

Official Proceedings of the Stutsman County Commission

October 2, 2007

At 4:00 p.m. the regular monthly meeting of the Stutsman County Commission was called to order by Chairman Klose. Roll call was answered by Douglas Kaiser, Craig Neys, Dennis Ova, Dale Marks, and Mark T. Klose.

A motion to approve the minutes of the September meetings was made by Kaiser and seconded by Neys. Motion carried.

Chad Kaiser, Sergeant, presented the bids for a Sheriff's Department vehicle. The bids were as follows: Don Wilhelm, Inc – 2008 GMC Sierra Crew Cab 1500 SLE, retail price of \$35,865 less trade allowance of \$16,036, rebate of \$500, and bonus cash of \$1,000 for a bid price of \$18,329; and R.M. Stoudt Inc. – 2008 Ford F150 Crew Cab, retail price of \$36,515 less trade allowance of \$14,416, and fleet incentives of \$4,400 for a bid price of \$17,699. A motion was made by Ova and seconded by Neys to authorize Chad Kaiser and Denny Ova to review the bids for specification compliance and to authorize the purchase of the vehicle selected by Kaiser and Ova. Roll call vote - Ova, Marks, Kaiser, Neys and Klose voted aye.

Jan Thompson, County Treasurer, presented the warrants that were entered into the September 4, 2007 minutes for cancellation. Neys made a motion that was seconded by Marks to cancel the following warrants. Roll call vote - Marks, Kaiser, Neys, Klose and Ova voted aye.

Treasurer's			Date of	Amount of
Check Number	Payee's Name	Dept	Issue	Check
33653	Lender's First Choice	Co Recorder	04/06/06	\$ 6.00

  

Auditor's			Date of	Amount of
Warrant Number	Payee's Name	Dept	Issue	Warrant
34126	Subpeona Proc Dept	SCCSEU	05/03/06	\$10.10

Jerry Bergquist, 9-1-1 Coordinator/Emergency Manager, requested Chairman Klose's signature on the application for \$63,925.91 in Homeland Security Grant funds for 2007. The funds would be allocated to 17 local agencies. Ova made a motion that was seconded by Kaiser to authorize signing the formal application. Motion carried.

Gina Guthmiller, Business Development Specialist, presented JSDC's request to write off the Emter Dinner Theatre Loan. In the JSDC attorney's opinion, there was no legal recourse to collect the \$30,693 loan. Kaiser made a motion that was seconded by Marks to write off the loan. Roll call vote - Kaiser, Neys, Klose, Ova and Marks voted aye.

Ms. Guthmiller presented a request for \$150,000 over three years to fund the enhancements (lights, fencing, trees, etc.) for the railroad parking lots between 1<sup>st</sup> Street North and 1<sup>st</sup> Street South, Jamestown. The funds would be 100% City funds. Marks made a motion that was seconded by Ova to concur with the City to approve the funding request. Roll call vote - Neys - nay, Klose - nay, Ova - aye, Marks - aye and Kaiser - aye. Motion carried.

Ms. Guthmiller indicated that the City had not acted upon the changes to JSDC policy and procedures. The Commission tabled the change request until after the City acted on the recommended changes.

Ova made a motion that was seconded by Kaiser to raise the burial costs 7% or \$142 and to leave cremation fees as is for general assistance burials for Stutsman County Social Services. Roll call vote - Klose, Ova, Marks, Kaiser and Neys voted aye.

Tracey Trapp, LEC Administrator, requested out-of-state travel for the LEC nurse to attend the American Correctional Health Services Association's annual training conference in St. Cloud, Minnesota. Ova made a motion that was seconded by Neys to approve the out-of-state travel request. Motion carried.

Steve Thompson, Interstate Engineering, presented the construction plans for project CER4717(063), grade raise on Co Hwy 67 one mile south of Cleveland. The estimated cost was \$489,375 (80% Federal Funds, 20% County Funds) with a dirt work completion date of December 15, 2007 and a June 14, 2008 completion date for the entire project including paving. Neys made a motion that was seconded by Ova to approve the plans contingent upon the ND DOT's Federal Highway Division's approval of the funding. Motion carried.

