Official Proceedings of the Stutsman County Commission – December 17, 2019

At 4:30 p.m., Chairman Klose called the regular meeting of the Stutsman County Commission to order. Mark Klose, Dennis Ova, Ramone Gumke, David Schwartz and Steven Cichos answered the roll call.

The next meeting will be moved to January 7, 2020 at 8:00 a.m.

Emeline Burkett, Director of Social Services, presented proposed Human Zone Board terms for Stutsman County board members. Gumke made a motion to have Commissioner Cichos serve a 3-year term, Member Gayle Nelson to serve a 1-year term and Member Tracy Johnk to serve a 2-year term, seconded by Schwartz. Roll call vote: Gumke, Schwartz, Cichos, Klose and Ova voted aye. Motion carried.

Doreen Stroh, City of Jamestown Appraiser, presented three abatements for the following parcels: #74-3372700, #74-3770520 and #74-7227000. Schwartz made a motion to approve the recommendations presented by the City, seconded by Ova. Roll call vote: Schwartz, Cichos, Klose, Ova and Gumke voted aye. Motion carried.

Chad Jackson, Stutsman County Correctional Center Administrator, requested out of state travel for himself and another employee for a conference in Colorado. Ova made a motion to approve the presented request, seconded by Gumke. Motion carried.

Two new job descriptions for Communications Specialist and Lead Communications Specialist were presented. Schwartz made a motion to approve the presented job descriptions for the Communications Center and to allow an internal job posting for Lead Communications Specialist for up to three positions, seconded by Gumke. Roll call vote: Cichos, Klose, Ova, Gumke and Schwartz voted aye. Motion carried.

Gumke made a motion, seconded by Ova, to approve the presented promotion policies for the Auditor, Treasurer, Recorder and Tax Equalization departments and Sheriff's Office. Roll call vote: Klose, Ova, Gumke, Schwartz and Cichos voted aye. Motion carried.

Nicole Meland requested approval of promotions for Corey Genter (Stutsman County Property Appraiser), Shannon Larson (Stutsman County Human Resource Specialist) and Haylee Albrecht (Deputy Treasurer), effective January 1, 2020. A motion to approve the requests was made by Schwartz, seconded by Cichos. Roll call vote: Ova, Gumke, Schwartz, Cichos and Klose voted aye. Motion carried.

Cichos made a motion to approve the presented Sheriff's Office promotions for Deputies White, Davis, Muske, Hirchert, Holzworth and Schwanz, seconded by Ova. Roll call vote: Gumke, Schwartz, Cichos, Klose and Ova voted aye. Motion carried.

A motion to renew the Cass County Mutual Aid Agreement was made by Ova, seconded by Gumke. Roll call vote: Schwartz, Cichos, Klose, Ova and Gumke voted aye. Motion carried.

A 6-month extension of the current 9-1-1 Equipment Maintenance Contract was requested by Jerry Bergquist, Emergency Manager. A motion to approve the requested extension was made by Ova, seconded by Schwartz. Roll call vote: Cichos, Klose, Ova, Gumke and Schwartz voted aye. Motion carried.

A motion to close the rural voting precincts for Pingree, Kensal and Medina was made by Schwartz, seconded by Cichos. Roll call vote: Klose, Ova, Gumke, Schwartz and Klose voted aye. Motion carried.

Ova made a motion, seconded by Gumke, to approve the following presented established precincts for the 2020 election cycle: Precinct 1, Precinct 2, Precinct 3 with Jamestown School, Precinct 3 without Jamestown School, Precinct 4 with Jamestown School, Precinct 4 without Jamestown School, Precinct 5 with Jamestown School, Precinct 5 without Jamestown School, Precinct 6 with Jamestown School, Precinct 6 without Jamestown School, Precinct J1, Precinct J2 with City, Precinct J2 without City, Precinct J3, Precinct J4, Precinct J5 and Precinct J6. Roll call vote: Ova, Gumke, Schwartz, Cichos and Klose voted aye. Motion carried.

