Official Proceedings of the Stutsman County Commission – November 5, 2020

At 8:00 a.m., Chairman Klose called the regular meeting of the Stutsman County Commission to order. Dennis Ova, Ramone Gumke, David Schwartz and Mark Klose answered the roll call. Steven Cichos was present via phone.

Gumke made a motion, seconded by Ova, to approve the minutes of the October meetings. Motion carried.

Jim Fettig gave an update on Maintenance staffing. Mark Attleson moved from the Social Services office to take over a maintenance position at the LEC. He has 3 applicants so far for the Social Services position.

Fettig presented plans for glass protective barriers on the first floor of the courthouse. He will install glass with oak frames on all the countertops. The supplies will cost approximately $6,000. There is plenty remaining in the maintenance budget. Cichos made a motion, seconded by Gumke, to approve the request. Ova, Gumke, Schwartz, Cichos, and Klose voted aye.

Fritz Fremgen, State's Attorney, presented his monthly report. Case numbers are going down due to COVID.

The 2021 Road Project was discussed. The county was approved for additional state funds to do a road project in 2021. The project selected was 2.5 miles of County Road 39 West Medina, which will cost $875,000. Schwartz would like to move forward with the project and approve a contract with Interstate Engineering for design engineering. He would also like an alternate bid that includes a double chip seal in the city of Medina. Ova made a motion to approve the project with the alternate, seconded by Gumke. Gumke, Schwartz, Cichos, Klose, and Ova voted aye. Motion carried.

Lyle Sjostrom from Lippert Township was present to discuss an issue with a bridge in his township. A wooden bridge was removed in 1989 and replaced with culverts. One of the culverts is collapsing and needs to be replaced. There are currently three 6-foot culverts. He believes that the county took over responsibility for the bridge at some point. Klose believes the culverts would be the Township's responsibility since it is on a township road. Mickey Nenow will check into the history of the bridge and talk to the state.

Jessica Alonge, Interim Auditor/COO gave an update on CARES funding. The state approved an additional 5 months of funding. Information for August, September, and October law enforcement payroll was submitted for a total of $257,239.54.

Alonge discussed a grant from Center for Tech and Civic Life in the amount of $9,918. This is to help cover additional election expenses due to COVID. Gumke moved to accept the grant, seconded by Schwartz. Motion carried.

A representative from the commission needs to be appointed to the Canvass Board. Schwartz moved to appoint Denny Ova, seconded by Gumke. Motion carried.

Shannon Larson, Human Resources Director discussed an executive order from the City of Jamestown. The order states that employees of retail and service businesses must wear masks while interacting with the public. The Law Enforcement center is still limiting access from the public. The State's Attorney's office wears masks when interacting with the public. Social Services is still by appointment only and wear masks unless they are alone in their office. The first floor of the courthouse will be installing glass barriers and staff must wear masks when interacting with the public.

Jerry Bergquist, Emergency Manager/9-1-1 Coordinator discussed the Non-Congregate Shelter Plan. Each county was asked to create a plan to be able to house people in isolated environments. They worked with many other organizations in the community. The plan would come into play if there was a homeless individual that needs to be quarantined due to testing positive for COVID. Schwartz made a motion, seconded by Ova, to approve the plan. Motion carried.

Bergquist also presented the Shelter Plan Matrix. This document lays out who can refer individuals that need to use the non-congregate shelter plan. There will be agreements with various hotels and the State Hospital if this is approved. All expenses would be reimbursable as long as there are funds available. The tentative agreement with the hotels has two options. We could either pay $400 per month that guarantees that a room is available, or $40 per night when needed but with no guarantee. Cleaning fees and food costs would also apply. There is also a house available at the State Hospital that would be good for a family if needed. Schwartz made a motion to approve the matrix with the $40 per night payment option, with termination if reimbursement is not available, seconded by Gumke. Motion carried.

Bergquist discussed an update to the Stutsman County 9-1-1 digital map. The Sheriff asked that the map be updated due to changes in fire districts, ambulance service, and roads. They are adding information for rescue squads as well. Bergquist is requesting funds to update the map, not to exceed $6,000. Ova made a motion, seconded by Schwartz, to approve the request. Cichos, Klose, Ova, Gumke, and Schwartz voted aye. Motion carried.

Bergquist gave an update on his retirement. He would like to stay until the end of March to finish some projects.

At 9:00 a.m., the County Commission meeting recessed for the County Park Board meeting.

