

Official Proceedings of the Stutsman County Commission – February 6, 2018

At 4:00 p.m., Chairman Mark Klose called the regular meeting of the Stutsman County Commission to order. Dale Marks, David Schwartz, Craig Neys and Mark Klose answered the roll call. Dennis Ova was absent.

A motion to approve the minutes of the January 2018 meetings was made by Schwartz, seconded by Neys. Motion carried.

The Honorable Daniel Narum spoke to the board with reference to courtroom security. The judges are asking for courtroom security during master calendar days. Master calendar is held three days per week. The Sheriff is required to provide court security under century code. Sheriff Kaiser would like to hire a full-time employee to address the issue. The cost of an employee would be around \$70-75,000.00 which would not include equipment. Sheriff Kaiser would like to open the job internally and implement security as soon as possible.

Jim Fettig, Courthouse Maintenance Supervisor, presented quotes for the three electrical bids he received. Marks made a motion, seconded by Neys to award the quotes to Scott's Electric, Curtis Electric and Magnum Electric. Motion carried.

Fettig received two plumbing, heating and air conditioning bids. A motion was made to approve contracts with both Arneson Plumbing Heating and AC and Artic Zone Refrigeration by Schwartz, seconded by Marks, Motion carried.

A Trane renewal contract was presented by Fettig and Howie Pueser, LEC Maintenance Supervisor. A one year contract with the courthouse would be \$1,745.00, LEC would be \$2,080.00 and Social Services would be \$1,060.00. Schwartz made a motion, seconded by Neys to approve the renewal contract with Trane. Motion carried.

Fettig stated there are issues with the roof top unit at the courthouse. The controls are 32-35 years old. It has been down three times in the last two months and lost a time clock control. It currently runs 24/7 since there is no longer an ability to control it. Trane can install new electronic controls and upgrade the unit for approximately \$5,500.00.

Gravel crushing bids for 2018 were presented and reviewed by Mickey Nenow, Road Superintendent. Neys made a motion to award the bid to RTS Shearing LLC, seconded by Schwartz. Roll call vote: Marks, Schwartz, Neys and Klose voted aye. Motion carried.

Chip sealing bids for 2018 were presented and reviewed by Nenow. Schwartz made a motion to award the bid to Morris Sealcoat & Trucking with the base and alternate bid, seconded by Marks. Roll call vote: Schwartz, Neys, Klose and Marks voted aye. Motion carried.

Fritz Fremgen, State's Attorney, presented his monthly report. Fremgen indicated that they continue to settle cases like they've never settled before. Fremgen has 9 charges waiting for review. Sims has 10

charges waiting for review. Nwoga has 26 charges waiting for review. Fremgen said the work load needs to be addressed.

A 'Radio Frequency Memorandum of Understanding with the State of North Dakota' was presented by Jerry Bergquist, Emergency Manager / 9-1-1 Coordinator. This memorandum was the outcome of the last legislative session and part of the Statewide Interoperable Radio Network. The memorandum would potentially require the County to relinquish some or all of its radio frequencies if needed during the establishment of the Network. Chad Kaiser, Stutsman County Sheriff, looked at the agreement as well as the attorney for the Association of Counties. A motion to approve the memorandum and agreement and send it to ITD was made by Schwartz, seconded by Marks. Motion carried.

At the December 5, 2017, commission meeting, Bergquist received approval to change the automatic telephone system from CodeRED to Everbridge. A cancellation letter was sent to CodeRED; however, CodeRED responded that the contract doesn't expire until February 22, 2019. Since Richland and Stutsman County's contract expires in February 2019 and Barnes County expires in December 2018, Everbridge agreed to amend the contract to start on November 1, 2018, for a fee to Stutsman County of \$2,300.00. Schwartz made a motion to approve the amended contract, seconded by Neys. Motion carried.

Nicole Meland, Interim Auditor / COO, presented 2017 year-end fund transfers. Klose questioned the Park Fund balance. Meland indicated that the additional money would be set aside and used as a match for the Bureau of Reclamation Grant we are anticipating for some of the larger capital improvement projects and not for equipment purchases. Neys made a motion to approve the presented 2017 budget transfers, seconded by Schwartz. Roll call vote: Neys, Klose, Marks and Schwartz voted aye. Motion carried.

