Official Proceedings of the Stutsman County Commission

October 2, 2007

At 4:00 p.m. the regular monthly meeting of the Stutsman County Commission was called to order by Chairman Klose. Roll call was answered by Douglas Kaiser, Craig Neys, Dennis Ova, Dale Marks, and Mark T. Klose.

A motion to approve the minutes of the September meetings was made by Kaiser and seconded by Neys. Motion carried.

Chad Kaiser, Sergeant, presented the bids for a Sheriff's Department vehicle. The bids were as follows: Don Wilhelm, Inc – 2008 GMC Sierra Crew Cab 1500 SLE, retail price of $35,865 less trade allowance of $16,036, rebate of $500, and bonus cash of $1,000 for a bid price of $18,329; and R.M. Stoudt Inc. – 2008 Ford F150 Crew Cab, retail price of $36,515 less trade allowance of $14,416, and fleet incentives of $4,400 for a bid price of $17,699. A motion was made by Ova and seconded by Neys to authorize Chad Kaiser and Denny Ova to review the bids for specification compliance and to authorize the purchase of the vehicle selected by Kaiser and Ova. Roll call vote - Ova, Marks, Kaiser, Neys and Klose voted aye.

Jan Thompson, County Treasurer, presented the warrants that were entered into the September 4, 2007 minutes for cancellation. Neys made a motion that was seconded by Marks to cancel the following warrants. Roll call vote - Marks, Kaiser, Neys, Klose and Ova voted aye.

| Treasurer's Check Number | Payee's Name | Dept | Date of Issue | Amount of Check |
|---|---|---|---|---|
| 33653 | Lender's First Choice | Co Recorder | 04/06/06 | $ 6.00 |

| Auditor's Warrant Number | Payee's Name | Dept | Date of Issue | Amount of Warrant |
|---|---|---|---|---|
| 34126 | Subpeona Proc Dept | SCCSEU | 05/03/06 | $10.10 |

Jerry Bergquist, 9-1-1 Coordinator/Emergency Manager, requested Chairman Klose's signature on the application for $63,925.91 in Homeland Security Grant funds for 2007. The funds would be allocated to 17 local agencies. Ova made a motion that was seconded by Kaiser to authorize signing the formal application. Motion carried.

Gina Guthmiller, Business Development Specialist, presented JSDC's request to write off the Emter Dinner Theatre Loan. In the JSDC attorney's opinion, there was no legal recourse to collect the $30,693 loan. Kaiser made a motion that was seconded by Marks to write off the loan. Roll call vote - Kaiser, Neys, Klose, Ova and Marks voted aye.

Ms. Guthmiller presented a request for $150,000 over three years to fund the enhancements (lights, fencing, trees, etc.) for the railroad parking lots between 1st Street North and 1st Street South, Jamestown. The funds would be 100% City funds. Marks made a motion that was seconded by Ova to concur with the City to approve the funding request. Roll call vote - Neys - nay, Klose - nay, Ova - aye, Marks - aye and Kaiser - aye. Motion carried.

Ms. Guthmiller indicated that the City had not acted upon the changes to JSDC policy and procedures. The Commission tabled the change request until after the City acted on the recommended changes.

Ova made a motion that was seconded by Kaiser to raise the burial costs 7% or $142 and to leave cremation fees as is for general assistance burials for Stutsman County Social Services. Roll call vote - Klose, Ova, Marks, Kaiser and Neys voted aye.

Tracey Trapp, LEC Administrator, requested out-of-state travel for the LEC nurse to attend the American Correctional Health Services Association's annual training conference in St. Cloud, Minnesota. Ova made a motion that was seconded by Neys to approve the out-of-state travel request. Motion carried.

Steve Thompson, Interstate Engineering, presented the construction plans for project CER4717(063), grade raise on Co Hwy 67 one mile south of Cleveland. The estimated cost was $489,375 (80% Federal Funds, 20% County Funds) with a dirt work completion date of December 15, 2007 and a June 14, 2008 completion date for the entire project including paving. Neys made a motion that was seconded by Ova to approve the plans contingent upon the ND DOT's Federal Highway Division's approval of the funding. Motion carried.

