Official Proceedings of the Stutsman County Commission – December 15, 2020

At 8:00 a.m., Chairman Klose called the regular meeting of the Stutsman County Commission to order. Dennis Ova, Ramone Gumke, Joan Morris, Steven Cichos and Mark Klose answered the roll call.

Mark Klose, Chairman, welcomed Joan Morris to the board.

The commission reorganization was held.

Cichos made a motion, seconded by Gumke, to re-elect Mark Klose as Chairman of the Board of Commissioners. Motion carried.

A motion to re-elect Dennis Ova as Vice-Chairman of the Board of Commissioners was made by Cichos, seconded by Gumke. Motion carried.

Gumke made a motion, seconded by Ova, to move the County Commission time to 3:30 p.m. Motion carried.

A motion to re-appoint Arlyn Schmidt to the Water Resource Board was made by Cichos, seconded by Ova. Motion carried.

Mark Klose, Chairman, discussed the Auditor/COO position. Jessica Alonge, Interim Auditor/COO has contacted Nicole Meland (previous Auditor/COO), the ND State Auditor and the ND Association of Counties. Klose recommends Alonge doing training regarding the position. Shannon Larson, Human Resource Director, is interested in the financial areas as well. Training has been budgeted for. Alonge will touch base with the Auditor's Association to see how many hours of training are needed to become an Auditor. The training would be beneficial to Stutsman County and it would add value to the team.

Cichos voiced some concerns and suggestions. Josh Smaage, IT Director, doesn't have a back-up for his job position. As this evolves, the whole County should be looked at regarding cross-training. This is something to look at while restructuring. Klose suggested bringing this discussion to the next Personnel Committee meeting.

Stutsman County is getting close to year-end. Alonge may need help closing out the year-end books. Ova made a motion to contract with Nicole Meland with the same previous rate of her current contract, seconded by Gumke. Meland does a thorough review of the accounts, adjustments due to errors, and puts together a year-end report for the board. This should only take a couple weeks. Roll call vote: Ova, Gumke, Morris, Cichos and Klose voted aye. Motion carried.

A possible part-time intern was discussed. Klose suggested a college candidate. Joan Morris, Commissioner, will put the word out at the University of Jamestown.

Alonge presented the General Election Expense Report. This was submitted to the State. A comparison was made from the 2016 General Election (the last presidential election). A grant was received in the amount of $9,800 for election expenses.

Stutsman County did receive their CARES payment for August through October payroll in the amount $257,239. Larson will be submitting for the November payroll. December's payroll will be submitted in January.

Jamison Veil, City Assessor, presented 2019 and 2020 abatement applications for 626 2nd Ave SW, Jamestown, ND 58401. The property has been undergoing renovations for 5-6 years. The City of Jamestown had too high of a percentage of completion. They hadn't heard from the owner until this year. Essentially when the City of Jamestown doesn't hear from an owner, they must do an external appraisal. The property was originally valued at $127,000. The owner indicated it hasn't been touched since 2017. Veil is recommending a reduction of $61,500 for the 2019 year and $80,300 for the 2020 year. The permit is still open. The Jamestown City Council recommended approval of the abatements. A motion to approve the presented abatements was made by Gumke, seconded by Ova. Roll call vote: Gumke, Morris, Cichos, Klose and Ova voted aye. Motion carried.

A motion to approve the beer and liquor licenses for the Jamestown Country Club, Ypsi Bar & Grill and Windsor Bar was made by Ova, seconded by Cichos. Motion carried.

A motion to approve the beer and liquor licenses for Sportsman's Bar, Hitchin' Post and 281 Stop contingent on completion of applications and receiving the Township consent forms by December 31, 2020 was made by Cichos, seconded by Gumke. Motion carried.

Mickey Nenow, Road Superintendent, presented his monthly report.

Peterson Township bids ended up being lower than the estimates. Stutsman County received the grant from the State. The project will be 100% funded by the State. Discussion on FEMA projects was discussed.

Cichos questioned a project in Ypsilanti. Nenow said this project was approved and would be started next summer.

At 8:36 a.m., the Stutsman County Commission recessed for the Stutsman County Park Board Meeting.

Official Proceedings of the Stutsman County Park Board – December 15, 2020

At 8:36 a.m., Chairman Klose called the regular meeting of the Stutsman County Park Board to order. Dennis Ova, Ramone Gumke, Joan Morris, Steven Cichos, Mark Klose, Jason Houge and Robert Martin answered the roll call.

Karl Bergh, Park Superintendent, requested a new hire for the 2021 summer. This would be a full-time seasonal position. Bergh requested permission to advertise for this position. Ova made a motion to approve advertising for this position.

Future projects for the Park Department were discussed. Bergh would like to get some benches. These would be taken care of in-house with possible sponsors. Bergh would also like to pursue a more defined

swim area with more buoys and more water safety. Robert Martin, Park Board, discussed providing boat and water safety training.

Klose welcomed Robert Martin to the Park Board.

Fritz Fremgen, State's Attorney, suggested putting the land conveyance deeds and documents out for quotes. Stutsman County is still awaiting the survey and appraisal. Fremgen would like deeds to be available for all properties. A recommendation to have a deadline in the proposal was made. Gumke made a motion, seconded by Ova, to allow Fremgen to move forward and send out packets that would include the following: letter, conveyance agreement, maps, and parameters. Roll call vote: Morris (abstain), Cichos (abstain), Klose, Houge (abstain), Ova and Gumke. Motion carried.

David and Kim Wieland (1W) requested a cabin permit refund. The two previous cabins approved for cabin permit refunds were made within days of Stutsman County taking over. A deed hasn't been recorded yet. The request was denied.

Houge made a motion, seconded by Ova, to approve the renewal of cabin 53W. Motion carried.

A motion to approve the mid-month bills was made by Houge. Pelican Point charges were questioned by Morris. Stutsman County will have to change some bills to the concessionaire. Morris seconded the motion. Roll call vote: Cichos, Klose, Houge, Martin, Ova, Gumke and Morris voted aye. Motion carried.

At 9:04 a.m., Cichos made a motion to adjourn the Park Board meeting, seconded by Martin. Motion carried.

Larson spoke regarding Christmas Eve. The Stutsman County policy currently states Stutsman County Offices to be closed a half day on Christmas Eve. It is now deemed a Federal holiday. Christmas Eve is on Thursday, December 24, 2020. Stutsman County will be closed on December 25th in recognition of Christmas. Ova made a motion to allow the request of December 24, 2020, 8:00 a.m. to noon closure, seconded by Gumke. Motion carried.

A motion to add Lazy Fish to the previous motion of approving the application contingent on completion and receiving the Township consent form by December 31, 2020 was made by Gumke, seconded by Ova. Motion carried.

A motion to approve mid-month bills was made by Gumke, seconded by Cichos. Roll call vote: Klose, Ova, Gumke, Morris and Cichos voted aye. Motion carried.

At 9:08 a.m., Gumke made a motion to adjourn the meeting, seconded by Cichos. Motion carried.

ATTEST:

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