Official Proceedings of the Stutsman County Commission – July 7, 2020

At 4:00 p.m., Chairman Klose called the regular meeting of the Stutsman County Commission to order.

Schwartz made a motion, seconded by Gumke, to approve the minutes from the May and June meetings. Motion carried.

Two special event permits were presented for Trails End Bar and Grill. Cichos made a motion to approve, seconded by Ova. Motion carried.

Tyler Perleberg, Director of Tax equalization/Zoning Administrator, presented a list of Omitted Property Assessments. These are properties that did not qualify for the new Farm Residence Exemption and were assessed to assign a value. Perleberg did receive a request from Redge Nohrenberg to review his property's value and Perleberg agreed to the request. Schwartz made a motion to approve the omitted assessments, with the exception of the Nohrenberg/Thomas residence, seconded by Gumke. Ova, Gumke, Schwartz, Cichos, and Klose voted aye. Motion carried.

Fritz Fremgen, State's Attorney, presented his monthly report. Cindy Holzkamm retired in June and Lilie Schoenack resigned; he is currently hiring for two positions.

Searle Swedlund, Executive Director of Jamestown Tourism, requested 2020 funding for Frontier Village. The 2020 funding has not been released due to management changes at the Frontier Village. Jamestown Tourism is currently operating the Village and met with North Dakota Insurance Reserve Fund to help determine numerous safety issues/concerns that need to be addressed. Funding will be utilized to help address these issues. Cichos made a motion, seconded by Ova to approve the funds. Gumke, Schwartz, Cichos, Klose, and Ova voted aye. Motion carried.

Klose discussed a letter of support for the proposed "Buffalo City Park". The request is from Brian Lunde who is proposing a tourist park in Jamestown. Lunde will presenting his plan to the governor and is requesting support of the commission. Gumke made a motion to send a letter of support, seconded by Ova. Motion carried.

Nicole Meland, Auditor/COO, presented a request for Drug Task Force Asset Forfeiture funds to pay the prosecutor, Tonya Duffy. The request for payment is 20% of the funds received for a total of $312. Schwartz made a motion, seconded by Gumke, to approve. Schwartz, Cichos, Klose, Ova, and Gumke voted aye. Motion carried.

Meland discussed FMLA leave for the County Road Superintendent. He is still working half days and still has sick and vacation leave. Ova made a motion to extend the leave and review it again in August, seconded by Gumke. Motion carried.

Jerry Bergquist, Emergency Manager/9-1-1 Coordinator, discussed Membership changes for the Stutsman County Local Emergency Planning Committee (LEPC). Three people on the Committee have left, and there is one new member. Nancy Miller, Tom Steckler, Tim Bonnell have left their positions, and Larry Culp will

be added from the State Hospital. Schwartz made a motion to approve the changes, seconded by Gumke. Motion carried.

Bergquist gave an update on the Motorola Replacement Radio Console Project. The new consoles are installed. Stutsman County was one of the first communication centers to receive the new consoles. The consoles are part of the state-wide interoperable radio network. The old radios still work with the new console equipment. The total project will cost approximately $356,000, including $31,000 in encryption costs. It will cost $9,000 per year for maintenance costs, and Motorola will maintain the equipment for 9 years. There will be a monthly service fee of $1,800.

Bergquist gave an update on the 9-1-1 equipment replacement project. Motorola and the state have signed a contract for a new state-wide 9-1-1 system. It will cost $28,442 upfront and $2,770 per month. At the end of five years, Motorola will replace the equipment. This will be paid with 9-1-1 funds. The equipment will be replaced in three or four months.

Bergquist told the commission that the emergency siren at the Marina has failed. The siren is very old and was transferred from the city in 2001. A new siren that is similar will cost $21,574. A rotating siren would cost $25,439. Bergquist recommends the rotating siren. He could cover 50% of the cost from 9-1-1 funds. Karl Bergh will look into grant funds opportunities but there is money in purchase of assets in the General fund to cover the cost. Schwartz made a motion, seconded by Cichos, to approve purchasing the new siren. Cichos, Klose, Ova, Gumke, and Schwartz voted aye. Motion carried.

