Official Proceedings of the Stutsman County Commission – October 4th, 2016

At 4:00 p.m., Chairman Klose called the regular meeting of the Stutsman County Commission to order. Dennis Ova, Dale Marks, David Schwartz, Craig Neys, and Mark T. Klose answered the roll call.

Schwartz made a motion, seconded by Neys to approve the minutes of the September 2016 meetings. Motion carried.

Jerry Bergquist, Emergency Manager/9-1-1 Coordinator, is requesting to install a new 24 hour white LED tower lighting system with an inside building alarmed controller which includes removing the existing incandescent red tower lighting system. The tower is located four miles north of Cleveland. The county has an obligation to paint the 260 foot tower which would cost approximately $14,000 to paint. Jerry met with the tower people and discovered the rules have changed; if the county puts in a white LED 24 hour tower lighting system then the tower would not have to be painted. The lighting system would cost approximately $13,790.28. Currently the county replaces the red incandescent lights every two years which the light bulbs cost about $2,500. Bergquist stated there is money in budget for this project. Ova made a motion, seconded by Marks to approve the LED tower lighting system quote as presented. Motion Carried.

Mickey Nenow, County Highway Superintendent, presented his monthly report. Mickey stated Bernie Trzpuc retired September 22, 2016 from the Road Department. Bernie has been at county for eighteen years. Nenow will hire this position in the spring. County Road 40 east of Spiritwood project was started yesterday; the county is re-shaping the road, re-grinding and adding cement to the road. Hopefully the road will be paved on Monday. Border States is doing the work on County Road 40.

The Ypsilanti Bridge has all of the piers and abutments in and is currently working on placing the bridge beams. The plan is to be on the bridge deck around October 21st or the last week in October. County grade raise 39 in Medina and Cleveland is almost done rocking. Hopefully within a week the road will be graveled.

The windfarm has 55 towers up and completed with roughly 22 that are running. By the end of October they should be completed. They are taking out the wide approach turns on the towers when they are done. Commissioner Schwartz stated the final set of blades has been delivered to the windfarm site.

Nenow stated they had quite a few small and large FEMA 2011 grade raise sites where the Road Department acquired some admin money to go look at these sites. If the Road Department did the projects and did it cheaper than they could keep the extra admin monies. The money can be used for any road that is not a county major collector. Mickey would like to use the extra admin money on the Medina and Cleveland grade raise which is approximately $111,811.32. Schwartz made a motion, seconded by Marks to approve using the admin money on the Medina and Cleveland grade raise project as presented. Motion carried.

The Road Department is continuing doing graveling, working on shops, and putting in culverts; once they are all done with that then they will be working on rocking and doing some tree removal. Tyler Michel, Assistant County Highway Superintendent, will contact a lady in Eldridge

Township regarding her issue with dust control.

Fritz Fremgen, State's Attorney, presented his monthly report. Kate Naumann Moe has submitted her resignation as she has taken a job with Cass County.

Casey Bradley, Auditor/COO presented to the commissioners a resolution relating to a project under the Municipal Industrial Development Act (MIDA), giving the project preliminary approval, subject to a public hearing for the University of Jamestown. The University of Jamestown desires to undertake a project at a total cost estimated at $15,000,000 for the construction and equipping of a 2,000 seat athletic arena, attached training center and functionally related facilities. The University has requested to finance up to $8,000,000 of the cost of the project through the issuance of revenue bonds. There is no liability to the county. Schwartz made a motion, seconded by Ova to approve the resolution as presented. Roll call vote: Ova, Marks, Schwartz, Neys, and Klose voted aye. Motion carried.

Marks made a motion, seconded by Ova to add Casey Bradley as an Inspector, Judge, and Clerk for the Absentee, Early Voting, and Vote Center. Motion carried.

Ova made a motion, seconded by Neys to approve the contract between Stutsman County Correctional Center and Logan County Sheriff's Office for pretrial detention or incarceration of adult inmate. The contract is for secure custody, safekeeping, housing, subsistence and care of Logan County inmates. Motion carried.

Schwartz made a motion, seconded by Marks to approve amendment five to the CBM food service contract which addresses kosher meals. Kosher meals are not a part of the contract. Kosher meals will be billed at the rate of $6.50 per meal. Motion carried.

Auditor Bradley presented the Appraisal hearing for tax foreclosure properties to the commissioners. The total minimum bid is calculated as follows: what is owed in taxes from 2013-2015, the estimated taxes for 2016, plus the appraised value. The consensus of the commissioners is to lower the minimum bid to just the taxes owing plus the estimated taxes for 2016 except for the property located at 102 1st Ave S in Courtenay, ND. Schwartz made a motion, seconded by Neys to approve the total minimum bid as revised for the tax foreclosure properties. Motion carried.

