Official Proceedings of the Stutsman County Commission – August 19th, 2014

At 8:00 a.m., Chairman Klose called the mid-month meeting of the Stutsman County Commission to order. Mark T. Klose, Dennis Ova, Dale Marks, Craig Neys, and David Schwartz answered the roll call.

Connie Ova, Jamestown/Stutsman Development Corporation (JSDC) requested approval of South Central Dakota Regional Council (SCDRC) annual dues for 2015. The requested amount is for $33,810 and is a 63/37 percent split between the city and county. The county's portion is $12,510. Tracy Musland, Business Manager of SCDRC, presented a quarterly report for SCDRC. The SCDRC was awarded the Bush Foundation Community Innovation Grant of $121,500 to implement the Regional Building Inspector Assistance. South Central Dakota Regional Council was awarded the USDA Rural Business Enterprise Grant which is for small emerging business consulting. The USDA grant is in the amount of $24,000 with matching funds of $26,000 for a total of $50,000. Musland informed the commissioners on July 10, 2014; the SCDRC Loan Funds Committee approved a $150,000 loan to Kevin and Kimberly Thoele of Buffalo City Diesel, Inc. to purchase a building and land as well as for improvements. The SCDRC will be moving to their new office space in the Legacy Center and will be leasing from Lutheran Social Services. Two applications were received under the FEMA Mitigation Project: Barnes County 2011 Flood and the Verona Generators. Great Plains Processing, LLC and Carbontec Energy Corp completed the projects and the final report was accepted by APUC. Endless Harvest is the only project open at this time. The Small Business Development Center has 106 distinct customers and has provided 354 counseling hours. The SCDRC informed the commissioners on the Community Development Block Grant (CDBG) Projects: Stutsman County James River Senior Center purchased kitchen equipment; the City of Marion storm water life station has expanded and is ongoing; City of Streeter water main improvement is still in the construction process; City of Kensal Memorial Hall's removal of architectural barriers has been completed; City of Hannaford's removal of architectural barriers has been completed; City of Cooperstown well re-location has been completed; City of Dazey's removal of architectural barriers and insulation in the community center has been completed; City of McHenry lagoon rehabilitation 2014 project has completed the final application and the environmental review is in progress; City of Cleveland's sanitary sewer and lift upgrade 2014 project has completed the final application and the environmental review is in progress; Stutsman County's removal of architectural barriers in the Law Enforcement Center bathrooms 2014 project has completed the final application and the environmental review is in progress; City of Kulm's removal of architectural barriers, windows, and siding in the Senior Center 2014 project has partial funding available for project. Ova made a motion, seconded by Schwartz to approve the annual dues request as presented. Motion Carried.

Connie Ova, JSDC, requested approval of the continuation of matching grant funding for 2015 of $75,000 for Jamestown Tourism. It is an 80/20 percent city/county split with the county's portion being $15,000. The grant funds are used for items like XTERRA Off-Road Festival, Kite Festival, and James River Rodeo. Schwartz made a motion, seconded by Neys to approve the grant funding for Jamestown Tourism as presented. Roll call vote: Ova, Marks, Schwartz, Neys, Klose voted aye.

Connie Ova requested approval of a Flex PACE Interest buy-down for Jamestown Regional Airport Authority to construct an airport hangar for up to $43,000. It is an 80/20 percent city/county split with the county's portion being $8,600. The hanger will have eighteen bays and will be rented out to individuals to store their aircraft. Neys made a motion, seconded by Marks to approve the request as presented. Roll call vote: Marks, Schwartz, Neys, Klose, Ova voted aye.

Connie Ova, JSDC, requested approval of an Affordable Housing Flex PACE Program Funding request. This is just for affordable housing. The JSDC Board of Directors recommended earmarking funds for up to 60 units which is $642,900 to be provided as the "community share" to participate in Flex PACE Affordable Housing multi-family workforce housing projects in Jamestown and Stutsman County. This would be available to any community in Stutsman County that sets their definition of affordable and the community share is special assessed to the property that benefits. It is unknown the split of the dollars until it is requested; however, inside the City of Jamestown would be 100% and outside the City of Jamestown would be 100% county. The sunset date on this project will correlate with the Bank of North Dakota sunset date of 6/31/2015. It is up to each community what they consider affordable. The funding request would be able to use infrastructure as a match. Commissioner Schwartz expressed concern of each community making their determination of affordability. He believes there should be a standard definition of what is affordable. Commissioner Klose stated he would like to see the county approve items where it doesn't cost a lot of money since we have some bigger projects coming up in the next few months. Schwartz made a motion, seconded by Neys to table the affordable housing flex pace program request in order to gather more information. Motion Carried.

