Official Proceedings of the Stutsman County Commission- September 5, 2017

At 4:00 pm Chairman Klose called the regular meeting of the Stutsman County Commission to order. David Schwartz, Denny Ova, and Dale Marks answered the roll call. Craig Neys was present via phone.

Ova motioned to approve minutes from the last two meetings, seconded by Schwartz. Motion carried.

Nicole Meland, Interim Auditor/COO, introduced the new Deputy Treasurer Haylee Albrecht. Meland also requested that Haylee Albrecht be added to all bank accounts. Marks made a motion to add Albrecht to the bank accounts, seconded by Neys. Motion carried.

Sam Seafeldt, Jamestown Regional Airport Authority Manager, presented the airport's annual budget. Currently, there is an average of 1,100 boardings per month and these are projected to continue to increase. The Airport's budget is within the guidelines. The need for additional flights will be assessed by the Department of Transportation in March.

Chad Kaiser, Stutsman County Sheriff, discussed the department of labor complaint filed by Elizabeth Kapp. The report found no wrongdoing on the part of the Sherriff's Office and Stutsman County.

Tyler Perleberg, Director of Tax Equalization/Zoning Administrator, presented an abatement request for parcel number 40-0421010. Perleberg recommended lowering the taxable value to $21,600. A motion was made by Schwartz, seconded by Marks to approve the appraisal value. Ova, Marks, Schwartz, Neys, and Klose voted Aye. Motion carried. Perleberg presented another abatement request for parcel 35-5200110. Perleberg recommended lowering the value from $335,000 to $246,400. A motion was made by Ova, seconded by Schwartz to approve the recommendation. Marks, Schwartz, Neys, Klose, and Ova voted aye. Motion carried.

Mickey Nenow, County Highway Superintendent, presented his monthly report.

Josh Smaage, Director of IT, gave an update on the keyless entry door controls. The county has reached the maximum capacity of doors in the system. The County can increase capacity from 64 to 80 doors for $5,100. Smaage would like to have this done this year as it is considerably less expensive than predicted, and the cost would be split between the IT and Maintenance departments. Schwartz motioned to approve the increase for the number of doors in the keyless entry system, seconded by Ova. Schwartz, Neys, Klose, Ova, and Marks voted aye. Motion carried.

Chad Jackson, Jail Administrator, requested out of state travel for himself and two employees for Turnkey training that will take place on September 27-29 in Wisconsin. The training will cost approximately $950. Neys motioned to approve the travel request, seconded by Marks. Motion carried.

Fritz Fremgen, State's attorney presented his monthly report. Fremgen also gave an update on US v Lance Allen case. Allen was being pursued for deficiency on federal and county taxes, but Allen has paid the county taxes so this no longer affects Stutsman County. Fremgen also provided an update on the Stein vs. City of Jamestown case. Updated translation software and additional training for deaf and hard of hearing individuals was recommended in the settlement agreement. The agreement needs to be

accepted and signed by the commission. Schwartz motioned to approve the settlement, seconded by Ova. Neys, Klose, Ova, Marks, and Schwartz voted aye. Motion carried.

Fremgen presented a summary of the opinion in 2017-SA-06 regarding a performance bond for the new cooling tower. The opinion stated that a bond is not required.

Shannon Larson, HR Specialist, gave an update on dental and vision insurance premiums. Representatives will be here on October 3rd to sign employees up.

Connie Ova, JSDC, presented the SCDRC dues which requested to keep dues the same at $35,839. The county split will be $13,272. A motion was made by Ova to approve the dues, seconded by Schwartz. Motion carried. Ova presented a Flex PACE buy-down request for the Witthauers to fund a remodeling project of up to $86,000. A motion was made by Schwartz to approve the request, seconded by Marks. Klose, Marks, Ova, Schwartz, and Neys voted aye. Motion carried. Ova presented a grant request from Jamestown Tourism for $75,000 to fund tourism events. The county share will be $15,000. Motion made by Marks to approve the grant request, seconded by Ova. Ova, Marks, Schwartz, Neys, Klose voted aye. Motion carried. Ova presented the Flex PACE rubric update. This updates the rubric to clarify requirements and doubles the amount of buy-down funding. Schwartz motioned to approve the new rubric, seconded by Marks. Motion carried.

Call-in with Commissioner Craig Neys was lost.

Nicole Meland, Interim Auditor/COO, requested to add Shannon Larson to the Wage & Benefit Committee, Grievance Committee, and Wellness Committee. Ova made a motion to add Larson to all committees, seconded by Schwartz. Motion carried.

Meland presented an amendment to the harassment policy. The Personnel Committee recently reviewed the policy and recommended removing the State's Attorney from the list of people that complaints may be submitted to. The committee also clarified the process for submitting a complaint. Ova made a motion to approve the personnel harassment policy changes, seconded by Schwartz. Marks, Schwartz, Klose, Ova voted aye. Motion carried.