Schwartz made a motion, seconded by Gumke, to approve the following polling locations for the 2020 election cycle: Stutsman County Courthouse (all precincts for absentee and early voting) and the Jamestown Civic Center (all precincts on election day).

Nicole Meland presented an audit agreement for a company called SpyGlass. SpyGlass reviews telecommunication and network service billings for cost savings. The board asked for savings that other entities have obtained from these services.

A motion to deny the requests of December 24th 8:00 a.m. to noon closure and December 31st noon closure was made by Cichos. The motion failed due to a lack of a second.

Schwartz made a motion to approve the request of December 24th 8:00 a.m. to noon closure and leave December 31st as is, seconded by Ova. Roll call vote: Schwartz – Aye, Cichos – Nay, Klose – Aye, Ova – Aye. Motion carried.

A motion to approve taxable meals and bills was made by Cichos, seconded by Schwartz. Roll call vote: Cichos, Klose, Ova and Schwartz voted aye. Motion carried.

	General Revenue Fund				
2673	A & B BUSINESS INC	$ 438.93	2731	NAPA AUTO PARTS	$ 1,272.13
	BEAR, TINA	$ 120.00	2738	NICKY'S SPARE TIME	$ 70.00
2675	BEHAVIORAL INTERVENTIONS	$ 590.40	2739	NIENOW, JOYCE	$ 323.00
2676	BIDDLE CONSULTING GROUP, INC.	$ 1,495.00	2740	NORTHERN IMPROVEMENT CO.	$ 2,164.32
2679	BLUE360 MEDIA	$ 205.53	2742	NORTHERN PLAINS ELECTRIC COOPERATIVE	$ 218.00
2681	CENEX FLEETCARD - SO	$ 3,370.93	2743	NORTHWEST TIRE INC	$ 2,139.17
2683	CENTRAL BUSINESS SYSTEMS INC	$ 1,021.21	2745	ODENBACH, JASON	$ 1,440.00
2684	CENTURYLINK	$ 1,079.52	2744	O'REILLY AUTOMOTIVE INC	$ 71.82
2686	COLE PAPERS INC	$ 1,984.64	2746	OTTER TAIL POWER CO	$ 1,133.20
2688	CREATIVE ENERGY	$ 103.66	2749	POWER PLAN	$ 22.06
2689	CURTIS ELECTRIC LTD	$ 1,476.43	2750	PRAXAIR DISTRIBUTION INC	$ 381.50
2690	DACOTAH PAPER CO	$ 1,317.64	2757	ROUGHRIDER SIGNS & DESIGNS	$ 50.00
2694	DALSTED & RYAN P C	$ 1,491.50	2760	SCHEMPP, JEFF	$ 5,337.80
2701	FASTENAL CO	$ 18.50	2762	SJOSTROM, TODD & JOLENE	$ 5,814.00
2702	FORUM COMMUNICATIONS COMPANY	$ 2,058.80	2767	STUTSMAN CO TREASURER	$ 302.40
2705	HAAKENSON, HUNTER	$ 26.00	2771	TDS METROCOM - RD	$ 8.00
			2776	TOWE, JEREMY W	$ 182.70