Meland discussed the 2021 preliminary budget. Agency and Levy requests were all within the guidelines of a zero dollar increase. Road and Bridge was maxed out at 10 mills which is an increase from 9.1 mills. The Emergency Fund balance will be low, so the budget includes the maximum levy of 4 mills. Weed Control and Senior Center went up to be eligible for state matching funds. Health Insurance costs are going to increase, but it is unclear how much. Meland is looking into a different health insurance option with NDIRF as well. The final budget can decrease from the preliminary budget but cannot increase.

Meland discussed scheduling of additional budget meetings and the preliminary budget hearing. A budget meeting will be held at 3:00 p.m. on July 21st.

Meland discussed excess levies for Peterson and Weld Townships for past due road department balances. Peterson increased their levy to 27 mills but still has a significant debt owed to the county. The request is to levy 9 mills for Peterson. Weld township has not submitted their budget, nor have they paid down their road department balance other than the excess levy that was levied for the current year. Meland recommended an excess levy of up to 18 mills to help with debt repayment. Cichos made a motion to apply the excess levies, seconded by Ova. Klose, Ova, Gumke, Schwartz, and Cichos voted aye. Motion carried.

Meland discussed the Stutsman County Planning and Zoning Committee. They are still short two members. Brian Amundson is planning on re-applying but they will still be short one member. Meland asked for help in recommending or reaching out to people to apply.

At 4:55 p.m., the County commission meeting recessed for the County Park Board meeting.

Official Proceedings of the Stutsman County Park Board – July 7, 2020

At 4:55 p.m., Chairman Klose called the Stutsman County Park Board meeting to order. Dennis Ova, Ramone Gumke, David Schwartz, Steven Cichos, Mark Klose, Jason Houge, and Joan Morris answered the roll call.

Ova made a motion to approve the minutes from the May and June meetings, seconded by Gumke. Motion carried.

Meland discussed the Spiritwood Lake Permit. Commissioner Gumke made some revisions to the permit working with Eric Nordstrom, owner of Spiritwood Resort. He updated some language to reflect how the business is currently being operated and clarified some conflicting language. Some residents of Spiritwood Lake were on the phone to address concerns, including year-round storage of campers and equipment, and building permanent structures attached to the camper. Schwartz made a motion to approve the permit as presented, seconded by Houge. Morris voiced concerns about the deed for the land stating that it was to be for public use and inquired about getting a legal opinion. Commissioner Schwartz stated that it has always been run as a private campground. Roll call vote: Houge-aye, Morris-no, Ova-aye, Gumke-aye, Schwartz-aye, Cichos-no, Klose-no. Motion carried. Morris will contact Fritz Fremgen to seek a legal opinion.

Meland discussed pasture and grazing permits on Bureau land. The Bureau is allowing the county to collect the fees from grazing land since the land transfer should be complete this year. Jessica Alonge, Chief Deputy Auditor/Recorder, drafted permits. The terms and the price were left the same as the prior year given the short notice. The terms and price can be revisited next year. Cichos made a motion to approve the permits, seconded by Ova. Morris, Ova, Gumke, Schwartz, Cichos, Klose, and Houge voted aye. Motion carried.

Karl Bergh, Park Superintendent, presented his monthly report. Camping has been very busy at all campgrounds. The host site at Parkhurst has worked well. The Jim Marina has been very busy as well. There is a blue-green algae bloom at Spiritwood Lake; signs have been put up.

Bergh addressed maintenance requests at the Ypsilanti Park. The road has a lot of potholes and the ground is very soft. Twelve tree stumps need to be removed but equipment would get stuck at this time. There is very old playground equipment that needs to be removed as well. Bergh will work on removing the playground equipment and make a plan for additional maintenance when the ground dries up.

Nicole Meland, Auditor/COO, discussed the 2021 Preliminary Park Budget. Camping fee revenue in both funds has increased substantially. The pumper truck will probably need to be replaced soon, and campground expansion funds could be used for that if needed.

Meland discussed the North Dakota Farmer's Union special use permit. This would be the permit to be in place after the land transfer from the Bureau. Ova made a motion to approve the special use permit,

seconded by Schwartz. Ova, Gumke, Schwartz, Cichos, Klose, Houge, and Morris voted aye. Motion carried.

