Official Proceedings of the Stutsman County Commission – August 2, 2022

At 3:30 p.m., Chairman Klose called the regular meeting of the Stutsman County Commission to order. Mark Klose, Ramone Gumke, Joan Morris, and Steven Cichos answered roll. Dennis Ova was absent.

A motion to approve the July 2022 minutes was made by Gumke, seconded by Cichos. Motion carried.

Shannon Davis, Human Resource Director, requested the approval of the grade changes for the Sheriff, Chief Deputy Sheriff and States Attorney positions that were tabled during the July 5, 2022 meeting. Currently, there are two positions in the Sheriff's Department at the same grade and one of those positions needs to be moved up because it is a supervisory roll with more duties and responsibilities. Gumke made a motion to approve the grade changes as presented. Motion died for lack of a second. A motion was made by Morris to move the Chief Deputy Sheriff from a Grade 17 to a Grade 19, backdated to July 1st in order to separate the two positions that were discussed as being at the same pay scale, seconded by Cichos. Roll call vote: Gumke, Morris, Cichos and Klose voted aye. Motion carried.

The Sheriff and States Attorney Grade changes will be addressed later.

Jim Wentland, Road Superintendent, presented a request for approval to enter into purchase agreements for two capital expenditures. The department has been looking for a pickup and one was found within the budget amount A side dump semi-trailer was also found within the budgeted amount. The pickup is a 2012 Super Crew Dodge with 80,000 miles, with a purchase price of $24,900. It is located in Detroit Lakes, MN. The side dump semi-trailer is a Jet 8x36 triaxle with a price of $46,995 but the dealership will do what they can to get the county to the budgeted amount of $45,000. The trailer is located in Watertown, SD. Wentland is also seeking approval for out of state travel for the inspection and purchase of both vehicles. A motion was made by Gumke to approve the requests, the purchase of both vehicles and the approval out of state travel, seconded by Morris. Roll call vote: Morris, Cichos, Klose and Gumke voted aye. Motion carried.

Fritz Fremgen, States Attorney presented his monthly report. The office is still short one attorney and has been for the last six months. There have been no applicants. The office does have an intern that works a few days a week and is still going through law school. Fremgen requests offering the intern another $8,000 to stay on through the fall. The department does have the extra funds available for the position. A motion to approve was made by Morris, seconded by Cichos. Motion carried.

Jessica Alonge, Auditor/COO, presented an excess levy request for Weld Township in the amount of $8,384.76, which is the township balance over one year old. A motion to apply the excess levy to the tax rolls was made by Cichos, seconded by Morris. Roll call vote: Cichos, Klose, Gumke, and Morris voted aye. Motion Carried.

Alonge stated that the October 4 Commission Meeting falls during the NDACo annual conference that is attended by both commissioners and department heads, and requested moving that meeting date for both the Commission and Park Board meetings. The meetings will be moved to October 6 at 3:30 p.m. The final budget is due on or before October 10. A motion was made by Cichos to set the final budget hearing for October 6, 2022, at 4:00 p.m., seconded by Gumke. Motion carried.

Alonge requested approval for budget transfers of 2022 approved and completed ARPA projects. Gumke requested that before the final invoice for the upgrade to the commission room was paid that Josh

Smaage, Director of IT, contact the contractor and have them do some adjustments on the microphones. The audio is poor and people are hard to hear if you call into the meetings. Alonge informed the commissioners that the electrical project for the campground was approved in the amount of $7,500. There was an extra charge for some trenching bringing the total to $44.00 more than what was originally approved. The sheriff's building design was $485 over what was originally budgeted. A motion was made by Gumke to approve the transfers, seconded by Morris. Roll call vote: Klose, Gumke, Morris, and Cichos aye vote. Motion carried.

Alonge requested to establish the Road and Bridge ARPA Fund based on House Bill 1505. The county received just over $2.1 million. She is requesting that Fund 097 be established and called the Road and Bridge American Rescue Plan Fund and that all related payments be deposited into this fund to be used for road and bridge infrastructure projects. A motion to approve was made by Morris, seconded by Gumke. Motion carried.

Alonge also requested to establish Fund 096, the Prairie Dog Permanent Infrastructure Fund. Funds in the approximate amount of $3.4 million are expected in the first quarter of 2023 and can be used for road and bridge infrastructure projects. A motion to approve was made by Morris, seconded by Cichos. Motion carried.

Alonge presented a request to transfer the revenue from House Bill 1505 previously deposited in the Road and Bridge Fund into newly established Fund 097. A motion to approve was made by Gumke, seconded by Morris. Motion carried.

Alonge presented the primary election expense report. The total ballots counted was 1,741, and the total election expenses came to $20,428.88, making the cost per vote $11.73. Voter turnout was very low across the entire state. The Medina polling location costs were $1,029.15 with the cost per vote being $12.78. There were 151 voters in Medina, even with the area of people allowed to vote there being expanded.

