Official Proceedings of the Stutsman County Park Board— November 4, 2025

At 8:30 a.m., Chairman Taylor called the regular meeting of the Stutsman County Park Board to order. Ben Tompkins, Mike Hansen, Amanda Hastings, Chad Wolsky, Levi Taylor, Merri Mooridian, and Henry Steinberger (via telephone) answered roll.

The Pledge of Allegiance was recited.

No public comments were presented.

A motion to approve the agenda was made by Tompkins, seconded by Wolsky. Unanimous aye vote. Motion carried.

A motion to approve the October 2025 meeting minutes was made by Hastings, seconded by Tompkins. Unanimous aye vote. Motion carried.

Henry Steinberger, Park Board member, gave an update regarding the water trail project. The concessionaire at Pelican Point Landing has a kayak launcher that is for private use, and they are not willing to allow public use. Steinberger recommends not putting a dock in at Boat Club Bay, in order to fund the dock extensions for the other four docks. Steinberger will work on fundraising throughout the winter in hopes of being able to purchase the fifth dock. Dylan Kleinjan, Park Superintendent, has put together a few of the concrete picnic tables that were delivered.

A motion to approve the monthly bills was made by Wolsky, seconded by Mooridian. Roll call vote: Tompkins, Hansen, Hastings, Wolsky, Taylor, Mooridian, and Steinberger voted aye. Motion carried.

	County Park Fund		VISA AUD 1683	$17.64
19475	ACE JAMESTOWN	$29.29	VISA AUD 1683	$99.96
19524	LINDE GAS & EQUIPMENT	$83.55	VISA AUD 1683	$427.93
19532	NEWMAN SIGNS	$1,260.00	VISA AUD 1683	-$26.77
19545	RUNNINGS	$117.73	VISA AUD 1683	-$151.71
19551	STUTSMAN RURAL WATER DISTRICT	$333.10	VISA AUD 1683	-$7.06
19557	VALLEY PLAINS EQUIPMENT	$35.30	VISA AUD 1683	-$39.98
	VISA AUD 1683	$25.50	VISA AUD 1683	$95.16
	VISA AUD 1683	$144.48	VISA AUD 1683	$89.36
	VISA AUD 1683	$6.81	VISA AUD 1683	$5.33
	VISA AUD 1683	$38.60	VISA AUD 1683	$30.18
	VISA AUD 1683	$3.75	VISA AUD 1683	$7.05
	VISA AUD 1683	$21.23	VISA AUD 1683	$39.94
	VISA AUD 1683	$7.20	VISA AUD 1683	$27.98
	VISA AUD 1683	$40.77		

At 8:36 a.m., a motion to adjourn the Park Board meeting was made by Hastings, seconded by Tompkins. Unanimous aye vote. Motion carried.

Official Proceedings of the Stutsman County Commission— November 4, 2025

At 8:36 a.m., Chairman Taylor called the regular meeting of the Stutsman County Commission to order. Ben Tompkins, Mike Hansen, Amanda Hastings, Chad Wolsky, and Levi Taylor answered roll.

No public comments were presented.

Hastings requested to remove agenda item 10b. since it will be covered under discussion earlier in the agenda. A motion to approve the agenda with the proposed change was made by Hansen, seconded by Wolsky. Motion carried.

A motion to approve the October 2025 meeting minutes was made by Wolsky, seconded by Taylor. Unanimous aye vote. Motion carried.

Chad Jackson, Jail Administrator, introduced Sarah Froelich, director of Jamestown Community Corrections. Froehlich requested approval of the 2026 Community Service Administration Agreement. The request is the same as it has been in previous years, in the amount of $500 per month. The LEC Governing Authority has recommended approval by the Commission. A motion to enter into the agreement and approve the funding was made by Hastings, seconded by Tompkins. Roll call vote: Hansen, Hastings, Wolsky, Taylor, and Tompkins voted aye. Motion carried.

Fritz Fremgen, State's Attorney, presented his monthly report. A victim witness advocate has been hired. The VOCA grant has also been approved.