Meland presented the initial 2018 proposed budget and mill levies for review. These will be approved at the final budget hearing which Meland requested be set for October 3rd, 2017 at 6:00p.m. Motion made by Schwartz, seconded by Marks to set the final budget hearing. Motion carried.

At 5:03 p.m., the Stutsman County Commission Meeting recessed for the County Park Board Meeting.

Official Proceedings of the Stutsman County Park Board- September 5, 2017

At 5:08, chairman Klose called the regular meeting of the Stutsman County Park Board to order. Mark Klose, David Schwartz, Dennis Ova, Jason Houge, and Robert Woodward answered the roll call. Absent was Craig Neys.

A motion was made by Woodward, seconded by Ova to approve the monthly bills. Schwartz, Klose, Woodward, Houge, Ova, and Marks voted aye. Motion carried.

	County Park Fund	
76678	AMERIPRIDE SERVICES	$232.94
76689	CENTURYLINK	$260.28
76694	FARMERS UNION OIL CO-CENEX	$38.99
76695	GCR TIRE CENTERS	$659.44
76636	HOBBY TIRE	$20.00
76709	NAPA AUTO PARTS-PARK	$80.48
76714	PRAXAIR DISTRIBUTION INC	$35.46
76661	SCOTT'S ELECTRIC LLC	$91.90
76723	STUTSMAN RURAL WATER DISTRICT	$1,340.00
76726	VISA AUD 1683	$275.70

A motion was made by Houge to approve the minutes of the August 2017 meeting, seconded by Ova. Motion carried.

Shirley Krapp with Spiritwood Lake City presented a letter she received about concerns regarding underage golf cart drivers at the campground. Chairman Klose recommended giving the letter to the Sherriff for follow-up.

Nicole Meland, Interim Auditor/COO, requested to establish a committee to review the Pelican Point Campground Expansion Project and Concessionaire Agreement. The county has a 50% grant with the bureau for the expansion at the top of the hill. Interstate Engineering is going to draw up some plans to possibly start the project this fall. The committee would assist in planning and coordinating the campground expansion and reviewing the concessionaire agreements that are up for renewal soon. Nicole Meland, Jessica Alonge, Marlyn Bertsch, Jason Houge, and David Schwartz volunteered to be on the committee.

Mark Klose addressed a request to dredge and remove materials north of the Island Bridge at the reservoir. Game and Fish agreed to participate in excavation but the county would need to haul and store the waste. Klose presented an agreement for the county's participation in the project. Klose recommended establishing a committee to help with planning the project. Nicole Meland, Jessica Alonge, Marlyn Bertsch, Jason Houge, and David Schwartz volunteered to be on the committee.

Meland presented a Project Application for West side Cabin, Lot 12 to build a planter off the existing deck. Motion made by Houge, seconded by Ova to approve the project application. Motion carried. Meland presented another Project Application for West side Cabin, Lot 49 to add rip rap to prevent erosion. Motion made by Marks seconded by Houge to approve the project application. Motion carried.

Marlyn Bertsch, County Park superintendent presented his monthly report.

At 5:46 Houge motioned to adjourn the park board meeting, seconded by Schwartz. Motion carried.

At 5:46, the Stutsman County Commission Meeting reconvened.