At 4:11 p.m., the Commission Meeting recessed for the Park Board meeting.

Official Proceedings of the Stutsman County Park Board – August 2, 2022

At 4:11 p.m., Chairman Klose called the regular meeting of the Stutsman County Park Board to order. Joan Morris, Steven Cichos, Ramone Gumke, Mark Klose, Bob Martin and Merri Mooridian (via phone) answered the roll call. Dennis Ova was absent.

A motion to approve the July 2022 minutes as presented was made by Morris, seconded by Cichos. Motion carried.

The next item on the agenda was a request for a Houseboat/Airbnb business opportunity on the Jamestown Reservoir from Becky and Perry Kuss. Neither party attended the meeting or submitted anything in writing to the commission so no discussion was had.

Alonge discussed the Bureau of Reclamation survey for the Game and Fish land as part of the land transfer, which was not done. Alonge received a request that the Park Board authorize the survey to be done by Interstate Engineering and front the cost of the survey. The Park Board would then be refunded for the costs through the quarterly reporting of cabin lot sales. There is one cabin sale to be reported in the amount of $41,000. The quote for the survey from Interstate is about $4,000. Cichos would like a letter

to keep on file from the Bureau with the request. A motion to approve, subject to a letter from the bureau, was made by Cichos, seconded by Gumke. Motion carried.

Alonge also informed the commission that the Bureau is willing to transfer the shared use land that was going to be the site of the Sheriff's building to the Park Board as multi use land. This would need to be done as part of the survey as well. The Bureau would still maintain enough land in case they ever needed to do any dredging or work. A motion was made by Gumke to accept the portion of land, seconded by Morris. Roll call vote: Martin, Mooridian, Gumke, Morris, Cichos, and Klose voted aye: Motion carried.

A motion to approve the bills was made by Morris, seconded by Martin. Roll call vote: Mooridian, Gumke, Morris, Cichos, Klose, and Martin; aye vote. Motion carried.

9333	COLE PAPERS INC	$204.41
9338	FARMERS UNION OIL CO-CENEX	$756.20
9343	GAHNER SANITATION SERVICE	$1,050.00
9355	LANDIS, MARK	$65.00
9364	NAPA AUTO PARTS-PARK	$10.69
9387	STUTSMAN RURAL WATER DISTRICT	$638.46
9395	VISA AUD 1683	$474.38

At 4:20 p.m., a motion to adjourn the park board meeting was by Gumke, seconded by Cichos. Motion carried.

At 4:20 p.m., the Commission meeting was called back to order.

Morris had a question on the Visa bill for the county agent fund because it had a finance charge. Alonge stated that Extension enters and approves their own bills and it did not get entered or approved in time. A motion to approve the bills as presented was made by Cichos, seconded by Morris: Roll call vote: Gumke, Morris, Cichos, and Klose voted aye. Motion carried.

	General Revenue Fund				
9318	4IMPRINT INC	$466.33	9352	JAMESTOWN CITY WATER	$405.25
9321	BEAR, TINA	$360.00	9360	MIELKE OIL COMPANY, INC.	$1,432.53
9325	CABLE SERVICES	$47.31		MONTPELIER CITY AUDITOR - DD	$58.00
9327	CAPITAL ONE TRADE CREDIT	$39.07	9361	MORRIS SEALCOAT & TRUCKING INC	$538,974.50
9403	CENEX FLEETCARD - SO	$4,845.51	9363	NAPA AUTO PARTS	$707.45
9329	CENTRAL BUSINESS SYSTEMS INC	$254.10	9370	NORTH DAKOTA ONE CALL	$42.90
9330	CENTURYLINK	$343.25	9371	NORTHWEST TIRE INC	$28.51
9333	COLE PAPERS INC	$818.66	9372	OTTER TAIL POWER CO	$67.86
9336	DACOTAH PAPER CO	$1,598.52	9374	PREFERRED TRANSMISSION INC.	$263.38
9337	ELECTION SYSTEMS & SOFTWARE	$4,842.04	9382	SIGN SOLUTIONS USA	$165.22
9342	FM TITLE	$40.00	9385	STREETER COOP OIL	$4,782.49
	FREMGEN,FRITZ	$20.88	9387	STUTSMAN RURAL WATER DISTRICT	$125.59
9344	GRAYBAR	$31.28	9389	SWANSTON EQUIPMENT CO	$148.47
9345	HIGH POINT NETWORKS	$1,680.00	9390	TRUE NORTH STEEL	$38,337.80
9347	IDEMIA IDENTITY & SECURITY USA LLC	$5,530.00	9392	TWO RIVERS PRINTING	$829.00
9348	INNOVA INTEGRATED SOLUTIONS	$3,998.03	9397	VISA RD 1766	$116.47
9350	INTEROFFICE-FARGO	$3,387.08	9402	WOODWORTH FARMERS GRAIN CO	$3,768.47
9352	JAMESTOWN CITY WATER	$2,947.21		**Emergency**	
9354	JETSTREAM CAR WASH	$841.85	9341	FINANCIAL MANAGEMENT DIVISION	$15,038.84
9356	LARSON MASONRY, LLC	$1,000.00		**Weed Control Fund**	
9358	MARQUART,ANDREW S	$837.00	9319	AGTERRA TECHNOLOGIES, INC.	$1,123.15
9359	MDU	$1,136.98	9329	CENTRAL BUSINESS SYSTEMS INC	$436.50
			9335	D & B PORTABLES	$145.00

