Official Proceedings of the Stutsman County Commission— December 3, 2024

At 9:00 a.m., Chairman Klose called the regular meeting of the Stutsman County Commission to order. Jerry Bergquist, Mark Klose, Levi Taylor and Chad Wolsky were present. Joan Morris was absent.

The Pledge of Allegiance was recited.

A motion to approve the November 2024 meeting minutes was made by Taylor, seconded by Wolsky. Unanimous aye vote. Motion carried.

Bergquist thanked Klose for his forty consecutive years of service as a county commissioner.

Jessica Alonge, Auditor/COO took roll of the new commission. Bergquist, Wolsky, Hansen, Taylor and Hastings were present.

Alonge then conducted reorganization of the board. Wolsky nominated Jerry Bergquist for chairman, seconded by Hastings. Roll call vote: Bergquist, Wolsky, Hansen, Taylor, and Hastings voted aye. Motion carried.

Hansen nominated Levi Taylor as vice-chairman, seconded by Bergquist. Roll call vote: Wolsky, Hansen, Taylor, Hastings, and Bergquist voted aye. Motion carried.

A list of the current board appointments will be sent to the commission members and new appointments will be made at a future meeting. Regular meetings will continue to begin at 9:00 a.m.

Alonge presented that there were three bids submitted for the 4 miles of county road 67 that are going to be completed with road and bridge ARPA funds. State's Attorney Fritz Fremgen rejected one of the bids. Border States Paving had the low bid of $1,199,303 and Knife River submitted a bid of $1,525,113. A motion to award the bid to Border States Paving was made by Wolsky, seconded by Hastings. Roll call: Hansen, Taylor, Hastings, Bergquist, and Wolsky voted aye. Motion carried.

There is also a 1-mile stretch from the stockyard bridge to the 281 bypass that is in rough shape. The project will go out for bid and be published for the next 3 Saturdays. A special meeting and bid opening would need to be held on December 30 to award the bid, and have the money allocated by the end of the year. A motion to approve going to bid for the additional project was made by Wolsky, seconded by Taylor. Unanimous aye vote. Motion carried.

Alyssa Looysen, JSDC, presented the 2025 Jamestown Tourism request in the amount of $25,000 to support tourism. Emily Bivens, Jamestown Tourism, gave a brief overview of how the money has been used in previous years. A motion to approve payment of the $25,000 county share was made by Taylor, seconded by Hastings. Roll call vote: Taylor, Hastings, Bergquist, Wolsky, and Hansen voted aye. Motion carried.

Bergquist presented an update on the 2024 Multi-Jurisdictional Multi-Hazard Mitigation Plan. Daniel Schwartz, Nexus Consulting stated that integrating this plan into the overall plan would be helpful for eligibility of future federal funding. Schwartz will be presenting the plan on December 13 to the Kidder County Commission. A motion to approve the project for insertion into the plan was made by Hastings, seconded by Wolsky. Unanimous aye vote. Motion carried.

Scott Franke, Deputy Jail Administrator, requested approval to purchase new radios in the amount of $47,433.60. After grant funding is received from the state the actual amount of the purchase will be

$24,933.60. A motion to approve the radio purchase for 2024 to be paid in 2025 was made by Taylor, seconded by Hastings. Roll call vote: Hastings, Bergquist, Wolsky, Hansen, and Taylor voted aye. Motion carried.

Shannon Davis, Human Resource Director, presented a request to extend unpaid medical leave for Maureen McGilvrey, Treasurer/Recorder, who has been out on FMLA since August 30, for another 4-6 weeks. A motion to extend the unpaid medical leave for up to six weeks was made by Wolsky, seconded by Hansen. Unanimous aye vote. Motion carried.

Davis also gave an update of the road superintendent position. The position has been advertised externally and will close on December 11. Jesse Christianson has been filling in during the vacancy of that position since November 19. A motion to appoint Christianson as interim road superintendent and pay him that wage from November 19 until the position is filled was made by Taylor, seconded by Hansen. Roll call vote: Bergquist, Wolsky, Hansen, Taylor, and Hastings voted aye. Motion carried.

Mary Depuydt, Chief Assistant State's Attorney, presented the state's attorney monthly report.

Alonge presented updates on ARPA funded projects. There is still approximately $800,000 in ARPA funds that need to be allocated by the end of 2024.

Brian Paulson, Chief, Jamestown Rural Fire Department presented a request for a training facility for conducting controlled burns and rope climbing in the amount of $477,985. No decision was made by the board. The project may be visited at a late date when more information is gathered on the project.

The park portfolio met with Interstate Engineering for the development of a master plan for park lands. The project would cost $184,128. A motion to approve the funding of the masterplan was made by Taylor, seconded by Wolsky. Roll call vote: Wolsky, Hansen, Taylor, Hastings, and Bergquist voted aye. Motion carried.

A motion to approve a walking path from the Farmer's Union shared use area to Hondo's, including the area of the new vault toilet and playground, in the amount of $51,560 was made by Wolsky, seconded by Hansen. Roll call vote: Hansen, Taylor, Hastings, Bergquist, and Wolsky voted aye. Motion carried.