Mike Zimmerman, County Highway Superintendent, gave his monthly report. There would be a meeting with ND DOT next week during the NDACo conference to designate possible future projects. Cost estimates for finishing County Highway 38 next year were around $1.5 to $1.8 million with $1.5 million in funds available.

Neys made a motion that was seconded by Ova to nominate Sandy Bendewald to the Stutsman County Housing Authority Board to fill the unexpired term of Darcy Herman. Motion carried.

A motion was made by Ova and seconded by Kaiser to approve the gaming site application of the Arrowwood Chapter of Ducks Unlimited at the 281 Stop in Pingree. Motion carried.

The Commission opened the 2008 budget hearing. Noel Johnson, County COO, presented the 2008 revenue and expenditure budgets. Expenditure budget requests were $16.9 million less $2.45 million in transfers out. Estimated revenues were $15.0 million less $2.45 million in transfers in. Total estimated revenues from property taxes were $5.87 million. Capitol improvement projects totaled $2.2 million for the following: County Highway 38 road construction, a concessionaire building at Pelican Point Landing, an upgrade to the LEC security system in the jail, and new computer software for the LEC. Employee health care costs increased 22% for the biennium. Wage increases for county employees ranged from 14% for the lowest paid employees to 4% for the highest paid employees. The 2008 ending balance for all funds was estimated at $5.25 million. Neys made a motion that was seconded by Ova to approve the 2008 revenue and expenditure budgets with a projected total County mill levy of 108.97 mills or a 1 mill decrease from 2007 to 2008. Roll call vote - Ova, Marks, Kaiser, Neys and Klose voted aye.

At 4:55 p.m. the Commission meeting was recessed for the Park Board meeting.

## STUTSMAN COUNTY PARK BOARD MEETING

October 2, 2007

At 5:00 p.m. the Stutsman County Park Board meeting was called to order by Chairman Klose. Members present were Dennis Ova, Dale Marks, Doug Kaiser, Craig Neys, Mark T. Klose and Bob Woodward. Mark Schlecht was absent.

A motion was made by Woodward and seconded by Neys to approve the minutes of the September meeting. Motion carried.

Woodward made a motion that was seconded by Ova to approve the bills. Roll call vote - Ova, Marks, Kaiser, Neys, Klose and Woodward voted aye.

| Fund | Warrant No | Amount | Vendor Name |
|---|---|---|---|
| COUNTY PARK | | | |
| | 0040324 | 219.26 | AMERIPRIDE LINEN & APPAREL |
| | 0040330 | 1,595.60 | BLOOM OIL CO |
| | 0040340 | 317.22 | CARQUEST AUTO PARTS |
| | 0040345 | 104.00 | CENTRAL SALES |
| | 0040348 | 331.69 | COLE PAPERS INC |
| | 0040351 | 308.60 | CORNERSTONE LOCKSMITH INC |
| | 0040385 | 21.80 | JAMESTOWN IMPLEMENT |
| | 0040389 | 357.84 | JDR INDUSTRIES, INC |
| | 0040395 | 2,562.00 | KRAFT/GARY |
| | 0040399 | 20.00 | LORENZ/DONALD |
| | 0040400 | 20.00 | LORENZ/JASEN D |
| | 0040401 | 71.11 | MAC'S INC |
| | 0040415 | 20.00 | MURCH/LYNDON |
| | 0040416 | 504.98 | N A P A AUTO PARTS |
| | 0040428 | 281.70 | NEWMAN SIGNS |
| | 0040430 | 27.40 | NORTHWEST TIRE INC |
| | 0040456 | 48.28 | SCHUBERT'S SALES INC |
| | 0040462 | 117.40 | STOKKELAND CARPET CLEANING |
| | 0040476 | 226.76 | TRACTOR SUPPLY CREDIT PLAN |
| | 0040479 | 101.70 | TRUE VALUE HARDWARE |
| | 0040491 | 272.81 | WASTE MANAGEMENT OF ND |
| | | 7,530.15 | Final Total |

Mike Bitz, cabin owner, requested the Board reconsider his request for a refund that was denied at the last Park Board meeting. He had purchased the property as a year-around cabin before the central collection system option had been settled. He felt he was entitled to a $1,400 refund, but would be willing to settle somewhere in the middle. Kaiser made a motion that was seconded by Marks to refund $700. Roll call vote - Marks - aye, Kaiser - aye, Neys - nay, Klose - nay, Woodward - nay and Ova - aye. Motion failed.

