

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, and Mark T. Klose answered the roll call.

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

Mickey Nenow, County Highway Superintendent, presented his monthly report. Road department is still doing a lot of graveling. Patching was done last week, but there is still more patching to do. Culverts are still being put in.

Damage was done on County Highway 40 last week from Master Construction, on behalf of CenturyLink when burying cable alongside the road. The contractor did have a Right of Way Permit. The instructions were to stay on the outside of the right of way, which, it was so wet and with the equipment they had they couldn't. Some of the cable got put into the in-slope of the road as opposed to the right of way. Crushed asphalt was hauled in right away to help the in-slope. The contractor has agreed to come back and properly fix the damage when it dries up. State's Attorney Fremgen and Sheriff Kaiser were also updated on this issue.

The bridge down in Ypsilanti is about three quarters of the way done removing the old deck. Chip seal was done on the Ypsilanti road, 4 miles to the East, Highway 38 and County road 65 by Montpelier. County Road 67 South of Cleveland will be started. Jamestown and Kensal shops are done. The Medina shop is currently being worked on.

Stutsman County Road 39 Grade Raise bid results included the following: Guthmiller Earthmoving Inc., RTS Shearing LLC and Strata Corporation. Guthmiller Earthmoving Inc. had the lowest bid of \$320,186.00. The Road department will do the gravel work and Guthmiller Earthmoving Inc. will be doing the dirt and riprap. Stutsman County has substantial reserves to pay for the project. Schwartz made a motion to award the low bid to Guthmiller Earthmoving Inc., seconded by Marks. November 11, 2016 is currently set to be the finishing date. Roll call vote: Ova, Marks, Schwartz, Neys, and Klose voted aye. Motion carried.

Nenow requested a Change Order for Highway 62. To clarify, the location is the Spiritwood road coming into Cargill from the interstate. Roughly \$268,000.00 of State Aid money is available to use. Bryon Fuchs, Local Government Representative for the Department of Transportation, was contacted by Mike May, Project Manager for Interstate Engineering, via e-mail. Fuchs requested Interstate Engineering do a project description form and map on Highway 62, which was sent in. Railroad insurance had to be added to the project cost. This project will be a minimal cost for the County as the remainder of the oil impact funding would be applied to the cost of the project. A motion to approve the Change Order was made by Schwartz, seconded by Ova. Roll call vote: Marks, Schwartz, Neys, Klose, and Ova voted aye. Motion carried.

Shop door quotes were presented. Shop doors were budgeted for in 2016. The Road Department is looking at replacing 4 doors with the \$25,000.00 budget. Nenow received two estimates which included: James Garage Door Service for \$19,100.00 and Schumacher's for \$16,546.00. Nenow would like to order 6 doors total to replace all the doors, if the cost is within the budgeted amount. A motion was made by Ova to approve the purchase of 6 doors if it remains within the budgeted amount, seconded by Neys. Roll call vote: Schwartz, Neys, Klose, Ova, and Marks voted aye. Motion carried.

Jessica Alonge, Treasurer, requested to change signing authority on bank accounts. Since Alonge could not be present, Bradley informed the commissioners of the request. Since she moved, Vanessa Grabinger is no longer the Deputy Treasurer. Grabinger needs to be removed from all bank accounts. Neys made a motion to remove Grabinger as a signatory, seconded by Ova. Motion carried.

Lyndsey Michel, Accounts/Property Coordinator, requested a Beer & Liquor License for the Corner Bar at The Boondock LLC. A motion was made by Ova, seconded by Schwartz to approve the Beer & Liquor License request. Motion carried.

Casey Bradley, Auditor/COO, spoke about the CDBG Contract. The grant and application have been approved by the Commissioners for Stutsman County to be the fiscal agent. Stutsman County pays the bills as they are

funded by CDBG. Stutsman County has to turn the money around within 48 hours of receipt, the money cannot be held in an account that holds interest, and etc. Schwartz made a motion to approve and accept the CDBG Contract, seconded by Ova. Motion carried.

Fritz Fremgen, State’s Attorney, presented his monthly report. Fremgen, Schwartz and Casey inquired about a topic regarding Ypsilanti vacating an alleyway. Last month felonies were down, but they are coming back up. There’s a committee looking at alternatives to incarceration. Lowering the penalty for certain drug crimes is being suggested. The Legislature is trying to figure out what to do with drug crimes.

