

Official Proceedings of the Stutsman County Commission – April 5th, 2016

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

Ova made a motion, seconded by Marks to approve the minutes of the March 2016 meetings. Motion carried.

Commissioner Klose congratulated Gwen DuBord, Account/Benefit Coordinator, on achieving her SHRM-CP Certification which is Society for Human Resources Management. DuBord earned the certification February 2016.

Connie Ova, JSDC, is recommending approval of JSDC Strategic Plan Update for 2016-2018. The strategic plan is the road map for JSDC to follow in the years to come. The strategic plan helps drive decisions for staff, board members, elected officials and the general public regarding the direction this organization plans to take over the next three years. The focus is on business attraction, existing business outreach, and organizational excellence. Schwartz made a motion, seconded by Neys to approve the JSDC strategic plan update as presented. Motion carried.

Connie Ova is requesting approval of the South Central Dakota Regional Council (SCDRC) request for 2016-2017 fiscal year dues. Commissioner Neys, Nicole Meland, Auditor Bradley, Deb Kanrud, Brenda Moritz, Regional Council Executive Board President Joe Neis, Vice President Mike Metcalf, Connie Ova, JSDC were selected to be on a committee. The committee met and it was recommended to have a fund balance policy and a bad debts policy. The policies will be presented to the executive board as well as the full board for final approval. The dues are in the amount of \$34,824 with a 63% / 37% City of Jamestown/Stutsman County split. The county's portion is \$12,885.00. Neys made a motion, seconded by Ova to approve paying the 2016-2017 fiscal year dues as presented pending the final approval of the recommended policies. Roll call vote: Ova, Marks, Schwartz, Neys, and Klose voted aye.

Mickey Nenow, County Highway Superintendent, presented his monthly report. The road crews have started crack sealing, water sealing on the blacktop roads, and gravel prospecting. The county's road maintenance crew is out maintaining roads for the county and townships. The parts room remodeling has been completed at the county shop. The building of the cold storage shop will start in about month as well as the Kensal and Medina shops.

Nenow requested approval to purchase a 2013 side dump trailer from Binford, North Dakota for \$35,000.00 and to have the check cut with the commission bills. Schwartz made a motion, seconded by Marks to approve the request as presented. Roll call vote: Marks, Schwartz, Neys, Klose, and Ova voted aye.

Mickey requested approval of a North Dakota Department of Transportation (ND DOT) construction and maintenance agreement for the bridge south of Ypsilanti. Ova made a motion, seconded by Marks to approve the agreement for the bridge south of Ypsilanti as presented. Motion carried.

Nenow is requesting approval of another DOT letter to submit a list of 2016 federal aid programs projects for Stutsman County. Mickey put down the six miles on County Road 39 as well as four

miles on county road 67 north of county road 44. The projects are for 2020 and the projects are all maintenance overlays. Marks made a motion, seconded by Neys to approve the projects as presented. Motion carried.

Fritz Fremgen, State's Attorney, presented his monthly report.

Tyler Perleberg, Tax Director, is requesting approval of an abatement request for Elizabeth Koenig. She owns two parcels in Strong Township. Elizabeth enrolled the two parcels in a Wetlands Reserve Program (WRP) and inquired about getting a lower value. Currently, the parcels are being valued at cropland. Perleberg is requesting to change the value from cropland to non-cropland; one parcel's true and full value will change from \$97,420 to \$25,349 and the other will change from \$76,917 to \$17,769. Strong Township approved the abatement request. Schwartz made a motion, seconded by Marks to approve the abatement request as presented. Motion Carried.

Perleberg received three assessment contracts from Walters, Glacier, and Marstonmoor Townships and is requesting approval of the contracts. Ova made a motion, seconded by Neys to approve entering into contracts with Walters, Glacier, and Marstonmoor Townships as presented. Motion carried.

Jim Boyd, Airport Authority, is requesting a letter of Support from Stutsman County for the Essential Air Service (EAS) bidder SkyWest to be awarded the bid. The airport received two EAS bidders were from SkyWest and Great Lakes Aviation. Boyd informed the commissioners the airport is continuing to grow and they set new records in February and March of 2016. An Airport of the Year plaque was passed around. Schwartz made a motion, seconded by Marks to approve the letter of support request as presented. Motion carried.

