Official Proceedings of the Stutsman County Commission – October 16th, 2012

At 8:00 a.m., Chairman Klose called the regular meeting of the Stutsman County Commission to order. Craig Neys, Dave Schwartz, Dale Marks, Denny Ova and Mark Klose answered the roll call.

Casey Bradley, Auditor/COO, presented the commission with the NDDOT Construction Engineering Services Agreements for projects CER-4742(061) and CER-4711(052). The projects have been awarded to Ulteig Engineering. The commission needs to finalize the grant money paperwork. Marks made a motion, seconded by Schwartz to finalize the paperwork for Service agreement on both projects. Roll call vote: Ova, Marks, Schwartz, Neys, Klose voted aye.

Casey Bradley, Auditor/COO, informed the commission that Gerald Brickner and Mickey Nenow, County Road Superintendent, met with Bryon Fuchs and Paul Benning, State Engineers from the NDDOT in regards to Old 20/County 62 grade raise. Fuchs and Benning stated the road has to be in compliance since it's the connecting road between Highway 62 North and Highway 62 South; otherwise there is a risk of losing Federal Highway Aid. Originally, the project was for a quarter mile grade raise and a quarter mile mill and overlay east of Spiritwood. However, the scope now will need to be extended through Spiritwood the full mile. The project bid is projected to be around February or March of 2013 and adjustments will be made to the time tables so this project will be completed. The total estimate is $500,000.00 for the first phase of the construction project. Schwartz made a motion to hire Ulteig Engineering, seconded by Neys. Roll call vote: Marks, Schwartz, Neys, Klose, Ova voted aye.

Christina Rittenbach, Extension Agent, presented the family nutrition program that provides education to lower income families in Stutsman County. The Family Nutrition Program is federally funded and provides help with food safety, nutrition, and resource management education. Terms of agreement for scope of work with the Family nutrition program were presented to the Commission. The program starts October 1st and goes through September 30th for the working year. The program just completed its 17th year in Stutsman County with 888 youth and 422 adults participating in the programs last year. Neys made a motion to renew the contract for the Family Nutrition Program, seconded by Ova. Motion Carried.

Sandy Eckelberg, Accounts and Property Coordinator for Stutsman County Auditor's Office, presented the list of foreclosure properties which includes the minimum bid requirements. The property auction will take place November 20th at 10a.m. in the courthouse. Ova made a motion to approve the list of foreclosure properties, the minimum bid prices, the time, date and location of the auction, seconded by Schwartz. Motion Carried.

A letter of resignation has been turned in from Water Board Member Jeff Mitchell. Ova made a motion to accept the resignation from Mitchell, seconded by Neys. Roll call vote: Schwartz, Neys, Klose, Ova and Marks voted aye.

Casey Bradley, Auditor/COO, presented a contract for Essential Learning. The LEC board has looked into the program and after completing a demo the board suggests entering into a contract with Essential Learning. The program carries a one-time implementation fee of $2,500.00 in addition to a two year contract in the amount of $3,600.00 with an Individual cost of $9.10/month per employee participating. There are three accredited agencies that write the program and would provide the training that was identified as a deficiency in the recent study of the Correctional Center. Essential Learning requires a minimum of 33 participants and as of now 28 to 29 County employees are expected to participate. Bradley would like to make the programs available to other departments as well. Schwartz made a motion to enter into a membership contract with Essential Learning, seconded by Neys. Roll call vote: Neys, Klose, Ova, Marks, and Schwartz voted aye.

There were two bids received from soil boring companies. Braun Intertec came in with the lowest bid. Braun Intertec has revised the number of sample tests they need to take with a total cost of $11,469.00 for the Old 10 project. Schwartz made a motion to approve the soils testing and enter into the contract with Braun Intertec, seconded by Marks. Motion Carried.