Bradley suggested meeting time changes. Social Services is looking at trying to change their meeting time to an afternoon time. One of the commissioner’s availability has changed. Currently, the first Tuesday of each month is the regular commission meeting at 4:00 p.m., followed by the Park Board meeting. The third Tuesday of each month is the regular commission meeting at 8:00 a.m. The recommendation is to have all meetings be at 4:00 p.m. The proposed change is to have the third Tuesday of the month be a regular commission meeting at 4:00 p.m., followed by the Social Services Board meeting starting the 16<sup>th</sup> of August, 2016. Neys made a motion to adopt the changed schedule and amend the current schedule, seconded by Schwartz. Motion carried.

The 2015 Audit is available on the Stutsman County website. No findings were noted. Stutsman County had a clean audit. In the audit you will see a lot of prior year adjustments. The vast majority, about \$3.8 million, is related to pension liabilities, which was not part of the audit in previous years. There is a new GASB requirement that pension liabilities be included. Some deficiencies were found in how Stutsman County was entering Capital Assets into the system. Those deficiencies were caught internally, not in the audit. In their management note back to the Board they stated, “Thank you and the employees of Stutsman County for the courteous and friendly assistance we received during the course of our audit. It is a pleasure for us to be able to serve Stutsman County.” The audit for Stutsman County was done in May.

At the Social Services Board meeting, purchasing the expansion of the TimeClock Plus system we currently have in Corrections, since 2012, was approved. Bradley mentioned they are looking at expanding it to other departments. Adding an additional \$2,278.92 to the Social Services cost would allow the system to other departments at the courthouse. In the future, Road Department will be added to the system as well. This expansion has been budgeted for. Schwartz made a motion, seconded by Ova to approve the TimeClock expenditure. Roll call vote: Neys, Klose, Ova, Marks, and Schwartz voted aye. Motion carried

At 4:38 p.m., the Stutsman County Commission Meeting recessed for the County Park Board Meeting.

Official Proceedings of the Stutsman County Park Board – August 2<sup>nd</sup>, 2016

At 4:43 p.m., Chairman Klose called the regular meeting of the Stutsman County Park Board to order. Dennis Ova, Dale Marks, Dave Schwartz, Craig Neys, Mark T. Klose, Jason Houge and Robert Woodward answered the roll call.

Neys made a motion, seconded by Woodward to approve the minutes of the July meeting. Motion Carried.

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

	County Park Fund		73588	MAC'S	\$98.43
73541	AMERIPRIDE SERVICES	\$236.04	73592	MARKS, NIK	\$750.00
73542	AT&T MOBILITY	\$44.93	73597	NAPA AUTO PARTS-PARK	\$77.87
73554	CENTRAL DAKOTA SANITATION INC	\$1,060.76	73601	ND INSURANCE DEPARTMENT	\$556.57
73555	CENTRAL SALES	\$64.14	73608	NORTHERN PLAINS ELECTRIC	\$3,735.55
73556	CENTURYLINK	\$209.04	73613	PRAXAIR DISTRIBUTION INC	\$77.52
73557	COLE PAPERS INC	\$868.53	73622	SPARK'S SALES LLC	\$40.00
73565	DAKOTA RENTAL CENTER LLC	\$245.91	73625	STUTSMAN RURAL WATER DISTRICT	\$570.20
73572	HOBBY TIRE	\$25.00	73630	TRUE VALUE (PARK DEPT)	\$31.46
73574	INFINITY BUILDING SERVICES	\$442.07	73631	TSC PLAN-PARK	\$359.94
73579	JAMESTOWN ELECTRIC	\$1,098.75	73639	VISA AUD 1683	\$47.98

73583	JDR INDUSTRIES INC	\$369.89	73647	WALMART COMMUNITY BRC_137	\$490.24
73586	JOHN DEERE FINANCIAL-PARK	\$149.74			

Searle Swedlund, Executive Director of Jamestown Tourism, presented his proposed audio tour. This proposal is called "Talking Trail". Signs would be placed in campgrounds, mountain bike points, and signature trails. To access the audios, the person at the sign would dial the number and extension to hear the story about why that audio was placed in that certain spot. The posts would be placed along trails and such, whereas the smaller signs would be placed on buildings. Vandalism is a concern. With this system, Swedlund can keep track of how many times an audio is listened to, what state the number who dialed the number and extension is from, and how long they listened to the audio. Brochures are being worked on to be developed. The brochures would identify where the signs would be located. Schwartz made motion to allow placement and installation of the "Talking Trail" signs, seconded by Neys. Motion carried.

Lyndsey Michel, Accounts/Property Coordinator, presented the 2017 Cabin Permit fees. The request would be to implement phasing in the increased rates over three years. The first seasonal payment would be \$2,163.00. The first year-round payment would be \$4,127.00. The first 2017 payment will be due December 2016. Schwartz made a motion, seconded by Woodward to implement the changes. Motion carried.