Mike Zimmerman, County Highway Superintendent, gave his monthly report. There would be a meeting with ND DOT next week during the NDACo conference to designate possible future projects. Cost estimates for finishing County Highway 38 next year were around \$1.5 to \$1.8 million with \$1.5 million in funds available.

Neys made a motion that was seconded by Ova to nominate Sandy Bendewald to the Stutsman County Housing Authority Board to fill the unexpired term of Darcy Herman. Motion carried.

A motion was made by Ova and seconded by Kaiser to approve the gaming site application of the Arrowwood Chapter of Ducks Unlimited at the 281 Stop in Pingree. Motion carried.

The Commission opened the 2008 budget hearing. Noel Johnson, County COO, presented the 2008 revenue and expenditure budgets. Expenditure budget requests were \$16.9 million less \$2.45 million in transfers out. Estimated revenues were \$15.0 million less \$2.45 million in transfers in. Total estimated revenues from property taxes were \$5.87 million. Capitol improvement projects totaled \$2.2 million for the following: County Highway 38 road construction, a concessionaire building at Pelican Point Landing, an upgrade to the LEC security system in the jail, and new computer software for the LEC. Employee health care costs increased 22% for the biennium. Wage increases for county employees ranged from 14% for the lowest paid employees to 4% for the highest paid employees. The 2008 ending balance for all funds was estimated at \$5.25 million. Neys made a motion that was seconded by Ova to approve the 2008 revenue and expenditure budgets with a projected total County mill levy of 108.97 mills or a 1 mill decrease from 2007 to 2008. Roll call vote - Ova, Marks, Kaiser, Neys and Klose voted aye.

At 4:55 p.m. the Commission meeting was recessed for the Park Board meeting.

#### STUTSMAN COUNTY PARK BOARD MEETING

October 2, 2007

At 5:00 p.m. the Stutsman County Park Board meeting was called to order by Chairman Klose. Members present were Dennis Ova, Dale Marks, Doug Kaiser, Craig Neys, Mark T. Klose and Bob Woodward. Mark Schlecht was absent.

A motion was made by Woodward and seconded by Neys to approve the minutes of the September meeting. Motion carried.

Woodward made a motion that was seconded by Ova to approve the bills. Roll call vote - Ova, Marks, Kaiser, Neys, Klose and Woodward voted aye.

Fund	Warrant No	Amount	Vendor Name
COUNTY PARK			
	0040324	219.26	AMERIPRIDE LINEN & APPAREL
	0040330	1,595.60	BLOOM OIL CO
	0040340	317.22	CARQUEST AUTO PARTS
	0040345	104.00	CENTRAL SALES
	0040348	331.69	COLE PAPERS INC
	0040351	308.60	CORNERSTONE LOCKSMITH INC
	0040385	21.80	JAMESTOWN IMPLEMENT
	0040389	357.84	JDR INDUSTRIES, INC
	0040395	2,562.00	KRAFT/GARY
	0040399	20.00	LORENZ/DONALD
	0040400	20.00	LORENZ/JASEN D
	0040401	71.11	MAC'S INC
	0040415	20.00	MURCH/LYNDON
	0040416	504.98	N A P A AUTO PARTS
	0040428	281.70	NEWMAN SIGNS
	0040430	27.40	NORTHWEST TIRE INC
	0040456	48.28	SCHUBERT'S SALES INC
	0040462	117.40	STOKKELAND CARPET CLEANING
	0040476	226.76	TRACTOR SUPPLY CREDIT PLAN
	0040479	101.70	TRUE VALUE HARDWARE
	0040491	272.81	WASTE MANAGEMENT OF ND
		7,530.15	Final Total

Mike Bitz, cabin owner, requested the Board reconsider his request for a refund that was denied at the last Park Board meeting. He had purchased the property as a year-around cabin before the central collection system option had been settled. He felt he was entitled to a \$1,400 refund, but would be willing to settle somewhere in the middle. Kaiser made a motion that was seconded by Marks to

refund \$700. Roll call vote - Marks - aye, Kaiser - aye, Neys - nay, Klose - nay, Woodward - nay and Ova - aye. Motion failed.