Meland presented 2017 budget amendments. Schwartz made a motion, seconded by Marks to approve the presented amendments. Roll call vote: Klose, Marks, Schwartz and Neys voted aye. Motion carried.

An additional Social Service transfer to the General Fund was presented by Meland. Interest was applied to the fund balance after the original transfer was approved. A motion to approve the additional Social Service transfer to the General Fund was made by Schwartz, seconded by Neys. Roll call vote: Marks, Schwartz, Neys and Klose voted aye. Motion carried.

Meland discussed the library board appointments. Joe Rector, Library Director, requested amending Charlotte Freeberg's appointment to address a specific term. Her term would be November 1, 2017, to February 28, 2018, which would complete the remainder of the unexpired term. She would then have a full-term appointment starting March 1, 2018, to February 28, 2021. Charlotte Freeberg would be a joint appointment for the City and County with the City's approval. Marks made a motion to amend the terms, seconded by Schwartz. Motion carried.

Schwartz made a motion, seconded by Neys to appoint Dale Marks to the Library Board from March 1, 2018, to February 28, 2021. Motion carried.

David Klein, Executive Director for Stutsman County Housing Authority, presented a County Resolution granting a name change. A request to change the legal name from Stutsman County Housing Authority to Great Plains Housing Authority was made. Neys made a motion to approve the request of legal name change, seconded by Schwartz. Roll call vote: Schwartz, Neys, Klose and Marks voted aye. Motion carried.

An Amendment of Authority Bylaws was presented by Klein. This was just informational information. No approval was needed.

Klein requested approval of new board members Roger Gussiaas from Foster County and Mary Hager from Wells County. Schwartz made a motion to approve the new appointments, seconded by Neys. Motion carried.

At 5:14 p.m., the Stutsman County Commission Meeting recessed for the County Park Meeting.

Official Proceedings of the Stutsman County Park Board – February 6, 2018

At 5:15 p.m., Chairman Klose called the regular meeting of the Stutsman County Park Board to order. Dale Marks, David Schwartz, Craig Neys, Mark Klose, Robert Woodward and Jason Houge answered the roll call. Dennis Ova was absent.

Schwartz made a motion to approve the minutes of the January 2018 meeting, seconded by Woodward. Motion carried.

Houge made a motion to approve the monthly bills, seconded by Marks. Roll call vote: Neys, Klose, Marks, Schwartz, Houge and Woodward voted aye. Motion carried.

|       |                               |             |       |                                      |            |
|-------|-------------------------------|-------------|-------|--------------------------------------|------------|
|       | <b>County Park Fund</b>       |             | 77856 | NAPA AUTO PARTS-PARK                 | \$271.98   |
| 77807 | CENTRAL DAKOTA SANITATION INC | \$2,408.02  | 77868 | NORTHERN PLAINS ELECTRIC COOPERATIVE | \$1,395.55 |
| 77808 | CENTURYLINK                   | \$136.79    | 77900 | TRUE VALUE (PARK DEPT)               | \$14.47    |
| 77828 | GUTHMILLER EARTHMOVING INC    | \$35,000.00 |       |                                      |            |

David Klein presented a personal request. Klein is looking for a safer place for kayakers and canoers to launch that would be away from jet-skis and boats on the Reservoir. The area presented, by the island, is an excellent spot to grow some of the non-motorized water sports. Signage would be needed. Schwartz made a motion, seconded by Neys for a no wake zone on the south side of the island. Motion carried.

Marlyn Bertsch, Park Superintendent, presented his monthly report. Bertsch is getting ready for improvement projects next summer. He is currently working with a company called Parks & Playground Equipment regarding grants.

Commissioner Schwartz discussed purchasing another mower. Park budgeted \$65,000 for a new mower but they are looking at purchasing a used 2012 Torro mower with a cab for \$30,000.00 with a year warranty. Houge made a motion to approve the purchase of the mower, seconded by Schwartz. Roll call vote: Klose, Marks, Schwartz, Neys, Houge and Woodward voted aye. Motion carried.

