Official Proceedings of the Stutsman County Commission – October 6, 2020

At 4:00 p.m., Chairman Klose called the regular meeting of the Stutsman County Commission to order. Dennis Ova, David Schwartz, Steven Cichos (via phone), Mark Klose, and Ramone Gumke answered the roll call.

Schwartz made a motion, seconded by Ova, to approve the September 2020 meeting minutes. Motion carried.

A motion to appoint Jessica Alonge as Interim Auditor/COO was made by Cichos, seconded by Gumke. The Personnel Committee hadn't discussed a temporary salary increase. Alonge is currently a Grade 20, Step 6. A recommendation of a temporary salary increase to Grade 23 was made. The Auditor's position is a Grade 26. Cichos made a revised motion to appoint Alonge as Interim Auditor/COO with a temporary salary increase to Grade 23, seconded by Gumke. Roll call vote: Ova, Gumke, Schwartz, Cichos and Klose voted aye. Motion carried.

Schwartz made a motion to contract with Nicole Meland for FEMA, financial matters, and other duties at $75 per hour, seconded by Gumke. Alonge would be the main point of contact. Roll call vote: Gumke, Schwartz, Cichos, Klose and Ova voted aye. Motion carried.

Structure changes on the main floor were discussed. The Recorder and Treasurer positions would be combined. The Deputy Auditor would be free of the responsibility of the Recorder's Office but could take on some of the duties that are now assigned directly to the Auditor/COO. The Human Resources position could be elevated to a department head level and given more authority on the hiring side of things. Klose suggested meeting with the Personnel Committee for more discussion on this agenda item.

Auditor/COO job advertisement options were put together by Josh Smaage, IT Director. It would cost roughly $1,250 for the job advertisements. A background check has been added to the job advertisements. Gumke suggested adding in a credit check. The job advertisements would run 10 business days. Schwartz made a motion, seconded by Gumke, to approve the Auditor/COO job advertisements. Roll call vote: Schwartz, Cichos, Klose, Ova and Gumke voted aye. Motion carried.

Ova made a motion, seconded by Gumke, to approve the Resolution of Sponsorship for the Peterson Township grade raise. Roll call vote: Cichos, Klose, Ova, Gumke and Schwartz voted aye. Motion carried.

A motion to remove Nicole Meland on all bank accounts and credit cards was made by Cichos, seconded by Schwartz. Motion carried.

Ova made a motion, seconded by Schwartz, to re-appoint Commissioner Gumke as the North Dakota State Fair delegate. Motion carried.

A discussion regarding tax foreclosure properties requiring appraisals was held.

A motion to set the tax foreclosure appraisal hearing date to October 20, 2020 was made by Schwartz, seconded by Ova. Motion carried. Having the appraisals back by October 16, 2020 was requested.

Fritz Fremgen, State's Attorney, presented his monthly report. There is confusion whether hearings are to be held in-person or via Zoom. There are some difficulties with seeing clear videos on the big screen for jury trials. Acoustics are a challenge with hearings held in the old courthouse. Felony numbers are back down.

Schwartz made a motion to change the commission meeting time to 8:00 a.m. on a trial basis (starting October 20, 2020), seconded by Ova. Roll call vote: Klose, Ova, Gumke, Schwartz and Cichos voted aye. Motion carried. This topic should be re-visited at the second meeting in December.

At 4:45 p.m., the County Commission meeting recessed for the County Park Board meeting.

Official Proceedings of the Stutsman County Park Board – October 6, 2020

At 4:45 p.m., the County Park Board meeting was called to order. Dennis Ova, Ramone Gumke, David Schwartz, Steven Cichos (via phone), Mark Klose, Jason Houge, and Joan Morris (via phone) answered the roll call.

Houge made a motion, seconded by Schwartz, to approve the minutes of the September 2020 meeting. Motion carried.

Follow-up discussion regarding dock and cabin permits was held. Alonge had sent out proposed dock and cabin permits for after the land transfer is complete. No feedback had been received. Morris has a few clerical changes that she will send Alonge separately. The lease agreement would be for 3 years. The cabin committee recommended any increases in cabin permit rates not exceed 3% every three years.

Karl Bergh, Park Superintendent, presented his monthly report. An update of the North Dakota Farmer's Union camp was given. Parkhurst has been winterized. Bergh is looking at October 18, 2020 as the closure date of Lakeside campground for the season. The Park Department worked with the Road Department to winterize the irrigation around the courthouse building. This saves the County up to $600. Docks have started to be moved out of the water. There are still docks at Pelican Point at this time. Trees have started being moved from the nursery. Unfortunately, the new growth on some of the trees have been wilted. The forester said they may have been hit with some farm chemical. He's hoping with some good watering they will rebound. Tom Schultz requested the Park Department to haul some regrind to Pelican Point so they can touch of some camping pads for next year. Two cabins at Lakeside need minor maintenance on the decks.

Houge made a motion, seconded by Cichos, to approve the cabin site transfer of 32 westside contingent on closing of the sale. Motion carried.