Neys made a motion that was seconded by Woodward to advertise for concessionaire bids for Lakeside Marina. Motion carried. Craig Neys, Dennis Ova, Noel Johnson, Dennis Lorenz, Sandy Eckelberg and Laura Fruetel would interview applicants and make a recommendation to the Park Board.

Noel Johnson, County COO, indicated that several individuals had requested an extension of the deadline for septic system compliance. Larry Kuntz, Bureau of Reclamation, responded that the Bureau would allow extensions provided the applicant had lined up a contractor to provide a septic system update and provided there was a definite time line for completion of the work. A form would be developed and approved by the Bureau for those seeking an extension.

Nellie Degen, Cabin Owner, commented that there should be criteria for extensions including a letter of intent that stipulated a time line and a contractor.

Dennis Lorenz, County Park Superintendent, gave his monthly report. Phase II of the Pelican Point campground upgrade would begin within a couple of weeks. The electrical contractor and Northern Plains had met at the site to coordinate plans and time lines. Both campgrounds were closed for the season. Buffalo City Wood Products had delivered a cabin that was now located at the Marina campground. Three more cabins may be delivered yet this fall. The boat dock at Spiritwood Lake needed replacement. A handicap accessible fishing pier at Pipestem Dam was planned at an estimated cost of $25,000. Dakota Anglers had offered to help fund both the projects. Ova made a motion that was seconded by Kaiser to apply for funding from ND Game and Fish to replace the Spiritwood Lake dock. Motion carried.

Kaiser made a motion that was seconded by Ova to also apply for funding from ND Game and Fish for the handicap accessible fishing pier at Pipestem Lake. Motion carried.

John Grabinger reported on a grant application through the "Save Our Lakes" program to dredge out the channel east of the island at the Jamestown Reservoir. Funding would be pursued.

Nellie Degen updated the Board on her efforts through the ND Health Department to require use of the 1,430' elevation standard instead of the more restrictive 1,444' elevation standard for determining lot areas for septic systems at the Reservoir.

A motion to adjourn was made by Neys and seconded by Woodward. At 5:47 p.m. the October 2, 2007 Stutsman County Park Board meeting was adjourned.

At 5:48 p.m. the Stutsman County Commission meeting was called back to order with all Commissioners present.

Ova made a motion that was seconded by Marks to pay the monthly bills. Roll call vote - Marks, Kaiser, Neys, Klose, and Ova voted aye.

| Fund | Warrant No | Amount | Vendor Name |
|---|---|---|---|
| GENERAL | | | |
| | 0040321 | 201.64 | ALLTEL |
| | 0040323 | 184.12 | AMERICAN SOLUTIONS FOR BUSINESS |
| | 0040326 | 2,591.00 | APPLIED CONCEPTS INC. |
| | 0040329 | 271.90 | BERGQUIST/JERRY |
| | 0040335 | 104.21 | C H CARPENTER LUMBER CO |
| | 0040339 | 154.40 | CALUMET PHOTOGRAPHIC |
| | 0040340 | 43.90 | CARQUEST AUTO PARTS |
| | 0040342 | 69.92 | CENEX AMPRIDE CREDIT CARD |
| | 0040346 | 837.25 | CITY OF JAMESTOWN |
| | 0040348 | 53.48 | COLE PAPERS INC |
| | 0040354 | 165.38 | DACOTAH PAPER CO |
| | 0040362 | 380.00 | EVANS FUNERAL HOME |
| | 0040370 | 337.86 | GALL'S INC |
| | 0040371 | 25.99 | GCR TIRE CENTERS |
| | 0040372 | 290.67 | GUN & REEL SPORTS, INC. |
| | 0040381 | 6.44 | J & L SERVICE |
| | 0040382 | 1,250.00 | JAMESTOWN AMBULANCE |
| | 0040384 | 54.00 | JAMESTOWN HOSPITAL |
| | 0040386 | 100.52 | JAMESTOWN SUN |
| | 0040390 | 220.67 | JETSTREAM CAR WASH |
| | 0040391 | 510.00 | JETSTREAM CAR WASH |
| | 0040392 | 185.50 | JOHNSON/BREANNE LEAH |
| | 0040393 | 90.00 | KAISER/NORMA |
| | 0040397 | 50.00 | LEGEND TECHNICAL SERVICES INC |
| | 0040406 | 790.00 | MEDINA AMBULANCE SERVICE |
| | 0040409 | 247.50 | MERRICK & SCHAAR P.C. |
| | 0040410 | 1,093.63 | MICHAEL J. BURNS ARCHITECTS,LTD |
| | 0040431 | 151.00 | OFFICELAND |