An extension of the Lakeside Marina Agreement was presented by Meland. The extension would be through September 30, 2018, until the concession agreements can be reviewed. A motion to extend the agreement was made by Schwartz, seconded by Woodward. Motion carried.

Commissioner Neys discussed moving the cabins at Pelican Point. They are not level, sagging and need to be moved. Bertsch indicated he would contact Iverson Construction to see if he can move them.

A motion to adjourn the Park Board meeting was made by Schwartz, seconded by Neys. Motion carried.

At 5:40 p.m., the regular commission meeting was called back to order.

A motion to pay the monthly bills was made by Neys, seconded by Schwartz. Roll call vote: Marks, Schwartz, Neys and Mark voted aye. Motion carried.

|       |                               |             |       |                                      |            |
|-------|-------------------------------|-------------|-------|--------------------------------------|------------|
|       | <b>General Revenue Fund</b>   |             |       | WHITE,DANIEL                         | \$17.10    |
| 77789 | A & B BUSINESS INC            | \$456.33    | 77917 | WILHELM CHEVROLET BUICK GMC          | \$1,005.21 |
|       | ALONGE,JESSICA                | \$102.46    | 77918 | WILLIAMS, CHAD                       | \$27.91    |
|       | ANDRES,DORINDA                | \$15.26     |       | <b>E 911 Phone System Fund</b>       |            |
| 77792 | BEACH, VAL                    | \$42.22     | 77857 | ND 911 ASSOCIATION                   | \$50.00    |
| 77793 | BEHAVIORAL INTERVENTIONS      | \$806.40    | 77902 | VERIZON WIRELESS                     | \$46.14    |
| 77794 | BOB'S PLUMBING & HEATING INC  | \$75.58     | 77905 | VISA EMS 1790                        | \$137.00   |
| 77795 | BROWN & SAENGER               | \$1,831.66  |       | <b>County Roads Fund</b>             |            |
| 77797 | BUILDERS FIRSTSOURCE          | \$233.97    | 77790 | AMERIPRIDE SERVICES                  | \$321.82   |
| 77798 | BURLEIGH COUNTY AUDITOR       | \$50.00     | 77796 | BUFFALO CITY DIESEL                  | \$478.44   |
| 77800 | C & J OIL CO.                 | \$159.98    | 77799 | BUTLER MACHINERY CO                  | \$1,821.77 |
| 77802 | CASS COUNTY TREASURER         | \$16,709.00 | 77810 | CLEVELAND CITY WATER & SEWER         | \$95.70    |
| 77803 | CBM FOOD SERVICE              | \$7,748.18  | 77822 | FARGO FREIGHTLINER                   | \$81.87    |
| 77804 | CDW GOVERNMENT INC            | \$149.67    | 77824 | FASTENAL CO                          | \$247.80   |
| 77806 | CENEX FLEETCARD               | \$2,255.89  | 77826 | FLEETPRIDE                           | \$463.04   |
| 77808 | CENTURYLINK                   | \$288.72    | 77831 | HIGH PLAINS WATER                    | \$25.00    |
| 77811 | COLE PAPERS INC               | \$1,059.88  | 77834 | HOME OF ECONOMY                      | \$175.74   |
| 77812 | COMFORT SUITES                | \$83.70     | 77837 | JAMESTOWN CITY WATER                 | \$14.75    |
| 77813 | COMMUNITY CORRECTION PROGRAM  | \$538.75    | 77842 | JOB SERVICE NORTH DAKOTA             | \$3,345.00 |
| 77815 | CORELOGIC CENTRALIZED REFUNDS | \$4,045.55  | 77843 | JOHN DEERE FINANCIAL                 | \$174.41   |
| 77816 | CROSSROADS REPAIR LLC         | \$138.00    |       | KRAMLICH MICHAEL                     | \$575.52   |
| 77817 | CROW, LARRY                   | \$136.97    | 77848 | MAC'S INC                            | \$11.33    |
| 77818 | DACOTAH PAPER CO              | \$270.14    | 77851 | MDU                                  | \$1,486.78 |
|       | DAVIS, BRIAN                  | \$85.98     | 77852 | MEDINA CITY AUDITOR                  | \$70.85    |
| 77820 | DIVERS, JESSICA               | \$25.00     | 77853 | MENARDS - JAMESTOWN                  | \$175.60   |
| 77823 | FARM & HOME PUBLISHERS INC    | \$495.00    |       | MONTPELIER CITY AUDITOR - DD         | \$43.00    |
| 77825 | FIRST COMMUNITY CREDIT UNION  | \$20.83     | 77855 | NAPA AUTO PARTS                      | \$695.86   |
| 77827 | FM TITLE                      | \$45.43     | 77866 | NICKY'S SPARE TIME                   | \$70.00    |
|       | FRANKLIN, KIMBERLY            | \$110.67    | 77867 | NORTH DAKOTA ONE CALL                | \$5.00     |
|       | FREMGEN,FRITZ                 | \$144.00    | 77868 | NORTHERN PLAINS ELECTRIC COOPERATIVE | \$323.00   |
| 77830 | HANSON TIRE SERVICE           | \$20.00     | 77869 | NORTHWEST TIRE INC                   | \$565.06   |
| 77832 | HILLERUD, DAVID               | \$5,066.29  | 77870 | OTTER TAIL POWER CO                  | \$1,272.65 |
| 77833 | HIRSHFIELD'S                  | \$209.96    | 77872 | POWER PLAN                           | \$847.79   |
| 77834 | HOME OF ECONOMY               | \$64.75     | 77874 | QUALITY SERVICE & REPAIR             | \$750.00   |
| 77835 | HR COLLABORATIVE              | \$400.00    | 77875 | QUILL CORPORATION                    | \$249.54   |