Connie Ova requested approval to fund Phase one of Jamestown Aquifer study up to $99,999.99. It has become evident that water availability for future projects at Spiritwood Energy Park (SEPA) and Stutsman Industrial Park as well as water concerns relating to a possible CHS fertilizer plant in Spiritwood Township. The study is to determine whether fresh water can be taken from the Jamestown Aquifer and replace with waste water currently contracted between GRE and the City of Jamestown and what environmental impact this would have. Ova made a motion, seconded by Schwartz to approve the study request as presented. Roll call vote: Schwartz, Neys, Klose, Ova, Marks voted aye.

Connie Ova, JSDC, requested approval of incentive funds to repair the roof on the building co-owned by JSDC for economic development and the Jamestown Chamber of Commerce. The cost is estimated to be around $20,000 and will last two to five years. This will be a 90/10 percent city/county split with the county's portion being $2,000. Neys made a motion, seconded by Schwartz to approve the request as presented. Roll call vote: Neys, Klose, Ova, Marks, Schwartz voted aye.

Robin Iszler, Central Valley Health District (CVHD) presented her 2015 budget and the various state and federal programs. The overall budget for CVHD is approximately $2.4 million. The revenue for Stutsman County is projected to be $925,981 and the expenditures are projected to be $1,067,703. Ova made a motion, seconded by Neys to approve Casey Bradley, Auditor/COO, to jointly approve the 2015 budget for Central Valley Health Department and Logan County as presented. Roll call vote: Klose, Ova, Marks, Schwartz, Neys voted aye.

Neys made a motion, seconded by Ova to approve a beer and liquor license and Sunday alcoholic beverage permit application for Ronald Davis dba/Cuz'n Ron's Saloon. Motion Carried.

Casey Bradley, Auditor/COO, presented the 2015 Stutsman County initial budget/supplemental budget information; the 2015 Stutsman County initial budget requests; and the 2015-2019 Stutsman County capital budgets to the commissioners. Bradley, Auditor/COO, presented a summary of significant changes by department consisting of a three percent cost of living allowance (COLA), two-thirds of the Springsted compensation study, and a projected increase of seven percent health insurance increase. The changes are listed as the following: County Commission – COLA adjustment; Auditor – COLA, Springsted study and one FTE (Staff Appraiser); Treasurer – COLA and dues; State's Attorney – COLA, Springsted study, publishing/printing, one FTE is being requested but is not in the budget at this time; Recorder – COLA; District Court – Net Increase of $1,000; Juvenile Court – Net Increase of $5,000 due to increase in Juvenile Detention costs; Building Maintenance – COLA and decrease in projects; Non-Departmental – Net Increase of $139,200 increase mainly for one-time funding of phone system replacement costs; Sheriff – COLA, Springsted study, and step adjustment for Sheriff; Emergency Management – COLA and Springsted study; Primary/General Election – 2015 is not an election year, no equipment is anticipated at this time; FICA/Automation Levy – Proportionate to salary changes; Road and Bridge – multiple equipment replacements but only one road project is anticipated, additional state appropriations will cause the need for budget adjustments; Social Service Fund – previously reviewed as a part of the Social Service Board; Parks – deficit spending for major projects; Emergency Fund – no major projects planned, however, one project is still under litigation at this point; Corrections – slight budget deficit caused by transfer being taken from corrections to fund the phone system replacement which will be replaced in 2016; Veterans – COLA and Springsted Study; Extension – no major changes; Health Insurance Levy -- it is within the limits established by the board; Matching Federal – Transfer for Federal Aid project; Courthouse Building Fund – there is less major projects; Data Processing – see the capital budget, one FTE is added with anticipated revenues coming from Social Service fund as well as $15,000 from Public Health. Bradley, Auditor/COO, presented an analysis of 2015 health insurance changes. The monthly family premium is $1,325.47, Stutsman County contributes 80% or $1,060.38 per month and the employee contributes 20% or $265.09 per month for a full-time employee (forty hours per week). The monthly single premium is $548.63, Stutsman County contributes 90% or $493.77 per month and the employee contributes 10% or $54.86 per month for a full-time employee (forty hours per week). The part-time employees will be prorated based on their FTE status. Casey Bradley, Auditor/COO, presented an analysis of the 2015 retirement and FICA changes. The changes are as follows: the employees will continue to contribute the same two percent of their income into the retirement and Stutsman County will continue to contribute the same 13.26 percent; the remainder of the Springsted study, three percent COLA, and a step increase for employees not impacted by the salary survey; includes board directed staff increases for IT and Staff Appraiser. It does not include the requested increase in the State's Attorney's Office. The Commission Board's directive was to not increase levies more than seven percent. The county is looking at a 13.5% increase in the tax base; with the net new growth the county will be around a 1.4% increase compared to last year which was at eight percent. In 2013, one mill generated $80,355; for 2014 one mill will generate $91,009. The tax implication of the proposed mill rate on a

$75,000 home is as follows: the taxable value is $3,375, in 2014 the taxes were $382.02 less a discount of 45.84 due to the house bill for a total of $336.17, and in 2015 the taxes are projected to be $360.52 less $43.26 due to a house bill discount for a total of $317.26 which is a decrease of $18.92 compared to the 2014 year. It is the consensus of the commissioners to visit with Fritz Fremgen, State's Attorney, regarding his budget as well as looking through the rest of the budget to see if there are any other changes they would like to make.