Casey Bradley, Auditor/COO, is requesting approval of version three of the Truck Regulatory Memorandum of Understanding (MOU) between Barnes County, Dickey County, LaMoure County and Stutsman County. This version is to correct the distribution of the vehicles. Marks made a motion, seconded by Schwartz to approve the Truck Regulatory memorandum of understanding as presented. Motion carried.

Auditor Bradley is requesting approval of the ballot language for County Measure One and to change the language to the home rule charter. Last year, the board approved changing the states attorney position from an elected position to an appointed position. County Measure one reads as follows:

Shall the Stutsman County Commission, State of North Dakota, modify Article 5, Section 1(c) of the Home Rule Charter to change the State's Attorney position from an elected position to a position that is appointed by the County Commission Board? If approved, the person holding the elected position shall continue in office and the performance of their duties until their regular term of office expires at the end of the year 2018.

"Yes" vote means you approve changing the State's Attorney position to an appointed position.

"No" vote means you do not approve changing the State's Attorney position to an appointed position.

The home rule charter language would need to be published this week in the Jamestown Sun. The home rule charter language is as follows:

County Measure 1: Proposed Amendment to the Stutsman County Home Rule Charter

Proposal to make Stutsman County State's Attorney an appointed position

Article 5 Section 1 – Offices to be Elected

- c. The offices of Sheriff, State's Attorney and Clerk of District Court shall be filled by election under this charter. The offices of Auditor, Treasurer and Register of Deeds shall, following the current terms, be filled by appointment by the Board of County Commissioners.

PROPOSED CHANGE

Article 5 Section 1 – Offices to be Elected

- c. The offices of the Sheriff and Clerk of District Court shall be filled by election under this charter. The offices of Auditor, Treasurer, Register of Deeds and State's Attorney shall, following the current terms, be filled by appointment by the Board of County Commissioners.

Fritz felt conflicted and declined to provide an opinion on the proposed language. Aaron Birst, Association of Counties, circulated the language to a couple of other and they concurred with the language the county is using. Schwartz made a motion, seconded by Neys to approve the ballot language and home rule charter language as presented. Roll call vote: Schwartz, Neys, Klose, Ova, and Marks voted aye.

Jerry Bergquist, 9-1-1 Emergency Manager/Coordinator, is requesting approval of the membership changes to the Stutsman County Local Emergency Planning Committee (LEPC). John DeVary, Kim Franklin, and Terry McDonald are the new members being added and to delete Jack Parisien and Reed Schwartzkopf from the LEPC. Ova made a motion, seconded by Schwartz to approve the membership changes as presented. Motion carried

Marks made a motion, seconded by Schwartz to establish the poll worker wage for the 2016 elections to remain the same at \$12 per hour. Motion carried.

Marks made a motion, seconded by Neys to establish the polling hours for the 2016 elections on Election Day from 7:00 a.m. to 7:00 p.m. and 8:00 a.m. to 5:00 p.m. for early voting. Motion carried.

Auditor Bradley informed the commissioners he will not be here April 12-15 due to being on an Elections Standards board meeting which is a federal committee.

At 4:45 p.m., the Stutsman County Commission Meeting recessed for the County Park Board Meeting.

Official Proceedings of the Stutsman County Park Board – April 5th, 2016

At 4:55 p.m., Chairman Klose called the regular meeting of the Stutsman County Park Board to order. Jason Houge, Robert Woodward, Dennis Ova, Dale Marks, David Schwartz, Craig Neys (via phone), and Mark T. Klose answered the roll call.

Woodward made a motion, seconded by Houge to approve the minutes of the March 2016 meeting. Motion Carried.

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

County Park Fund					
72559	AT&T MOBILITY	\$46.93	72661	STUTSMAN COUNTY GLASS	\$42.50
72575	CENTURYLINK	\$52.86	72662	STUTSMAN RURAL WATER DISTRICT	\$119.00
72608	INFINITY BUILDING SERVICES	\$156.85	72687	WEST END HIDE & FUR	\$9.20
72638	NORTHERN PLAINS ELECTRIC	\$963.55			

Dean Alber, D.A.K. at Pelican Point, inquired about the spring clean-up from the construction last fall. Alber stated it is really rough and will be hard to mow and is inquiring on what can be done to fix this. Auditor Bradley suggested waiting until the hydro-seeding takes place so we don't create ruts. It was suggested to have Mickey and Tyler from the Road Department to take a look at the Pelican Point area.

