Official Proceedings of the Stutsman County Commission – November 19th, 2013

At 8:00 a.m., Chairman Klose called the mid-month meeting of the Stutsman County Commission to order. Dennis Ova, Dale Marks, David Schwartz, Craig Neys, and Mark T. Klose answered the roll call.

Commissioner Schwartz recommended awarding the bid to Butler Machinery and trade off the Reclaimer. Schwartz made a motion, seconded by Marks to award the motor grader bid to Butler Machinery and trade off the Caterpillar Model RM-300 Reclaimer. Roll call vote: Ova, Marks, Schwartz, Neys, Klose voted aye.

Mickey Nenow, Highway Superintendent, requested to consider re-applying the no haul road designation to Highway 40 East. Commissioner Schwartz was concerned with designating Highway 40 East as a no haul road may be too restrictive for contractors and would like more time to gather information. It is the consensus of the board to table the no haul road designation till the next commission meeting.

Chad Kaiser, Stutsman County Sheriff, recommended awarding the sheriff vehicle bid to RM Stoudt and will purchase two pickup trucks for $12,395 and $15,425 for a total of $27,820. Ova made a motion, seconded by Neys to approve the request as presented. Roll call vote: Marks, Schwartz, Neys, Klose, Ova voted aye.

Deann Brunner, Jamestown/Stutsman Development Corporation (JSDC), requested approval of a change order for SRF Consulting for out of scope services. SRF Consulting was directed to meet with each township that bordered the limits of the City of Jamestown. It was felt that it was imperative to get the townships on board early in the process to allow for easier transition as the City grows. SRF addressed many concerns the townships had and provided invaluable feedback to the city and county. Originally, SRF thought the out of scope services could be done within the approved budget, however, the township meetings proved to be more time consuming than anticipated. On February 7, 2013, Cindy Gray, SRF Consulting, informed Connie Ova and DeAnn Brunner that working one on one with the townships was out of their scope. Connie made an executive decision and gave SRF the direction to continue working with the townships and track the hours. The total hours were received from Cindy Gray along with the bills for out of scope services in the amount of $13,839.00 with the county's share being $2,767.80. The commissioners expressed to be informed of the expense before it happens rather than after it has been incurred. Schwartz made a motion, seconded by Ova to approve the request as presented. Schwartz voted aye, Neys voted nay, Klose voted aye, Ova voted aye, Marks voted aye. Motion Carried.

Connie Ova, JSDC, requested a continuation a funding request for North Dakota Trade Office for matching funds. It is a Tier one funding request for $25,000 to match $49,500 in dues from local companies who benefited from working with the North Dakota Trade Office. This request is for the 2013-2015 biennium. It will assist in the continuing effort to open new overseas markets to the businesses locally and statewide. The request is for an 80/20 split with the county's portion being $5,000. Ova made a motion, seconded by Marks to approve the request as presented. Roll call vote: Neys, Klose, Ova, Marks, Schwartz voted aye.

Connie Ova requested permission to sell Condo Two in the amount of $150,000 to Great River Energy and Condo Three in the amount of $145,000 to Fran and Monica Romsdal. The JSDC originally received title to the condos in 2011 as settlement of a loan from Lunde Properties II. Marks made a motion, seconded by Schwartz to approve the request as presented. Roll call vote: Klose, Ova, Marks, Schwartz, Neys voted aye.

Brunner received a request from Ambassador Steel Corporation (ASC) to purchase lot four of the Ag Food Processing Park (Bloom Park) for $7,500 per acre with no other contingencies besides the normal JSDC clauses. ASC is a certified primary sector business and may be utilizing other program such as JSDC Job Incentive grant in the amount of $175,000; New Jobs Training Funds in the amount of $78,000; PACE Interest Buy Down in the amount of $200,000; and Flex PACE Interest Buy Down in the amount of $43,500. There are issued with access to lot four. JSDC may be able to pay the developer fee of 25% for a private road to provide access to lot four and are working with BNSF. It is a proposed $1,175,000 project and they may be asking for $534,125 in incentives. Neys made a motion, seconded by Ova to approve the request as presented. Roll call vote: Ova, Marks, Schwartz, Neys, Klose voted aye.