Sue Backer requested to pro-rate the 2002 cabin lease for 32 westside. Currently, the permit fee is not prorated upon transfer and the new owner is required to pay the annual fee. Houge suggested waiting until the County takes possession and then pro-rate. Discussion will be held at a later date.

Houge made a motion to approve the presented Jamestown Reservoir project application for cabin 20 westside, seconded by Gumke. Motion carried.

A motion to approve the monthly bills was made by Houge, seconded by Ova. Roll call vote: Houge, Morris, Ova, Gumke, Schwartz, Cichos and Klose voted aye. Motion carried.

	County Park Fund		4779	PINE COUNTRY NURSERY	$14,592.60
4717	COLE PAPERS INC	$133.77	4783	PRAXAIR DISTRIBUTION INC	$60.47
4737	HOME OF ECONOMY	$13.17	4796	SMITH, CONNER	$750.00
4741	INTERSTATE ENGINEERING	$9,374.94	4798	STRATA CORP AGGREGATE DIVISION	$128,591.80
4763	NAPA AUTO PARTS	$40.00	4802	STUTSMAN RURAL WATER DISTRICT	$379.98
4764	NAPA AUTO PARTS-PARK	$249.86	4816	VISA AUD 1683	$1,171.88

Cichos questioned some Pelican Point work. Bergh would like to finish the job they started in the Spring. The Park Department would dump the material and Schultz would do the labor and haul it to where it needs to go. This was included in the 2020 maintenance plan.

At 5:06 p.m., Houge made a motion to adjourn, seconded by Schwartz. Motion carried.

At 5:06 p.m., the Commission meeting was called back to order.

Schwartz made a motion, seconded by Gumke, to approve the monthly bills. Roll call: Ova, Gumke, Schwartz, Cichos and Klose voted aye. Motion carried.

	General Revenue Fund		4729	FARGO FREIGHTLINER	$446.20
4698	A & B BUSINESS INC	$302.44	4730	FARMERS UNION OIL CO-CENEX	$3,505.37
4700	BALCO UNIFORM CO INC	$171.69	4731	FLEETPRIDE	$1,577.92
4703	BOB BARKER CO	$131.31	4732	FORUM COMMUNICATIONS COMPANY	$129.00
4707	CABLE SERVICES	$47.31	4740	INSURE FORWARD	$48.00
4708	CDW GOVERNMENT INC	$2,414.19	4746	JOHN DEERE FINANCIAL	$1,054.74
4709	CENEX FLEETCARD - SO	$2,089.45		KRAMLICH MICHAEL	$55.20
4710	CENTRAL BUSINESS SYSTEMS INC	$231.75		KRAMLICH, MYRON	$34.50
4711	CENTURYLINK	$319.54	4750	LAWSON PRODUCTS INC	$136.85
4712	CHAMBER OF COMMERCE	$278.00	4757	MDU	$45.46
4713	CITY OF JAMESTOWN	$8,897.51	4759	MEDINA CITY AUDITOR	$88.00
4716	CNA SURETY	$50.00	4760	MENARDS - JAMESTOWN	$55.95
4717	COLE PAPERS INC	$1,036.72	4762	MIELKE OIL COMPANY, INC.	$1,459.50
4719	DACOTAH PAPER CO	$1,825.58		MONTPELIER CITY AUDITOR - DD	$55.00
4722	DALSTED & RYAN P C	$123.50	4763	NAPA AUTO PARTS	$1,171.49
4723	DAN POLAND MACHINE INC	$45.50	4766	NE 7948	$10,719.00
4724	DIEDE, ERNIE	$248.02	4767	NELSON INTERNATIONAL	$107.98
4726	ECOLAB PEST ELIMINATION DIV	$379.63	4768	NEWMAN SIGNS	$3,473.76
4727	ELIZABETH, SATROM	$19.03	4769	NICKY'S SPARE TIME	$70.00
4728	ENTZMINGER, LISA	$109.69	4770	NORTHERN PLAINS ELECTRIC COOPERATIVE	$71.00
4733	GATEWOOD, JOANN	$13.23	4771	NORTHWEST TIRE INC	$872.36
4734	GILK, ARLON J	$24.18	4773	O'REILLY AUTOMOTIVE INC	$6.99
4736	HINTZ RENTALS LLC	$39.65	4775	OTTER TAIL POWER CO	$132.71
4738	HUNT, STACEY	$80.37	4787	QUALITY REPAIR INC	$26.96
4739	INNOVATIVE OFFICE SOLUTIONS, LLC	$347.76	4788	QUILL CORPORATION	$216.29
4740	INSURE FORWARD	$880.00	4793	ROUGHRIDER SIGNS & DESIGNS	$50.00

