale Marks, David Schwartz, Craig Neys, Mark Klose, Bob Woodward and Mark Schlecht.

Woodward made a motion seconded by Schlecht to approve the May 3, 2011 minutes. Motion carried.

Ova made a motion seconded by Schwartz to pay the following bills. Roll call vote – Schlecht, Woodward, Ova, Marks, Schwartz, Neys and Klose voted aye.

Fund	Warrant No	Amount	Vendor Name
COUNTY PARK			
	0055451	408.60	AMERIPRIDE LINEN & APPAREL
	0055453	10.65	ARNESON INC
	0055455	100.00	BAUMBACH/GARY
	0055470	78.59	CARQUEST AUTO PARTS
	0055477	514.22	CENTRAL SALES
	0055478	47.72	CHAMP INDUSTRIES
	0055485	237.28	COLE PAPERS INC
	0055494	6.25	DAKOTA ENGINES INC
	0055495	125.32	DAKOTA SANITATION
	0055506	714.18	FARMERS UNION OIL CO-CENEX
	0055507	18.23	FASTENAL CO
	0055520	26.18	HOME OF ECONOMY
	0055523	3,132.29	INFINITY BUILDING SERVICES
	0055526	1,157.94	INSURE FORWARD
	0055527	4,061.00	INSURE FORWARD
	0055534	1,632.00	JERRY IVERSON CONSTRUCTION INC
	0055547	75.85	LLOYD'S MOTORS
	0055549	190.19	LORENZ/DENNIS
	0055552	26.97	MAC'S INC
	0055565	137.13	N A P A AUTO PARTS
	0055567	10.12	N D ASSOCIATION OF COUNTIES
	0055575	396.29	NORTHERN PLAINS ELECTRIC
	0055576	13.51	NORTHWEST TIRE INC
	0055578	38.75	O'REILLY AUTOMOTIVE INC.
	0055597	178.80	QWEST
	0055621	74.00	STUTSMAN RURAL WATER DISTRICT
	0055627	17.52	THRIFTY DRUG-WHITE DRUG
	0055628	79.65	TITAN MACHINERY
	0055629	1,461.00	TOWER COMPANY/THE
	0055630	11.98	TRACTOR SUPPLY CREDIT PLAN
	0055633	13.55	TRUE VALUE HARDWARE
	0055655	382.00	ZACHMEIER MFG
		15,377.76	Final Total

Jack Uehran requested approval of an assignment of his lease for the campgrounds at Spiritwood Lake. He was assigning his interest for the remaining 8 years of his lease of the land for the campgrounds to Ken Getz d/b/a Getz's Shady Cove Campgrounds. Schwartz made a motion seconded by Marks to approve the Assignment and Assumption Agreement. Roll call vote: Woodward, Ova, Marks, Schwartz, Neys, Klose and Schlecht voted aye.

Jack Wagner, Secretary/Treasurer of the Medina Sportsman Club, requested liability insurance coverage under the County's policy for a boat dock at the Southwest corner of Bader Lake off of the Matt Rau property. Gene Van Eeckhout, ND Game and Fish Department, indicated that other clubs had acquired coverage as a rider under other County's insurance policies. Van Eeckhout also stated that insurance coverage would be a requirement in the future for assistance from Game and Fish. Lorenz stated that keeping maintenance records was a must for liability purposes. The County would check with their insurance company to explore the possibility. A motion was made by Schwartz seconded by Schlecht to authorize the campground committee to make a decision on the request. Motion carried.

Marks made a motion seconded by Woodward to transfer Lot 46 West Side Jamestown Reservoir from Gerald Sande to David and Anne Richter. Motion carried.