9365	NATIONAL SHERIFF'S ASSOCIATION	$142.00	9346	HOME OF ECONOMY	$89.81
9367	ND DEPT OF TRUST LANDS	$19,008.89	9351	JAMESTOWN CITY BALER	$29.05
9368	ND HOUSING FINANCE AGENCY	$1,276.06	9372	OTTER TAIL POWER CO	$48.70
9369	ND SECRETARY OF STATE	$36.00	9386	STUTSMAN CO ROAD DEPT	$125.59
9375	PRIA	$139.00		**County Agent Fund**	
9376	QUADIENT LEASING USA, INC.	$621.99	9349	INNOVATIVE OFFICE SOLUTIONS, LLC	$77.97
9377	QUILL CORPORATION	$79.76	9357	LEAF	$130.80
9379	RM STOUDT INC	$154.85	9378	R&H MAINTENANCE	$400.00
9380	SANFORD	$66.02	9396	VISA EXT 3424	$407.20
9383	SKRAMSTAD, RONDA	$40.00		**Human Service Zone Human Service Fund Total**	$594.99
9384	STATE BAR ASSOCIATION OF ND	$138.60		**Commissary Fund**	
9388	SUMMIT FOOD SERVICE, LLC	$8,029.30	9328	CDW GOVERNMENT INC	$119.07
9393	VERIZON WIRELESS- SO	$1,207.57	9331	CHARM-TEX, INC.	$7,971.80
9395	VISA AUD 1683	$3,393.26	9353	JAMESTOWN SUN	$234.96
9398	VISA SCCC 1949	$3,670.61	9373	PHOENIX SUPPLY	$2,455.70
9399	VISA SO 1840	$2,266.69	9391	TURNKEY CORRECTIONS	$242.49
9400	VISA SS 1025	$9.45		**Drug Program Fund Total**	$20,490.51
9401	WILHELM CHEVROLET BUICK GMC	$85.15		**Courthouse Building Fund**	
	E 911 Phone System Fund		9381	SCOTT'S ELECTRIC LLC	$102.00
9340	FAST ALERT	$240.00	9401	WILHELM CHEVROLET BUICK GMC	$6,250.00
	County Roads Fund			**County Correctional Center Construction Fund**	
9320	ARAMARK	$345.72	9401	WILHELM CHEVROLET BUICK GMC	$6,250.00
9322	BORDER STATES PAVING INC	$5,419.44		**Information Technology Capital Fund**	
9323	BUFFALO CITY DIESEL	$462.98	9395	VISA AUD 1683	$298.00
9324	BUTLER MACHINERY CO	$203.76		**Road & Bridge Building Fund**	
9326	CAPITAL ONE - RD 604867	$22.85	9346	HOME OF ECONOMY	$724.98
9327	CAPITAL ONE TRADE CREDIT	$110.53		**County Sheriff Capital Fund**	
9334	CREATIVE ENERGY	$8,318.96	9401	WILHELM CHEVROLET BUICK GMC	$71,516.00
9338	FARMERS UNION OIL CO-CENEX	$4,019.93		**FEMA**	
9339	FARMERS UNION OIL COMPANY - PETTIBONE	$14.97		WADSWORTH TOWNSHIP #58 - DD	$31,995.42
9341	FINANCIAL MANAGEMENT DIVISION	$12,508.85		WADSWORTH TOWNSHIP #58 - DD	$4,264.12
9346	HOME OF ECONOMY	$34.99		**Wages**	
				Monday, July 25, 2022	$729,344.63

Chad Kaiser, Sheriff requested clarification as far as proceeding with the re-negotiations of the Ringdahl building. Cichos stated a counteroffer of $815,000 with a triple net lease meaning that Ringdahl would pay all of the expenses while they were leasing the building, and the lease amount be $100,891 per year which would make the cost of $12 per square foot for the main and upper level and $5.00 for the garage space which is going market value.

At 4:26 p.m., a motion to adjourn was made by Cichos, seconded by Morris. Motion carried.

ATTEST:

Jessica Alonge
Auditor/COO

Mark T. Klose
Commission Chairman