Official Proceedings of the Stutsman County Commission – August 29th, 2013

At 7:00 a.m., Chairman Mark Klose called the special meeting of the Stutsman County Commission meeting to order. Present were Denny Ova, Dale Marks, David Schwartz, Craig Neys, and Mark T. Klose answered the roll call.

Casey Bradley, Auditor/COO, presented information of the projected taxes for 2013 compared to 2012 and the projected mill levy for 2013 compared to 2012. The 2013 projected value of a mill was approximately $75,000. It increased to $76, 412. The county did have a change in the health insurance fund which decreased the fund by .39 mills from the previous estimation.

Bradley, Auditor/COO, stated the summary of the Sheriff's Office budget request is as follows: increased wages for COLA; increased wages for two proposed new staff of $25,000 (assuming 25% grant match in year 1, 50% in year 2, 75% in year 3 and 100% county cost in year 4); $15,000 increase in additional overtime; $5,000 natural growth and $10,000 for two additional staff members; minor increases in range costs, postage, phone, public education, and maintenance and repairs, etc.; training expenses increased by $4,000; safety and equipment and arsenal increased by $5,200; purchase of assets increased by $39,500, roughly $34,500 is for a 25% grant match for equipment related to the addition of two staff members. Chad Kaiser, Stutsman County Sheriff, informed the commissioners the Sheriff's Department received 8,175 calls for service in 2012. Currently, they have received approximately 5,000 calls for service which will be about 580 calls above last year. The Sheriff's Department visits the smaller communities in Stutsman County once per week, one to two officers are busy transporting prisoners, and the investigative officer has been kept busy with burglaries. Often times the investigative officer has been pulled to answer calls as well as pulling night staff to work days. Kaiser has budgeted $30,000 for overtime.

Bradley, Auditor/COO, and Jim Fettig, Maintenance Supervisor, presented a summary for the maintenance budget which consists of a COLA increase and increase for transfer into building fund account for major capital improvement projects. The major capital projects increase by $60,000 for the courthouse and memorial building. Some projects consist of replacing countertops, parking, and none ADA compliant furnishings to keep up standards. This is funded by a state grant which is a 75% / 25% split. The Maintenance Department would like to replace heat exchangers which are starting to crack, caulk windows which would be funded by a 50% / 50% state grant; and replace last four heat pumps on second floor. The heat pumps would be funded by a Courthouse Facilities Grant which is an 80% / 20% split. Another project is the elevator modification. The job controls are failing. The county paid for the parts in 2013; the labor portion remains to be paid. The main floor of the courthouse needs new carpet. The carpet will be purchased in 2013 and will be installed over the next few years. Fettig would to replace the boiler since it has out lived its life expectancy by eight years. Jim would like to replace the lighting on second floor with LED lighting. This would be funded by a 75% / 25% state grant and could possibly have a payback in two years through energy savings. The courthouse roof needs replacement. Fettig is recommending a rubber roof. It is expected to cost approximately $92,000; $88,000 would come from the fund balance and the rest through local funding. Heat pumps need replacement since most have outlived the life expectancy by five years. The projected plan is to replace two heat pumps every year over the next five years. Fettig would like to shingle the garage in 2014, purchase a newer truck and plow for snow removal in 2015, font end loader for snow removal in 2017, and a cooling tower replacement in 2018. There is a possibility of the Court system adding another staff person next year. The county is responsible to provide an office space for them. Bradley, Auditor/COO, informed them the county has no more office space available and they will need to find space upstairs. The county is currently providing a temporary office space for the court system. It is becoming a problem due to the increase in traffic within the office.

Fritz Fremgen, State's Attorney, budget summary is as follows: increased wages for COLA; increased wage line item of $80,000 for full cost of new staff (if approved would be transferred to FICA, retirement, and health insurance budgets); increased transcript costs; and increased publishing and printing costs. Fremgen is also requesting the county board to fund for an intern and a clerk to scan documents which is a temporary position. Fritz stated he has been working approximately forty hours of overtime each month. Fritz reported the intern, Josh Traiser, helped a lot and has got him caught up. Fremgen stated if he received the full-time staff person, the State's Attorney department would not need the intern or the scan clerk.

Alden Kollman, Historical Society, is requesting a $3,000 increase to their annual contribution which is a 50% increase over the previous year's contribution. The current mill rate will generate $13,754, of which $6,000 is requested by the Frontier Village leaving $7,754 or a short fall of $1,246. Kollman was under the impression the mill levy would generate approximately $18,000. The Historical Society will have an increased cost in insurance due to the gazebo and the society would like to repair the sprinkler system since it is 27-28 years old. The museum has water damage on the north side that needs to be repaired as well as an increase in staffing requirements. Bradley, Auditor/COO, explained to Kollman there is no carryover from year to year. It is a dedicated levy. Kollman stated they would like to increase their request by $1,754 for a total of $7,754.

Mickey Nenow, Highway Superintendent, provided a summary of his budget to the commissioners. It is as follows: increased wages for COLA; increasing the FTE status of six employees; major construction projects; main bock shop replacement; and outlying shop replacement. The Woodworth shop is in bad shape and would cost more to repair. Mickey would like to build a 30' x 50' x 18' building. The Road Department received a rough estimate of $67,000 to build a shop. Mickey is getting quotes to replace the back shop on the main building of the County Road Department. Nenow would like to replace the Montpelier motor grader, but would be able to put this off for one year. It is the consensus of the board to remove the motor grader from the budget. The Road Department will have some major road projects which will be funded through federal grants, state grants, and fund balance. The health insurance is a source of contention in the Road Department. Bradley, Auditor/COO, reported to the commissioners the rate of pay is right on with market value. In the Stutsman County Personnel Policy Manual & Handbook, it states the health insurance will be prorated according to the employee's FTE status. Mickey has eleven part-time employees and approximately four are willing to go full-time. A rough estimate of health insurance costs with a comparable company showed the county is approximately $500 less in employee premiums per year.

It is the consensus of the commissioners to leave the Sheriff's Department budget as is depending on receiving grant money; no changes to the Maintenance Department were made; the State's Attorney Department will not receive a full-time employee, but would continue with the intern and a clerk to scan documents.

A question was raised regarding the Senior Citizen's Center building and what is the intention of the county. The county could list the building with a realtor or to put it up for auction. The county would need three weeks' notice if the county is going to put it up for auction. It is the consensus of the commissioners to get an opinion on the sewer system.

At 9:28 a.m., a motion to adjourn was made by Ova, seconded by Schwartz. Motion Carried.

ATTEST:

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Casey Bradley	Mark T. Klose
Auditor/COO	Commission Chairman