|       |  |            |       |  |             |
|-------|--|------------|-------|--|-------------|
|       | JACKSON, CHAD                            | \$309.00   | 77881 | SAFETY KLEEN CORP                              | \$322.15    |
| 77837 | JAMESTOWN CITY WATER                     | \$2,478.55 | 77888 | STREETER COOP OIL                              | \$2,699.36  |
| 77838 | JAMESTOWN I-94 EXXON                     | \$40.00    | 77893 | STUTSMAN RURAL WATER DISTRICT                  | \$118.90    |
| 77840 | JEFFREY D DOYLE INC                      | \$70.62    | 77897 | TOWE, JEREMY W                                 | \$245.25    |
| 77841 | JETSTREAM CAR WASH                       | \$918.54   | 77898 | TRACTOR SUPPLY CREDIT PLAN                     | \$14.99     |
| 77844 | KROPP, DONALD                            | \$5.22     | 77903 | VINING OIL CO                                  | \$825.40    |
| 77845 | LAUSCH, JAMES                            | \$7.00     | 77906 | VISA RD 1766                                   | \$307.29    |
| 77846 | LAWRENCE, JARED                          | \$1,194.14 | 77911 | WALMART COMMUNITY BRC RD                       | \$199.30    |
| 77847 | LEE, JONATHAN                            | \$8.40     | 77915 | WEST END HIDE & FUR                            | \$10.00     |
| 77849 | MAILFINANCE                              | \$913.95   |       | <b>Social Services Fund Total</b>              | \$25,304.31 |
| 77850 | MARQUART, ANDREW S                       | \$3,273.98 |       | <b>Weed Control Fund</b>                       |             |
|       | MCPHERSON, CIARA                         | \$111.18   | 77791 | BARNICK, DAVE                                  | \$109.00    |
| 77851 | MDU                                      | \$4,662.64 | 77842 | JOB SERVICE NORTH DAKOTA                       | \$1,376.76  |
| 77855 | NAPA AUTO PARTS                          | \$73.57    |       | KLOSE, MARK                                    | \$109.00    |
|       | ND ASSOCIATION OF COUNTIES - DD          | \$600.00   |       | MANSON, RONALD                                 | \$139.52    |
| 77860 | ND COUNTY AUDITOR'S ASSOCIATION          | \$500.00   |       | MARTIN, BOB                                    | \$109.00    |
| 77861 | ND COUNTY TREASURER'S ASSOCIATION        | \$500.00   |       | <b>Veterans Service Fund</b>                   |             |
| 77862 | ND EMERGENCY MANAGEMENT ASSOCIATION      | \$50.00    | 77819 | DATASPEC INC.                                  | \$449.00    |
| 77865 | NDVAA                                    | \$50.00    | 77858 | ND ASSOC OF CO VETERAN SERVICE OFFICERS        | \$115.00    |
| 77868 | NORTHERN PLAINS ELECTRIC COOPERATIVE     | \$63.00    | 77885 | SDVSOA   | \$125.00    |
| 77871 | PETERSON, ERIC                           | \$9.00     |       | <b>County Agent Fund</b>                       |             |