Dennis Lorenz, County Park Superintendent, reported on the cost and financing of installing rural water at Pelican Point Landing. The Bureau would be able to assist in the cost and Stutsman Rural Water District could possibly be receiving a grant that could help with the cost. Johnson questioned who would be responsible for necessary easements. Geneva Kaiser, Manager of Stutsman Rural Water

District, stated that they would be able to take care of the easements and obtain necessary signatures. The estimated cost of the project was in the $80,000 range. The Bureau would match 50/50 ($40,000). Johnson reviewed the expenditure budget for County Park. The budgeted amount for the Jim River Boat Club ramp, $60,000, was funded 100% by a grant so the money that had been budgeted for that project would be available to fund this project. Johnson said that this was the next logical project at Pelican Point Landing. Nick Grosulak may also contribute to the project. Ova may a motion seconded by Woodward to proceed with the project with the line diameter dependent on Grosulak's participation and continued funding from the Bureau. The project would need to be bid. Roll call vote: Ova, Marks, Schwartz, Neys, Klose, Schlecht and Woodward voted aye.

Lorenz requested permission to purchase a 20' full-tilt tandem trailer. He reviewed the quotes and trailer specs that he had obtained and recommended purchasing the trailer from PJ Trailer for $5,600. Schwartz made a motion seconded by Schlecht to approve the purchase. Roll call vote: Marks, Schwartz, Neys, Klose, Schlecht, Woodward and Ova voted aye.

Lorenz reported that he had ordered trees from Lincoln Oakes Nursery and he also received trees from Game and Fish to replant into the nursery. Every fall trees are pulled out to transplant around the park. Water level was still an issue at Pelican Point Landing so would be awhile before it can open. Marks reported that the Ypsilanti Park washed out again.

Woodward reported that a letter regarding dogs-at-large needs to be sent to an individual. Ova made a motion to send the letter and Marks seconded the motion. Motion carried.

Woodward questioned if lease payments could be reduced due to the high water the last three years. Schlecht stated that unfortunately everyone has the same situation.

A motion was made by Ova seconded by Woodward to adjourn. At 6:13 p.m. the County Park Board meeting was adjourned.

At 6:17 p.m., the regular Commission meeting was called back to order with all Commissioners present.

Chairman Klose presented ideas on how to proceed with advertising for the COO/Auditor's position. He suggested that he and Commissioner Schwartz, Commission members on the County Personnel Committee along with Bob Toso, Superintendent from Jamestown Public Schools could meet as a committee to get the job description in order, write the ad, select the target area and get the ad published. Once applications are in, all commissioners would be part of the interview committee. Johnson said that he had prepared the CPQ previously and that he wanted the position created the way the Commission wanted it. The salary range would be the biggest issue. The other positions that Johnson was responsible for would need to be farmed out to other individuals within the County. Johnson said that it would most likely be August/September before this person could be on staff. One of the largest jobs was budgeting – it's easy to spend it but you have to know where the money was coming from. This person should be involved with the budget process, the County has had very good budget compliance and we need to maintain that. Johnson stated that he was trying to make a smooth transition for the Commission and that he was willing to stick around to help in the process. He also iterated that there was a good support staff. Ova made a motion seconded by Marks to forward the COO/Auditor CPQ to the consultant for classification on the County pay scale and to advertise for the COO/Auditor Position. Motion carried.

The position of Staff Appraiser was open and it was already a classified position within the County pay scale. Schwartz made a motion seconded by Neys to advertise for the Staff Appraiser position. Motion carried.

The bills were presented for review and approval with an additional bill payable to Jamestown Rural Fire Department for $1,262.00. Klose questioned the bill for $324.99 from Gun and Reel for gun repair. A motion was made by Ova, seconded by Marks to approve the bills for payment with the exception of the Gun and Reel bill. Roll call vote: Ova, Marks, Schwartz, Neys and Klose voted aye.

Fund	Warrant No	Amount	Vendor Name
GENERAL			
	0055448	126.99	A & B BUSINESS INC
	0055450	170.40	ALLTEL
	0055457	20.68	BERGQUIST/JERRY
	0055463	570.64	BROWN & SAENGER
	0055470	6.98	CARQUEST AUTO PARTS
	0055471	57.00	CASS COUNTY SHERIFF'S DEPT
	0055475	1,430.19	CENEX CREDIT CARD
	0055480	606.09	CITY OF JAMESTOWN
	0055483	50.00	CNA SURETY
	0055485	55.87	COLE PAPERS INC
	0055493	374.32	DACOTAH PAPER CO
	0055505	408.53	FARMERS UNION OIL CO-CENEX

