Official Proceedings of the Stutsman County Commission – July 2nd, 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.

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

Dustin Bakken, Interim Tax Director, requested an addition of omitted property assessments for parcels 09-3010000, 28-0930000, and 28-1241000. Bakken was reviewing the GIS information on agricultural land and noticed the omitted properties. Parcel number 09-3010000 in 2012 received a value of $5000.00. The property value for 2013 will increase to $42,900.00. Parcel number 28-0930000 had a value of $5700.00 for 2012; it will increase to $55,300 in 2013. Parcel number 28-1241000 was mistakenly deleted off the tax rolls in 2010. The value for 2013 is $14,100.00. All property owners have been notified at least 15 days prior to this commission meeting. Neys made a motion, seconded by Ova to approve the recommendation as presented. Motion Carried.

Schwartz made a motion, seconded by Marks to award the motor grader bid to Butler Machinery. Roll call vote: Ova, Marks, Schwartz, Neys, Klose voted aye.

The bid opening of the low water crossing in Sydney Township was held yesterday. The county received three bids from RTS Shearing, Bohlman Trenching, and Sellin Brothers. RTS Shearing's bid was returned back to them unopened due to the bid bond being in the name of Sydney Township instead of Stutsman County. Bohlman Trenching's bid was $242,806.21 with a completion date of October 1, 2013. Ova made a motion, seconded by Marks to award the bid to Bohlman Trenching. Roll call vote: Marks, Schwartz, Ova, Neys, Klose voted aye.

Mickey Nenow, County Highway Superintendent, presented his monthly report. Nenow stated County Road 67; sites one and two have spots on the road that are broken up. Mickey spoke with Border States on an estimate to repair the broken spots on the road since they are already there working on the area. Border States estimated for site 1 it would cost $21,500 for a two and a half inch overlay and will run for 640 feet and for site 2 it would cost $26,400 for a two and a half inch overlay for 750 feet. Marks made a motion, seconded by Schwartz to approve the repair on County Road 67 for site one and two as presented. Roll call vote: Schwartz, Neys, Klose, Ova, Marks voted aye.

Nenow requested to switch the Road Department's work week from Friday to Thursday to Sunday to Saturday. Schwartz made a motion, seconded by Neys to approve the request as presented. Motion Carried.

Mickey informed the commissioners the road department will start patching on Monday and will be chip sealing the week after.

A question was raised regarding the Central Valley Health Board Appointments. A misunderstanding occurred; it was the intent of the Central Valley Health Board by-laws the board appointment is made by the City of Jamestown. The county appointed Elizabeth Koenig which was not a City of Jamestown resident. Elizabeth withdrew her candidacy. The City of Jamestown will appoint a person to the board and the city will administer the oath. Central Valley Health Board will be updating the verbiage of their by-laws. Ova made a motion, seconded by Neys to re-appoint Dr. James Torrence and Dr. Philip Jystad. Motion Carried.

Fritz Fremgen, State's Attorney, was not available to present his monthly report.

Commissioner Schwartz requested approval to bid out Old Highway Ten project. The House Bill multiple requirements that have to be met for federal aid standards such as sloping for ditches and intersecting roads; to meet these requirements it is anticipated that all of the funding allocated for Stutsman County would have to be used only on this road and no other projects. There is excessive traffic on the road currently. Schwartz stated with the influx of construction this project needs to be done. Schwartz recommended designing the project in-house of re-grinding the existing asphalt that is there, leveling it to make a better base, and doing a four inch overlay. The county received $1.6 million from a Senate Bill; however, the county may have to take the road off of the federal aid system since it won't meet federal standards. Currently, it

won't have that much of an impact, but may in the future. Schwartz suggested doing an in-house project and go to bid to get the final dollar amount with a completion date of October 15th. If the bids come in where it is feasible with the funding the county has; and without jeopardizing the ten percent match with the house bill, 20% match for federal aid money, and additional dollars the county needs for existing grade raises; the county can then reject the bids and not do the project. There is also a possibility of attaining private funding. Ova made a motion, seconded by Marks to approve the bid request as presented. Motion Carried.

