Official Proceedings of the Stutsman County Commission—September 5, 2023

At 3:30 p.m., Chairman Klose called the regular meeting of the Stutsman County Commission to order. Jerry Bergquist, Chad Wolsky, Joan Morris, and Mark Klose answered the roll call.

The Pledge of Allegiance was recited.

A motion to approve the August 2023 meeting minutes, using version two of the August 1 Special Commission Meeting minutes, was made by Bergquist, seconded by Wolsky. Motion carried.

Bergquist nominated Morris to fill the vacancy of Vice Chairman, Steven Cichos, seconded by Wolsky. Roll call vote: Bergquist, Wolsky, Morris, and Klose voted aye. Motion carried.

Fritz Fremgen, State's Attorney, presented the process for filling the vacancy of Commissioner Cichos. The appointment will be held until the General Election in November 2024. Fremgen suggests advertising in the Jamestown Sun on Saturday, September 9, 2023, with applications due to the Auditor's Office by September 14, not postmarked by the 14th. Applications will then be distributed to the current board members for review, and each commissioner will make a vote during the September 19,2023 Commission meeting. Applicants must be a resident of Stutsman County. All votes will be public. To break a tie the Board must call in an elected county official, in this case Chad Kaiser, Sheriff.

Connie Ova, Special Projects Manager, JSDC, presented a Spiritwood Energy Park Association (SEPA) legal payment request, with the county share being $16,407.30. Corry Shevlin, CEO, JSDC, and COO of SEPA, stated that the request is for the payment to be made from the economic development fund, and when the money starts to come back in, the funds would go back into the economic development fund. A motion to approve the request was made by Wolsky, seconded by Bergquist. Roll call vote: Wolsky, Morris, Klose, and Bergquist voted aye. Motion carried.

Christina Masich, NDSU Extension Agent, requested permission for out of state travel to attend the National Extension Association of Family and Consumer Sciences in Providence, RI. Masich has already received approval from her NDSU supervisors and there is money in her budget for the travel. A motion to approve the request was made by Morris, seconded by Wolsky. Roll call vote: Morris, Klose, Bergquist, and Wolsky voted aye. Motion carried.

Katie Hemmer, Jamestown Regional Airport, presented the request to authorize issuance and sale of facility passenger fee revenue bonds. In 2018 the airport parking lot was remodeled using passenger facility charges and permission was granted from the Industrial Commission to get a loan through the North Dakota Public Finance Authority. The original bond was set for 5 years and has matured, so this is similar to a renewal or refinance of that loan. A motion to authorize the resolution, contingent on the approval of the airport board authority, was made by Bergquist, seconded by Wolsky. Roll call vote: Klose, Bergquist, Wolsky, and Morris voted aye. Motion carried.

Mark Attleson, Maintenance Supervisor, presented a request to replace the entry doors at the extension building. The proposal he received from House of Glass was $13,930 and the project was budgeted at $14,500. A motion to approve the request was made by Morris, seconded by Bergquist. Roll call vote: Bergquist, Wolsky, Morris, and Klose voted aye. Motion carried.

Attleson also requested to replace the north entrance door at the courthouse. The current door is original to the building. There is $8,000 in ARPA funds set aside for the project, and the quote for the

replacement is $7,151. A motion to approve the replacement was made by Wolsky, seconded by Bergquist. Roll call vote: Wolsky, Morris, Klose, and Bergquist voted aye. Motion carried.

Andrew Kirking, Emergency Manager/911 Coordinator, presented the Stutsman/Barnes Emergency MOU. The mutual aid agreement was signed in 2017 and was revised to update the new Emergency Manager and new Chairman in Barnes County. A motion to approve the updated agreement was made by Bergquist, seconded by Wolsky. Roll call vote: Morris, Klose, Bergquist, and Wolsky voted aye. Motion carried.

