Official Proceedings of the Stutsman County Commission – August 6th, 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.

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

Josh Smaage, IT Director, requested permission to re-advertise for an IT Assistant position. Smaage stated the job posting initially closed on July 22, 2013 and the county received ten applications and interviewed three candidates. Josh felt they have not found the ideal candidate for Stutsman County. Initially, the starting salary was posted as $43,409 to $45,163; Smaage would like to make an adjustment and print the salary range as $43,409 to $57,277. Josh requested if the candidate has some experience, the county would like to hire outside the grade three. Smaage will place a job ad at other colleges in the tri-state area. Ova made a motion, seconded by Marks to approve the request to re-advertise for an IT Assistant position and to be able to go outside the step three. Motion Carried.

Marks made a motion, seconded by Schwartz to approve a LSS Housing Jamestown, LLC bond modification change as presented. Motion Carried.

Mickey Nenow, Highway Superintendent, requested approval of a permit to install Stutsman Rural Water District water lines in the northwestern part of Stutsman County, which are areas north of Cleveland, Windsor and Woodworth areas. Ova made a motion, seconded by Neys to approve the permit to install Stutsman Rural Water District water lines as presented. Motion Carried.

Nenow requested approval of a permit to install Montana Dakota Utilities gas line east of Medina on the edge of the county's right-of-way to Albert Hoffman. Schwartz made a motion, seconded by Marks to approve the permit to install Montana Dakota Utilities gas line as presented. Motion Carried.

Nenow requested approval of a permit to install a water line by boring under County Road 65 near Todd Ziegelman's place of residence and feed down in the ditch to the south on the west side of the road to run into a holding tank. Neys made a motion, seconded by Ova to approve the permit as requested. Motion Carried.

Bids were opened for the 6.253 mile segment of County Highway 40. One bid was received from Border States. Border States base bid was $1,978,779.54 and the base bid with the alternate was $2,213,328.54. Stutsman County has received verbal commitments for private funding of County Highway 40. Commissioner Schwartz requested to table the bid in order to view the options. A special commission meeting will be held Friday, August 9, 2013 at 8:00 a.m.

No bids were received for the Caterpillar Model RM-300 Reclaimer. It is the consensus of the board to table the bid opening, re-run the ad in the official newspaper and place an ad on the Butler national website.

Mickey Nenow presented his monthly report. The road department completed a final inspection on County Road 62 and County Road 40. The five sites south of Cleveland are basically completed and needs a final inspection. The two Streeter grade raises are currently being worked on.

Nenow requested to take the no-haul road designation off of County Road 40. The county may have to do pre-haul road inspections or restrict the road when construction starts. Schwartz made a motion, seconded by Marks to approve the removal of the no-haul road designation on County Road 40 until construction starts as presented. Motion Carried.

It is the consensus of the commission board to table the award of the Great River Energy Bid to the special meeting on Friday, August 9th, 2013 at 8:00 am.

Holly Miller and DeAnn Brunner, Jamestown/Stutsman Development Corporation (JSDC) presented the 2014 South Central Dakota Regional Council (SCDRC) dues request to JSDC. The request is the same as last year, the county portion is $12,510 and city's portion is $21,300.00 for a total of $33,810.00. The SCDRC will continue with the quarterly updates to Stutsman County

Commission Board. Ova made a motion, seconded by Marks to approve the dues request for another year as presented. Motion Carried with Neys opposing.

Miller and Brunner presented the 2014 JSDC budget draft to the commissioners. The county share is $83,000.00 which is a five percent increase from last year. Marks made a motion, seconded by Schwartz to approve the 2014 JSDC budget as presented. Commissioner Ova declared a conflict of interest. Roll call vote: Ova abstaining, Marks, Schwartz, Neys, Klose voted aye.

Christina Rittenbach, County Agent, informed the commission board the Extension Office has two positions open due to a resignation letter from Deb Hatlewick, 4-H Volunteer Coordinator and the passing of Teresa Steele, Administrative Assistant. Rittenbach requested approval to increase the 4-H Volunteer Coordinator position to a full-time position and to advertise for both positions. Marks made a motion, seconded by Ova to approve the request as presented. Roll call vote: Ova, Marks, Schwartz, Neys, Klose voted aye.