Josh Smaage, IT Director requested permission to advertise for an Information Technology (IT) Assistant position. The IT Assistant job description was rewritten and would require a bachelor's degree. The IT Assistant position was not included in the salary study from Springsted. Smaage did his own research and came up with a range of $28,000 to $80,000.00 for an average annual salary. The position is currently at a grade nine; Smaage would like to get the position to a grade 13 or 14 and have an approximate annual salary amount of $43,000 to $45,000.00. Schwartz made a motion, seconded by Marks to approve advertising for an IT Assistant position as presented. Motion Carried.

Casey Bradley, Auditor/COO, updated the commissioners Cargill accepted the full $130,000.00 for the purchase of the road and the right of way. Spiritwood Township came in to sign the documents. The county is taking possession of the road that needs to be improved and have all of the right of ways for the improvement. The bid information will be advertised in the paper on Friday with the awarding of the bid in early August.

Tracey Trapp, Jail Administrator, requested approval of a lease agreement between Stutsman County, the Highway Patrol, and the Bureau of Criminal Investigations. Trapp stated the rent is increasing from $11.21 per square foot to $12.00 per square foot. Ova made a motion, seconded by Neys to approve of a lease between Stutsman County, the Highway Patrol and the Bureau of Criminal Investigations as presented. Motion Carried.

Laurie, James River Senior Citizen's Center informed the commissioners the Senior Citizen's Center has moved into their new facility at the old hospital. There are some items still left for sale in the old James River Senior Citizen Center building. Laurie asked the commissioners what they wanted her to do with the items and the building. The consensus of the board was to leave everything sit as is and hand in the keys.

It is the consensus of the board to get quotes for putting up a shop at the Road Department. This would be used for cold storage for the Sherriff's Office and Maintenance Department.

At 4:53 p.m., the Stutsman County Commission Meeting recessed for the County Park Board Meeting.

Official Proceedings of the Stutsman County Park Board – July 2nd, 2013

At 4:56 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.

Neys made a motion, seconded by Houge to approve the minutes of the June 2013 meetings. Motion Carried.

Schwartz made a motion, seconded by Woodward to approve the monthly bills. Roll call vote: Neys, Klose, Houge, Woodward, Ova, Marks, Schwartz voted aye.

COUNTY PARK FUND					
63396	AT&T MOBILITY	$45.17	63468	NAPA AUTO PARTS	$55.43
63402	BOB'S PLUMBING & HEATING INC	$268.96	63474	ND PUBLIC HEALTH LABORATORY	$32.00
63414	CENTRAL DAKOTA SANITATION INC	$964.01	63479	NORTHERN PLAINS ELECTRIC	$1,296.40
63415	CENTRAL SALES	$288.03	63493	R & B MOTORSPORTS	$14.95
63416	CENTURYLINK	$52.17	63508	SMOKIE'S FIRE SALES & SERVICE INC	$344.00
63420	COLE PAPERS INC	$780.97	63513	STUTSMAN RURAL WATER DISTRICT	$439.00
63446	INFINITY BUILDING SERVICES	$23.66	63516	TELKEN, HANK	$24.00
63457	MAC'S INC	$1,097.01	63518	TRUE VALUE HARDWARE	$14.17
63459	MARKS, NIK	$500.00	63534	WILHELM CHEVROLET BUICK GMC	$666.91

Ova made a motion, seconded by Houge to approve a special event permit for Hugo's Family Fun Day. Motion Carried.

Dennis Lorenz, County Park Superintendent, presented his monthly report. Lorenz stated the road to the Island is open; however, the Jamestown Reservoir water is green and slimy. The carp are disappearing quickly with the heat and appears to be slowing down. The vendors are getting busier with the upcoming holiday. Commissioner Neys questioned Lorenz about carp removal at Sandy Beach. Hank Telken informed a commissioner he was picking up the dead carp and disposing of them. Denny Lorenz stated Hank had a place to dispose of the dead fish. It was stated to treat the vendors the same at the Marina and at Pelican Point.

A few trees need to be trimmed at Pelican Point. A question was raised as to who was responsible to trim the trees. It is the consensus of the board to identify the trees which need trimming; if the trees are on private property then the neighbor is responsible for trimming the trees; if the trees are in the county right of way then the county is responsible for trimming the trees, or if the trees are on the Park Department's land the concessionaire is responsible for trimming the trees.