| | | | |
|---|---|---|---|
| | 0040442 | 724.87 | QWEST |
| | 0040448 | 102.95 | RELIABLE OFFICE SUPPLIES |
| | 0040450 | 735.00 | SANDNESS LAW OFFICE |
| | 0040452 | 25.60 | SCHERBENSKE & SONS |
| | 0040453 | 195.38 | SCHERR/JODIE KOCH |
| | 0040455 | 69.12 | SCHUBERT'S CARPET ONE |
| | 0040457 | 10.99 | SIMONSON LUMBER & HARDWARE |
| | 0040463 | 104.29 | STOUDT INC/R M |
| | 0040469 | 415.75 | STUTSMAN COUNTY ROAD DEPT |
| | 0040472 | 45.00 | THOMPSON/JAN |
| | 0040479 | 20.62 | TRUE VALUE HARDWARE |
| | 0040480 | 99.00 | U S POSTMASTER |
| | 0040481 | 1,500.00 | UNITED STATES POSTAL SERVICE |
| | 0040484 | 59.98 | WALMART |
| | 0040485 | 9.97 | WALMART COMMUNITY BRC |
| | | 14,579.50 | Final Total |
| ROAD FUNDS | | | |
| | 0040324 | 107.97 | AMERIPRIDE LINEN & APPAREL |
| | 0040330 | 1,453.90 | BLOOM OIL CO |
| | 0040332 | 35.89 | BROWN'S ELECTRIC |
| | 0040334 | 338.67 | BUTLER MACHINERY CO |
| | 0040340 | 215.98 | CARQUEST AUTO PARTS |
| | 0040346 | 10.00 | CITY OF JAMESTOWN |
| | 0040356 | 316.72 | DAKOTA RENTAL CENTER LLC |
| | 0040363 | 18.36 | FARGO FREIGHTLINE |
| | 0040365 | 2,840.00 | FARMERS UNION OIL CO-CENEX |
| | 0040376 | 88.61 | HOME OF ECONOMY |
| | 0040396 | 3,650.00 | LAST CHANCE SERVICES |
| | 0040402 | 50.00 | MARGIE HANDY WORK |
| | 0040417 | 533.82 | N A P A AUTO PARTS |
| | 0040429 | 88.50 | NORTHSTAR SAFETY |
| | 0040430 | 962.96 | NORTHWEST TIRE INC |
| | 0040433 | 5,000.00 | OK TIRE STORES |
| | 0040439 | 218.03 | POWER PLAN |
| | 0040458 | 175.50 | SINCLAIR/JOHN |
| | 0040468 | 22.00 | STUTSMAN COUNTY GLASS |
| | 0040474 | 319.91 | TITAN MACHINERY |
| | 0040478 | 188.17 | TRUDELL |
| | 0040482 | 19,430.44 | VINING OIL CO. |
| | 0040489 | 223.03 | WALMART COMMUNITY BRC |
| | 0040494 | 234.00 | ZIMMERMAN/MIKE |