Ova made a motion, seconded by Schwartz to set the date of November 1st, 2016 at 4:00 p.m. for the appraisal hearing for the property tax foreclosures. The property tax foreclosure sale will be held November 15th, 2016 at 10:00 am in the courthouse. Motion carried.

Ova made a motion, seconded by Schwartz to cancel the Stutsman County October 18th, 2016 mid-month commission meeting. Motion carried.

Marks made a motion, seconded by Neys to authorize the Auditor's Office to pay mid-month taxable meals and mid-month bills as well as present the bills at the next commission meeting for review and approval to the commissioners. Motion carried.

Marks made a motion, seconded by Ova to approve the monthly bills for payment. Roll call vote: Marks, Schwartz, Neys, Klose, and Ova voted aye. Motion carried.

	General Revenue Fund			**E 911 Phone System Fund**	
73992	ARCTIC ZONE REFRIGERATION	$207.15		BERGQUIST,JERRY	$141.40
73994	BALCO UNIFORM CO INC	$1,846.90	74000	CDW GOVERNMENT INC	$453.30
	BENDER,STEVE G	$26.98	74053	PENGUIN MANAGEMENT INC	$2,208.00
73995	BERGEN,CATHERINE	$12.00	74079	VERIZON WIRELESS	$44.95
	BERGQUIST,JERRY	$113.40		**County Roads Fund**	
	BOEHM,BRIANNA	$568.00	73996	BROWN & SAENGER	$10.26
	BOND,JOSHUA	$268.92	73997	BUTLER MACHINERY CO	$155.41
73996	BROWN & SAENGER	$50.56	74007	CREATIVE ENERGY	$1,741.88
73999	CBM FOOD SERVICE	$7,685.80	74010	DAKOTA RENTAL CENTER LLC	$95.23
74000	CDW GOVERNMENT INC	$54.60	74018	FARMERS UNION OIL COMPANY - PETTIBONE	$7.05
74001	CENEX FLEETCARD	$3,084.36	74019	FASTENAL CO	$320.58
74002	CENTRAL BUSINESS SYSTEMS INC	$395.11	74020	FLEETPRIDE	$55.47
74003	CENTURYLINK	$294.44	74022	GUTHMILLER EARTHMOVING INC	$160,093.00
74004	COMFORT INN & SUITES - MANDAN	$3,928.68	74025	HOBBY TIRE	$20.00
74006	COMMUNITY CORRECTION PROGRAM	$491.87	74026	HOME OF ECONOMY	$32.79
74008	CUMMINS NPOWER LLC	$339.90	74028	INTERSTATE ENGINEERING	$200,777.24
74009	DACOTAH PAPER CO	$435.67	74030	JAMESTOWN CITY AUDITOR	$14.10
74011	DALSTED & RYAN P C	$1,377.50	74036	MAC'S INC	$52.27
74013	DOUBLE S LAWN SERVICES LLC	$198.90	74037	MARG'S HANDY WORK	$70.00
74014	DOWNTOWN DENTAL	$169.00	74039	MDU	$57.57
	DUBORD,GWEN	$145.70		MONTPELIER CITY AUDITOR - DD	$52.09
74016	ECOLAB PEST ELIMINATION DIV	$334.72	74043	NAPA AUTO PARTS	$474.26
	FALK,JASON	$178.50	74044	ND DEPT OF TRANSPORTATION	$61,586.33
	FETTIG,JAMES D	$7.92	74050	NORTHWEST TIRE INC	$363.45
74023	HANSON TIRE SERVICE	$750.40	74052	OTTER TAIL POWER CO	$579.31
	HOYT,DAMIAN T	$178.50	74056	PRODUCTIVITY PLUS ACCOUNT	$59.00
74028	INTERSTATE ENGINEERING	$1,630.64	74057	QUILL CORPORATION	$124.90
74029	JAMESTOWN AMBULANCE	$1,335.00		SINCLAIR,JOHN	$178.20
74030	JAMESTOWN CITY AUDITOR	$4,136.96	74068	STREETER COOP OIL	$38.58
74032	JETSTREAM CAR WASH	$547.78	74071	STUTSMAN COUNTY GLASS	$21.32
	JOHNSON, REBEKAH	$136.00	74081	VINING OIL CO	$997.94
74034	LANGUAGE LINE SERVICES	$96.74	74084	VISA RD 1766	$494.00
	LENO,MONTE	$27.00	74090	WEST END HIDE & FUR	$42.60
74038	MARQUART,ANDREW S	$2,937.82		**Social Services Fund Total**	$23,322.48
74039	MDU	$794.76		**County Agent Fund**	
74040	MEDINA AMBULANCE SERVICE	$791.00	73996	BROWN & SAENGER	$12.99
74046	ND STATE RADIO COMMUNICATIONS	$960.00		HARSTAD,ALICIA	$47.52
74052	OTTER TAIL POWER CO	$11,462.12	74024	HIGH PLAINS WATER	$16.00
74054	POST BOARD	$135.00	74048	NDSU	$26,210.50
74055	PROBUILD	$310.31		RITTENBACH,CHRISTINA	$301.22
74057	QUILL CORPORATION	$880.33	74083	VISA EXT 3424	$30.40
74058	RADISSON INN BISMARCK	$198.00		**Camping Fee Fund**	
74060	RENAISSANCE RECYCLING	$170.25		THE DAK	$705.32
74062	RM STOUDT INC	$2,056.56	74098	STUTSMAN COUNTY AUDITOR	$176.33
74063	SARBAUM,LONNIE	$51.00		**Commissary Fund**	
74064	SCHMIDT & ASSOCIATES, INC	$160.00	73998	CABLE SERVICES	$47.31
74065	SCHUBERT'S CARPET ONE	$122.22		**Drug Program Fund Total**	$122.50
74066	SIMPLEXGRINNELL	$1,411.74		**County Correctional Center Construction Fund**	
74067	STEIN'S INC	$287.32	74076	TRANE U.S. INC	$12,000.00
74079	VERIZON WIRELESS	$1,694.90		**Information Technology Capital Fund**	
74085	VISA SCCC 1949	$4,138.09	74000	CDW GOVERNMENT INC	$4,202.55
74086	VISA SO 1840	$3,734.61		**Road & Bridge Building Fund**	
74088	WALMART COMMUNITY BRC_137	$6.98	74020	FLEETPRIDE	$429.99
	WHITE,DANIEL	$178.50	74031	JAMESTOWN ELECTRIC	$7,256.30
74091	WILHELM CHEVROLET BUICK GMC	$100.00	74041	MENARDS - JAMESTOWN	$295.34
	WILKERSON,BRIAN	$178.50	74042	MIDMACH	$1,795.00
74092	ZACHRISON,CORY	$54.00	74075	TITAN MACHINERY	$91,440.00
74093	GATE CITY BANK	$387.68		**FEMA**	
74094	KANEICHI,KEVIN	$9.49	74021	GRABER EARTH MOVING	$1,100.00
74095	LOFBERG,GWYN	$45.00		IOSCO TOWNSHIP #26 - DD	$15,124.81
74096	ROTT,KELLY	$1,648.33	74069	STUTSMAN CO ROAD DEPT	$439.89
74098	STUTSMAN COUNTY AUDITOR	$492.50		**Wages**	
74099	VISA AUD 1683	$784.21		Friday, September 23, 2016	$602,701.82