Fremgen presented his monthly report and requested to hire a second Chief Assistant State's Attorney at higher than a grade 28, step 3. Since the wage increase was put into effect in July, a new attorney was hired on August 7, 2023. Fremgen has another applicant, with 9 years of experience, that is willing to move to Jamestown to fill the position, with an anticipated start day of November 7, 2023. The applicant would work 4 days per week until the end of March 2024 when they would start 5 days a week. Shannon Davis, Human Resource Director, does not support hiring above a step 3, because of the higher grades being added for the State's Attorney's office. Bergquist made a motion to hire a second Chief Assistant State's Attorney at no higher than a grade 28 step 3, seconded by Morris. Roll call vote: Klose, Bergquist, Wolsky, and Morris voted aye. Motion carried.

Further discussion on the hiring stipulations followed the passed motion. Bergquist made a second motion to hire a second Chief Assistant State's Attorney, allowing a start date of November 7, 2023, allowing the applicant to wrap up previously existing civil clients, allowing the applicant to work a 4-day work week until March 31, 2024, for a pro rata salary, and not starting higher than a grade 28 step 3. Morris seconded the motion. Roll call vote: Bergquist, Wolsky, Morris, and Klose voted aye. Motion carried.

Morris asked Fremgen if the attorney working on the land transfer had finished his opinion on the dock permits. Fremgen stated that no written opinion has yet been received.

Four applications for the vacancy on the Park Board were received, and prior to the meeting, interviews were conducted. Jessica Alonge, Auditor/COO circulated ballots to the Commission. The votes were tabulated as follows: Henry Steinberger, 2 votes, Jeff Wilhelm, 1 vote, and Jeff Wilen, 1 vote. Steinberger received the most votes and will be the new Park Board member.

At 4:49 p.m., the commission meeting recessed for the park board meeting.

Official Proceedings of the Stutsman County Park Board – September 5, 2023

At 4:49 p.m., Chairman Klose called the regular meeting of the Stutsman County Park Board to order. Jerry Bergquist, Mark Klose, Chad Wolsky, Joan Morris, and Merri Mooridian answered the roll call. Newly appointed Henry Steinberger was absent.

A motion to approve the August 2023 minutes was made by Bergquist, seconded by Wolsky. Motion carried.

Bergquist gave an update on the restructuring of the Park Board. Since the last board meeting, he has met with Amy Walters, Jamestown Parks & Recreation. Walters attended the meeting and stated that

the commitment of Jamestown Parks & Recreation to work closely with Stutsman County will not change regardless of whether a member of their board was to be on the county Park Board. The Jamestown Parks & Recreation board meets on September 11, 2023. Walters met with Emily Bivens of Jamestown Tourism, and suggested the possibility of an advisory committee for the county Park Board that could provide some guidance on issues but would not have a vote in the decision making.

A motion to approve the Park Board bills was made by Morris, seconded by Mooridian. Roll call vote: Wolsky, Morris, Klose, Mooridian, and Bergquist voted aye. Motion carried.

	County Park Fund	
12075	CAPITAL ONE TRADE CREDIT	$44.54
12086	DAKOTA RENTAL CENTER LLC	$17.52
12090	ERIC NORDSTROM - SPIRITWOOD RESORT	$39,004.00
12163	HIRSHFIELD'S	$345.93
12110	LINDE GAS & EQUIPMENT	$69.65
12111	MACKKE PLUMBING AND HEATING	$257.00
12140	SCOTT'S ELECTRIC LLC	$528.60
12145	STUTSMAN RURAL WATER DISTRICT	$478.76
12154	VISA AUD 1683	$2,698.23

Morris stated that she heard the fishing dock near the state hospital land area (Boat Club) was not put in this season. Karl Bergh, Park Superintendent, said that welding repairs had to be made to the dock and that new wheels were put on. The repairs were finished so close to the end of the season that they were not able to get the dock put in this year. The repairs were not able to be made in the winter because of the snow and the fact that one of Bergh's employees works at the courthouse during the winter months. Morris stated that she is disappointed.

At 5:01 p.m., a motion to adjourn the Park Board meeting was made by Bergquist, seconded by Wolsky. Motion carried.

At 5:01 p.m., the Commission meeting was called back to order.

A motion to approve the monthly bills and August taxable meals was made by Bergquist, seconded by Morris. Roll call vote: Morris, Klose, Bergquist, and Wolsky voted aye. Motion carried.