2710	INFORMATION TECHNOLOGY DEPT	$ 935.90	2777	TRAUTMAN,MARY	$ 1,523.00
2712	INNOVATIVE OFFICE SOLUTIONS, LLC	$ 1,299.60	2783	VINING OIL CO	$ 5,266.81
2713	INSURE FORWARD	$ 312.00	2785	WEST END HIDE & FUR	$ 96.20
2715	JAMESTOWN CITY WATER	$ 4.79	2787	WILLEYS SEPTIC TANK SERVICE	$ 100.00
2717	JEVNING, ALLEN	$ 22.00		**Unorganized Township Roads Fund**	
2719	KRUEGER,NANCY	$ 58.50	2766	STUTSMAN CO ROAD DEPT	$ 990.00
2720	LANGUAGE LINE SERVICES	$ 148.90		**Foster Care Trust Fund Total**	$ 1,239.00
2721	LARAWAY, VICKI	$ 314.51		**Social Services Fund Total**	$ 10,151.42
2725	MARQUART,ANDREW S	$ 729.00		**County Park Fund**	
2726	MCKESSON MEDICAL SURGICAL	$ 315.44	2678	BLUE TARP FINANCIAL, INC.	$ 70.47
2727	MDU	$ 291.78	2693	DAKOTA VALLEY ELECTRIC	$ 8.00
2728	MEDICINE SHOPPE	$ 206.17	2695	DAN POLAND MACHINE INC	$ 85.50
2732	NAPA AUTO PARTS-LEC	$ 100.47	2700	FARMERS UNION OIL CO-CENEX	$ 426.01
2733	NARDINI FIRE EQUIPMENT OF ND	$ 174.00	2702	FORUM COMMUNICATIONS COMPANY	$ 203.04
2735	NEOFUNDS- AUD	$ 1,000.00	2709	HOME OF ECONOMY	$ 35.83
2742	NORTHERN PLAINS ELECTRIC COOPERATIVE	$ 123.00	2714	IVERSON CONSTRUCTION, INC	$ 2,524.09
2746	OTTER TAIL POWER CO	$ 8,050.91	2718	JOHN DEERE FINANCIAL - PARK	$ 153.73
2747	PHARMCHEM INC	$ 256.95	2741	NORTHERN PLAINS ELECTRIC	$ 18.00
2748	PIT STOP	$ 69.74	2742	NORTHERN PLAINS ELECTRIC COOPERATIVE	$ 1,159.55
2752	QUILL CORPORATION	$ 210.90	2750	PRAXAIR DISTRIBUTION INC	$ 42.52
2753	RADISSON INN BISMARCK	$ 253.80	2768	STUTSMAN RURAL WATER DISTRICT	$ 432.78
2755	REDWOOD TOXICOLOGY LABORATORY INC	$ 20.58	2781	VALLEY PLAINS EQUIPMENT	$ 1,122.80
2756	ROBERTS CO. DETENTION CENTER	$ 280.00		**Emergency**	
2758	SANFORD HEALTH OCCUPATIONAL MEDICINE	$ 70.00	2737	NEWMAN SIGNS	$ 4,980.60
2759	SC CORRECTIONS	$ 1,442.50		**Weed Control Fund**	
	SCHAFFER,DIANNE	$ 50.00	2678	BLUE TARP FINANCIAL, INC.	$ 153.99
2761	SCOTT'S ELECTRIC LLC	$ 84.45	2691	DAKOTA CENTRAL TELECOMM	$ 55.78
2764	STEIN'S INC	$ 1,634.45		DEUTSCHER,DAVID	$ 38.28
2769	SUMMIT FOOD SERVICE, LLC	$ 7,529.83		DEUTSCHER,DAVID	$ 38.28
2770	TDS METROCOM	$ 265.50		DEUTSCHER,DAVID	$ 38.28
2773	THOMSON REUTERS	$ 369.42		DEUTSCHER,DAVID	$ 38.28
2774	THRIFTY DRUG-WHITE DRUG	$ 32.41	2702	FORUM COMMUNICATIONS COMPANY	$ 18.24
2779	TWO RIVERS PRINTING	$ 1,036.00		LEES,KIM	$ 14.50
2780	US BANK WEALTH MANAGEMENT	$ 40.47		LEES,KIM	$ 14.50
2784	WALMART	$ 500.00		**Veterans Service Fund**	
2786	WILHELM CHEVROLET BUICK GMC	$ 15,156.47	2684	CENTURYLINK	$ 15.13
	E 911 Phone System Fund		2770	TDS METROCOM	$ 5.87
2691	DAKOTA CENTRAL TELECOMM	$ 229.83		**County Agent Fund**	
2692	DAKOTA CENTRAL TELECOMMUNICATIONS	$ 277.00		BARNES,ROBIN	$ 104.40
	FRANKLIN, KIMBERLY	$ 139.32		BARNES,ROBIN	$ 116.00
2751	QUALITY INN BISMARCK	$ 169.20		BARNES,ROBIN	$ 28.00
2770	TDS METROCOM	$ 11.36		BARNES,ROBIN	$ 86.40
	County Roads Fund		2683	CENTRAL BUSINESS SYSTEMS INC	$ 336.55
2674	AMERIPRIDE SERVICES	$ 460.21	2691	DAKOTA CENTRAL TELECOMM	$ 260.23
2677	BIG STATE INDUSTRIAL SUPPLY INC	$ 268.70	2698	ECOLAB PEST ELIMINATION DIV	$ 118.97
2680	BUTLER MACHINERY CO	$ 756.73		HARSTAD,ALICIA	$ 63.22
2685	CITY OF STREEETER	$ 61.75		HARSTAD,ALICIA	$ 43.50
2688	CREATIVE ENERGY	$ 2,503.05		HARSTAD,ALICIA	$ 58.00
2691	DAKOTA CENTRAL TELECOMM	$ 172.89		HARSTAD,ALICIA	$ 23.78
2700	FARMERS UNION OIL CO-CENEX	$ 917.04	2707	HIGH PLAINS WATER	$ 21.00
2704	GUTHMILLER EARTHMOVING INC	$ 20,357.72	2712	INNOVATIVE OFFICE SOLUTIONS, LLC	$ 128.85
2706	HAROLD TRAUTMAN TRUST	$ 979.00	2734	NDSU	$ 380.00
2707	HIGH PLAINS WATER	$ 45.00	2775	TICHY, AMY	$ 96.34