At 4:40 p.m., the Stutsman County Commission Meeting recessed for the County Park Board Meeting.

Official Proceedings of the Stutsman County Park Board – October 4th, 2016

At 4:40 p.m., Chairman Klose called the regular meeting of the Stutsman County Park Board to order. Jason Houge, Robert Woodward, Dennis Ova, Dale Marks, David Schwartz, Craig Neys, and Mark T. Klose answered the roll call.

Houge made a motion, seconded by Woodward to approve the minutes of the September 2016 meeting. Motion Carried.

Woodward made a motion, seconded by Schwartz to approve the monthly bills. Roll call vote: Schwartz, Neys, Klose, Houge, Woodward, Ova, and Marks voted aye. Motion carried.

	County Park Fund				
73991	AMERIPRIDE SERVICES	$71.66	74035	MAC'S	$116.97
73993	AT&T MOBILITY	$44.53	74045	ND INSURANCE DEPARTMENT	$0.96
74003	CENTURYLINK	$53.08	74051	O'REILLY AUTOMOTIVE INC	$375.01
74012	DAN POLAND MACHINE INC	$121.72	74061	RESCUE DRAIN SERVICES	$75.00
74017	FARMERS UNION OIL CO-CENEX	$282.24	74072	STUTSMAN RURAL WATER DISTRICT	$539.00
74025	HOBBY TIRE	$20.00	74078	TRUE VALUE (PARK DEPT)	$2.10
	LORENZ,DENNIS	$22.00	74089	WAYNE J WINKELMAN	$200.00
	LORENZ,DONALD	$90.00	74091	WILHELM CHEVROLET BUICK GMC	$30.45

Houge made a motion, seconded by Ova to approve the transfer of Cabin 28 from Dennis Haugen to Brook Maier contingent upon the transfer fees being paid and the proper paperwork being completed. Motion carried.