4742	IVAN'S DRYWALL & PANTING INC	$12.97	4794	S&R TRUCK PLAZA	$220.94
4743	JAMESTOWN REGIONAL MEDICAL CENTER	$100.17	4802	STUTSMAN RURAL WATER DISTRICT	$85.43
4745	JETSTREAM CAR WASH	$900.16	4807	TITAN MACHINERY	$1.25
4747	JOHNSON MD,LARRY E	$6,422.52	4809	TOWE, JEREMY W	$77.63
4748	JOHNSON, JASON	$5.13	4810	TRUE NORTH STEEL	$2,438.00
4749	KLEIN, VICKIE	$27.30	4813	UNITED LABORATORIES	$204.00
4753	LEWIS, MERRILL F	$25.51	4815	VINING OIL CO	$849.23
4754	LIBERTY DIRT WORK LLC	$28.19	4819	VISA RD 1766	$225.92
4755	MAC'S INC	$22.46	4826	WOODWORTH FARMERS GRAIN CO	$574.00
4756	MARQUART,ANDREW S	$1,188.00		ZABKA, KEVIN	$254.15
4757	MDU	$807.95		**Unorganized Township Roads Fund**	
4758	MEDICINE SHOPPE	$176.51	4799	STUTSMAN CO ROAD DEPT	$2,850.00
4761	MICKELSON, BEVERLY	$27.25		**Veterans Service Fund**	
4765	NDAAO	$300.00	4817	VISA EMS 1790	$220.00
4772	NOVA FIRE PROTECTION LLC	$750.00	4823	WALMART COMMUNITY BRC EMS	$51.76
4774	ORTBERG, ELLA	$1,402.67		**County Agent Fund**	
4776	PARTLOW, MICHAEL R	$5.51	4710	CENTRAL BUSINESS SYSTEMS INC	$297.46
4778	PHARMCHEM INC	$599.55	4720	DAKOTA CENTRAL TELECOMM	$524.47
4780	PIT STOP	$69.74	4726	ECOLAB PEST ELIMINATION DIV	$118.97
4781	PLEINES, MARTY R	$5.53		GOODRIE,STEPHANIE	$6.90
4782	PLUMBMASTER	$613.85		GOODRIE,STEPHANIE	$3.45
4785	PRESORT PLUS	$456.13		GOODRIE,STEPHANIE	$1.15
4786	QUADIENT, INC.	$148.50		GOODRIE,STEPHANIE	$2.30
4788	QUILL CORPORATION	$315.67	4735	HIGH PLAINS WATER	$16.00
4791	RICHARDS, SHANNY	$18.01	4751	LEAF	$109.00
4792	RM STOUDT INC	$56.83	4789	R&H MAINTENANCE	$400.00
4795	SANFORD HEALTH (NORTH)	$1,000.00	4790	RECYCLING CENTER OF NORTH DAKOTA, LLC	$25.00
4803	SUMMIT FOOD SERVICE, LLC	$11,028.93	4818	VISA EXT 3424	$755.32
4805	THE UPS STORE 6212	$10.73		**Human Service Zone Human Service Fund Total**	$4,792.27
4806	THRIFTY DRUG-WHITE DRUG	$4.79		**Camping Fee Fund**	
4812	TWO RIVERS PRINTING	$548.00		LAZY FISH, LLC	$2,015.00
4814	VERIZON WIRELESS	$1,453.04		LAZY FISH, LLC	$2,000.00
4816	VISA AUD 1683	$2,425.40		**Commissary Fund**	
4820	VISA SCCC 1949	$1,107.83	4697	24/7 REFUNDS	$2.00
4821	VISA SO 1840	$546.46	4811	TURNKEY CORRECTIONS	$279.47
4823	WALMART COMMUNITY BRC EMS	$85.10	4820	VISA SCCC 1949	$366.24
4824	WEST END HIDE & FUR	$14.85		**County Correctional Center Construction Fund**	
4827	ZACHRISON TRUST	$32.60	4825	WILHELM CHEVROLET BUICK GMC	$22,867.00
	E 911 Phone System Fund			**Information Technology Capital Fund**	
4777	PENGUIN MANAGEMENT INC	$2,208.00	4708	CDW GOVERNMENT INC	$6,686.44
4814	VERIZON WIRELESS	$50.82		**Road & Bridge Building Fund**	
	County Roads Fund		4718	CREATIVE ENERGY	$1,772.50
4702	BLUE TARP FINANCIAL, INC.	$59.99	4808	TITAN MACHINERY - BISMARCK	$154,869.00
4704	BORDER STATES PAVING INC	$62,091.34		**County Hazardous Chemical Account Total**	$2,000.00
4705	BUFFALO CITY DIESEL	$1,168.88		**Job Incentive Fund**	
4706	BUTLER MACHINERY CO	$4,032.18	4744	JAMESTOWN STUTSMAN DEVELOPMENT CORP	$2,143.99
4713	CITY OF JAMESTOWN	$377.25		**FEMA**	
4714	CITY OF STREEETER	$61.75	4741	INTERSTATE ENGINEERING	$58,713.40
4715	CLEVELAND CITY WATER & SEWER	$100.70	4801	STUTSMAN COUNTY AUDITOR	$38,685.26
4718	CREATIVE ENERGY	$3,677.46		**Wages**	
4721	DALLMANN SERVICES	$17,293.92		Friday, September 25, 2020	$699,649.43
4725	DMC WEAR PARTS LLC	$14,616.00			

At 5:07 p.m., Cichos made a motion to adjourn the meeting, seconded by Ova. Motion carried.

ATTEST:

Jessica Alonge Interim Auditor/COO	Mark T. Klose Commission Chairman