Alber inquired if the county will be installing a gate on the top portion of Pelican Point. Auditor Bradley stated it is a public park and with the new road it was to remain open so there is access. Dennis Lorenz, Park Superintendent, suggested putting up a temporary fence until the campground is set up. It is the consensus of the board to temporarily fence it off. It was suggested to contact the Highway Department, they may have some barricades that can be used and to put up signage.

Dean inquired about possibly adding a couple of camping sites west of campsite 39. Lorenz stated they were waiting until the architects design the top portion and look at adding the camp sites at that time.

Lorenz stated the side hills are rough and a cat was used which sunk in the ground. The board suggested having Dennis Lorenz contact Luke Wiese from Border States to see what can be done. Alber plans on opening May 1st and hopes to have the ground smoothed out before the camping season starts.

The boat dock permits are up for renewal and are currently at \$150.00 per year. The individuals have until October to sign and pay the boat dock permit fee. Woodward made a motion, seconded by Ova to approve the issuance of the permits and the \$150.00 boat dock permit fee as presented. Motion carried.

Commissioner Houge stated the Cabin Association is working on stuff and suggested giving them some time regarding the Cabin Rate Increase Phase in process. It was suggested to table the Cabin rate increase until October 4th, 2016. Auditor Bradley spoke with the Bureau of Reclamation and they are not objecting to the county tabling the cabin rate increase; however, Bradley would like a general consensus from the commissioners in order to give some guidance to the local realtors on where the cabin rates may likely be. Auditor Bradley presented a cabin rate history to the commissioners and would like to distribute the sheet only as a proposal. Houge made a motion, seconded by Woodward to approve the extension as presented. Motion carried.

Dennis Lorenz presented his monthly report. The Park Department started on March 28th, 2016 and did get all of the docks put in on the east side of the Reservoir. The ice went off Spiritwood

Lake Thursday night or Friday morning. If it does not rain the parks crew will probably get the docks in on the west side. Lorenz stated he met with the bureau this morning and informed the commissioners the water level at the reservoir is at 1430.7 which means we are at low water. No water is being let out of the Jamestown Reservoir. Dennis stated if the water level decreases any more Pelican Point will have problem docking boats and people will have to watch out for tree stumps sticking up out of the water.

At 5:20 p.m., a motion to adjourn the Stutsman County Park Board meeting was made by Schwartz, seconded by Houge. Motion Carried.

At 5:20 p.m., the Stutsman County Commission Meeting reconvened.

Ova made a motion, seconded by Schwartz to approve the monthly bills for payment. Roll call vote: Klose, Ova, Marks, Schwartz, and Neys voted aye.