Jesse Christianson, Highway Superintendent, attended the Water Resource Board meeting, to discuss funding for the water drain at Weber Lake. The board will support the project but is not willing provide any funding for it. They suggested Christianson apply for grants through the state. Daren Peterka, Interstate Engineering, spoke regarding the funding and grant options. A motion to begin the project, approving up to $10,000 worth of engineering costs, was made by Hastings, seconded by Tompkins. Roll call vote: Hastings, Wolsky, Taylor, Tompkins, and Hansen voted aye. Motion carried.

Christianson presented an update on the 2026 SRF Project applications. A project must be designated in order to submit the application. The grant is for $500,000, with an 80/20 split. Dave Schwartz spoke regarding the funding. The application must be submitted by the end of November. Christianson presented a review of the four roads that would qualify under this process. A motion to submit the application for AHL Road #6, 30th Street SE by AgriCover was made by Hastings, seconded by Hansen. Roll call vote: Wolsky, Taylor, Tompkins, Hansen, and Hastings voted aye. Motion carried.

Schwartz also informed the Commission the DOT reviewed the proposed 2026 federal aid approved a request to borrow ahead on the county share of federal aid funding approval from the DOT to borrow ahead on their funding up to 4 years. He suggested having an outside contract for engineering. A motion to borrow ahead on the federal aid dollars in order to move forward with the projects was made by Taylor, seconded by Tompkins. Roll call vote: Taylor, Tompkins, Hansen, Hastings, and Wolsky voted aye. Motion carried

A motion to do an open contract for the engineering fees was made by Hastings, seconded by Hansen. Roll call vote: Tompkins, Hansen, Hastings, Wolsky, and Taylor voted aye. Motion carried.

Shannon Davis, Human Resource Officer, presented updates and recommendations from the personnel committee. Updates and changes to the personnel policy were first presented. Changes were recommended to the following sections: Section 6: Military Leave, Section 13: Personal Appearance of Employees, Section 9: In and Out of State Travel, Section 2: Holidays, and Performance Reviews. If approved, a new Multi-factor Authentication Policy would also be added. A motion to approve all changes as presented was made by Tompkins, seconded by Wolsky. Roll call vote: Hansen, Hastings, Wolsky, Taylor, and Tompkins voted aye. Motion carried.

Davis also presented changes to current job descriptions and new job descriptions that have been recommended for approval by the personnel committee. The current job descriptions with changes made are IT Specialist, Chief Deputy Sheriff, Major Deputy Sheriff, Equipment Operator III, Deputy Auditor, Administrative Assistant for Stutsman County Emergency Management/9-1-1/Communications Center and Veteran's Service Office, and Park Superintendent. The three new positions created are IT Specialist II, Detective/Deputy Sheriff, and Deputy Auditor III.

Commissioner Tompkins presented changes to the Human Resource Director/Assistant Finance Director position and recommended a grade change for the position from grade 23 to grade 25. The committee also recommended a correction to the Auditor/COO longevity steps. A motion to approve all the job descriptions and salary recommendations from the personnel committee as presented was made by Hastings, second by Hansen. Roll call vote: Hastings, Wolsky, Taylor, Tompkins, and Hansen voted aye. Motion carried.

Commissioner Hastings presented information on the Northern Prairie Wildlife Research Center. An order has been signed to eliminate 70% of the employees, which essentially means the closing of the center. Hastings requests to send a letter supporting the research center from the commission to the governor. A motion to send the letter of support was made by Tompkins, seconded by Wolsky. Roll call vote: Wolsky, Taylor, Tompkins, Hansen, and Hastings voted aye. Motion carried.

Jessica Alonge, Auditor/COO, presented information on the Bridge Together Food Pantry, operated through Buffalo Bridges Human Service Zone. There are drop boxes located on the first floor of the courthouse for donations.

Alonge also spoke regarding Water Board member appointments and terms. After researching the current board openings, it was discovered that the current terms for all members have not been compliant with NDCC since 1985. There should also not be a permanent alternate on the board, the alternate is only allowed during conflict of interest or sickness/injury of a regular board member.