	General Revenue Fund				
	ALEXANDER TOWNSHIP - DD	$1,021.50	12087	DALLMANN SERVICES	$16,146.90
12061	APEX SOFTWARE	$1,040.00	12091	FACTORY MOTOR PARTS CO	$90.89
12065	BALCO UNIFORM CO INC	$863.23	12092	FARMERS UNION OIL CO-CENEX	$3,545.53
12073	CABLE SERVICES	$47.31	12093	FINANCIAL MANAGEMENT DIVISION	$19,154.09
12075	CAPITAL ONE TRADE CREDIT	$29.99	12099	HOME OF ECONOMY	$159.96
12077	CDW GOVERNMENT INC	$1,522.94	12104	JAMESTOWN CITY WATER	$420.65
12078	CENEX FLEETCARD - SO	$4,288.65	12107	JOHN DEERE FINANCIAL	$160.34
12079	CENTRAL BUSINESS SYSTEMS INC	$203.23	12108	KOTACO	$3,440.01
12080	CENTURYLINK	$358.80	12114	MDU	$52.04
12081	COLE PAPERS INC	$462.50	12115	MENARDS - JAMESTOWN	$101.61
12084	DACOTAH PAPER CO	$490.43	12117	MIELKE OIL COMPANY, INC.	$3,582.96
12085	DAKOTA BUSINESS SOLUTIONS	$460.99		MONTPELIER CITY AUDITOR - DD	$58.00
12169	DUFFY, TONYA LYNN	$2,218.75	12118	MORRIS SEALCOAT & TRUCKING INC	$707,865.38
12088	EDDY FUNERAL HOME	$300.00	12119	NAPA AUTO PARTS	$941.29
			12121	ND DEPT OF MOTOR VEHICLE	$10.00