Neys made a motion that was seconded by Woodward to advertise for concessionaire bids for Lakeside Marina. Motion carried. Craig Neys, Dennis Ova, Noel Johnson, Dennis Lorenz, Sandy Eckelberg and Laura Fruetel would interview applicants and make a recommendation to the Park Board.

Noel Johnson, County COO, indicated that several individuals had requested an extension of the deadline for septic system compliance. Larry Kuntz, Bureau of Reclamation, responded that the Bureau would allow extensions provided the applicant had lined up a contractor to provide a septic system update and provided there was a definite time line for completion of the work. A form would be developed and approved by the Bureau for those seeking an extension.

Nellie Degen, Cabin Owner, commented that there should be criteria for extensions including a letter of intent that stipulated a time line and a contractor.

Dennis Lorenz, County Park Superintendent, gave his monthly report. Phase II of the Pelican Point campground upgrade would begin within a couple of weeks. The electrical contractor and Northern Plains had met at the site to coordinate plans and time lines. Both campgrounds were closed for the season. Buffalo City Wood Products had delivered a cabin that was now located at the Marina campground. Three more cabins may be delivered yet this fall. The boat dock at Spiritwood Lake needed replacement. A handicap accessible fishing pier at Pipestem Dam was planned at an estimated cost of \$25,000. Dakota Anglers had offered to help fund both the projects. Ova made a motion that was seconded by Kaiser to apply for funding from ND Game and Fish to replace the Spiritwood Lake dock. Motion carried.

Kaiser made a motion that was seconded by Ova to also apply for funding from ND Game and Fish for the handicap accessible fishing pier at Pipestem Lake. Motion carried.

John Grabinger reported on a grant application through the "Save Our Lakes" program to dredge out the channel east of the island at the Jamestown Reservoir. Funding would be pursued.

Nellie Degen updated the Board on her efforts through the ND Health Department to require use of the 1,430' elevation standard instead of the more restrictive 1,444' elevation standard for determining lot areas for septic systems at the Reservoir.

A motion to adjourn was made by Neys and seconded by Woodward. At 5:47 p.m. the October 2, 2007 Stutsman County Park Board meeting was adjourned.

At 5:48 p.m. the Stutsman County Commission meeting was called back to order with all Commissioners present.

Ova made a motion that was seconded by Marks to pay the monthly bills. Roll call vote - Marks, Kaiser, Neys, Klose, and Ova voted aye.

Fund	Warrant No	Amount	Vendor Name
GENERAL	0040321	201.64	ALLTEL
	0040323	184.12	AMERICAN SOLUTIONS FOR BUSINESS
	0040326	2,591.00	APPLIED CONCEPTS INC.
	0040329	271.90	BERGQUIST/JERRY
	0040335	104.21	C H CARPENTER LUMBER CO
	0040339	154.40	CALUMET PHOTOGRAPHIC
	0040340	43.90	CARQUEST AUTO PARTS
	0040342	69.92	CENEX AMPRIDE CREDIT CARD
	0040346	837.25	CITY OF JAMESTOWN
	0040348	53.48	COLE PAPERS INC
	0040354	165.38	DACOTAH PAPER CO
	0040362	380.00	EVANS FUNERAL HOME
	0040370	337.86	GALL'S INC
	0040371	25.99	GCR TIRE CENTERS
	0040372	290.67	GUN & REEL SPORTS, INC.
	0040381	6.44	J & L SERVICE
	0040382	1,250.00	JAMESTOWN AMBULANCE
	0040384	54.00	JAMESTOWN HOSPITAL
	0040386	100.52	JAMESTOWN SUN
	0040390	220.67	JETSTREAM CAR WASH
	0040391	510.00	JETSTREAM CAR WASH
	0040392	185.50	JOHNSON/BREANNE LEAH
	0040393	90.00	KAISER/NORMA
	0040397	50.00	LEGEND TECHNICAL SERVICES INC