Fremgen has done some research on various boards, and since the term of all five members have expired, he suggested staggering the terms for new members. Davis can change her advertisement to reflect five openings on the board and will accept applications until Friday, December 12, 2025. The appointments would be made at the December 16, 2025, meeting, with the new members taking office on January 1, 2026. A motion to advertise for five appointments, two for one-year terms, one for a two-year term, and two for three-year terms was made by Tompkins, seconded by Hastings. Roll call vote: Taylor, Tompkins, Hansen, Hastings, and Wolsky voted aye. Motion carried.

Alonge reminded the commission that the November 18th meeting will be limited to one hour due to the foreclosure sale at 10:00 a.m. in the Auditor's Office.

Alonge also informed the commission of an error on the October 21, 2025, approval of bills. The check run was $94.50 less than the previously approved amount, changing the approved total from $278,254.28 to $278,159.78. A motion to accept the updated approval of bills was made by Hastings, seconded by Tompkins. Roll call vote: Tompkins, Hansen, Hastings, Wolsky, and Taylor voted aye. Motion carried.

A motion to approve the monthly bills was made by Tompkins, seconded by Wolsky. Roll call vote: Hansen, Hastings, Wolsky, Taylor, and Tompkins voted aye. Motion carried.

	General Revenue Fund			VISA SCCC 1949	$24.97
19474	9TH AVENUE HOTEL PARTNERS LLC	$792.00		VISA SCCC 1949	$60.17
19476	ADVANCED BUSINESS METHODS	$133.21		VISA SCCC 1949	$118.29
	ALONGE,JESSICA	$142.80		VISA SCCC 1949	$29.98
	ALONGE,JESSICA	$14.00		VISA SCCC 1949	$40.10
19479	APEX SOFTWARE	$1,040.00		VISA SCCC 1949	$50.88
19480	ATTORNEY GENERAL OFFICE-1250	$4,925.00		VISA SCCC 1949	$63.61
19481	BALCO UNIFORM CO INC	$145.00		VISA SCCC 1949	$210.74
19482	BALTHAZOR,MICHAEL J	$28.37		VISA SO 1840	$188.00
	BLINSKY,PAM	$192.80		VISA SO 1840	$154.96
19483	BOB BARKER CO	$2,373.98		VISA SO 1840	$79.98
19484	BOND & MAIER ENTERPRISES LLP	$317.76		VISA SO 1840	$208.00
19487	BUTLER MACHINERY CO	$2,016.00		VISA SO 1840	$59.98
19488	CABLE SERVICES	$47.31		VISA SO 1840	$6.85
19489	CARPENTER,DEANNA K	$21.38		VISA SO 1840	$20.00
19490	CDW GOVERNMENT INC	$354.40		VISA SO 1840	$16.00
19491	CENEX FLEETCARD - SO	$3,365.02		VISA SO 1840	$40.00
19492	CENTURYLINK.	$145.90		VISA SO 1840	$485.30
19493	COLE PAPERS INC	$963.20		VISA SO 1840	$421.77
19494	COLUMN SOFTWARE PBC	$72.96		VISA SO 1840	$81.99
19496	DACOTAH PAPER CO	$2,746.28		VISA SO 1840	$52.83
	DAVIS, SHANNON	$132.72		VISA SO 1840	$7.80
	DAVIS, SHANNON	$141.40		VISA SO 1840	-$140.00
19497	DEMARAY,CARMEL	$14.54		VISA SO 1840	$99.99
19498	DIEDE,ERNIE D	$99.64	19562	VOLDNESS,TRACY	$6.56
19499	ELLISON, JEANNNE A	$105.63	19564	WIDMER ROEL PC	$1,500.00
	FRANKE, SCOTT	$32.00	19565	WILHELM CHEVROLET BUICK GMC	$96.74
19502	GALLS, LLC	$137.99		**Vision Zero Coordinator**	
19503	GUARDIAN RFID	$1,398.00	19559	VERIZON WIRELESS- SO	$79.55
19504	GUSHWA, JOSEPH	$2,500.00		**E 911 Phone System Fund**	
19505	HANSON,KEVIN M	$21.14	19492	CENTURYLINK.	$2.92
19506	HENLEY,MJ	$7.27		VISA EMS 1790	$67.99
19507	HIGH POINT NETWORKS	$3,536.00		**County Roads Fund**	
	JACKSON, CHAD	$172.00	19477	AG RESOURCE SAFETY	$450.00
19510	JAMESTOWN AREA AMBULANCE	$586.00	19478	ALLSTATE PARTS OF JAMESTOWN	$384.74
19511	JAMESTOWN AREA CHAMBER OF COMMERCE	$300.00	19485	BORDER STATES PAVING INC	$1,037.16
19512	JAMESTOWN CITY WATER	$6,950.58	19486	BUFFALO CITY DIESEL	$265.21
19513	JAMESTOWN PLUMBING & HEATING	$149.01	19487	BUTLER MACHINERY CO	$36,797.33
19514	JAMESTOWN REGIONAL MEDICAL CENTER	$716.04	19500	FARMERS UNION OIL CO-CENEX	$94.45
19515	JAMESTOWN TITLE LLC	$20.00	19509	INTERSTATE ENGINEERING	$9,054.15
19516	JETSTREAM CAR WASH	$659.06	19512	JAMESTOWN CITY WATER	$456.43
19517	JOHNSON,SPENCER	$53.09	19520	KOTACO	$11,308.76
19519	KOROPATNICKI, SUE	$142.80	19525	MAC'S INC	$58.12
19522	LAWN TECH OUTDOOR SERVICES	$300.35	19526	MDU	$262.46