	ELDRIDGE TOWNSHIP #16 - DD	$1,846.12	12124	NORTHDALE OIL, INC	$23,619.28
	GRAY, JEREMY	$131.00	12126	NORTHWEST TIRE INC.	$30.21
	GRAY, JEREMY	$13.10	12129	OTTER TAIL POWER CO	$261.92
	GRAY, JEREMY	$13.10	12133	POWER PLAN	$1,004.49
	GRAY, JEREMY	$49.13	12141	SIGN SOLUTIONS USA	$533.69
	GRAY, JEREMY	$59.60	12142	SNS AUTO SUPPLY	$126.00
	GRAY, JEREMY	$91.00	12145	STUTSMAN RURAL WATER DISTRICT	$90.55
12094	GUARDIAN RFID	$321.00	12148	TRUE NORTH STEEL	$37,977.56
12096	HIGH POINT NETWORKS	$3,720.00	12157	VISA RD 1766	$355.53
12098	HOLZWORTH, MERCEDEZ	$136.24		**Foster Care Trust Fund Total**	$832.00
12100	INFORMATION TECHNOLOGY DEPARTMENT	$384.40		**Weed Control Fund**	
12101	INNOVATIVE OFFICE SOLUTIONS, LLC	$454.34	12060	ACME TOOLS FARGO	$1,145.99
12104	JAMESTOWN CITY WATER	$3,053.21	12064	AT&T MOBILITY	$117.80
12106	JETSTREAM CAR WASH	$543.78	12083	D & B PORTABLES LLC	$180.00
12108	KOTACO	$934.27	12099	HOME OF ECONOMY	$70.33
12109	LEAF	$251.51	12108	KOTACO	$10,177.53
12112	MARQUART,ANDREW S	$639.00	12116	MENARDS - JAMESTOWN WEED	$98.15
12113	MATTHEW BENDER & CO INC	$98.31	12127	NUTRIEN AG SOLUTIONS, INC	$19,508.00
12114	MDU	$793.20	12129	OTTER TAIL POWER CO	$57.33
12120	ND ASSOCIATION OF COUNTIES	$250.00	12165	STUTSMAN CO ROAD DEPT	$90.55
12123	NEWMAN SIGNS	$375.00		**Historical Society**	
12125	NORTHERN PLAINS ELECTRIC COOPERATIVE	$65.00	12102	INTERSTATE ENGINEERING	$1,000.00
12128	OFFICE OF THE STATE AUDITOR	$11,000.00	12143	STUTSMAN COUNTY ABSTRACT CO	$215.00
12130	PEAK YIELD LLC	$3,100.00		**Veterans Service Fund**	
	PERLEBERG, CIARA	$61.86	12155	VISA EMS 1790	$23.99
	PERLEBERG,TYLER	$8.51		**County Agent Fund**	
	PERLEBERG,TYLER	$70.00	12101	INNOVATIVE OFFICE SOLUTIONS, LLC	$325.85
	PERLEBERG,TYLER	$34.72	12109	LEAF	$109.00
	PERLEBERG,TYLER	$131.00	12136	R&H MAINTENANCE	$400.00
12131	PHARMCHEM INC	$607.05	12156	VISA EXT 3424	$359.85
12132	PIT STOP EXPRESS LUBE	$119.22		WOLFF, ASHLEY	$39.30
12134	QUADIENT LEASING USA, INC.	$507.00		WOLFF, ASHLEY	$68.78
12135	QUILL CORPORATION	$525.67		WOLFF, ASHLEY	$26.20
12137	RAMKOTA HOTEL & CONFERENCE CENTER	$529.20		**Human Service Zone Human Service Fund Total**	$3,371.07
12138	RECORD KEEPERS	$37.50		**Commissary Fund**	
12164	SANFORD.	$1,000.00	12149	TURNKEY CORRECTIONS	$288.09
12146	SUMMIT FOOD SERVICE, LLC	$20,618.06	12158	VISA SCCC 1949	$79.12
12147	TDS METROCOM - SS	$48.33		**Drug Program Fund Total**	$1,198.15
12150	TWO RIVERS PRINTING	$340.00		**Courthouse Building Fund**	
12152	VALLEY OFFICEWORKS	$45.29	12095	HEARTLAND HEATING & COOLING	$321.70
12168	VERIZON WIRELESS- SO	$1,336.39	12103	IVERSON CONSTRUCTION, INC	$19,336.20
12154	VISA AUD 1683	$749.94		**Document Preservation Fund**	
12158	VISA SCCC 1949	$3,131.65	12151	US RECORDS MIDWEST	$370.23
12159	VISA SO 1840	$822.01		**Road & Bridge Building Fund**	
12160	VISA SS 1025	$36.84	12099	HOME OF ECONOMY	$679.00
12161	WEST CENTRAL REGIONAL JUVENILE CENTER	$1,360.00	12115	MENARDS - JAMESTOWN	$44.99
12162	WILHELM CHEVROLET BUICK GMC	$272.36	12119	NAPA AUTO PARTS	$130.99
	E 911 Phone System Fund		12157	VISA RD 1766	$294.82
12105	JAMESTOWN COMMUNICATIONS INC	$4,774.00		**County Sheriff Capital Fund**	
12155	VISA EMS 1790	$152.46	12062	APPLIED CONCEPTS INC	$3,655.00
	County Roads Fund		12077	CDW GOVERNMENT INC	$36,179.30
12063	ARAMARK	$424.01	12145	STUTSMAN RURAL WATER DISTRICT	$1,536.45
12067	BLACKSTRAP, INC	$4,982.88		**Drug Task Force Asset Forfeiture Fund**	
12068	BORDER STATES PAVING INC	$291.61	12069	BRINSTER LAW PC	$187.60
12071	BUFFALO CITY DIESEL	$392.36		**Bond Fund**	
12072	BUTLER MACHINERY CO	$1,598.13	12082	COMPUTERSHARE CORPORATE TRUST	$333,181.26
12074	CAPITAL ONE - RD 604867	$95.72		**Wages**	
12075	CAPITAL ONE TRADE CREDIT	$36.97		Friday, August 25, 2023	$791,975.01
12079	CENTRAL BUSINESS SYSTEMS INC	$81.00			

At 5:02 p.m., a motion to adjourn the Commission meeting was made by Wolsky, seconded by Morris. Motion carried.

ATTEST:

Jessica Alonge	Mark T. Klose
Auditor/COO	Commission Chairman