	0040406	790.00	MEDINA AMBULANCE SERVICE
	0040409	247.50	MERRICK & SCHAAR P.C.
	0040410	1,093.63	MICHAEL J. BURNS ARCHITECTS,LTD
	0040431	151.00	OFFICELAND
	0040442	724.87	QWEST
	0040448	102.95	RELIABLE OFFICE SUPPLIES
	0040450	735.00	SANDNESS LAW OFFICE
	0040452	25.60	SCHERBENSKE & SONS
	0040453	195.38	SCHERR/JODIE KOCH
	0040455	69.12	SCHUBERT'S CARPET ONE
	0040457	10.99	SIMONSON LUMBER & HARDWARE
	0040463	104.29	STOUDT INC/R M
	0040469	415.75	STUTSMAN COUNTY ROAD DEPT
	0040472	45.00	THOMPSON/JAN
	0040479	20.62	TRUE VALUE HARDWARE
	0040480	99.00	U S POSTMASTER
	0040481	1,500.00	UNITED STATES POSTAL SERVICE
	0040484	59.98	WALMART
	0040485	9.97	WALMART COMMUNITY BRC
		14,579.50	Final Total
ROAD FUNDS			
	0040324	107.97	AMERIPRIDE LINEN & APPAREL
	0040330	1,453.90	BLOOM OIL CO
	0040332	35.89	BROWN'S ELECTRIC
	0040334	338.67	BUTLER MACHINERY CO
	0040340	215.98	CARQUEST AUTO PARTS
	0040346	10.00	CITY OF JAMESTOWN
	0040356	316.72	DAKOTA RENTAL CENTER LLC
	0040363	18.36	FARGO FREIGHTLINE
	0040365	2,840.00	FARMERS UNION OIL CO-CENEX
	0040376	88.61	HOME OF ECONOMY
	0040396	3,650.00	LAST CHANCE SERVICES
	0040402	50.00	MARGIE HANDY WORK
	0040417	533.82	N A P A AUTO PARTS
	0040429	88.50	NORTHSTAR SAFETY
	0040430	962.96	NORTHWEST TIRE INC
	0040433	5,000.00	OK TIRE STORES
	0040439	218.03	POWER PLAN
	0040458	175.50	SINCLAIR/JOHN
	0040468	22.00	STUTSMAN COUNTY GLASS
	0040474	319.91	TITAN MACHINERY
	0040478	188.17	TRUDELL
	0040482	19,430.44	VINING OIL CO.
	0040489	223.03	WALMART COMMUNITY BRC
	0040494	234.00	ZIMMERMAN/MIKE
		36,522.46	Final Total
REGIONAL CHILD SUPPORT ENFORCEMENT UNIT			
		26,446.06	Final Total
SOCIAL SERVICES			
		18,622.29	Final Total
EMERGENCY			
	0040380	832.00	INTERSTATE ENGINEERING
		832.00	Final Total
COUNTY CORRECTIONAL CENTER			
	0040319	100.00	ACHSA MN CHAPTER
	0040325	235.20	APOTHECARY PRODUCTS INC
	0040336	64.00	C H CARPENTER LUMBER CO
	0040340	17.48	CARQUEST AUTO PARTS
	0040343	68.33	CENTRAL BUSINESS SYSTEMS, INC
	0040346	613.98	CITY OF JAMESTOWN
	0040348	229.99	COLE PAPERS INC
	0040354	367.47	DACOTAH PAPER CO
	0040355	1,372.00	DAKOTA CLINIC, LTD
	0040358	1,982.02	DEAN FOODS NC, INC
	0040360	102.50	ECOLAB PEST ELIMINATION DIV
	0040364	380.40	FARMER BROTHERS COFFEE
	0040366	32.76	FASTENAL CO
	0040368	90.00	FRIEZE/LARAE
	0040373	133.60	HAROLDSON'S OFFICE SUPPLY
	0040377	117.06	HOME OF ECONOMY
	0040378	1,715.59	HRS/CWD
	0040383	45.00	JAMESTOWN COMMUNICATIONS INC
	0040390	490.42	JETSTREAM CAR WASH
	0040401	14.14	MAC'S INC
	0040404	141.00	MCDOUGALL/DR KENNETH
	0040407	17.50	MERITCARE HEALTHCARE ACCESSORIES
	0040408	105.00	MERITCARE MEDICAL GROUP
	0040413	263.61	MOORE MEDICAL CORP
	0040418	743.00	N D ASSOCIATION OF COUNTIES
	0040421	60.00	N D CHAPTER OF A P C O
	0040426	320.00	N D P O A