Fritz Fremgen, State's Attorney, requested permission for out of state travel for Susan Lloyd, Victim Advocate/Witness Coordinator to attend training in Omaha October 15th to October 17th, 2013. Ova made a motion, seconded by Schwartz to approve the request as presented. Motion Carried.

Fremgen presented his monthly report. Fritz informed the commissioners the county is nearing the 30 day window for objections regarding approval of the crew camp zoning ordinance. He has not received any objections. Fremgen stated in the case with Aspen Construction the North Dakota Insurance Reserve Fund (NDIRF) has appointed Mr. Porsborg as the attorney. Fritz is investigating the feasibility of inmates appearing via Interactive Television (ITV) for initial court appearances. The cases from JRCC and Secure Services keep coming. Fremgen stated Robin Iszler, Central Valley Health Unit, requested legal guidance on demolition of a building. Fritz stated Josh Traiser, Intern, has completed his internship with Stutsman County. Fremgen informed the commissioners the old practice of the State's Attorney's Office was to purge files that are approximately twelve years old. The problem with discarding files is there are no records to look back on for a repeat offender. Fritz stated everything is moving towards the digital format. The State's Attorney's Office is working with Josh Smaage and is starting to scan all of the old files. Fremgen stated he is looking at hiring a person to scan the files.

Jerry Bergquist, Emergency Manager/9-1-1 Coordinator, requested permission for Sarah Van De Velde to attend a FEMA workshop in Denver, Colorado on August 29th and 30th, 2013. Ova made a motion, seconded by Schwartz to approve the out of state travel request. Motion Carried.

Bergquist informed the commissioners the building near the radio towers received ice damage late last year. He received quotes from Iverson Construction and Hillerud Construction for repairs on the building. Iverson Construction submitted a quote in the amount of $7,750 and Hillerud Construction's quote is $6,345. Bergquist submitted the quotes to NDIRF. The North Dakota Insurance Reserve Fund accepted Hillerud Construction's quote. Howard Peuser, LEC Maintenance Supervisor suggested to reinforce the roof. Bergquist is looking into different ideas. The consensus of the board is to table this request until the next commission meeting in order to gather more information.

Jerry updated the commissioners on the 9-1-1 status of Barnes County. Barnes County paid $26,204.00 for the backroom infrastructure of 9-1-1 equipment; which Richland County and Stutsman County each received half. The three counties are still working out the maintenance agreement costs. Barnes County is projected to be fully operational by August 14th, 2013.

Schwartz made a motion, seconded by Ova to approve the service agreement with SouthEast Human Service Center as presented. Motion Carried.

Casey Bradley, Auditor/COO, questioned where the commissioners would like the load fees receipted at: the Highway Department or the Sheriff's Department. This is due to the implementation of the county receiving the load fees. Schwartz made a motion, seconded by Marks to approve the money being receipted in the Sheriff's Department and having a separate line item designated for the load limit fine money. Motion Carried.

Bradley, Auditor/COO, requested permission to destroy the paper copies of the commission bills. The commission bills are being scanned, catalogued by invoice, and saved within the new

software system. Neys made a motion, seconded by Schwartz to approve the destruction of the paper copies of the commission bills as presented. Motion Carried.

At 5:10 p.m., the Stutsman County Commission Meeting recessed for the County Park Board Meeting.

Official Proceedings of the Stutsman County Park Board – August 6th, 2013

At 5:15 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.