A quote for the design and supply of a bathhouse at Lazy Fish was received in the amount of $255,000. Alonge has not yet received a quote from the general contractor. This item will be revisited at the December 17 commission meeting.

At 11:00 a.m. Chairman Bergquist recessed the commission meeting.

The commission reconvened at 11:05 a.m.

Josh Smaage, IT Director, requested approval for audio/video upgrades to Whitney room and LEC meeting rooms. A total of approximately $190,000 is required to update all 4 rooms. A motion to approve the request, up to $190,000, was made by Taylor, seconded by Hastings. Roll call vote: Taylor, Hastings, Bergquist, Wolsky, and Hansen voted aye. Motion carried.

Alonge presented a quote from Vanguard Appraisals for conversion of the appraisal software and five years of service. The software would communicate with the current tax software being used by the county. A motion to approve the conversion to Vanguard appraisals in the amount of $149,915 was made by Hastings, seconded by Taylor. Roll call vote: Hastings, Bergquist, Wolsky, Hansen, and Taylor voted aye. Motion carried.

A motion to approve the replacement of three responder radios for Emergency Management in the amount of $16,218, with $11,718 paid from ARPA funds after reimbursement from grant fundings was made by Wolsky, seconded by Hastings. Roll call vote: Bergquist, Wolsky, Hansen, Taylor, and Hastings voted aye. Motion carried.

A discussion was held on infrastructure at the boat club, including water, sewer and electric upgrades. Smaage requested keyless entry for 6 doors at the sheriff's building, and eight cameras at the park shop area. A motion to approve the boat club infrastructure projects, cameras and keyless entry was made by Wolsky, seconded by Hansen. Roll call vote: Wolsky, Hansen, Taylor, Hastings, and Bergquist voted aye. Motion carried.

The bathhouse, bathroom remodels, heating and cooling units at the Extension building, and purchase of two vehicles for the assessor's office will be discussed at the next meeting.

A special meeting for the proposed zoning amendment will be held on Thursday, January 9, 2025, at 7:00 p.m. at the LEC. Kris Koch, Ottertail Power Company, would like to see a final decision by the first part of February for state permitting reasons. The meeting will be for in person comments only, with details to come at a future commission meeting.

Alonge presented an application for asset forfeiture fund approval in amount of $178.80 to be paid to the special prosecutor working that case. A motion to approve payment was made by Bergquist, seconded by Taylor. Roll call vote: Hansen, Taylor, Hastings, Bergquist, and Wolsky voted aye. Motion carried.

Approval of a special events permit for Middles LLC to serve alcoholic beverages at the Masonic Lodge on December 13 was made by Hastings, seconded by Wolsky. Unanimous aye vote. Motion carried.

A motion to approve beer and liquor licenses for the Stutsman County Fair Association and the Anchor bar for 2025 was made by Hastings, seconded by Taylor. Unanimous aye vote. Motion carried.

At 12:05 p.m., the Commission recessed for the County Park Board meeting.

Official Proceedings of the Stutsman County Park Board— December 3, 2024

At 12:05 p.m., Chairman Bergquist called the regular meeting of the Stutsman County Park Board to order. Jerry Bergquist, Chad Wolsky, Amanda Hastings, Levi Taylor, Mike Hansen, Henry Steinberger (via telephone) and Merri Mooridian (via telephone) were present.

A motion to approve the November 2024 meeting minutes was made by Steinberger, seconded by Taylor. Unanimous aye vote. Motion carried.

Joe Burgard, EZ Wheels Shrine Club, presented a request to hold the annual Truck Drop Fundraiser event at Little Britches Pond in 2025. A motion to approve was made by Hansen, seconded by Hastings. Unanimous aye vote. Motion carried.

Davis informed the board that both Steinberger and Mooridian's terms on the park board are expiring, and appointments will be made at the December 17 meeting.

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

	County Park Fund	
17174	VISA AUD 1683	$ 2,316.79

At 12:17 p.m. a motion to adjourn the park board meeting was made by Taylor, seconded by Wolsky. Unanimous aye vote. Motion carried.

At 12:17 p.m. the Commission meeting was called back to order.