Cichos made a motion, seconded by Ova, to approve the monthly bills. Gumke, Schwartz, Cichos, Klose, Houge, Morris, and Ova voted aye. Motion carried.

	County Park Fund	
4128	CENTRAL SALES	$923.54
4141	FARMERS UNION OIL CO-CENEX	$108.00
4143	GAHNER SANITATION SERVICE	$1,050.00
4148	INSURE FORWARD	$606.00
4152	JEFF HOFMANN LLC	$549.73
4169	NORTHERN PLAINS ELECTRIC COOPERATIVE	$1,732.55
4173	PRAXAIR DISTRIBUTION INC	$70.82
4180	SCOTT'S ELECTRIC LLC	$2,606.41
4184	STUTSMAN RURAL WATER DISTRICT	$6,315.98
4194	VISA AUD 1683	$1,033.39
4205	WEST END HIDE & FUR	$31.33

At 6:13 p.m., Houge made a motion to adjourn the meeting, seconded by Schwartz. Motion carried.

At 6:13 p.m., the Commission meeting was called back to order.

Schwartz made a motion to approve the monthly bills, seconded by Ova. Schwartz, Cichos, Klose, Ova, and Gumke voted aye. Motion carried.

	General Revenue Fund				
4114	A & B BUSINESS INC	$302.44	4153	JOHN DEERE FINANCIAL	$269.48
	ANDRES,DORINDA	$28.75	4157	LLOYDS MOTORS	$82.32
4115	BARNES COUNTY AUDITOR	$33,014.87	4160	MDU	$50.54
4117	BLUE TARP FINANCIAL, INC.	$56.96	4161	MEDINA CITY AUDITOR	$88.00
4118	BOB BARKER CO	$295.04	4162	MENARDS - JAMESTOWN	$161.04
4120	BUFFALO BRIDGES HUMAN SERVICE ZONE	$7,890.29	4163	MICHEL'S AUTO SALES & PARTS LLC	$50.00
4122	CABLE SERVICES	$47.31	4165	NAPA AUTO PARTS	$477.01
4123	CASS COUNTY SHERIFF'S DEPT	$36.00	4167	NELSON INTERNATIONAL	$622.60
4124	CDW GOVERNMENT INC	$657.35	4168	NEWMAN SIGNS	$663.43
4125	CENEX FLEETCARD - SO	$2,182.53	4170	NORTHWEST TIRE INC	$774.14
4127	CENTRAL BUSINESS SYSTEMS INC	$281.31	4171	O'REILLY AUTOMOTIVE INC	$16.98
4129	CENTURYLINK	$309.73	4172	OTTER TAIL POWER CO	$743.31
4132	COLE PAPERS INC	$584.14	4178	RM STOUDT INC	$66.84
4134	DACOTAH PAPER CO	$281.18	4179	ROUGHRIDER SIGNS & DESIGNS	$50.00
4137	ECOLAB PEST ELIMINATION DIV	$235.94	4184	STUTSMAN RURAL WATER DISTRICT	$198.86
4138	ELECTION SYSTEMS & SOFTWARE	$4,953.34	4187	TDS METROCOM - RD	$4.85
4147	INNOVATIVE OFFICE SOLUTIONS, LLC	$984.12	4188	TITAN MACHINERY - BISMARCK	$92.50
4148	INSURE FORWARD	$8,731.38	4193	VINING OIL CO	$797.23
4149	JAMESTOWN CITY WATER	$1,921.11	4197	VISA RD 1766	$128.62
4150	JAMESTOWN COMMUNITY CORRECTIONS	$216.00	4203	WALMART COMMUNITY BRC RD	$111.31
4156	LEXIPOL LLC	$4,392.00	4207	WOODWORTH FARMERS GRAIN CO	$170.44
4158	MARQUART,ANDREW S	$1,548.00		ZABKA, KEVIN	$269.10
4159	MCKESSON MEDICAL SURGICAL	$499.09		**Emergency**	
4160	MDU	$673.40	4119	BORDER STATES PAVING INC	$3,865.89
			4144	GUTHMILLER EARTHMOVING INC	$338,219.28