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

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

COUNTY PARK FUND				
ALL ABOUT STEEL BUILDINGS	$2,891.13	63743	JDR INDUSTRIES INC	$478.19
AMERIPRIDE SERVICES	$509.44	63745	JOB SERVICE NORTH DAKOTA	$1,500.00
AT&T MOBILITY	$45.34	63746	KREBSBACH BACKHOE SERVICE	$2,846.46
BOB'S PLUMBING & HEATING INC	$814.97	63750	MAC'S INC	$138.43
BOYCE EQUIPMENT	$329.66	63757	NAPA AUTO PARTS	$648.54
CENTRAL DAKOTA SANITATION INC	$1,060.76	63767	NORTHERN PLAINS ELECTRIC	$2,790.40
CENTURYLINK	$53.38	63769	O'REILLY AUTOMOTIVE INC	$29.74
COLE PAPERS INC	$339.43	63776	PROBUILD	$28.99
CRA PAYMENT CENTER	$519.85	63795	STOKKELAND CARPET CLEANING	$144.76
CREATIVE ENERGY	$3,495.40	63798	STUTSMAN COUNTY ROAD DEPARTMENT	$3,881.68
DAN POLAND MACHINE INC	$23.40	63799	STUTSMAN COUNTY SOIL CONSERVATION	$1,753.90
FARMERS UNION OIL CO-CENEX	$40.00	63800	STUTSMAN RURAL WATER DISTRICT	$404.00
FEDEX	$28.78	63804	TRACTOR SUPPLY CREDIT PLAN	$3,078.40
HOBBY TIRE	$108.00	63823	WEST END HIDE & FUR	$139.09
JAMESTOWN IMPLEMENT	$22.96			

Fritz Fremgen, State's Attorney, met with the Wilhelm family to inquire what their plans were for the cabin. The Wilhelm family agreed to all of the requirements and deadlines set forth by Stutsman County. Fremgen visited the cabin site on July 31, 2013 and stated progress has been made. Fritz stated the cabin owners have torn into the roof, plywood was seen on the cabin site, a new meter was installed; and they paid their cabin fees as well as installing rural water to the cabin. The cabin owners have hired a new person to mow the lawn.

An update was provided to the park board regarding the North Dakota Federal Land Access Program (ND FLAP). A group of gentlemen toured Pelican Point Campground. The ND FLAP is an organization which is associated with the Department of Transportation and they aid in the improvements of public campgrounds. This organization accepts two projects a year and they are very interested in funding the road portion of Pelican Point Campground project. If ND FLAP approves our project, it will be an 80% / 20% split with the 20% being the county's share. It will be approximately three weeks before the county will know if the project was accepted or denied.

Dennis Lorenz, Park Superintendent, presented his monthly report. Lorenz informed the commissioners the fishing pier cost approximately $10,000.00 in 2007 to build it. Dennis received an estimate in the amount of $20,300.00 to replace the damaged fishing pier. Lorenz stated he carried only liability insurance on the fishing pier. The damage estimate was forwarded on to the Sheriff's Department. It is the consensus of the board not to replace the pier at this time.

Lorenz informed the board he has been dealing with squatters at some of the parks. A light pole had a working electrical outlet mounted on it. Dennis noticed a chest freezer was plugged in to it. The Park Department removed the electrical outlet, trimmed trees, fixed fence, and is working on painting.

Park Commissioner Houge informed the board the cabin owners would like some dust control. An estimate was received and would cost approximately $800 per 1,000 feet. Houge made a motion, seconded by Woodward to approve the request for dust control not to exceed $6,000.00 as presented. Motion Carried.

At 5:45 p.m., a motion to adjourn the Stutsman County Park Board meeting was made by Houge, seconded by Ova. Motion Carried.

At 5:45 p.m., the Stutsman County Commission Meeting reconvened.

Bradley, Auditor/COO, informed the commissioners because of the House Bill 1358 the county has to have projects identified, submitted to the Department of Transportation (DOT) by August 16, 2013, and have a person present the project or lose the money. The county has approximately $4.5 million dollars available. Schwartz suggested submitting Old Highway 10 and Medina North as projects for the house bill. Schwartz made a motion, seconded by Marks to submit two projects on the House Bill 1358; Old Highway 10 and the Medina North to the DOT. Motion Carried.