General Revenue Fund		County Roads Fund	
72557	ANDERSON,JOSEPH	\$87.26	72567 BUFFALO CITY DIESEL \$137.73
	ANDRES,DORINDA	\$23.22	72568 BUTLER MACHINERY CO \$15,197.26
72558	ARCTIC ZONE REFRIGERATION	\$208.76	72581 CREATIVE ENERGY \$9,598.91
72560	ATTORNEY GENERAL OFFICE-1250	\$3,625.00	72584 DAKOTA RENTAL CENTER LLC \$847.36
72561	BALCO UNIFORM CO INC	\$1,463.93	72585 DAN POLAND MACHINE INC \$9.18
72562	BANISTER,JOSEPH	\$906.88	72593 FARGO FREIGHTLINER \$165.37
72563	BLUE STAR DRY CLEANING & BEYOND	\$9.50	72594 FARMERS UNION OIL CO-CENEX \$1,285.90
72564	BOB BARKER CO	\$533.11	72602 HALVORSON AUTO \$35,000.00
72565	BOB'S PLUMBING & HEATING INC	\$472.87	72603 HANSON TIRE SERVICE \$100.00
	BOND,JOSUA	\$62.10	72605 HIGH PLAINS WATER \$30.00
72566	BROWN & SAENGER	\$1,712.75	72606 HOME OF ECONOMY \$83.68
72569	CAPITAL CITY RESTAURANT SUPPLY INC	\$35.79	72610 INSURE FORWARD \$42.00
72570	CASS COUNTY TREASURER	\$434.00	72614 JAMESTOWN CITY WATER \$14.10
72571	CBM FOOD SERVICE	\$11,351.25	72619 JOHN DEERE FINANCIAL \$297.89
72572	CDW GOVERNMENT INC	\$1,954.45	72623 MAC'S INC \$142.85
72573	CENEX FLEETCARD	\$2,043.49	72624 MARG'S HANDY WORK \$70.00
72574	CENTRAL BUSINESS SYSTEMS INC	\$282.26	72626 MDU \$188.65
72575	CENTURYLINK	\$285.50	72628 MENARDS - JAMESTOWN \$1,520.56
72576	CHRISTIANSON'S BUSINESS FURNITURE	\$33.00	MONTEPELIER CITY AUDITOR - DD \$20.82
72577	CLASSIC COUNTRY KSJB	\$150.00	72631 NAPA AUTO PARTS \$1,182.09
72578	COLE PAPERS INC	\$552.57	72638 NORTHERN PLAINS ELECTRIC \$199.00
72582	DACOTAH PAPER CO	\$757.25	72639 NORTHWEST TIRE INC \$729.59
72584	DAKOTA RENTAL CENTER LLC	\$80.25	72640 O'REILLY AUTOMOTIVE INC \$38.55
72586	DANIEL JR,DEMIETRIUS	\$25.00	72641 OTTER TAIL POWER CO \$362.88
72587	DAUER'S TROPHIES	\$29.75	72643 POWER PLAN \$57.80
	DUBORD,GWEN	\$1,017.00	72644 PRAXAIR DISTRIBUTION INC \$143.49
72590	ECOLAB PEST ELIMINATION DIV	\$334.72	72646 PRODUCTIVITY PLUS ACCOUNT \$155.00
72591	ELECTION SYSTEMS & SOFTWARE	\$13,788.75	72647 QUILL CORPORATION \$109.52
72592	EMERGENCY TRAINING ASSOCIATES ND	\$309.57	72649 RDO EQUIPMENT CO \$232,500.00
72595	FASTENAL CO	\$43.38	72653 ROUGHRIDER SIGNS & DESIGNS \$50.00
72596	FRANK,BRITTANY	\$25.00	72654 SAFETY KLEEN CORP \$284.49
	FREMGEN,FRITZ	\$108.00	72655 SCHLECHT & SCHULZ CONST. LLC \$59,700.00
72597	GJESDAHL LAW	\$9,183.80	72662 STUTSMAN RURAL WATER DISTRICT \$67.78
72598	GOODIN COMPANY	\$336.85	72667 TITAN MACHINERY - BISMARCK \$178,984.45
72599	GRAYBAR	\$144.70	72670 TRACTOR SUPPLY CREDIT PLAN \$229.98
72600	GUERRERO,SAN JUANA	\$228.00	72671 TRUE VALUE (ROAD DEPT) \$36.01
72606	HOME OF ECONOMY	\$102.39	72677 VINING OIL CO \$1,760.47
72607	HR COLLABORATIVE	\$400.00	72681 VISA RD 1766 \$2,121.97
72611	J & L SERVICE	\$80.00	72685 WALMART COMMUNITY BRC RD \$142.77
72612	JAMESTOWN AMBULANCE	\$1,335.00	72687 WEST END HIDE & FUR \$372.44
72613	JAMESTOWN CITY BALER	\$18.43	72688 WILHELM CHEVROLET BUICK GMC \$45.17
72614	JAMESTOWN CITY WATER	\$2,502.67	72691 XTREME AUTO INC \$48.00