19523	LEAF	$129.55		MEDINA CITY AUDITOR - DD	$85.90
19526	MDU	$1,582.88	19528	MIELKE OIL COMPANY, INC.	$1,822.60
	MOSER,JESSICA	$564.40		MONTPELIER CITY AUDITOR - DD	$61.00
19531	NETWRIX CORPORATION	$2,772.22		MONTPELIER CITY AUDITOR - DD	$61.00
19533	NORTHERN SAFETY TECHNOLOGY INC	$165.37	19529	NAPA AUTO PARTS	$552.24
19536	PHOENIX SUPPLY	$312.00	19530	ND DEPT OF ENVIRONMENTAL QUALITY	$420.00
19537	POLK COUNTY SHERIFF'S OFFICE	$100.00	19532	NEWMAN SIGNS	$24.00
19539	PRESORT PLUS	$529.84	19534	NORTHWEST TIRE INC	$297.96
19541	QUADIENT LEASING USA, INC.	$621.99	19535	OTTER TAIL POWER CO	$161.78
19542	QUILL CORPORATION	$569.54	19538	POWER PLAN	$2,202.35
	RADABAUGH-TOEDTER,MADISEN	$67.00	19544	RDO TRUCK CENTERS	$659.76
19546	SANFORD.	$1,256.00	19545	RUNNINGS	$309.97
19552	SUMMIT FOOD SERVICE, LLC	$17,325.26	19548	SNS AUTOSUPPLY	$169.50
19556	TVEDT,SALLY	$11.85		STREETER CITY AUDITOR - DD	$104.45
19558	VAN ASPEREN,LAURA M	$39.61	19549	STREETER COOP OIL	$942.00
19559	VERIZON WIRELESS- SO	$4,823.93	19551	STUTSMAN RURAL WATER DISTRICT	$95.86
	VISA AUD 1683	$34.95	19553	SWANSTON EQUIPMENT CO	$2,500.00
	VISA AUD 1683	$73.15	19554	TRUE NORTH STEEL	$54,115.20
	VISA AUD 1683	$36.44	19561	VESTIS	$303.57
	VISA AUD 1683	$67.50		VISA AUD 1683	$461.25
	VISA AUD 1683	$23.19		VISA RD 1766	$18.58
	VISA AUD 1683	$31.00		VISA RD 1766	$97.47
	VISA AUD 1683	$10.00		VISA RD 1766	$36.05
	VISA AUD 1683	$549.99		VISA RD 1766	$23.25
	VISA AUD 1683	$367.12		VISA RD 1766	$166.44
	VISA EMS 1790	$219.13		VISA RD 1766	$86.69
	VISA SCCC 1949	$205.44		VISA RD 1766	$96.40
	VISA SCCC 1949	$5.48		VISA RD 1766	$124.91
	VISA SCCC 1949	$47.94		VISA RD 1766	$15.98
	VISA SCCC 1949	$45.10		VISA RD 1766	$171.75
	VISA SCCC 1949	$120.46	19563	WHITE CAP L.P.	$4,289.24
	VISA SCCC 1949	$110.00		**Emergency**	
	VISA SCCC 1949	$110.00	19501	FINANCIAL MANAGEMENT DIVISION	$67,701.98