Ova made a motion, seconded by Neys to approve a beer and liquor application for the Corner Bar at Ypsilanti Ribfest contingent upon the paperwork being completed. Motion Carried.

Stutsman County received letters of concern on the wind energy project from James and Sharon Hastings and Mr. and Mrs. Robert Sprague. The letters of concern have been reviewed by Stutsman County. It has been determined no zoning ordinance will be violated; therefore no action will be taken by Stutsman County. It is being reviewed by the Public Service Commission.

Jay Hesse, Geronimo Wind Energy, informed the commission board regarding a public announcement stating the signing of two long-term wind energy purchase agreements with Xcel Energy. Jay stated approximately 85% of the acres are signed which is approximately 60 landowners. Hesse went over the local economic benefits of the wind farm. This fall, Geronimo will be completing financial commitments and starting to work on road improvements in order to be ready for construction in the spring.

Bradley, Auditor/COO, updated the board of the meal allowance reimbursement rate increase which went into effect August 1, 2013.

Commissioner Neys inquired about the turning lane near Pingree, North Dakota. Bradley, Auditor/COO, stated John Thompson, DOT, was putting the area on the work plan.

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

	GENERAL REVENUE FUND			**UNORGANIZED TOWNSHIP ROADS FUND**	
63660	5 STAR EXPRESS LUBE	$55.99	63798	STUTSMAN COUNTY ROAD DEPARTMENT	$6,578.79
63669	BAKKEN,DUSTIN	$26.56		**Foster Care Trust Fund Total**	$1,420.00
63672	BOB'S PLUMBING & HEATING INC	$276.86		**SOCIAL SERVICES FUND TOTAL**	$56,420.28
63675	BROWN & SAENGER	$124.71		**EMERGENCY**	
63679	BURLEIGH COUNTY SHERIFF'S DEPT	$131.00	63734	INTERSTATE ENGINEERING	$5,873.90
63682	CARQUEST	$6.39	63762	ND DEPT OF TRANSPORTATION	$2,210.13
63689	CENTURYLINK	$815.44		**COUNTY CORRECTIONAL CENTER**	
63690	CHS CREDIT CARD DEPT	$1,901.24	63661	A & B BUSINESS INC	$156.51
63696	COMPUTER INFORMATION SYSTEMS	$6,000.00	63670	BEHAVORIAL INTERVENTIONS	$2,494.38
63705	DACOTAH PAPER CO	$274.16	63672	BOB'S PLUMBING & HEATING INC	$358.19
63707	DAKOTA RENTAL CENTER LLC	$37.45	63675	BROWN & SAENGER	$890.86
63712	DUMBECK,KRISTA	$304.35	63676	BROWN,DORINDA	$24.65
63719	FREMGEN,FRITZ	$39.55	63684	CBM FOOD SERVICE	$18,477.13
63721	GRAYBAR	$491.36	63686	CENTRAL BUSINESS SYSTEMS INC	$63.00
63722	GUMKE,RAMONE	$164.00	63687	CENTRAL DAKOTA MECHANICAL INC	$218.00
63725	HEBRON BRICK SUPPLY CO	$438.22	63689	CENTURYLINK	$402.21
63727	HESS,KEITH	$164.00	63692	COLE PAPERS INC	$289.46
63731	HUNT,KATELYNN MINNICK-	$279.25	63704	CULINEX	$34.40
63732	INFORMATION TECHNOLOGY DEPT	$65.95	63705	DACOTAH PAPER CO	$1,462.66
63735	INTERSTATE TESORO	$375.55	63706	DAKOTA 9-1-1 CONFERENCE	$150.00
63737	JAMES RIVER PEST CONTROL & GREEN LAV	$122.32	63709	DAN POLAND MACHINE INC	$432.50
63738	JAMESTOWN AMBULANCE	$1,250.00	63714	ESSENTIA HEALTH	$500.00
63739	JAMESTOWN CITY WATER DEPT.	$673.80	63723	GUN & REEL SPORTS INC	$420.00
63744	JETSTREAM CAR WASH	$68.10	63730	HUGO'S 9	$2.38
63748	LINDSAY SOFT WATER	$97.20	63736	J & L SERVICE	$108.00
63750	MAC'S INC	$45.71	63737	JAMES RIVER PEST CONTROL & GREEN LAV	$63.45
63753	MEDINA AMBULANCE SERVICE	$790.00	63739	JAMESTOWN CITY WATER DEPT.	$1,875.03
63756	MORLEY,BRENT	$81.50	63744	JETSTREAM CAR WASH	$647.51
63759	NATIONAL SHERIFF'S ASSOCIATION	$103.00	63750	MAC'S INC	$12.79
63760	ND ASSOCIATION OF COUNTIES	$50.00	63755	MILLER, JAMIE	$513.58
63766	NDPOA	$200.00	63758	NARDINI FIRE EQUIPMENT OF ND	$155.00
63767	NORTHERN PLAINS ELECTRIC	$121.00	63764	ND INSURANCE DEPARTMENT	$100.00
63771	OTTER TAIL POWER CO	$3,570.02	63771	OTTER TAIL POWER CO	$6,044.38
63772	PERLEBERG,TYLER	$294.93	63773	PHARMCHEM INC	$399.00
63774	PRESS ROOM,THE	$382.00	63775	PRIMARY PRODUCTS COMPANY	$687.50
63776	PROBUILD	$36.66	63776	PROBUILD	$46.67