| | | 36,522.46 | Final Total |
| REGIONAL CHILD SUPPORT ENFORCEMENT UNIT | | | |
| | | 26,446.06 | Final Total |
| SOCIAL SERVICES | | | |
| | | 18,622.29 | Final Total |
| EMERGENCY | | | |
| | 0040380 | 832.00 | INTERSTATE ENGINEERING |
| | | 832.00 | Final Total |
| COUNTY CORRECTIONAL CENTER | | | |
| | 0040319 | 100.00 | ACHSA MN CHAPTER |
| | 0040325 | 235.20 | APOTHECARY PRODUCTS INC |
| | 0040336 | 64.00 | C H CARPENTER LUMBER CO |
| | 0040340 | 17.48 | CARQUEST AUTO PARTS |
| | 0040343 | 68.33 | CENTRAL BUSINESS SYSTEMS, INC |
| | 0040346 | 613.98 | CITY OF JAMESTOWN |
| | 0040348 | 229.99 | COLE PAPERS INC |
| | 0040354 | 367.47 | DACOTAH PAPER CO |
| | 0040355 | 1,372.00 | DAKOTA CLINIC, LTD |
| | 0040358 | 1,982.02 | DEAN FOODS NC, INC |
| | 0040360 | 102.50 | ECOLAB PEST ELIMINATION DIV |
| | 0040364 | 380.40 | FARMER BROTHERS COFFEE |
| | 0040366 | 32.76 | FASTENAL CO |
| | 0040368 | 90.00 | FRIEZE/LARAE |
| | 0040373 | 133.60 | HAROLDSON'S OFFICE SUPPLY |
| | 0040377 | 117.06 | HOME OF ECONOMY |
| | 0040378 | 1,715.59 | HRS/CWD |
| | 0040383 | 45.00 | JAMESTOWN COMMUNICATIONS INC |
| | 0040390 | 490.42 | JETSTREAM CAR WASH |
| | 0040401 | 14.14 | MAC'S INC |
| | 0040404 | 141.00 | MCDOUGALL/DR KENNETH |
| | 0040407 | 17.50 | MERITCARE HEALTHCARE ACCESSORIES |
| | 0040408 | 105.00 | MERITCARE MEDICAL GROUP |
| | 0040413 | 263.61 | MOORE MEDICAL CORP |
| | 0040418 | 743.00 | N D ASSOCIATION OF COUNTIES |
| | 0040421 | 60.00 | N D CHAPTER OF A P C O |
| | 0040426 | 320.00 | N D P O A |
| | 0040431 | 123.82 | OFFICELAND |
| | 0040436 | 442.74 | PAN-O-GOLD BAKING CO. |
| | 0040441 | 71.00 | PRETZER/BECKY |
| | 0040442 | 109.12 | QWEST |
| | 0040443 | 183.00 | RADIOLOGY SERVICES PA |
| | 0040445 | 262.50 | REDWOOD BIOTECH INC |