Holly Miller, JSDC, received a request from Kost Materials; LLC to purchase lots one through three in the JSDC Ag Food Processing Industrial Park in the amount of $7,500 per acre for a total of $262,500. Kost Materials is in the business of Ready Mix Concrete and Aggregates and is not a

primary sector business. The project is a proposed $1.9 million and will be self-financed. Ova made a motion, seconded by Schwartz to approve the request as presented. Roll call vote: Marks, Schwartz, Neys, Klose, Ova voted aye.

Brunner received a request from Buffalo City Diesel to purchase lot six of Block four in the I-94 Business Park at a $1.00 a square foot totaling $69,260 to expand their operations by adding service bays, parts storage, and space for additional employees. Buffalo City Diesel received new contracts with Coburn's, adding three more trucks to J & B service contract, and they have become an associated dealership/service provider with International. A concern arose regarding keeping the cleanliness of the property. It will be enforced through the covenant requirements and restrictions. Schwartz made a motion, seconded by Neys to approve the request as presented. Roll call vote: Schwartz, Neys, Klose, Ova, Marks voted aye.

Brunner received a request from John Shaw, Shaw Development Group, to purchase lot eight of block one in the I-94 Business Park. He is ready to move forward with the development of an 83 unit Microtel Inn by Wyndham Hotel. Shaw has secured funding through E-85, SBA 504 as well as putting in his own personal investment. The total project cost is approximately $5,954,273.00. Shaw predicts the hotel will provide 15 full-time positions as well as one to three part-time positions the first year. John Shaw is aware of the covenant requirements as well as the added clauses JSDC will be placing in the legal paperwork such as adherence to the covenants, appropriateness of the project to need the JSDC mission and purchase, JSDC will include a "shared appreciation" clause that should the property be sold for a profit within the next five years, Shaw will need to share the dollars over and above the $1 per acre with the JSDC. The purchase price for the property is $1.00 per square foot for a total of $68,171.00. Ova made a motion, seconded by Schwartz to approve the request as presented. Roll call vote: Neys, Klose, Ova, Marks, Schwartz voted aye.

Jerry Bergquist, 9-1-1 Emergency Manager/Coordinator, requested to extend a four year 9-1-1 Equipment Maintenance Contract with Independent Emergency Services in the amount of $87,774 with Stutsman County's share being $50,434 and $37,340 is Richland County's portion. There is an approximate $11,000 cost saving to pay the bill in full for the four years. Richland County and Stutsman County will have to bill Barnes County approximately $1600.00 between the two counties. Neys made a motion, seconded by Ova to approve the request as presented. Motion Carried.

Bergquist requested to enter into an agreement with South Central Dakota Regional Council (SCDRC) to render consulting and management services in connection with Federal Emergency Management Agency (FEMA) Hazard Mitigation Grant Program (HMGP). The services shall be completed by November 30, 2015. The Hazard Mitigation Plan expires every five years and the current plan will expire February 8, 2016 with the State of North Dakota and FEMA. The total of the awarded grant is $37,000; 75% coming from federal funding in the amount of $27,750, ten percent from state funding in the amount of $3,700, and 15% from local funding in the amount of $5,500 will be mostly paid as in-kind dollars. This agreement is between SCDRC and Stutsman County; SCDRC will help Stutsman County write the revised plan. The county pays SCDRC a total of $31,500 over five installments with the first beginning when we sign the agreement and the last installment being in the year of 2015. Ova made a motion, seconded by Marks to approve the agreement between South Central Dakota Regional Council and Stutsman County as requested. Motion Carried.

Jerry informed the commissioners a dispatcher has resigned to take a job in western North Dakota. Her last day will be November 22, 2013. Bergquist stated they will be conducting interviews in December to fill the vacant position and hope to fill one of the new night positions.

Deb Kantrud, South Central Dakota Regional Council, introduced Daniel Schwartz to the commission board.

Schwartz made a motion, seconded by Ova to appoint Jean Hagel to the Wage and Benefit Committee. Motion Carried.