Nicole Meland, Administrative Staff Officer, presented contractual payments with Pelican Point Landing. Pelican Point has an online system where campers can go online and reserve their sites on Recreation.gov. Through conversations, Meland has learned that Pelican Point is blocking some of the cabin and recreational vehicle sites off of the website. Stutsman County has not received their share of the payments that they are taking off of the site. Per contract with them, they are supposed to be making payments every 15<sup>th</sup> day of the months. At the last board meeting Wander Alber, from Pelican Point, gave Stutsman County a payment. When the payment was receipted, Stutsman County was asked to void the payment because their accounts ended up being cleared out. Wanda said she would come in the next day, and the County still has not received payment. Meland presented the Commissioners with reports from Recreation.gov that show the days that were blocked. Stutsman County has no way of seeing if reservations were made or taken, if people showed up or what was charged. Meland e-mailed Wanda these reports and questioned her about the payments. There was no response. An owed estimate of \$3,668.00 was given for May, June and July. Wanda was informed that if there was no response as of last Friday, July 29, 2016, all payments would be held until there is a clarified response to the situation or it would be brought to the Commissioner's attention for them to decide what to do. Pelican Point is currently late on two monthly payments. Until Stutsman County gets resolution or some type of explanation as to why the County isn't getting their share, the request is to hold payments to Pelican Point. Another issue that the County was informed of was double parking of recreational vehicles on one lot. This could be in violation of Federal Contract and State Permit. Houge made a motion to hold all payments until clarification on past due payments, seconded by Neys. Motion carried.

Bradley informed the Commission of an issue regarding ownership change out at Pelican Point. The DAC has been re-instated in its previous name. Insurance has been provided for Dean Albers' Concessions.

Dennis Lorenz, Park Superintendent, presented his monthly report. The Rural Fire Department contacted Game and Fish. A donation for \$460.00 was given to County Park Board. The money will be reimbursed if spent on fixing docks. An update was given on the damage from a storm and high winds. Juveniles have been cleaning up the trees from the storm. The Park Department continues to do tree removal, mowing, and fixed split-rail fence. Pelican Point mentioned to Lorenz that the air condition units are not keeping the building cool, as they should. Mini-split air conditioners were suggested. Commissioners recommended looking around for some air conditioners and seeing how much the cost would be.

Neys inquired about a question from a cabin owner. The cabin owner was wondering if she would be able to rent out her cabin. Under the lease, you cannot.

At 5:08 p.m., a motion to adjourn the Stutsman County Park Board meeting was made by Houge, seconded by Ova. Motion Carried.

At 5:09 p.m., the Stutsman County Commission Meeting reconvened.