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

	General Revenue Fund			E 911 Phone System Fund	
76609	A & B BUSINESS INC	$137.13		FRANKLIN, KIMBERLY	$222.00
76677	A & B BUSINESS INC	$275.00		FRANKLIN, KIMBERLY	$18.00
	ANDERSEN, RYAN	$16.05	76634	GREAT PLAINS TOWERS, INC	$9,925.00
	ANDRES,DORINDA	$222.00	76647	ND APCO ASSOCIATION	$450.00
	ANDRES,DORINDA	$18.00	76725	VERIZON WIRELESS	$45.92
76679	ARNESON, GARY & ROSELEEN	$228.83	76672	VISA EMS 1790	$607.19
76680	BALCO UNIFORM CO INC	$118.96		**County Roads Fund**	
	BOND,JOSHUA	$298.63	76612	BUFFALO CITY DIESEL	$217.94
76611	BROWN & SAENGER	$71.99	76683	BUTLER MACHINERY CO	$316.68
76682	BROWN & SAENGER	$716.43	76616	CENTRAL BUSINESS SYSTEMS INC	$78.00
	BUSCH,BEN	$26.75	76622	CREATIVE ENERGY	$4,112.19
76614	CBM FOOD SERVICE	$7,606.77	76623	DAKOTA RENTAL CENTER LLC	$32.10
76685	CBM FOOD SERVICE	$3,769.30	76630	FARGO TRAILER CENTER	$358.18
76686	CENEX FLEETCARD	$2,807.55	76631	FARMERS UNION OIL CO-CENEX	$2,108.70
76687	CENTRAL AUTO REPAIR & SERVICES	$1,145.60	76632	FASTENAL CO	$4.39
76618	CENTURYLINK	$297.02	76633	FLEETPRIDE	$560.76
76691	COLE PAPERS INC	$1,218.68		GRUENSTEIN,LARRY	$120.38
76619	COMFORT INN BISMARCK	$737.10	76703	HIGH PLAINS WATER	$25.00
76692	DACOTAH PAPER CO	$562.33	76637	HOME OF ECONOMY	$64.99
76624	DALSTED & RYAN P C	$1,235.00	76640	MAC'S INC	$294.34
76625	DAN POLAND MACHINE INC	$902.00	76707	MDU	$24.93
76693	DAN POLAND MACHINE INC	$212.00	76644	MENARDS - JAMESTOWN	$81.42
76626	DIAMOND DRUGS INC	$7.90		MONTPELIER CITY AUDITOR - DD	$43.00
76629	EMERGENCY TRAINING ASSOCIATES ND	$120.00	76645	NAPA AUTO PARTS	$577.86
76697	GOODIN COMPANY	$125.60	76708	NAPA AUTO PARTS	$279.89
76699	GRAYBAR	$43.92	76651	NEWMAN SIGNS	$803.04
76701	HAUT FUNERAL HOME	$375.00	76652	NICKY'S SPARE TIME	$70.00
76702	HEALTHCARE ENVIRONMENTAL SERVICE LLC	$177.50	76653	NORTHWEST TIRE INC	$911.95
76705	JETSTREAM CAR WASH	$688.46	76654	OTTER TAIL POWER CO	$74.86
76706	MAC'S INC	$52.99	76656	QUALITY SERVICE & REPAIR	$30.12
76641	MARQUART,ANDREW S	$3,100.06	76660	S&R TRUCK PLAZA	$66.94
76642	MCKESSON MEDICAL SURGICAL	$189.90		SINCLAIR,JOHN	$88.28
76643	MDU	$621.57	76671	VINING OIL CO	$1,070.88
76646	NAPA AUTO PARTS-LEC	$136.99	76675	WALMART COMMUNITY BRC RD	$76.14
76647	ND APCO ASSOCIATION	$450.00	76730	WOODWORTH FARMERS GRAIN CO	$1,435.50
76649	ND SCHOOL BOARDS ASSOCIATION	$200.00		**Social Services Fund Total**	$16,171.15
76650	ND SECRETARY OF STATE	$6,295.26		**Veterans Service Fund**	
76710	ND SHERIFFS & DEPUTIES ASSOCIATION	$85.00	76682	BROWN & SAENGER	$279.96
76711	NORTHWEST TIRE INC	$27.59	76613	BUILDERS FIRSTSOURCE	$125.18
76712	NOVA FIRE PROTECTION LLC	$190.00		**County Agent Fund**	
76713	ORR'IGINALS	$10.00	76682	BROWN & SAENGER	$28.64
	PERLEBERG,TYLER	$107.00		HARSTAD,ALICIA	$32.10
76657	QUILL CORPORATION	$404.42		HARSTAD,ALICIA	$8.84
76715	QUILL CORPORATION	$299.98	76648	ND CENTER FOR 4-H YOUTH DEVELOPMENT	$144.00
76716	RADISSON INN BISMARCK	$435.90	76673	VISA EXT 3424	$137.39
76717	RM STOUDT INC	$88.96		**Camping Fee Fund**	
	SCHAFER,SHAUN	$34.00	76663	STUTSMAN CO PARK	$121.30
76718	SCHUBERT'S CARPET ONE	$49.78		THE DAK	$485.20
76719	STEIN'S INC	$1,188.50		**Commissary Fund**	
76720	STOKKELAND CARPET CLEANING	$750.48	76684	CABLE SERVICES	$47.31
76665	STUTSMAN COUNTY ABSTRACT CO	$45.00	76696	GIETL, MICHAEL	$3.69
76722	STUTSMAN COUNTY ABSTRACT CO	$65.00	76698	GRANT, WALTER	$13.98
76724	THE ATTIC SPORTSMAN'S LOFT	$3,147.00	76704	JAMESTOWN SUN	$167.00
76669	UECKER, MALLORY	$124.00	76668	TURNKEY CORRECTIONS	$157.48
76725	VERIZON WIRELESS	$1,161.77	76727	VISA SCCC 1949	$370.00
76726	VISA AUD 1683	$1,707.87		**Capital Project Fund**	
76672	VISA EMS 1790	$1,031.19	76681	BORDER STATES PAVING INC	$565,381.84
76727	VISA SCCC 1949	$661.46		**Wages**	
76728	VISA SO 1840	$2,607.93		Friday, August 25, 2017	$628,766.11
76729	WILHELM CHEVROLET BUICK GMC	$1,563.80			

Ova motioned to adjourn the meeting, seconded by Marks. Motion carried

ATTEST:

Nicole Meland
Auditor/COO

Mark T. Klose
Commission Chairman