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

	General Revenue Fund			**County Roads Fund**	
17120	AELE LAW ENFORCEMENT LEGAL CENTER	$ 1,800.00	17125	BUFFALO CITY DIESEL	$ 615.14
17122	BALCO UNIFORM CO INC	$ 50.14	17126	BUTLER MACHINERY CO	$ 275.76
17127	CABLE SERVICES	$ 47.31	17128	CAPITAL ONE - RD 604867	$ 87.71
17131	CENEX FLEETCARD - SO	$ 4,177.53	17129	CAPITAL ONE TRADE CREDIT	$ 333.60
17133	CENTRAL SALES	$ 4,020.88	17132	CENTRAL BUSINESS SYSTEMS INC	$ 90.00
17134	CENTURYLINK.	$ 52.61	17137	CREATIVE ENERGY	$ 2,977.78
17135	COLE PAPERS INC	$ 373.73	17138	FARMERS UNION OIL CO-CENEX	$ 5,157.41
17136	COMFORT SUITES	$ 99.00	17139	FINANCIAL MANAGEMENT DIVISION	$ 2,705.33
17140	GOVERNMENT EXECUTIVE MEDIA GROUP	$ 1,995.00	17143	JAMESTOWN CITY WATER	$ 450.68
	GRAY, JEREMY	$ 25.46	17147	KOTACO	$ 2,490.02
	GRAY, JEREMY	$ 93.80	17151	MDU	$ 67.92
	GRAY, JEREMY	$ 67.00	17152	MENARDS - JAMESTOWN	$ 551.42
	GRAY, JEREMY	$ 52.26		MONTPELIER CITY AUDITOR - DD	$ 58.00
	GRAY, JEREMY	$ 62.98	17153	NAPA AUTO PARTS	$ 592.08
	GRAY, JEREMY	$ 53.60	17155	NORTHWEST TIRE INC.	$ 94.51
	GRAY, JEREMY	$ 111.22	17158	POWER PLAN	$ 1,725.10
17141	HANSON TIRE SERVICE	$ 1,384.00	17163	SAFETY KLEEN CORP	$ 625.63
	HEHR, AMY	$ 58.29	17166	STREETER COOP OIL	$ 2,842.07
	HEHR, AMY	$ 34.84	17167	STUTSMAN RURAL WATER DISTRICT	$ 66.47
17143	JAMESTOWN CITY WATER	$ 4,257.50	17169	TITAN MACHINERY	$ 2,419.22
17144	JAMESTOWN EMS EDUCATION	$ 60.00	17170	TRACTOR SUPPLY CREDIT PLAN	$ 45.98
17146	JETSTREAM CAR WASH	$ 430.55	17171	TRUE NORTH STEEL	$ 2,104.70
17148	LEAF	$ 272.06	17177	VISA RD 1766	$ 475.98
	LINZ, JASON	$ 40.87	17179	WEST END HIDE & FUR	$ 31.95
17149	MARQUART,ANDREW S	$ 972.00	17181	WILLEYS SEPTIC TANK SERVICE	$ 900.00
17150	MCKESSON MEDICAL SURGICAL	$ 167.11	17182	WOODWORTH FARMERS GRAIN CO	$ 487.54
17151	MDU	$ 1,570.20	17167	STUTSMAN RURAL WATER DISTRICT	$ 285.35
17154	ND DEPT OF MOTOR VEHICLE	$ 11.50		**Weed Control Fund**	
17157	PIT STOP EXPRESS LUBE	$ 96.45	17121	AT&T MOBILITY	$ 116.20
17159	QUADIENT LEASING USA, INC.	$ 164.58	17156	OTTER TAIL POWER CO	$ 45.27
17162	RECORD KEEPERS	$ 47.50		**Veterans Service Fund**	
17164	SANFORD.	$ 1,256.00	17123	BAYMONT INN & SUITES	$ 330.00
17165	STATE BAR BOARD OF LAW EXAMINERS	$ 380.00	17134	CENTURYLINK.	$ 86.96
17184	STATE BAR BOARD OF LAW EXAMINERS	$ 380.00	17175	VISA EMS 1790	$ 31.60
17185	STATE BAR BOARD OF LAW EXAMINERS	$ 380.00		**County Agent Fund**	
17168	SUMMIT FOOD SERVICE, LLC	$ 10,696.35	17142	INNOVATIVE OFFICE SOLUTIONS, LLC	$ 57.95
17172	TWO RIVERS PRINTING	$ 801.80	17161	R&H MAINTENANCE	$ 400.00
17173	VERIZON WIRELESS- SO	$ 1,335.91	17176	VISA EXT 3424	$ 1,582.91
17174	VISA AUD 1683	$ 2,003.96		**Human Service Zone Human Service Fund Total**	$ 1,453.45
17175	VISA EMS 1790	$ 286.96		**Commissary Fund**	
17178	VISA SCCC 1949	$ 2,964.20	17178	VISA SCCC 1949	$ 343.66
17186	VISA SO 1840	$ 4,533.70		**County Correctional Center Construction Fund**	
17180	WILHELM CHEVROLET BUICK GMC	$ 193.86	17130	CDW GOVERNMENT INC	$ 405.33
17183	ZIRBES, HENRY	$ 17.62		**Road & Bridge Building Fund**	

	Vision Zero Coordinator		17153	NAPA AUTO PARTS	$ 1,410.00
17173	VERIZON WIRELESS- SO	$ 82.55		**County Sheriff Capital Fund**	
	E 911 Phone System Fund		17180	WILHELM CHEVROLET BUICK GMC	$ 43,215.00
17134	CENTURYLINK.	$ 3.39		**Job Incentive Fund**	
17175	VISA EMS 1790	$ 11.85	17145	JAMESTOWN STUTSMAN DEVELOPMENT CORP	$158,000.00
				Wages	
				Monday, November 25th, 2024	$884,182.61

At 12:18 p.m. a motion was made by Hastings to adjourn the meeting, seconded by Wolsky. Unanimous aye vote. Motion carried.

ATTEST:

Jessica Alonge
Auditor/COO

Jerry Bergquist
Commission Chairman