	0055508	152.50	FORUM/THE
	0055510	102.00	FREMGEN/FRITZ
	0055517	325.00	HAUT FUNERAL HOME
	0055518	111.18	HIBLE/TONI
	0055525	120.00	INSTITUTE OF LOCAL GOVT
	0055526	15,219.47	INSURE FORWARD
	0055527	11,991.39	INSURE FORWARD
	0055529	1,250.00	JAMESTOWN AMBULANCE
	0055531	13.98	JAMESTOWN IMPLEMENT
	0055535	74.14	JETSTREAM CAR WASH
	0055537	102.00	JOHNSON/NOEL
	0055542	90.00	KROPP LAW OFFICES PC
	0055545	293.94	LEXISNEXIS MATTHEW BENDER
	0055546	52.02	LINDELL/JACKI
	0055551	1,065.89	M D U
	0055557	790.00	MEDINA AMBULANCE SERVICE
	0055567	333.40	N D ASSOCIATION OF COUNTIES
	0055570	227.10	N D NEWSPAPER ASSOCIATION
	0055572	914.25	N D YOUTH CORRECTIONS CENTER
	0055573	1,000.00	NEOFUNDS BY NEOPOST
	0055575	127.00	NORTHERN PLAINS ELECTRIC
	0055580	1,785.95	OTTER TAIL POWER CO
	0055581	25.00	OTTO/HALEY
	0055582	55.60	OTTO/JONI
	0055583	135.77	OUTWATER PLASTICS INDUSTRIES INC
	0055591	221.00	PRESS ROOM/THE
	0055597	1,545.23	QWEST
	0055616	34.73	STOUDT INC/R M
	0055620	5.25	STUTSMAN COUNTY CORRECTIONAL CENTER
	0055622	25.00	SUPREME COURT OF NORTH DAKOTA
	0055624	190.64	TDS METROCOM
	0055631	40.00	TRAUTMAN/RUSSELL
	0055637	502.27	VERIZON WIRELESS
	0055642	75.48	VOLK/TODD
	0055643	55.57	WALMART
	0055645	102.52	WALMART COMMUNITY BRC
	0055649	476.28	WEST GROUP PAYMENT CENTER
	0055654	62.50	YUNCK/CASEY
		43,571.74	Final Total
911 EMERGENCY PHONE SYSTEM			
	0055470	167.63	CARQUEST AUTO PARTS
	0055526	814.52	INSURE FORWARD
	0055527	509.80	INSURE FORWARD
	0055532	1,262.00	JAMESTOWN RURAL FIRE DEPARTMENT
	0055597	1,289.88	QWEST
	0055624	2.59	TDS METROCOM
	0055640	92.00	VISA EMS
	0055644	13.84	WALMART COMMUNITY
		4,152.26	Final Total
ROAD FUNDS			
	0055451	314.54	AMERIPRIDE LINEN & APPAREL
	0055452	188.70	ANDERSON/CHARLES
	0055465	152.54	BUFFALO CITY DIESEL
	0055468	6,552.38	BUTLER MACHINERY CO
	0055470	534.68	CARQUEST AUTO PARTS
	0055472	1,743.70	CATCO PARTS & SERVICE
	0055476	70.80	CENTRAL BUSINESS SYSTEMS, INC
	0055480	11.50	CITY OF JAMESTOWN
	0055484	7.73	CNH CAPITAL
	0055492	374.47	CREATIVE ENERGY
	0055495	26.31	DAKOTA SANITATION
	0055526	9,208.11	INSURE FORWARD
	0055527	28,776.96	INSURE FORWARD
	0055533	130.80	JAMESTOWN SUN
	0055538	20,153.85	JOHNSTON FARGO CULVERT INC
	0055541	171.36	KOLLMAN/LLOYD
	0055544	403.31	LAWSON PRODUCTS INC
	0055551	443.35	M D U
	0055552	102.02	MAC'S INC
	0055553	70.00	MARGIE HANDY WORK
	0055566	314.10	N A P A AUTO PARTS
	0055567	231.71	N D ASSOCIATION OF COUNTIES
	0055575	32.00	NORTHERN PLAINS ELECTRIC
	0055580	76.25	OTTER TAIL POWER CO
	0055590	3,252.30	POWER PLAN
	0055592	17.90	PRO BUILD
	0055594	82.50	QUALITY GRAPHIC SOLUTIONS
	0055595	219.64	QUALITY SERVICE & REPAIR
	0055596	69.91	QUILL CORP
	0055599	197.84	RDO TRUCK CENTERS
	0055609	100.98	SINCLAIR/JOHN
	0055614	180.00	SPIRITWOOD TOWNSHIP #51
	0055617	2,960.00	STREETER COOP OIL
	0055624	18.23	TDS METROCOM