4164	MORTON COUNTY SHERIFF'S OFFICE	$35.00		**Weed Control Fund**	
	PERLEBERG,TYLER	$79.35	4117	BLUE TARP FINANCIAL, INC.	$238.02
	PERLEBERG,TYLER	$88.55		DEUTSCHER,DAVID	$113.85
	PERLEBERG,TYLER	$37.38	4140	F/S MANUFACTURING	$345.00
4176	RECORD KEEPERS	$16.00	4147	INNOVATIVE OFFICE SOLUTIONS, LLC	$48.76
4178	RM STOUDT INC	$97.66	4148	INSURE FORWARD	$79.42
4181	SEACHANGE PRINT INNOVATIONS	$35.65		LEES,KIM	$28.75
4185	SUMMIT FOOD SERVICE, LLC	$14,149.77	4166	NAPA AUTO PARTS-WEED	$64.11
4189	TORRES, HELEN	$6.23	4172	OTTER TAIL POWER CO	$49.45
4192	VERIZON WIRELESS	$1,481.71	4174	R & B MOTORSPORTS	$150.00
4194	VISA AUD 1683	$500.18	4178	RM STOUDT INC	$2,473.27
4195	VISA EMS 1790	$1,108.46	4182	STUTSMAN CO ROAD DEPT	$198.86
4198	VISA SCCC 1949	$1,280.63	4191	TWO RIVERS PRINTING	$492.01
4199	VISA SO 1840	$1,996.66		**County Agent Fund**	
4202	WALMART COMMUNITY BRC EMS	$43.85	4134	DACOTAH PAPER CO	$50.81
4204	WARD COUNTY SHERIFF'S OFFICE	$22.00		GOODRIE,STEPHANIE	$1.15
	WARNER, CHAD	$308.78		GOODRIE,STEPHANIE	$1.15
	WARNER, CHAD	$505.43		GOODRIE,STEPHANIE	$3.66
4206	WILHELM CHEVROLET BUICK GMC	$65.91		GOODRIE,STEPHANIE	$4.48
	E 911 Phone System Fund		4147	INNOVATIVE OFFICE SOLUTIONS, LLC	$9.99
4192	VERIZON WIRELESS	$53.30	4148	INSURE FORWARD	$454.20
	County Roads Fund		4154	LEAF	$109.00
4116	BIG STATE INDUSTRIAL SUPPLY INC	$143.76	4175	R&H MAINTENANCE	$400.00
4117	BLUE TARP FINANCIAL, INC.	$6.06	4177	RECYCLING CENTER OF NORTH DAKOTA, LLC	$12.50
4119	BORDER STATES PAVING INC	$3,590.40	4196	VISA EXT 3424	$748.63
4121	BUTLER MACHINERY CO	$3,889.39		**Human Service Zone Human Service Fund Total**	$8,135.36
4130	CITY OF MONTPELIER	$55.00		**Camping Fee Fund**	
4131	CLEVELAND CITY WATER & SEWER	$100.70		LAZY FISH, LLC	$5,085.00
4133	CREATIVE ENERGY	$1,470.77		**Commissary Fund**	
4135	DAN POLAND MACHINE INC	$31.70	4190	TURNKEY CORRECTIONS	$78.45
4136	DMC WEAR PARTS LLC	$758.30		**Drug Program Fund Total**	$198.66
4139	ESCOSUPPLY	$504.70		**County Correctional Center Construction Fund**	
4141	FARMERS UNION OIL CO-CENEX	$1,583.55	4198	VISA SCCC 1949	$51.22
4142	FORUM COMMUNICATIONS COMPANY	$136.80		**Information Technology Capital Fund**	
4144	GUTHMILLER EARTHMOVING INC	$15,777.50	4124	CDW GOVERNMENT INC	$1,028.85
4145	HOME OF ECONOMY	$47.81		**Job Incentive Fund**	
4146	HUSKY MARKETING AND SUPPLY COMPANY	$13,872.62	4151	JAMESTOWN STUTSMAN DEVELOPMENT CORP	$6,440.49
4148	INSURE FORWARD	$564.00		**Wages**	
4149	JAMESTOWN CITY WATER	$377.25		Thursday, June 25, 2020	$731,925.77

At 6:14 p.m., Schwartz made a motion, seconded by Cichos, to adjourn the meeting. Motion carried.

ATTEST:

Nicole Meland
Auditor/COO

Mark T. Klose
Commission Chairman