Casey Bradley, Auditor/COO, presented the information for a sealed bid sale of the Senior Citizen's Center for bid opening on December 10, 2013 at 4:00 p.m. Dustin Bakken, Interim Tax Director, discovered issues with the current property boundaries. Lots 133 and 134, which are the lots the property is on, go right up to the property line. The Senior Citizen's Center did an expansion in the 1990's and added the front entrance. The front entrance is about six to eight feet on the neighboring property which is owned by the Senior Citizen's Center property. All of the access to the south side of the building is across Senior Citizen's Center property. An access easement agreement was drawn up between James River Senior Citizens, Inc. and Stutsman

County granting share between the common property boundaries for the ingress and egress between the properties. Ova made a motion, seconded by Schwartz to approve entering in the access easement agreement as presented. Motion Carried.

Bradley, Auditor/COO, presented an anonymous survey of peer and staff reviews of the Department Heads. If the Department Head had one or less staff then a staff review was not performed.

Ova made a motion, seconded by Marks to approve the taxable meals and mid-month bills. Roll Call vote: Klose, Ova, Marks, Schwartz, Neys voted aye.

	GENERAL REVENUE FUND			**COUNTY ROADS FUND CONT'D**	
64615	BENDER,STEVE G	$179.14	64667	OTTER TAIL POWER CO	$13.95
64617	BOB'S PLUMBING & HEATING INC	$221.19	64670	QUALITY SERVICE & REPAIR	$160.60
64618	BROWN & SAENGER	$51.94	64672	QUILL CORPORATION	$17.96
64620	BULLBERRY SYSTEMS INC	$540.00	64681	STREETER COOP OIL	$2,574.00
64622	CARQUEST	$73.91	64682	TDS METROCOM	$7.39
64624	CDW GOVERNMENT INC	$5,207.16	64685	TRUE NORTH STEEL	$8,147.00
64625	CELLULAR COMMUNICATIONS INC	$23.99	64690	VINING OIL CO	$1,946.79
64629	CLIMATE CONTROL	$107.50	64692	WALLWORK INC,W W	$729.07
64630	CREATIVE ENERGY	$320.42	64695	WOODWORTH FARMERS GRAIN CO	$3,257.44
64631	DACOTAH PAPER CO	$314.91	64696	YPSILANTI EQUITY ELEVATOR	$2,186.55
64639	EXPRESSWAY INN	$554.40		**SOCIAL SERVICES FUND TOTAL**	$538.33
64641	FARMERS UNION OIL CO-CENEX	$207.67		**COUNTY PARK FUND**	
64645	HOME OF ECONOMY	$59.07	64627	CENTRAL DAKOTA SANITATION INC	$1,060.76
64646	INFINITY BUILDING SERVICES	$72.30		**EMERGENCY**	
64647	INFORMATION TECHNOLOGY DEPT	$66.10	64648	INTERSTATE ENGINEERING	$12,131.84
64649	JAMESTOWN I-94 CLARK	$848.33		FRIED TOWNSHIP #18	$12,751.74
64651	JAMESTOWN SUN	$1,077.24		**COUNTY CORRECTIONAL CENTER**	
64656	KVLY-TV	$50.00	64618	BROWN & SAENGER	$32.42
64660	MAC'S INC	$32.02	64628	CENTURYLINK	$164.00
64662	MDU	$1,288.54	64636	DIAMOND DRUGS INC	$103.56
64665	NORTHERN PLAINS ELECTRIC	$133.00	64662	MDU	$938.31