Auditor Bradley presented the Park Board Commissioners a memorandum of understanding (MOU) for third party appraisals on the reservoir cabins. The agreement was received on September 15, 2016 from the Bureau of Reclamation. The agreement is between Stutsman County, the Jamestown Reservoir Cabin Association and the Bureau of Reclamation. The money would flow through the county and the Office of Valuation Services is requesting $12,500 up front. The office is charging $750 per hour to review the re-appraisal. The estimate to review the new appraisals is $20,000. Auditor Bradley and the Jamestown Reservoir Cabin Association recommends on waiting to make a decision until the county gets clarification on the fees. It is the consensus of the commissioners to table the MOU item.

Dennis Lorenz presented his monthly report. Lakeside Marina's parking lot was swept and is waiting for an overlay. The Park Department has been planting trees, doing sign repair, sign replacement, fencing, as well as general cleanup. Lakeside Marina shut down October 1st, 2016 but Pelican Point is having people coming through October 15th, 2016.

Auditor Bradley updated the Park Board on the Spiritwood Campground committee to review the issues brought by Mr. Nordstrom. The committee did meet with Mr. Nordstrom and went through his concerns. Fritz will follow up with potential action on legal side. The committee is trying to follow up with more immediate concerns such as spacing issue between the trailers, wavering on ability to replace the bathhouse and garage. The City of Spiritwood did approve a

building permit for him. Mr. Nordstrom is asking for financial assistance to take care of these issues. Bradley reached out to Searle Swedlund, Buffalo City Tourism, and Connie Ova, JSDC, for any assistance programs that are available for parks. They both had two different grants from two different organizations. Mr. Nordstrom is working on completing the grants.

Auditor Bradley updated the commission on Park Department staffing after Denny Lorenz's departure at the end of the season. Currently, the Superintendent's position is budgeted at a .83 FTE, a grade 6 employee is budgeted at a .6 FTE, and 3 grade 5 employees are budgeted at a .6 FTE. The committee looked at three different options: Option 1, refill the positions and leave at FTE status; Option 2, refill positions and look at increasing FTE status for one or more positions; and Option 3, explore possibly transitioning day to day administration to another department and not replacing the Superintendent position in hopes it may help generate more interest. The committee is recommending making the Superintendent's positon year round as well as the grade 6 position. The committee will need to address workload in the winter months as well as office space needs. Auditor Bradley and Nicole Meland looked at Extension which is not a viable option. Bradley suggested filling the Superintendent's position in January or late February; hopefully by that time we would have a solution of office space. It was suggested to open the grade 6 equipment operator position internally to see if an existing employee wanted to stay on and go to the full-time position and work for the Road Department during the time when they are not working for the Parks Department. If there is no interest internally then the position can be opened externally. Commissioner Klose suggested being more flexible on the positions going full time because maybe an employee would want to go south for the winter. Schwartz made a motion, seconded by Houge to approve advertising for the Superintendent's position after January 1st at a full time position with the option of being part-time and the maintenance position being advertised any time once the job description has been updated. The motion was amended to add if there are no internal applications for the maintenance position then the county will wait to advertise for the position until the new superintendent is on board. Motion carried. Dennis Lorenz stated he will retire at the end of the season; it depends on when the snow starts flying.

At 5:07 p.m., a motion to adjourn the Stutsman County Park Board meeting was made by Houge, seconded by Woodward. Motion Carried.

At 5:07 p.m., the Stutsman County Commission Meeting reconvened.

At 5:08 p.m., the Stutsman County Commission Meeting recessed for the Stutsman County Budget Hearing.

At 6:00 p.m., Chairman Klose called the 2017 county budget and 2016 property tax levy hearing of the Stutsman County Commission to order. All commissioners are present.

The hearing was held on the proposed 2017 budget. Auditor Bradley reported on the 2017 budget. All information presented to the commissioners was made available to the public through the Stutsman County website under the Auditor's tab in the departments menu.

There was no public input on the proposed 2017 budget.

Ova made a motion, seconded by Marks to adopt the 2017 proposed County Budget and 2016 Property Tax Levy. Roll call vote: Neys, Klose, Ova, Marks, and Schwartz voted aye. Motion

carried.

Neys made a motion, seconded by Schwartz to adopt the 2017-2021 Five Year Capital Improvement Plan. Roll call vote: Klose, Ova, Marks, Schwartz, and Neys voted aye. Motion carried.

Schwartz made a motion, seconded by Ova to approve the 2017 Budgeted Transfers. Roll call vote: Ova, Marks, Schwartz, Neys, and Klose voted aye. Motion carried.

A question was asked regarding state highway aid and the maintenance of roads that have rumble strips.

At 6:30 p.m., a motion to adjourn was made by Schwartz, seconded by Ova. Motion Carried.

ATTEST:

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Casey J. Bradley	Mark T. Klose
Auditor/COO	Commission Chairman