Jerry Bergquist, Emergency Manager, has requested the county allow him to work with E-Dispatches Company. Due to the FCC requirements, the county was forced to switch pagers to a narrow banding system. Since the change has taken place there have been complaints of responders not receiving the page that was sent out. Jamestown Rural Fire Department has been researching the E-Dispatches which not only sends pages out to pagers but also to cell phones and/or landlines. Bergquist stressed since narrow banding has started, about one third of emergency responders haven't been receiving pages and

the liability to the county. Bergquist would like to work with E-Dispatches while they can investigate all possibilities in fixing this problem. E-Dispatches bill out every six to 12 months with no contract and the billing is based on the amount of users. There would be a one-time fee of $558 and would roughly cost $368/month. CodeRed was looked at but isn't an immediate notification system due to all of the steps required to put out a call. Bergquist would like to explore options to resolve the problem. Klose questioned who pays the cost of the pagers. Bergquist stated that agencies are responsible for the cost of the pagers. The county is responsible for the E-911 services and he would like to use 911 funds to pay for the cost of E-Dispatches. Schwartz made a motion to work with E-Dispatches, seconded by Marks. Roll call vote: Klose, Ova, Marks, Schwartz, and Neys voted aye.

Jerry Bergquist, Emergency Manager, presented the commission with a letter of commitment for a Regional Hazmat Mitigation Grant Plan Resolution. Bergquist stated that this resolution saves money by having a regional plan with other counties rather than individual counties so they would share the cost. Ova made a motion for approval of the Regional Hazmat Mitigation Grant Plan Resolution, seconded by Marks. Motion Carried.

Jerry Bergquist, Emergency Manager, stated that the county receives three homeland security grants and he is asking to use grant money to contract with NDACo for training and exercises. NDACo offers an ICS300 class which lasts about two days for $3,500; table top exercises in the amount of $15,000; and $5,000 table top exercises specifically for Jamestown Regional Medical Center bringing the total of the contracts to $23,500 with the money being paid 100% by homeland security funds. Marks made a motion to approve entering into contracts with NDACo for table top trainings and exercises, seconded by Ova. Motion Carried.

Bergquist informed the commission that the Emergency Operations Plans are in the process of being rewritten into a combined plan. Century Code states that every county and incorporated city is required to have an Emergency Operations Plan. Bergquist needs authorization of the plan in order to be finished. Ova made a motion to approve the Emergency Operations Plan Resolution, seconded by Neys. Motion Carried.

Bergquist updated the commission on the county's recertification of the Storm Ready System. The county has been participating in the Storm Ready system since 2006 and has been recertified again. Bergquist informed the Commission on the Teen Certification Program in which the County has received a 2012 FEMA national honorable mention for outstanding achievement in youth preparedness. Last year, 128 9$^{th}$ grade students participated in the program and 115 students will be participating this year.

The Commission questioned the Fire index alert system and a need for a resolution to make the fire index clearer. Concern was raised with residents assuming the daily index doesn't change throughout the day and burning when the fire index is high. The Commission is requesting a better notification system but understands that the National Weather Service sets the daily index. Bergquist stated that he has a daily log of the fire index so that they can reference back to them if needed but has not found a better notification system for citizens to check. Manure piles and combine machinery fires have increased significantly this year due to the dry weather conditions; but there is nothing else that can be done other than encouraging county citizens to check the fire index before burning.

Bergquist informed the commission that he has formally offered the Assistant Emergency Manager position but has not heard back. He stated the potential new hire was giving two weeks' notice to their current employer before they're able to respond to the job offer.

Aspen Construction has put in a request for an extension on county project. Bradley informed the commission that the delay in getting started was on the county side and Aspen Construction made the request at the pre-construction meeting to extend the date to October 31, 2012. Marks made a motion to approve the extension for Aspen Construction, seconded by Schwartz. Motion Carried.

Casey Bradley, Auditor/COO, presented the commission with Utility Relocation Agreements for the County Road Improvement in Spiritwood Energy Park. Approval has been given by Interstate Engineering Inc. with a cost of $170,375. Stutsman Rural water and CenturyLink have been contacted about the utility relocation. A question was raised of who should pay to have the utilities moved if the utilities fall within the county's right-of-way. Fritz Fremgen, State's Attorney, would like to see the utility companies being held responsible for the cost of relocating the utilities. Ova made a motion to approve the agreements for utilities being relocated, seconded by Schwartz. Roll call vote: Ova, Marks, Schwartz, Neys, and Klose voted aye.

A process has been set in motion to sell the Spiritwood Inn and the owners are requesting to get rid of the sub lease which is currently held by Kenny Goetz who is signing over and selling his part to Ted Steckler who owns the other half of the lease for $100,000. Steckler would then hold the master lease in which he is currently intending to sell but has to receive approval from the Park Board but would like this done so they can start the process of financing. Ova mad a motion to approve the assignment of the Spiritwood Inn Lease to Steckler, seconded by Schwartz. Motion Carried.