63785	ROUGH RIDER INDUSTRIES	$22.50	63781	REDWOOD TOXICOLOGY LABORATORY INC	$18.00
63786	SCHNABEL,SHEILA	$25.00	63784	RM STOUDT INC	$64.05
63788	SIMONSON,MIKAL	$130.50	63787	SCHUBERT'S CARPET ONE	$25.83
63792	SPRINGSTED INCORPORATED	$9,500.00	63790	SMITTY'S CARPET SHOP INC	$26.79
63793	STATE BAR ASSOCIATION OF ND	$170.00	63794	STEIN'S INC	$247.72
63807	TUTON,LONDA	$25.00	63803	THRIFTY DRUG-WHITE DRUG	$677.63
63810	VERIZON WIRELESS	$566.29	63810	VERIZON WIRELESS	$123.05
63811	VISA AUD 1683	$1,045.59	63812	VISA LEC 4635	$533.73
63812	VISA LEC 4635	$72.02	63818	WALMART COMMUNITY BRC_894	$68.57
63814	VISA SO 4194	$22.91	63825	WILDSIDE CREATIONS INC	$718.00
63821	WEGENAST,COLIN	$25.00		**WEED CONTROL FUND**	
63822	WEGENAST,TONI	$25.00	63689	CENTURYLINK	$8.67
63824	WEST GROUP PAYMENT CENTER	$496.18		**VETERANS SERVICE FUND**	
63826	WILLIAMS-LISKO FUNERAL	$750.00	63689	CENTURYLINK	$17.35
	CHAPEL LTD			**COUNTY AGENT FUND**	
	E 911 PHONE SYSTEM FUND		63675	BROWN & SAENGER	$32.98
63663	ALERT-ALL CORP	$108.00	63686	CENTRAL BUSINESS SYSTEMS INC	$671.64
63706	DAKOTA 9-1-1 CONFERENCE	$300.00	63768	NOVAK,LINDSEY	$442.62
	COUNTY ROADS FUND			**TAX REFUND**	
63673	BORDER STATES PAVING INC	$58,928.41	63724	HASTINGS, JAMES O	$1,486.45
63681	CALUMET SUPERIOR LLC	$142,599.60	63754	MICHAEL, JAMES	$3,151.39
63683	CARQUEST AUTO PARTS	$55.94	63819	WANZEK, SHAWN	$433.72
63691	CNH CAPITAL	$59.75		**COMMISSARY FUND**	
63701	CREATIVE ENERGY	$3,211.20	63665	AMERICAN INSTITUTIONAL SUPPLY	$32.98
63702	CROSSROADS REPAIR LLC	$84.62	63680	CABLE SERVICES	$47.31
63715	FARGO TRAILER CENTER	$1,482.19	63685	CDW GOVERNMENT INC	$468.01
63716	FARMERS UNION OIL CO-CENEX	$3,217.92	63698	COUNTRY PEDDLER, THE	$168.00
63717	FASTENAL CO	$256.92	63806	TURNKEY CORRECTIONS	$132.98
63728	HOBBY TIRE	$90.00	63812	VISA LEC 4635	$22.00
63733	INSURE FORWARD FARGO	$913.00	63818	WALMART COMMUNITY BRC_894	$104.97
63734	INTERSTATE ENGINEERING	$6,837.20		**DRUG PROGRAM FUND TOTAL**	$43.37