	0055634	635.00	TWO RIVERS PRINTING
	0055638	25,064.91	VINING OIL CO.
	0055639	310.58	VISA LEC
	0055647	475.16	WALMART COMMUNITY BRC
	0055648	17.84	WEST END HIDE & FUR
	0055656	20.00	ZUCK/DAVID
	0055657	993.90	3-D SPECIALTIES, INC.
		104,707.86	Final Total
SOCIAL SERVICES			
		41,910.57	Final Total
EMERGENCY			
	0055528	10,489.35	INTERSTATE ENGINEERING
		10,489.35	Final Total
COUNTY CORRECTIONAL CENTER			
	0055449	129.35	A & B BUSINESS INC
	0055450	197.09	ALLTEL
	0055454	470.00	ATTORNEY GENERAL OFFICE
	0055463	139.24	BROWN & SAENGER
	0055470	235.09	CARQUEST AUTO PARTS
	0055474	1,067.31	CDW GOVERNMENT INC
	0055480	1,462.29	CITY OF JAMESTOWN
	0055485	610.80	COLE PAPERS INC
	0055489	81.51	COUNTY MARKET
	0055493	878.99	DACOTAH PAPER CO
	0055498	2,644.83	DEAN FOODS NC, INC
	0055503	500.00	ESSENTIA HEALTH
	0055504	669.34	FARMER BROTHERS COFFEE
	0055507	110.56	FASTENAL CO
	0055519	79.63	HOME OF ECONOMY
	0055526	10,308.00	INSURE FORWARD
	0055527	2,889.80	INSURE FORWARD
	0055530	1,380.99	JAMESTOWN ELECTRIC
	0055535	723.35	JETSTREAM CAR WASH
	0055551	946.64	M D U
	0055552	32.52	MAC'S INC
	0055556	191.00	MCDOUGALL/DR KENNETH
	0055559	50.00	MIDWESTERN MACHINES
	0055560	43.98	MILL TOWN HERBS
	0055562	170.00	MOORE MEDICAL CORP
	0055567	499.31	N D ASSOCIATION OF COUNTIES
	0055580	2,538.63	OTTER TAIL POWER CO
	0055584	561.51	PAN-O-GOLD BAKING CO.
	0055586	102.00	PEUSER/HOWARD
	0055587	344.84	PIONEER PRODUCTS
	0055593	374.99	PROBUILD
	0055597	666.24	QWEST
	0055606	27.07	SANFORD HEALTHCARE ACCESSORIES
	0055608	22.62	SCHUBERT'S CARPET ONE
	0055612	82.33	SM INC
	0055613	28.99	SMITTY'S CARPET SHOP, INC
	0055615	551.44	STEIN'S, INC
	0055623	5,886.71	SYSCO FOOD SERVICES OF ND
	0055624	58.15	TDS METROCOM
	0055626	495.17	THRIFTY DRUG-WHITE DRUG
	0055632	19.58	TRUE VALUE HARDWARE
	0055634	88.00	TWO RIVERS PRINTING
	0055635	6,472.36	U S FOOD SERVICE INC
	0055639	1,211.26	VISA LEC
	0055640	448.83	VISA EMS
	0055646	126.44	WALMART COMMUNITY BRC
	0055650	314.56	WESTERN DETENTION
		46,933.34	Final Total
WEED CONTROL			
	0055526	863.98	INSURE FORWARD
	0055527	3,369.03	INSURE FORWARD
	0055567	16.77	N D ASSOCIATION OF COUNTIES
	0055597	16.44	QWEST
	0055624	.17	TDS METROCOM
		4,266.39	Final Total
VETERANS SERVICE			
	0055463	98.99	BROWN & SAENGER
	0055567	1.66	N D ASSOCIATION OF COUNTIES
	0055597	32.88	QWEST
	0055624	12.36	TDS METROCOM
		145.89	Final Total
COUNTY AGENT			
	0055458	138.60	BEST WESTERN DOUBLEWOOD INN
	0055462	342.82	BROWER/LANCE
	0055516	152.60	HATLEWICK/DEBRA
	0055526	478.14	INSURE FORWARD
	0055527	91.39	INSURE FORWARD
	0055567	1.45	N D ASSOCIATION OF COUNTIES
		1,205.00	Final Total
EMPLOYEES HOSPITAL INS			