| 77873 | QUALITY INN BISMARCK                     | \$912.33   | 77831 | HIGH PLAINS WATER                              | \$16.00     |
| 77875 | QUILL CORPORATION                        | \$671.48   | 77863 | NDSU   | \$192.00    |
| 77878 | READEL, DONALD                           | \$283.61   | 77864 | NDSU EXT SERVICE-HDFS                          | \$675.00    |
| 77879 | REDWOOD TOXICOLOGY LABORATORY INC        | \$37.00    | 77876 | R&H MAINTENANCE                                | \$400.00    |
| 77880 | RHEM, FREDERICK                          | \$9.85     | 77889 | STUTSMAN CO PARK                               | \$823.68    |
| 77882 | SALVATION ARMY                           | \$248.99   |       | <b>Camping Fee Fund</b>                        |             |
|       | SCHAFFER, DIANNE                         | \$50.00    |       | THE DAK  | \$3,294.72  |
| 77883 | SCHMUHL, SARA                            | \$1,866.07 | 77801 | CABLE SERVICES                                 | \$47.31     |
| 77884 | SCHUBERT'S CARPET ONE                    | \$493.56   | 77907 | VISA SCCC 1949                                 | \$228.24    |
| 77887 | SPIEGELBERG, ANNE                        | \$136.97   | 77912 | WALMART COMMUNITY BRC SCCC                     | \$47.44     |
| 77892 | STUTSMAN COUNTY POP FUND                 | \$1,152.57 |       | <b>Drug Program Fund Total</b>                 | \$6,395.00  |
| 77896 | THRIFTY DRUG-WHITE DRUG                  | \$90.61    |       | <b>Courthouse Building Fund</b>                |             |
| 77902 | VERIZON WIRELESS                         | \$1,624.20 | 77877 | RAY HAMMER FLOORING                            | \$2,032.37  |
| 77904 | VISA AUD 1683                            | \$729.42   | 77886 | SMITTY'S CARPET SHOP INC                       | \$4,659.84  |
| 77905 | VISA EMS 1790                            | \$20.00    |       | <b>Information Technology Capital Fund</b>     |             |
| 77907 | VISA SCCC 1949                           | \$817.46   | 77804 | CDW GOVERNMENT INC                             | \$2,417.72  |
| 77908 | VISA SO 1840                             | \$5,066.95 |       | <b>Document Preservation Fund</b>              |             |
| 77910 | WALMART COMMUNITY BRC EMS                | \$35.52    | 77901 | TYLER TECHNOLOGIES INC                         | \$660.00    |
| 77913 | WEBER, KRISTI                            | \$1,293.18 |       | <b>County Hazardous Chemical Account Total</b> | \$250.00    |
| 77914 | WELLS FARGO REAL ESTATE TAX SERVICES LLC | \$2,255.67 |       | <b>Job Incentive Fund</b>                      |             |
| 77916 | WESTERN DETENTION                        | \$116.10   | 77839 | JAMESTOWN STUTSMAN DEVELOPMENT CORP            | \$320.00    |

At 5:41 p.m., a motion to adjourn the meeting was made by Neys, seconded by Marks. Motion carried.

ATTEST:

Nicole Meland  
Auditor/COO

Mark T. Klose  
Commission Chairman