At 5:12 p.m., a motion to adjourn the Stutsman County Park Board meeting was made by Houge, seconded by Woodward. Motion Carried.

At 5:12 p.m., the Stutsman County Commission Meeting reconvened.

Marks made a motion, seconded by Schwartz to approve the monthly bills for payment. Motion Carried. The Stutsman County Commissioners expressed their gratitude and thanked everyone for all of their hard work on working with Tyler Technologies Software.

GENERAL FUND		
63397	BAKKEN,DUSTIN	$144.64
63398	BALCO UNIFORM CO INC	$1,461.34
63400	BELL,TIFFANY	$25.00
63406	BROWN & SAENGER	$402.00
63410	CASS COUNTY TREASURER	$930.00
63413	CELLULAR COMMUNICATIONS INC	$47.96
63416	CENTURYLINK	$773.33
63418	CHS CREDIT CARD DEPT	$1,749.27
63442	HEBRON BRICK SUPPLY CO	$35.47
63444	HOLIDAY INN OF FARGO	$170.18
63450	JAMESTOWN AMBULANCE	$1,250.00
63451	JAMESTOWN CITY WATER DEPT.	$571.88
63453	JETSTREAM CAR WASH	$264.93
63463	MEDINA AMBULANCE SERVICE	$790.00
63465	MIDWEST MANAGEMENT	$72.00
63469	NAUMANN,KATHERINE M	$437.30
63470	ND ASSOCIATION OF COUNTIES	$70.00
63473	ND NEWSPAPER ASSOCIATION	$240.00
63475	ND SECRETARY OF STATE	$29,305.76
63477	NEOFUNDS BY NEOPOST	$5,010.00
63480	NORTHERN SAFETY TECHNOLOGY	$91.05
63481	ODIN,DAVID L	$25.00
63484	OTTMAR & OTTMAR PC	$702.00
63486	PERLEBERG,TYLER	$113.00
63490	PROBUILD	$211.58
63491	PROFESSIONAL EYECARE CENTER	$223.20
63500	ROSS,KELSEY	$25.00
63501	RUDDELL,MICHELYNN	$25.00
63506	SIMONSON,MIKAL	$1,435.50
63514	SUPREME COURT OF ND	$25.00
63515	TECTA AMERICA DAKOTAS	$1,446.25
63521	VALENTA,RENEE	$149.84
63522	VERIZON WIRELESS	$766.37
63524	VISA AUD 1683	$754.69
63527	VISA SO 4194	$410.29
63530	WALMART COMMUNITY BRC_137	$70.91
63533	WEST GROUP PAYMENT CENTER	$476.18
RESTORATIVE JUSTICE FUND TOTAL		$72.00
COUNTY ROADS FUND		
63403	BORDER STATES PAVING INC	$1,510.21
63407	BUTLER MACHINERY CO	$3,398.63
63419	CNH CAPITAL	$2,178.41
63433	FACTORY MOTOR PARTS CO	$274.42
63434	FARMERS UNION OIL CO-CENEX	$6,335.41
63435	FASTENAL CO	$19.00
COUNTY CORRECTIONAL CENTER		
63399	BEHAVORIAL INTERVENTIONS	$3,376.14
63401	BOB BARKER CO	$368.85
63406	BROWN & SAENGER	$120.37
63411	CBM FOOD SERVICE	$14,480.61
63416	CENTURYLINK	$115.17
63417	CHAMP INDUSTRIES	$28.40
63420	COLE PAPERS INC	$83.55
63425	DACOTAH PAPER CO	$1,029.91
63427	DIAMOND DRUGS INC	$737.10
63430	ECOLAB PEST ELIMINATION DIV	$120.10
63431	ESSENTIA HEALTH	$500.00
63432	ESSENTIA HEALTH ST PAUL	$438.75
63438	GEROUX,GARRY	$113.00
63440	GREG'S LAUNDRY EQUIP SERVICE	$74.85
63449	JAMES RIVER PEST CONTROL & GREEN LAWNS	$73.45
63450	JAMESTOWN AMBULANCE	$1,079.28
63451	JAMESTOWN CITY WATER DEPT.	$1,669.19
63453	JETSTREAM CAR WASH	$945.85
63457	MAC'S INC	$78.54
63462	MEDICINE SHOPPE	$10.85
63464	MID-AMERICAN RESEARCH CHEMICAL CORP	$140.50
63487	PHARMCHEM INC	$791.70
63488	PRECISION DYNAMICS CORPORATION	$10.10
63489	PRIMARY PRODUCTS COMPANY	$375.00
63492	PUBLIC SAFETY CENTER INC	$603.81
63496	REDWOOD TOXICOLOGY LABORATORY INC	$9.00
63498	RM STOUDT INC	$642.28
63499	ROAD RUNNER REPAIR	$340.00
63503	SCHMOKER,CORRINE	$113.00
63505	SIMONSON LUMBER & HARDWARE	$126.40
63509	STEIN'S INC	$795.65
63510	STEVE'S CUSTOMS	$275.00
63517	THRIFTY DRUG-WHITE DRUG	$105.17
63518	TRUE VALUE HARDWARE	$48.39
63522	VERIZON WIRELESS	$123.09
63526	VISA LEC 4635	$1,595.89
WEED CONTROL FUND		
63416	CENTURYLINK	$8.23
63426	DEUTSCHER,DAVID	$108.48
63456	LEES,KIM	$42.37
VETERANS SERVICE FUND		
63416	CENTURYLINK	$16.45
TAX REFUND		
63404	BRANDVOLD,ERVIN	$877.52
63502	SCHLAHT,DEAN & CYNTHIA	$523.24