64667	OTTER TAIL POWER CO	$99.43	64678	SANFORD	$22.00
64669	PROBUILD	$26.26	64682	TDS METROCOM	$90.21
64671	QUICK LANE	$74.18		**WEED CONTROL FUND**	
64675	RELIABLE OFFICE SUPPLIES	$160.25	64614	ANDERSON,JAY	$1,120.00
64677	SANDNESS LAW OFFICE	$144.00	64619	BRUNSCH,DALE E	$320.00
64680	SCHERBENSKE & SON, INC.	$130.00	64637	ELSTON,DAN	$3,840.00
64682	TDS METROCOM	$197.75	64638	EXNER,TERRY	$1,440.00
64684	TRAUTMAN,RUSSELL	$120.00		GEORGE, KAREN	$ 880.00
64686	TWO RIVERS PRINTING	$57.00	64643	HIGGINS,ROD	$880.00
64689	VAN DE VELDE,SARAH	$118.65	64653	JIM'S GARAGE DOOR	$55.00
64693	WESTERN STATES SHERIFF ASSOCIATION	$100.00	64654	JOCHIM,DON	$256.00
	E911 PHONE SYSTEM FUND		64655	JOHNSON,SONNY	$800.00
64616	BERGQUIST,JERRY	$411.32	64657	LARRY'S AUTO GLASS	$60.00
64628	CENTURYLINK	$1,325.35	64658	LARSON,WILLIAM	$160.00
64632	DAKOTA CENTRAL TELECOMMUNICATIONS	$493.00	64659	LIECHTY,CLARICE	$80.00
64633	DAKOTA CENTRAL TELECOMMUNICATIONS JMTN_1	$220.66	64660	MAC'S INC	$154.13
64682	TDS METROCOM	$7.59	64661	MANSON,RONALD	$769.83
	COUNTY ROADS FUND		64663	NAPA AUTO PARTS	$155.77
64613	AMERIPRIDE SERVICES	$371.28	64667	OTTER TAIL POWER CO	$20.34
64618	BROWN & SAENGER	$93.98	64668	PATZER,DARRELL	$420.00
64621	BUTLER MACHINERY CO	$4,595.83	64673	R & B MOTORSPORTS	$136.95
64623	CARQUEST AUTO PARTS	$45.22	64674	RANDY'S AUTO EXPRESS	$155.00
64626	CENTRAL BUSINESS SYSTEMS INC	$69.00	64679	SAUBY,KRISTY	$5,200.00
64630	CREATIVE ENERGY	$3,169.71		SPIRITWOOD LAKE CITY AUDITOR	$1,248.00
64633	DAKOTA CENTRAL TELECOMMUNICATIONS JMTN_1	$164.35	64683	TRAUTMAN,HAROLD	$1,600.00
64634	DAKOTA VALLEY ELECTRIC	$8.00	64688	VALENTA,ROBERT	$4,000.00
64635	DAN POLAND MACHINE INC	$11.09	64690	VINING OIL CO	$3,178.90
64640	FACTORY MOTOR PARTS CO	$278.14	64691	WALICSKI,DONALD	$720.00
64641	FARMERS UNION OIL CO-CENEX	$5,961.64	64694	WIEST,J P	$4,640.00
64642	GRUENSTEIN,LARRY	$127.13		**VETERANS SERVICE FUND**	
64644	HOBBY TIRE	$15.00	64682	TDS METROCOM	$9.83
64648	INTERSTATE ENGINEERING	$2,147.60		**COUNTY AGENT FUND**	
64650	JAMESTOWN IMPLEMENT	$53.99	64633	DAKOTA CENTRAL TELECOMMUNICATIONS JMTN_1	$112.08
64652	JAMESTOWN SUN_4235	$84.48	64676	RITTENBACH,CHRISTINA	$112.30
64660	MAC'S INC	$11.50		**DATA PROCESSING FUND**	
64662	MDU	$502.67	64647	INFORMATION TECHNOLOGY DEPT	$626.45
	MEDINA CITY AUDITOR	$ 18.15	64672	QUILL CORPORATION	$821.96
64663	NAPA AUTO PARTS	$384.76	64687	TYLER TECHNOLOGIES INC	$28,046.48
64664	ND DEPT OF MOTOR VEHICLE	$5.00		**FEMA**	
64666	O'REILLY AUTOMOTIVE INC	$23.36	64648	INTERSTATE ENGINEERING	$950.48

At 8:50 a.m., a motion to adjourn was made by Marks, seconded by Ova. Motion Carried.

ATTEST:

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Casey Bradley
Auditor/COO

Mark T. Klose
Commission Chairman