	0055571	89,114.46	N D P E R S
	0055618	5,000.00	STUTSMAN COUNTY
		94,114.46	Final Total
COMMISSARY			
	0055469	47.31	CABLE SERVICES
	0055491	87.12	CRAWFORD SUPPLY CO
	0055497	95.16	DCR DISTRIBUTORS
	0055509	970.83	FRANK MCKONE CANDY CO
	0055511	770.83	FRITO LAY
	0055514	16.97	GUIDEPOSTS
	0055539	433.16	KEEFE COFFE & SUPPLY
	0055554	1,469.38	MAXIMA SUPPLY LLC
	0055585	1,110.10	PEPSIAMERICAS
	0055588	538.50	PIZZA CORNER FROZEN PIZZA
	0055601	3,100.00	RELIANCE INMATE SYSTEMS INC.
	0055646	310.18	WALMART COMMUNITY BRC
		8,949.54	Final Total
DRUG PROGRAM			
		4,988.80	Final Total
WITNESS ADVOCACY PROGRAM			
		1.40	Final Total
COURTHOUSE BUILDING			
	0055502	5,320.30	ELECTRO WATCHMAN, INC
	0055611	486.61	SKEEL'S PAINTING & DECORATING
		5,806.91	Final Total
COUNTY CORRECTIONAL CENTER CONST.			
	0055493	459.00	DACOTAH PAPER CO
	0055522	6,510.00	IDEAL CONCRETE
	0055558	5,685.00	MICHAEL J. BURNS ARCHITECTS,LTD
	0055615	2,091.87	STEIN'S, INC
		14,745.87	Final Total
COUNTY HAZARDOUS CHEMICAL ACCOUNT			
	0055529	59.99	JAMESTOWN AMBULANCE
	0055536	54.60	JHS SCHOOL LUNCH PROGRAM
	0055640	313.18	VISA EMS
	0055644	57.12	WALMART COMMUNITY
		484.89	Final Total
GENERAL FUND SUB ACCOUNT			
	0055602	10,000.00	ROSE TOWNSHIP #46
		10,000.00	Final Total
DATA PROCESSING			
	0055463	942.94	BROWN & SAENGER
	0055473	773.09	CDW GOVERNMENT
	0055474	907.72	CDW GOVERNMENT INC
	0055487	2,878.00	COMPUTER PROFESSIONAL,ULTD,INC
	0055490	695.98	CPS TECHNOLOGY SOLUTIONS
	0055493	143.98	DACOTAH PAPER CO
	0055496	63.00	DAY'S INN
	0055524	595.80	INFORMATION TECHNOLOGY DEPT
	0055525	80.00	INSTITUTE OF LOCAL GOVT
	0055597	32.88	QWEST
	0055624	11.51	TDS METROCOM
		7,124.90	Final Total
CO EXTENSION FUND			
	0055625	180.00	THOMPSON/WENDY
		180.00	Final Total
FEMA FUNDS			
	0055653	958.03	YPSILANTI TOWNSHIP #64
		958.03	Final Total
WAGES			
	8708-8887	475,597.44	WAGES (05-25-2011)
		475,597.44	Total Wages

A motion to adjourn was made by Ova, seconded by Neys. Motion carried. Meeting adjourned at 6:32 p.m.

ATTEST:

Noel A. Johnson
County COO (Auditor)

Mark T. Klose
Commission Chairman