63441	GUN & REEL SPORTS INC	$101.99
63443	HOBBY TIRE	$111.00
63448	JAMES RIVER JOINT WATER RESOURCE BOARD	$10,000.00
63451	JAMESTOWN CITY WATER DEPT.	$12.30
63452	JAMESTOWN IMPLEMENT	$260.58
63454	LARSON LAW FIRM TRUST ACCOUNT	$130,000.00
63458	MARG'S HANDY WORK	$70.00
63461	MDU	$55.61
63468	NAPA AUTO PARTS	$966.37
63479	NORTHERN PLAINS ELECTRIC	$35.00
63483	OTTER TAIL POWER CO	$15.01
63504	SCHUBERT'S CARPET ONE	$31.85
63507	SINCLAIR,JOHN	$198.88
63511	STREETER COOP OIL	$2,792.00
63518	TRUE VALUE HARDWARE	$33.71
63523	VINING OIL CO	$114.50
63529	WALLWORK INC,W W	$28.34
63531	WALMART COMMUNITY BRC_2896	$173.83
63535	WOODWORTH FARMERS GRAIN CO	$3,375.26
FOSTER CARE FUND		$710.00
SOCIAL SERVICES FUND		$40,048.50

COMMISSARY FUND		
63395	AMERICAN INSTITUTIONAL SUPPLY	$23.75
63408	CABLE SERVICES	$47.31
63436	FORUM,THE	$157.35
63519	TURNKEY CORRECTIONS	$143.50
63532	WALMART COMMUNITY BRC_894	$452.11
DRUG PROGRAM FUND		$221.13
COURTHOUSE BUILDING FUND		
63402	BOB'S PLUMBING & HEATING INC	$4,929.18
COUNTY CORRECTIONAL CENTER CONSTR FUND		
63439	GRAYBAR	$3,515.70
63512	STUTSMAN COUNTY GLASS	$1,500.00
DOCUMENT PRESERVATION FUND		
63412	CDW GOVERNMENT INC	$469.95
COUNTY HAZARDOUS CHEMICAL ACCOUNT FUND TOTAL		$275.83
DATA PROCESSING FUND		
63412	CDW GOVERNMENT INC	$862.72
63416	CENTURYLINK	$16.45
63422	COMPUTER PROFESSIONAL ULTD INC	$2,788.38
63423	CPS TECHNOLOGY SOLUTIONS	$417.00
63520	TYLER TECHNOLOGIES INC	$35,806.97
63524	VISA AUD 1683	$48.80
FEMA		
63471	ND DEPT OF EMERGENCY SERVICES	$112,034.50

At 5:19 p.m., a motion to adjourn was made by Schwartz, seconded by Ova. Motion Carried.

ATTEST:

_____ _____

Casey Bradley
Auditor/COO

Mark T. Klose
Commission Chairman