63739	JAMESTOWN CITY WATER DEPT.	$12.30		**COURTHOUSE BUILDING FUND**	
63745	JOB SERVICE NORTH DAKOTA	$7,503.78	63711	DRAGNET ENTERPRISES	$3,520.00
63747	LAWSON PRODUCTS INC	$38.06		**COUNTY CORRECTIONAL CENTER CONSTR FUND**	
63749	LYLE SIGNS, INC.	$36.20	63687	CENTRAL DAKOTA MECHANICAL INC	$11,876.00
63750	MAC'S INC	$94.93		**DATA PROCESSING FUND**	
63751	MARG'S HANDY WORK	$70.00	63685	CDW GOVERNMENT INC	$375.36
63752	MDU	$54.17	63689	CENTURYLINK	$17.35
63757	NAPA AUTO PARTS	$839.39	63696	COMPUTER INFORMATION SYSTEMS	$6,000.00
63762	ND DEPT OF TRANSPORTATION	$277.20	63697	COMPUTER PROFESSIONAL ULTD INC	$2,788.38
63767	NORTHERN PLAINS ELECTRIC	$32.00	63699	CPS TECHNOLOGY SOLUTIONS	$1,587.39
63769	O'REILLY AUTOMOTIVE INC	$316.06	63720	GEOLAND MANAGEMENT LLC	$600.00
63771	OTTER TAIL POWER CO	$526.88	63809	TYLER TECHNOLOGIES INC	$11,398.63
63777	QUALITY SERVICE & REPAIR	$162.37	63811	VISA AUD 1683	$1,212.65
63778	QUILL CORPORATION	$155.98		**BOND FORFEITURE FUND**	
63779	RDO TRUCK CENTERS	$964.58	63768	NOVAK,LINDSEY	$125.39
63782	RHOMAR INDUSTRIES, INC	$203.24		**GAME AND FISH FUND**	
63784	RM STOUDT INC	$36.70	63763	ND GAME & FISH DEPARTMENT	$54,025.00
63789	SINCLAIR,JOHN	$198.88		**JOB INCENTIVE FUND**	
63796	STREETER COOP OIL	$2,617.50	63741	JAMESTOWN STUTSMAN DEVELOPMENT CO	$213.00
63801	SWANSTON EQUIPMENT CO	$1,031.38		**FEMA**	
63804	TRACTOR SUPPLY CREDIT PLAN	$10.74	63734	INTERSTATE ENGINEERING	$466.00
63805	TRUE NORTH STEEL	$38,341.22	63798	STUTSMAN COUNTY ROAD DEPARTMENT	$3,840.31
63808	TWO RIVERS PRINTING	$271.00		GERMAINIA TOWNSHIP	$11,129.95
63813	VISA RD 3599	$345.23		CHICAGO TOWNSHIP	$3,884.89
63816	WALLWORK INC,W W	$11.91		WAGES 6-25-2013	$496,875.07
63817	WALMART COMMUNITY BRC_2896	$335.59		WAGES 7-25-2013	$515,247.78
63823	WEST END HIDE & FUR	$339.51			

At 6:33 p.m., a motion to adjourn was made by Neys, seconded by Schwartz. Motion Carried.

ATTEST:

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Casey Bradley
Auditor/COO

Mark T. Klose
Commission Chairman