2708	HOFMANN, RAYMOND	$ 306.00		**Commissary Fund**	
2709	HOME OF ECONOMY	$ 116.96	2778	TURNKEY CORRECTIONS	$ 266.30
2711	INLAND TRUCK PARTS CO	$ 349.25		**Drug Program Fund Total**	$ 435.71
2713	INSURE FORWARD	$ 295.00		**Courthouse Building Fund**	
2715	JAMESTOWN CITY WATER	$ 90.63	2703	GRAYBAR	$ 246.24
	KRAMLICH MICHAEL	$ 556.80		**Road & Bridge Building Fund**	
	KRAMLICH, MYRON	$ 69.60	2730	MENARDS - JAMESTOWN	$ 199.00
2722	LEONARD GESKE ESTATE	$ 104.00	2750	PRAXAIR DISTRIBUTION INC	$ 300.00
2723	LINDBERG BROS.	$ 953.23		**Bond Fund**	
2724	MACKKE PLUMBING AND HEATING	$ 880.00	2699	EHLERS & ASSOCIATES INC	$ 1,000.00
2727	MDU	$ 806.04		**Job Incentive Fund**	
2729	MEDINA CITY AUDITOR	$ 87.00	2716	JAMESTOWN STUTSMAN DEVELOPMENT CORP	$ 30,405.70
2730	MENARDS - JAMESTOWN	$ 439.88		**Wages -** Tuesday , December 24, 2019	$627,265.96

Two applications were received for the Stutsman County Weed Board appointment. The two applicants were Justin Wanzek and Randy Neva. The board voted by secret ballot, with Neva receiving 5 votes. Schwartz made a motion, seconded by Ova, to appoint Randy Neva to the 4-year Weed Control position. Motion carried.

Cichos asked when the 2018 audit report would be completed. Meland stated she had signed an adjustment letter and other documentation and the report should be complete by the end of the week or following week.

At 5:29 p.m., Ova made a motion to adjourn the meeting, seconded by Schwartz. Motion carried.

ATTEST:

Nicole Meland
Auditor/COO

Mark T. Klose
Commission Chairman