| | | | |
|---|---|---|---|
| | 0040446 | 144.00 | REDWOOD TOXICOLOGY LABORATORY,INC |
| | 0040461 | 437.34 | STEIN'S, INC |
| | 0040464 | 25.66 | STOUDT INC/R M |
| | 0040467 | 178.50 | STUTSMAN COUNTY CORRECTIONAL CENTER |
| | 0040469 | 415.75 | STUTSMAN COUNTY ROAD DEPT |
| | 0040470 | 6,809.27 | SYSCO FOOD SERVICES OF ND |
| | 0040473 | 1,243.38 | THRIFTY DRUG-WHITE DRUG |
| | 0040477 | 162.24 | TRAUT LAWN IRRIGATION INC |
| | 0040479 | 5.88 | TRUE VALUE HARDWARE |
| | 0040483 | 72.01 | VISA |
| | 0040492 | 57.50 | WENZEL'S LOCK & KEY |
| | | 20,565.76 | Final Total |
| WEED CONTROL | | | |
| | 0040442 | 7.79 | QWEST |
| | 0040466 | 8.39 | STUTSMAN COUNTY AUDITOR |
| | | 16.18 | Final Total |
| VETERANS SERVICE | | | |
| | 0040414 | 120.00 | MORRIS/RITA R |
| | 0040442 | 15.59 | QWEST |
| | 0040475 | 210.00 | TOBIN/WARREN J |
| | | 345.59 | Final Total |
| COUNTY AGENT | | | |
| | 0040375 | 50.00 | HOLIDAY INN |
| | 0040427 | 75.00 | NATIONAL PRESTO INDUSTIES INC |
| | 0040431 | 61.60 | OFFICELAND |
| | 0040471 | 121.51 | TDS METROCOM |
| | | 308.11 | Final Total |
| EMPLOYEES HOSPITAL INS | | | |
| | 0040331 | 40.00 | BODY & MIND THERAPEUTIC MASSAGE |
| | 0040425 | 68,553.46 | N D P E R S |
| | 0040465 | 5,000.00 | STUTSMAN COUNTY |
| | | 73,593.46 | Final Total |
| MATCHING FEDERAL AID | | | |
| | 0040380 | 48,362.87 | INTERSTATE ENGINEERING |
| | 0040424 | 119,077.00 | N D DEPT OF TRANSPORTATION |
| | | 167,439.87 | Final Total |
| LIBRARY FUND | | | |
| | 0040442 | 72.66 | QWEST |
| | 0040488 | 100.83 | WALMART COMMUNITY BRC |
| | | 173.49 | Final Total |
| COMMISSARY | | | |
| | 0040338 | 47.31 | CABLE SERVICES |
| | 0040347 | 595.00 | COCA COLA BOTTLING CO |
| | 0040357 | 160.60 | DCR DISTRIBUTORS |
| | 0040358 | 70.56 | DEAN FOODS NC, INC |
| | 0040367 | 372.17 | FRANK MCKONE CANDY CO |
| | 0040369 | 702.89 | FRITO LAY |
| | 0040374 | 19.97 | HEALTH |
| | 0040403 | 1,280.00 | MAXIMA SUPPLY LLC |
| | 0040437 | 980.20 | PEPSIAMERICAS |
| | 0040438 | 360.60 | PIZZA CORNER FROZEN PIZZA |
| | 0040449 | 2,400.00 | RELIANCE INMATE SYSTEMS INC. |
| | 0040467 | 1,170.13 | STUTSMAN COUNTY CORRECTIONAL CENTER |
| | 0040487 | 73.13 | WALMART COMMUNITY BRC |
| | | 8,232.56 | Final Total |
| DRUG PROGRAM | | | |
| | | 38.97 | Final Total |
| DOCUMENT PRESERVATION FUND | | | |
| | 0040341 | 493.50 | CASS COUNTY TREASURER |
| | | 493.50 | Final Total |
| DATA PROCESSING | | | |
| | 0040322 | 2,068.64 | AMERICAN COMMUNICATIONS INC |
| | 0040353 | 1,777.08 | CPS TECHNOLOGY SOLUTIONS |
| | 0040354 | 137.76 | DACOTAH PAPER CO |
| | 0040442 | 15.59 | QWEST |
| | | 3,999.07 | Final Total |
| CO EXTENSION FUND | | | |
| | 0040411 | 20.25 | MIDWEST PLAN SERVICE |
| | | 20.25 | Final Total |
| CENTRAL VALLEY HEALTH BOND ISSUE | | | |
| | 0040460 | 10,374.75 | STARION BOND SERVICES |
| | | 10,374.75 | Final Total |
| JOB INCENTIVE FUND | | | |
| | 0040387 | 2,430.80 | JAMESTOWN/STUTSMAN DEVELOPMENT CORP |
| | 0040388 | 22,350.00 | JAMESTOWN/STUTSMAN DEVELOPMENT CORP |
| | | 24,780.80 | Final Total |
| WAGES | | | |
| | 395 – 597 | 388,877.95 | WAGES (9-25-2007) |
| | | 388,877.95 | Total Wages |

Ova made a motion that was seconded by Neys to authorize the contract between Computer Information Systems, Inc. (CIS) and Stutsman County so that CIS could begin development of the

software for the Law Enforcement Center with no payments due until after January 1, 2008. Roll call vote - Kaiser, Neys, Klose, Ova, and Marks voted aye.

A motion to adjourn was made by Ova and seconded by Kaiser. At 5:49 p.m. the October 2, 2007 Stutsman County Commission meeting was adjourned.

ATTEST:

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|---|---|
| Noel A. Johnson<br>County COO (Auditor) | Mark Klose<br>Commission Chairman |