Bradley, Auditor/COO, presented the 2015-2019 Stutsman County Capital Budget. The countywide summary is as follows: Equipment, $1,371,100; Fleet, $831,827; Parks, $1,150,000; Public Facilities, $442,000; Road and Bridge, $500,000; Technology, $54,880. The total funding by source is as follows: Bond Proceeds, $0.00; Federal Grants, $755,000; Fund Balance, $712,000; Local Grant/Donation, $0.00; Other, $0.00; Property Tax, $2,432,807; State Grant, $450,000 for a grand total of $4,349,807. The 2014 proposed capital investments are comprised of the following: 34% for Equipment; 11% for Fleet; 20% for Parks; 8% for Public Facilities; 26% for Road and Bridge, and one percent for Technology. The 2015 proposed funding sources are split out by 23% State Grants; 17% Federal Grants, 17% Fund Balance; and 43% Property Tax. A summary and itemized description was submitted by each department.

Casey Bradley, Auditor/COO, received a request from Sanford Health AirMed offering a special county-wide membership of air service for any resident of Stutsman County for $99,845 per year. Schwartz made a motion, seconded by Neys to deny the request as presented. Motion Carried.

Bradley, Auditor/COO, presented the election statistics/expenses report for the Primary Election. The cost was $7.20 per vote. Bradley requested to decrease the cost by eliminating the first Saturday for early voting.

Casey Bradley, Auditor/COO, received a request from CHS, Inc. to solicit construction road bids. CHS, Inc. would like to move forward with the bidding process, in anticipation of building a construction road to the proposed CHS Spiritwood fertilizer plant construction site. The bids would be due September 15, 2014 and awarded September 16, 2014. CHS, Inc. will make a final decision on the overall project once they have cost estimates. Schwartz made a motion, seconded by Ova to approve the request as presented. Motion Carried.

Marks made a motion, seconded by Neys to approve the taxable meals and mid-month bills. Roll Call vote: Ova, Marks, Schwartz, Neys, Klose voted aye.