	VISA SCCC 1949	$220.78	19547	SCHERBENSKE INC.	$308,850.08
	VISA SCCC 1949	$220.78		**Weed Control Fund**	
	VISA SCCC 1949	-$22.78	19495	D & B PORTABLES	$180.00
	VISA SCCC 1949	-$22.78	19527	MENARDS - JAMESTOWN WEED	$17.65
	VISA SCCC 1949	$53.00	19535	OTTER TAIL POWER CO	$51.90
	VISA SCCC 1949	$611.96		**Veterans Service Fund**	
	VISA SCCC 1949	$8.40		BRATTON,DAVID G	$177.40
	VISA SCCC 1949	$8.40	19492	CENTURYLINK.	$3.35
	VISA SCCC 1949	$244.76		VISA EMS 1790	$54.23
	VISA SCCC 1949	$9.54		**County Agent Fund**	
	VISA SCCC 1949	$99.95	19508	INNOVATIVE OFFICE SOLUTIONS, LLC	$95.68
	VISA SCCC 1949	$222.70		JARSKI-WEBER, BRENDA	$156.10
	VISA SCCC 1949	$8.40		JARSKI-WEBER, BRENDA	$67.00
	VISA SCCC 1949	$150.00		KJELLBERG, ASHLEY	$147.00
	VISA SCCC 1949	$41.80		KJELLBERG, ASHLEY	$67.00
	VISA SCCC 1949	$17.50	19543	R&H MAINTENANCE	$400.00
	VISA SCCC 1949	$41.80		ROST,ANGELA	$133.98
	VISA SCCC 1949	$9.25		VISA EXT 3424	$46.39
	VISA SCCC 1949	$263.38		VISA EXT 3424	$61.88
	VISA SCCC 1949	$32.73		VISA EXT 3424	-$61.88
	VISA SCCC 1949	$93.23		VISA EXT 3424	$11.95
	VISA SCCC 1949	$84.76		VISA EXT 3424	$15.53
	VISA SCCC 1949	$41.98		VISA EXT 3424	$43.70

	VISA SCCC 1949	$69.98		VISA EXT 3424	$114.17
	VISA SCCC 1949	$57.92		VISA EXT 3424	$63.83
	VISA SCCC 1949	$117.48		VISA EXT 3424	$67.61
	VISA SCCC 1949	$19.97		VISA EXT 3424	$49.15
	VISA SCCC 1949	$107.90		**Human Service Zone Human Service Fund Total**	$6,510.73
	VISA SCCC 1949	$69.00		**Commissary Fund**	
	VISA SCCC 1949	$555.48	19555	TURNKEY CORRECTIONS	$342.81
	VISA SCCC 1949	$81.92		**Drug Program Fund Total**	$92.96
	VISA SCCC 1949	$413.97		**Wages**	
	VISA SCCC 1949	$169.68		Friday, October 24, 2025	$958,644.73

At 10:12 a.m., a motion to adjourn the commission meeting was made by Hastings, seconded by Tompkins. Unanimous aye vote. Motion carried.

ATTEST:

Jessica Alonge
Auditor/COO

Levi Taylor
Commission Chairman