Official Proceedings of the Stutsman County Park Board – November 5, 2020

At 9:00 a.m., the regular meeting of the Stutsman County Park Board 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 Ova to approve the minutes of the October meetings. Motion carried.

Karl Bergh, Park Superintendent, presented his monthly report. They replaced one dock when the temperatures went back up. They did some work on a ditch at the entrance to the campground to improve water flow and used extra dirt at three campsites.

Bergh gave an update on the camping season. Camping revenue in 2019 was $77,500, including Pelican Point. Revenue this year was $88,800 without revenue from Pelican Point. Lakeside Campground was 100% full almost every weekend. In 2019, $4,600 was made at Parkhurst. This year, with the addition of a camp host the revenue at Parkhurst was $7,300. Three thousand dollars was invested in improving the host site for an increase in revenue of $2,700 in one year. Klose would like to see the previous year expenses for Pelican Point.

The Land Conveyance Agreement with the Bureau of Reclamation was discussed. Randy from the Bureau was present on the phone. Klose had a question regarding the costs of the cabin transfers. All costs for appraisal will be deducted from the sale. Klose had a question regarding docks for adjacent landowners. Travel from vehicles is restricted in the agreement so taking docks in and out would be difficult. Randy responded that management would be up to the county after the transfer and he will check into it further. The private dock agreement states that no motorized vehicles are allowed except for installing docks and taking them out. Schwartz made a motion, seconded by Gumke, to approve the Land Conveyance Agreement. Klose-No, Houge-abstain, Morris-abstain, Ova-aye, Gumke-aye, Schwartz-aye, Cichos-abstain.

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

	County Park Fund	
4961	GAHNER SANITATION SERVICE	$1,050.00
4999	STUTSMAN RURAL WATER DISTRICT	$369.51
5005	VISA AUD 1683	$1,027.83

At 9:22 a.m., Morris made a motion to adjourn the Park Board meeting, seconded by Gumke. Motion carried.

At 9:22 a.m., the Commission meeting was called back to order.

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

	General Revenue Fund				
4939	ASSOCIATION OF MN COUNTIES	$75.00	4954	DMC WEAR PARTS LLC	$224.40
4940	ATTORNEY GENERAL OFFICE-1250	$8,722.00	4958	FASTENAL CO	$8.91
5015	ATTORNEY GENERAL OFFICE-1250	$381.00	4959	FLEETPRIDE	$1,274.30
4941	BENSON, JENNY	$110.00	4965	JAMESTOWN CITY WATER	$377.25
4945	BULL, JOHN	$49.72	4969	JOHN DEERE FINANCIAL	$171.25
4947	CABLE SERVICES	$47.31		KRAMLICH MICHAEL	$238.63
4948	CDW GOVERNMENT INC	$28,307.91	4974	MDU	$49.78
4950	CENTRAL BUSINESS SYSTEMS INC	$66.00	4975	MEDINA CITY AUDITOR	$88.25
4953	DACOTAH PAPER CO	$997.85	4976	NAPA AUTO PARTS	$1,229.82
4955	DS SOLUTIONS	$262.50	4981	NICKY'S SPARE TIME	$70.00
			4982	NORTHWEST TIRE INC	$648.32