72616	JAMESTOWN PLUMBING & HEATING	\$209.29		Social Services Fund Total	\$18,650.34
72618	JETSTREAM CAR WASH	\$350.50		Weed Control Fund	
72620	KLEIN McCARTHY ARCHITECTS	\$3,890.49	72583	DAKOTA CENTRAL TELECOMMUNICATIONS	\$43.02
72621	LINZ, JASON	\$27.00		DEUTSCHER, DAVID	\$35.64
72622	MAC'S	\$57.11		LEES, KIM	\$13.50
72625	MARQUART, ANDREW S	\$2,495.34		Veterans Service Fund	
	MCPHERSON, CHERYL	\$123.60		BRATTON, DAVID G	\$215.16
72626	MDU	\$188.60	72575	CENTURYLINK	\$5.14
72627	MEDINA AMBULANCE SERVICE	\$791.00	72579	COMFORT INN BISMARCK	\$240.00
72629	MID-AMERICAN RESEARCH CHEMICAL CORP	\$705.25		County Agent Fund	
72632	NAPA AUTO PARTS-LEC	\$26.98	72566	BROWN & SAENGER	\$105.78
72633	ND COMMISSION FOR CONTINUING LEGAL	\$25.00	72582	DACOTAH PAPER CO	\$195.63
72634	ND STATE RADIO COMMUNICATIONS	\$960.00	72583	DAKOTA CENTRAL TELECOMMUNICATIONS	\$254.52
72638	NORTHERN PLAINS ELECTRIC	\$139.00	72605	HIGH PLAINS WATER	\$30.00
72641	OTTER TAIL POWER CO	\$8,403.24	72614	JAMESTOWN CITY WATER	\$17.10
	PERLEBERG, TYLER	\$303.48	72617	JAMESTOWN SUN	\$167.00
72645	PROBUILD	\$347.31	72651	RITTENBACH, CHRISTINA	\$189.70
72647	QUILL CORPORATION	\$270.13	72658	SERVICEMASTER OF JAMESTOWN	\$416.00
72650	RECORD KEEPERS	\$27.00	72680	VISA EXT 3424	\$94.66
72652	RM STOUDT INC	\$102.47		Commissary Fund	
72656	SCHUBERT'S CARPET ONE	\$111.77	72666	THOMSON REUTERS	\$130.50
72657	SEACHANGE PRINT INNOVATIONS	\$1,264.45	72672	TURNKEY CORRECTIONS	\$120.58
	SMAAGE, JOSH	\$50.00		Drug Program Fund Total	\$5,012.86
72660	STUTSMAN COUNTY AUDITOR	\$243.75		Courthouse Building Fund	
72663	SUPREME COURT OF ND	\$25.00	72569	CAPITAL CITY RESTAURANT SUPPLY INC	\$530.02
72665	THE THOMAS & MEANS LAW FIRM LLP	\$465.00	72582	DACOTAH PAPER CO	\$756.27
72669	TOTAL CLEAN INC	\$295.00	72599	GRAYBAR	\$1,501.96
72673	TWO RIVERS PRINTING	\$57.00	72615	JAMESTOWN ELECTRIC	\$7,513.43
72674	ULINE	\$82.34	72645	PROBUILD	\$39.49
	VEIL, JAMISON	\$119.88	72682	VISA SCCC 1949	\$655.00
72675	VERIZON WIRELESS	\$938.98		County Correctional Center Construction Fund	
72678	VISA AUD 1683	\$1,508.03	72566	BROWN & SAENGER	\$3,019.54
72682	VISA SCCC 1949	\$1,499.60	72582	DACOTAH PAPER CO	\$247.27
72683	VISA SO 1840	\$2,108.90	72630	MIDMACH	\$300.00
72686	WALMART COMMUNITY BRC SCCC	\$11.94		Document Preservation Fund	
72688	WILHELM CHEVROLET BUICK GMC	\$27.95	72678	VISA AUD 1683	\$15.51
72689	WILKERSON, JERRY	\$500.00		County Sheriff Capital Fund	
72690	WILLIAMS-LISKO FUNERAL CHAPEL LTD	\$175.00	72668	TNVC	\$1,905.98
	E 911 Phone System Fund			County Hazardous Chemical Account Total	\$47.98
72574	CENTRAL BUSINESS SYSTEMS INC	\$329.52		Wages	
72642	PENGUIN MANAGEMENT INC	\$2,208.00		Thursday, March 24, 2016	\$572,338.35

At 5:22 p.m., a motion to adjourn was made by Neys, seconded by Schwartz. Motion Carried.

ATTEST:

Casey J. Bradley
Auditor/COO

Mark T. Klose
Commission Chairman