Approval of mid-month bills and taxable meals is presented to the commission. Neys questioned why the county pays so many Mental Health Bills when looking at the 11 listed on the mid-month bills. Fritz Fremgen, State's Attorney, informs the commission that the county is required to pay the mental health bills submitted by law and there could potentially be an increase in the Mental Health Cases that the county is required to pay. Ova made a motion to approve the mid-month bills and taxable meals, seconded by Schwartz. Roll call vote: Schwartz, Neys, Klose, and Ova all voted aye, Marks was absent.

GENERAL
0060832 139.70 A & B BUSINESS INC;0060836 155.55 BERGQUIST/JERRY;0060839 585.45 BROWN & SAENGER;0060844 358.20 CENTRAL BUSINESS SYSTEMS INC;0060845 412.58 CENTURYLINK;0060847 1,907.75 COLE PAPERS INC;0060848 138.00 COMFORT INN;0060857 354.77 DAN'S SOOPER STOP; 0060858 2,035.00 DKK GUARDIANSHIP SERVICES INC;0060862 138.60 GLADSTONE SELECT HOTEL; 0060863 306.94 GRAYBAR;0060864 17.27 HOME OF ECONOMY;0060866 56.70 INFORMATION TECHNOLOGY DEPT;0060867 766.00 INSURE FORWARD;0060868 36.97 INTAB INC;0060870 424.51 JAMESTOWN I-94 CLARK;0060871 54.00 JAMESTOWN REGIONAL MEDICAL CENTER;0060872 1,876.02 JAMESTOWN SUN;0060873 97.46 JETSTREAM CAR WASH;0060874 293.42 JOBS HQ;0060875 25.00 JOHNSON/SUSAN;0060876 315.00 KROPP LAW OFFICES PC;0060881 72.00 MIDWEST MANAGEMENT; 0060886 480.00 ND STATE RADIO COMMUNICATIONS;0060891 82.00 NORTHERN PLAINS ELECTRIC; 0060894 11.53 ORR/KARON C;0060895 4,061.17 OTTER TAIL POWER CO;0060896 234.77 PERLEBERG/TYLER;0060898 225.00 POST BOARD;0060901 209.55 PRESS ROOM/THE;0060902 352.46 PROBUILD;0060907 1,050.00 SANDNESS LAW OFFICE;0060908 127.50 SIMONSON/MIKAL;0060910 585.15 STOP & GO #431;0060914 131.00 T-MOBILE;0060915 264.70 TDS METROCOM;0060918 40.00 TRAUTMAN/RUSSELL;0060919 314.37 TRUE VALUE HARDWARE;0060920 185.38 TWO RIVERS PRINTING; 0060927 52.27 WILHELM CHEVROLET BUICK GMC
RESTORATIVE JUSTICE FUND TOTAL 72.00
911 EMERGENCY PHONE SYSTEM
0060839 73.67 BROWN & SAENGER;0060843 2,270.76 CDW GOVERNMENT INC;0060844 191.44 CENTRAL BUSINESS SYSTEMS INC;0060845 1,200.30 CENTURYLINK;0060852 499.00 DAKOTA CENTRAL TELECOMMUNICATIONS;0060853 150.79 DAKOTA CENTRAL TELECOMMUNICATIONS JMTN;0060874 293.41 JOBS HQ;0060884 2,784.64 ND ASSOCIATION OF COUNTIES;0060889 256.50 NETWORK CENTER COMMUNICATIONS;0060915 7.96 TDS METROCOM;0060923 1,197.90 VISA EMS 0622
ROAD FUNDS
0060834 337.10 AMERIPRIDE SERVICES;0060838 1,453.46 BORDER STATES PAVING INC;0060840 410.94 BUTLER MACHINERY CO;0060841 41.59 CARQUEST AUTO PARTS;0060844 101.40 CENTRAL BUSINESS SYSTEMS INC;0060846 70.60 CNH CAPITAL;0060851 11,824.43 CREATIVE ENERGY;0060854 105.73 DAKOTA FLUID POWER INC;0060856 7.00 DAKOTA VALLEY ELECTRIC;0060860 319.99 FARGO TRAILER CENTER;0060861 3,370.40 FARMERS UNION OIL CO-CENEX;0060865 178.23 HOME OF ECONOMY; 0060867 284.00 INSURE FORWARD;0060869 39,611.20 INTERSTATE ENGINEERING;0060872 338.56 JAMESTOWN SUN;0060877 104.00 LAWSON PRODUCTS INC;0060879 48.48 MDU;0060880 15.15 MEDINA CITY AUDITOR;0060883 515.08 NAPA AUTO PARTS;0060890 70.54 NEWMAN SIGNS;0060891 25.00 NORTHERN PLAINS ELECTRIC;0060892 374.91 NORTHWEST TIRE INC;0060893 157.40 O'REILLY AUTOMOTIVE INC;0060895 514.81 OTTER TAIL POWER CO;0060899 187,333.23 POWER PLAN;0060900 151.08 PRAXAIR DISTRIBUTION INC;0060903 57.92 PROBUILD;0060904 60.60 QUALITY SERVICE & REPAIR; 0060911 173.00 STUTSMAN COUNTY GLASS;0060915 16.89 TDS METROCOM;0060924 224.44 WALLWORK INC/W W;0060928 213.43 ZEP MANUFACTURING CO
SOCIAL SERVICES FUND TOTAL 9,828.01
COUNTY PARK
0060845 164.50 CENTURYLINK;0060855 728.26 DAKOTA SANITATION;0060891 2,300.50 NORTHERN PLAINS ELECTRIC
COUNTY CORRECTIONAL CENTER
0060839 35.79 BROWN & SAENGER;0060843 40.20 CDW GOVERNMENT INC;0060845 564.80 CENTURYLINK;0060863 300.00 GRAYBAR;0060874 293.41 JOBS HQ;0060886 960.00 ND STATE RADIO COMMUNICATIONS;0060895 7,227.13 OTTER TAIL POWER CO;0060915 88.19 TDS METROCOM;0060923 574.95 VISA EMS 0622
WEED CONTROL
0060845 8.42 CENTURYLINK;0060895 20.01 OTTER TAIL POWER CO;0060913 58.51 STUTSMAN COUNTY