4956	ECOLAB PEST ELIMINATION DIV	$143.69	4983	OTTER TAIL POWER CO	$71.71
4957	ENTZMINGER, CORDELL	$12.75	4988	QUILL CORPORATION	$179.92
4960	FORUM COMMUNICATIONS COMPANY	$403.07	4991	RDO TRUCK CENTERS	$171.03
4962	HANSON TIRE SERVICE	$574.80	4999	STUTSMAN RURAL WATER DISTRICT	$102.93
4963	HEINRICH, RICHIE	$40.25	5008	VISA RD 1766	$140.40
4964	INNOVATIVE OFFICE SOLUTIONS, LLC	$4.49	5014	WOODWORTH FARMERS GRAIN CO	$1,268.46
4965	JAMESTOWN CITY WATER	$2,632.71		ZABKA, KEVIN	$134.55
4966	JAMESTOWN COMMUNITY CORRECTIONS	$40.50		**Emergency**	
4968	JETSTREAM CAR WASH	$227.65	4960	FORUM COMMUNICATIONS COMPANY	$218.44
4970	KRAMER, DAVE	$34.50		**County Agent Fund**	
4972	MARQUART,ANDREW S	$2,115.00	4953	DACOTAH PAPER CO	$265.27
4973	MCKESSON MEDICAL SURGICAL	$211.56	4964	INNOVATIVE OFFICE SOLUTIONS, LLC	$103.96
4974	MDU	$1,363.96	4971	LEAF	$109.00
	MELAND,NICOLE	$37.50	4980	NDSU EXTENSION SERVICE	$11,594.94
4977	ND ASSOCIATION OF COUNTIES	$500.00	4989	R&H MAINTENANCE	$400.00
4979	NDAAO	$225.00	5007	VISA EXT 3424	$195.86
4984	PLUMBMASTER	$190.14		**Human Service Zone Human Service Fund Total**	$1,088.82
4985	PRESS ROOM,THE	$295.20		**Camping Fee Fund**	
4986	PROTECTION SYSTEMS, INC.	$320.00		LAZY FISH, LLC	$690.00
4987	QUADIENT, INC.	$913.95		**Drug Program Fund Total**	$356.81
4988	QUILL CORPORATION	$34.32		**Courthouse Building Fund**	
4990	RAU, TAMARA	$37.95	5005	VISA AUD 1683	$394.67
4992	RELIAS LEARNING LLC	$3,865.84		**County Correctional Center Construction Fund**	
4993	RM STOUDT INC	$1,393.32	5002	TK INNOVATIONS LLC	$1,000.00
4994	ROUNDY, TROY	$48.30		**Information Technology Capital Fund**	
4995	SCHAFFER, STACY	$34.50	4948	CDW GOVERNMENT INC	$4,651.62
4996	SCHMIDT, ARDELL	$46.00		**Road & Bridge Building Fund**	
4997	SCHWARZ, MELISSA	$52.90	4958	FASTENAL CO	$2,920.13
	SOMSEN,STEVE	$34.50		**Job Incentive Fund**	
5000	SUMMIT FOOD SERVICE, LLC	$7,287.13	4967	JAMESTOWN STUTSMAN DEVELOPMENT CORP	$520.00
5001	THOMSON REUTERS	$394.90		**FEMA**	
5002	TK INNOVATIONS LLC	$480.00		CHICAGO TOWNSHIP #7 - DD	$452.00
5003	TWO RIVERS PRINTING	$140.00		CHICAGO TOWNSHIP #7 - DD	$3,390.00
5004	VERIZON WIRELESS	$2,821.42		CHICAGO TOWNSHIP #7 - DD	$49.54
5005	VISA AUD 1683	$5,199.90		CHICAGO TOWNSHIP #7 - DD	$371.54
5009	VISA SCCC 1949	$829.23		CHICAGO TOWNSHIP #7 - DD	$223.19
5010	VISA SO 1840	$2,167.63		CHICAGO TOWNSHIP #7 - DD	$1,673.94
5011	VISA SS 1025	$78.64		CHICAGO TOWNSHIP #7 - DD	$675.00
5013	WILHELM CHEVROLET BUICK GMC	$266.73		CHICAGO TOWNSHIP #7 - DD	$5,062.50
	E 911 Phone System Fund			CHICAGO TOWNSHIP #7 - DD	$105.00
4948	CDW GOVERNMENT INC	$4,940.18		CHICAGO TOWNSHIP #7 - DD	$787.50
5004	VERIZON WIRELESS	$50.84		JIM RIVER VALLEY TOWNSHIP #27 - DD	$1,355.67
5006	VISA EMS 1790	$34.07		JIM RIVER VALLEY TOWNSHIP #27 - DD	$10,167.50
5012	WALMART COMMUNITY BRC EMS	$84.48		MELAND,NICOLE	$393.75
	County Roads Fund			MELAND,NICOLE	$1,406.25
4938	ACTIVE TRUCK PARTS	$4,580.00		PLAINVIEW TOWNSHIP #44 - DD	$180.30
4942	BLUE TARP FINANCIAL, INC.	$34.24		PLAINVIEW TOWNSHIP #44 - DD	$1,352.22
4943	BORDER STATES PAVING INC	$31,075.51		WINFIELD TOWNSHIP #62 - DD	$411.24
4944	BUFFALO CITY DIESEL	$70.66		WINFIELD TOWNSHIP #62 - DD	$3,015.72
4946	BUTLER MACHINERY CO	$1,242.61		**Wages**	
4951	CITY OF STREEETER	$61.75		Friday, October 23, 2020	$715,273.89
4952	CLEVELAND CITY WATER & SEWER	$100.70			

At 9:24 a.m., Schwartz made a motion to adjourn, seconded by Gumke. Motion carried.

ATTEST:

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