	GENERAL REVENUE FUND			**COUNTY ROADS FUND CONT'D**	
67280	A & B BUSINESS INC	$153.67	67329	NAPA AUTO PARTS	$501.85
67282	BAKKEN,DUSTIN	$189.00	67334	NORTHWEST TIRE INC	$923.07
67283	BALCO UNIFORM CO INC	$127.77	67335	OTTER TAIL POWER CO	$616.41
67288	BROWN & SAENGER	$627.81	67339	QUALITY SERVICE & REPAIR	$192.84
67290	CASS COUNTY TREASURER	$4,185.00		SPIRITWOOD TOWNSHIP #51 DD	$190.00
67296	CREATIVE ENERGY	$832.55	67345	STRATA CORP AGGREGATE DIVISION	$23,412.00
67301	DAN POLAND MACHINE INC	$33.50	67346	STUTSMAN COUNTY GLASS	$190.00
67302	EHRLICH,BRIAN	$56.00	67348	TDS METROCOM	$8.60
67303	ELECTION SYSTEMS & SOFTWARE	$2,279.88	67349	TITAN ACCESS ACCOUNT	$148.16
67304	FARMERS UNION OIL CO-CENEX	$64.42	67353	WEST END HIDE & FUR	$9.69
67309	HAROLDSON'S A & B BUSINESS	$529.95		**SOCIAL SERVICES FUND TOTAL**	$592.09
67311	HOME OF ECONOMY	$38.69		**COUNTY PARK FUND**	
67313	INFORMATION TECHNOLOGY DEPT	$66.10	67293	CENTRAL DAKOTA SANITATION INC	$1,060.76
67316	JAMESTOWN AMBULANCE	$124.37	67294	CENTURYLINK	$125.17
67317	JAMESTOWN CITY AUDITOR	$750.00	67307	GLACIER DUST CONTROL	$4,622.99
67318	JAMESTOWN COMMUNICATIONS INC	$75,105.25		**COUNTY CORRECTIONAL CENTER**	
67319	JAMESTOWN I-94 CLARK	$1,260.48	67280	A & B BUSINESS INC	$172.16
67322	JOBS HQ	$330.60	67284	BALLAINE,SETH	$141.00
67326	MDU	$212.10	67286	BOB'S PLUMBING & HEATING INC	$304.89
67328	MILLER,KEVIN	$56.00	67294	CENTURYLINK	$164.00
67331	NATIONAL SHERIFF'S ASSOCIATION	$106.00	67295	CLASSIC COUNTRY KSJB	$150.00
67332	NETWORK CENTER COMMUNICATIONS	$155.00	67297	DAKOTA 9-1-1 CONFERENCE	$198.00
67333	NORTHERN PLAINS ELECTRIC	$123.00	67310	HOLZWORTH,MERCEDEZ	$141.00
67335	OTTER TAIL POWER CO	$4,977.64	67314	INGSTAD FAMILY MEDIA	$250.00
67336	OTTMAR & OTTMAR PC	$324.00	67322	JOBS HQ	$110.34
67337	PRAXAIR DISTRIBUTION INC	$97.40	67326	MDU	$527.82
67338	PRESS ROOM,THE	$28.50	67332	NETWORK CENTER COMMUNICATIONS	$241.25
67343	SANDNESS LAW OFFICE	$180.00	67335	OTTER TAIL POWER CO	$7,238.33
67344	SCHAFFER,DIANNE	$40.00	67348	TDS METROCOM	$158.40
67347	SUPREME COURT OF ND	$25.00		**WEED CONTROL FUND**	
67348	TDS METROCOM	$143.88	67306	GCR TIRE CENTERS	$411.82
67350	TWO RIVERS PRINTING	$57.00	67312	HORVICK MFG CO	$21.41
67353	WEST END HIDE & FUR	$40.24	67321	JAMESTOWN SUN	$574.20
67354	WEST GROUP PAYMENT CENTER	$499.99	67330	NAPA AUTO PARTS-WEED	$76.97
	E 911 PHONE SYSTEM FUND		67341	RENTAL STORE,THE	$50.00
67294	CENTURYLINK	$1,322.73	67352	VERIZON WIRELESS	$234.63
67298	DAKOTA CENTRAL TELECOMMUNICATIONS	$432.07		**VETERANS SERVICE FUND**	
67299	DAKOTA CENTRAL TELECOMMUNICATIONS	$225.75	67348	TDS METROCOM	$5.42
67348	TDS METROCOM	$17.33		**COUNTY AGENT FUND**	

	COUNTY ROADS FUND		67288	BROWN & SAENGER	$81.83
67281	AMERIPRIDE SERVICES	$386.04	67298	DAKOTA CENTRAL TELECOMMUNICATIONS	$112.08
67287	BORDER STATES PAVING INC	$9,386.04	67342	RITTENBACH,CHRISTINA	$525.00
67288	BROWN & SAENGER	$172.02	67348	TDS METROCOM	$5.87
67289	BUTLER MACHINERY CO	$425.92		**Capital Project Fund**	
67292	CENTRAL BUSINESS SYSTEMS INC	$72.00	67315	INTERSTATE ENGINEERING	$122,667.46
67299	DAKOTA CENTRAL TELECOMMUNICATIONS	$161.92	67351	UPPER PLAINS CONTRACTING, INC	$491,418.57
67300	DAKOTA VALLEY ELECTRIC	$8.00		**DATA PROCESSING FUND**	
67304	FARMERS UNION OIL CO-CENEX	$6,786.18	67291	CDW GOVERNMENT INC	$3,387.84
67305	FASTENAL CO	$205.63	67313	INFORMATION TECHNOLOGY DEPT	$644.45
67308	GRUENSTEIN,LARRY	$120.40	67340	QUILL CORPORATION	$512.07
67315	INTERSTATE ENGINEERING	$98,740.07		**JOB INCENTIVE FUND**	
67323	JOHN DEERE FINANCIAL	$2,673.03	67320	JAMESTOWN STUTSMAN DEVELOPMENT CORP	$15,750.00
67324	KLUBBEN EXCAVATING INC	$50,050.00		**FEMA**	
67325	MAC'S INC	$44.14	67285	BEAVER CREEK ARCHAEOLOGY	$1,650.00
67326	MDU	$93.96		CORWIN TOWNSHIP #10-DD	$2,001.92
	MEDINA CITY AUDITOR -DD	$18.85		SYDNEY TOWNSHIP #56-DD	$151.81
67327	MIELKE OIL COMPANY, INC.	$2,227.00		VALLEY SPRINGS TOWNSHIP #57-DD	$736.61

At 9:57 a.m., a motion to adjourn was made by Schwartz, seconded by Marks. Motion Carried.

ATTEST:

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Casey Bradley
Auditor/COO

Mark T. Klose
Commission Chairman