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

General Revenue Fund			General Revenue Fund (Cont'd)		
	ANDERSON, APRIL	\$108.00	73648	WILDSIDE CREATIONS INC	\$684.00
73543	BLUMER, MARK T.	\$589.68	73649	WILHELM CHEVROLET BUICK GMC	\$3,263.30
73544	BOB'S PLUMBING & HEATING INC	\$12.95		<b>E911 Phone System Fund</b>	
	BOND, JOSHUA	\$281.34	73564	DAKOTA COMMUNICATION INC	\$2,970.00
73546	BROWN & SAENGER	\$756.76	73634	US POSTAL SERVICE	\$65.00
73550	CBM FOOD SERVICE	\$7,724.69		<b>County Roads Fund</b>	
73551	CDW GOVERNMENT INC	\$30.17	73545	BORDER STATES PAVING INC	\$18,710.24
73552	CENEX FLEETCARD	\$2,538.60	73547	BUFFALO CITY DIESEL	\$613.03
73553	CENTRAL BUSINESS SYSTEMS INC	\$72.60	73548	BUTLER MACHINERY CO	\$1,617.37
73556	CENTURYLINK	\$293.91	73562	CREATIVE ENERGY	\$1,471.96
73557	COLE PAPERS INC	\$274.20	73567	DSI AUTOMOTIVE PRODUCTS	\$89.00
73560	COOKS CORRECTIONAL	\$200.08	73569	FARMERS UNION OIL CO-CENEX	\$180.42
73561	COUNTRY SIDE RV INC	\$13.95	73573	HOME OF ECONOMY	\$27.48
73563	DAKOTA PAPER CO	\$813.73	73577	JAMESTOWN CITY WATER	\$14.10
73566	DIAMOND DRUGS INC	\$251.74	73589	MAC'S INC	\$36.28
	FREMGEN, FRITZ	\$216.00	73591	MARG'S HANDY WORK	\$70.00
73570	GOODIN COMPANY	\$662.43	73594	MDU	\$52.55
73571	GUN & REEL SPORTS INC	\$285.00		MONTPELIER CITY AUDITOR - DD	\$42.82
73576	JAMESTOWN AMBULANCE	\$1,335.00	73596	NA PA AUTO PARTS	\$969.81
73577	JAMESTOWN CITY WATER	\$3,387.83	73601	ND INSURANCE DEPARTMENT	\$607.66
73578	JAMESTOWN COMMUNICATIONS INC	\$325.20	73605	NEWMAN SIGNS	\$639.90
73580	JAMESTOWN I-94 EXXON	\$177.88	73607	NORTH DAKOTA ONE CALL	\$14.00
73581	JAMESTOWN SUN	\$85.41	73608	NORTHERN PLAINS ELECTRIC	\$46.00
73584	JETSTREAM CAR WASH	\$648.82	73609	NORTHWEST TIRE INC	\$62.43
73585	JOB SERVICE NORTH DAKOTA	\$5,080.00	73612	OTTER TAIL POWER CO	\$17.86
	LANDSCOOT, MIKE	\$27.00	73613	PRAXAIR DISTRIBUTION INC	\$148.19
73588	MAC'S	\$55.19	73614	QUILL CORPORATION	\$109.98
73590	MAILFINANCE	\$595.95	73617	SAFETY KLEEN CORP	\$527.77
73593	MARQUART, ANDREW S	\$1,752.30	73638	VINING OIL CO	\$12,223.20
73594	MDU	\$744.52	73645	WALMART COMMUNITY BRC RD	\$21.41
73595	MEDINA AMBULANCE SERVICE	\$791.00	73650	WOODWORTH FARMERS GRAIN CO	\$1,513.00
73598	ND CHAPTER OF A PCO	\$1,030.00		<b>Social Services Fund Total</b>	\$18,155.14
73599	ND DEPT OF MOTOR VEHICLE	\$5.00		<b>Weed Control Fund</b>	
73600	ND EMERGENCY MANAGEMENT ASSOCIATION	\$120.00	73601	ND INSURANCE DEPARTMENT	\$90.54
73601	ND INSURANCE DEPARTMENT	\$9,155.83	73606	NORTH AMERICAN INVASIVE SPECIES	\$370.00
73602	ND SHRM STATE COUNCIL	\$275.00	73646	WALMART COMMUNITY BRC WD	\$703.52
73608	NORTHERN PLAINS ELECTRIC	\$92.00		<b>Veterans Service Fund</b>	
73610	O'REILLY AUTOMOTIVE INC	\$19.25	73640	VISA EMS 1790	\$277.00
73611	OFFICE OF THE STATE AUDITOR	\$9,950.00		<b>County Agent Fund</b>	
73614	QUILL CORPORATION	\$821.96	73546	BROWN & SAENGER	\$12.99
73615	RECORD KEEPERS	\$24.50		HARSTAD, ALICIA	\$66.42
73616	RM STOUTD INC	\$444.64	73577	JAMESTOWN CITY WATER	\$17.10
73618	SANDNESS LAW OFFICE	\$342.00	73601	ND INSURANCE DEPARTMENT	\$515.48
73619	SCHUBERT'S CARPET ONE	\$21.99	73620	SERVICEMASTER OF JAMESTOWN	\$416.00
73621	SIMS, DANA	\$753.50	73641	VISA EXT 3424	\$44.87
73624	STUTSMAN COUNTY AUDITOR	\$673.00		<b>Commissary Fund</b>	
73627	THOMSON REUTERS	\$556.39	73549	CABLE SERVICES	\$47.31
73628	TRANE U.S. INC	\$893.82	73627	THOMSON REUTERS	\$64.00
73632	TWO RIVERS PRINTING	\$157.00	73642	VISA SCCC 1949	\$205.56
73633	TYR TACTICAL, LLC	\$8,425.00		<b>Information Technology Capital Fund</b>	
	VEIL, JAMISON	\$389.34	73551	CDW GOVERNMENT INC	\$305.34
73635	VERIZON WIRELESS	\$1,065.00		<b>County Sheriff Capital Fund</b>	
73636	VERIZON WIRELESS-FARGO	\$16.99	73551	CDW GOVERNMENT INC	\$3,209.00
73639	VISA AUD 1683	\$489.80	73587	LOADOMETER	\$14,685.00
73640	VISA EMS 1790	\$20.00	73640	<b>County Hazardous Chemical Account Total</b>	\$48.80
73642	VISA SCCC 1949	\$1,280.13		<b>Wages - July 25, 2016</b>	\$610,379.51
73643	VISA SO 1840	\$4,813.25			

At 5:09 p.m., a motion to adjourn was made by Schwartz, seconded by Neys. Motion Carried.

ATTEST:

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Casey J. Bradley  
Auditor/COO

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Mark T. Klose  
Commission Chairman