RURAL WATER;0060915 15 TDS METROCOM;0060922 88.19 VERIZON WIRELESS
VETERANS SERVICE
0060837 415.80 BEST WESTERN DOUBLEWOOD INN;0060845 16.84 CENTURYLINK;0060872 59.80 JAMESTOWN SUN;0060915 9.76 TDS METROCOM;0060917 77.99 TOBIN/WARREN J
COUNTY AGENT
0060839 48.46 BROWN & SAENGER;0060844 312.68 CENTRAL BUSINESS SYSTEMS INC;0060852 112.08 DAKOTA CENTRAL TELECOMMUNICATIONS;0060887 62.00 NDSU;0060906 205.40 RITTENBACH/CHRISTINA;0060916 7.60 TDS METROCOM
DRUG PROGRAM TOTAL 42.10
COURTHOUSE BUILDING
0060912 4,999.55 STUTSMAN COUNTY ROAD DEPARTMENT
DATA PROCESSING
0060842 110.54 CDW GOVERNMENT;0060845 16.84 CENTURYLINK;0060849 2,681.12 COMPUTER PROFESSIONAL ULTD INC;0060905 13.80 RENAISSANCE RECYCLING;0060909 66.60 SMAAGE/JOSH; 0060915 7.45 TDS METROCOM
CANCELLED-LOST WARRANT FUND
0060921 50.49 UNCLAIMED PROPERTY DIVISION
CO EXTENSION FUND
0060885 20.00 ND NUTRITION COUNCIL;0060888 1,666.00 NDSU EXTENSION SERVICE;CENTRAL VALLEY HEALTH BOND ISSUE; 0060926 5,871.25 WELLS FARGO CORPORATE TRUST SERVICE
FEMA FUNDS
0060833 872.53 ALEXANDER TOWNSHIP #1;0060850 16,309.58 COURTENAY TOWNSHIP #11;0060859 5,022.59 DURHAM TOWNSHIP #14;0060872 135.68 JAMESTOWN SUN;0060878 3,498.52 LYON TOWNSHIP #32;0060882 114.00 MIDWEST TESTING LABORATORY;0060897 16,597.99 PIPESTEM VALLEY TOWNSHIP #43;0060925 6,444.01 WALTERS TOWNSHIP #59

At 9:03 a.m., a motion to adjourn was made by Neys, seconded by Schwartz. All voted aye. Motion Carried.

ATTEST:

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Casey Bradley
Auditor/COO

Mark T. Klose
Commission Chairman