	0040431	123.82	OFFICELAND
	0040436	442.74	PAN-O-GOLD BAKING CO.
	0040441	71.00	PRETZER/BECKY
	0040442	109.12	QWEST
	0040443	183.00	RADIOLOGY SERVICES PA
	0040445	262.50	REDWOOD BIOTECH INC
	0040446	144.00	REDWOOD TOXICOLOGY LABORATORY,INC
	0040461	437.34	STEIN'S, INC
	0040464	25.66	STOUDT INC/R M
	0040467	178.50	STUTSMAN COUNTY CORRECTIONAL CENTER
	0040469	415.75	STUTSMAN COUNTY ROAD DEPT
	0040470	6,809.27	SYSCO FOOD SERVICES OF ND
	0040473	1,243.38	THRIFTY DRUG-WHITE DRUG
	0040477	162.24	TRAUT LAWN IRRIGATION INC
	0040479	5.88	TRUE VALUE HARDWARE
	0040483	72.01	VISA
	0040492	57.50	WENZEL'S LOCK & KEY
		20,565.76	Final Total
WEED CONTROL			
	0040442	7.79	QWEST
	0040466	8.39	STUTSMAN COUNTY AUDITOR
		16.18	Final Total
VETERANS SERVICE			
	0040414	120.00	MORRIS/RITA R
	0040442	15.59	QWEST
	0040475	210.00	TOBIN/WARREN J
		345.59	Final Total
COUNTY AGENT			
	0040375	50.00	HOLIDAY INN
	0040427	75.00	NATIONAL PRESTO INDUSTIES INC
	0040431	61.60	OFFICELAND
	0040471	121.51	TDS METROCOM
		308.11	Final Total
EMPLOYEES HOSPITAL INS			
	0040331	40.00	BODY & MIND THERAPEUTIC MASSAGE
	0040425	68,553.46	N D P E R S
	0040465	5,000.00	STUTSMAN COUNTY
		73,593.46	Final Total
MATCHING FEDERAL AID			
	0040380	48,362.87	INTERSTATE ENGINEERING
	0040424	119,077.00	N D DEPT OF TRANSPORTATION
		167,439.87	Final Total
LIBRARY FUND			
	0040442	72.66	QWEST
	0040488	100.83	WALMART COMMUNITY BRC
		173.49	Final Total
COMMISSARY			
	0040338	47.31	CABLE SERVICES
	0040347	595.00	COCA COLA BOTTLING CO
	0040357	160.60	DCR DISTRIBUTORS
	0040358	70.56	DEAN FOODS NC, INC
	0040367	372.17	FRANK MCKONE CANDY CO
	0040369	702.89	FRITO LAY
	0040374	19.97	HEALTH
	0040403	1,280.00	MAXIMA SUPPLY LLC
	0040437	980.20	PEPSIAMERICAS
	0040438	360.60	PIZZA CORNER FROZEN PIZZA
	0040449	2,400.00	RELIANCE INMATE SYSTEMS INC.
	0040467	1,170.13	STUTSMAN COUNTY CORRECTIONAL CENTER
	0040487	73.13	WALMART COMMUNITY BRC
		8,232.56	Final Total
DRUG PROGRAM			
		38.97	Final Total
DOCUMENT PRESERVATION FUND			
	0040341	493.50	CASS COUNTY TREASURER
		493.50	Final Total
DATA PROCESSING			
	0040322	2,068.64	AMERICAN COMMUNICATIONS INC
	0040353	1,777.08	CPS TECHNOLOGY SOLUTIONS
	0040354	137.76	DACOTAH PAPER CO
	0040442	15.59	QWEST
		3,999.07	Final Total
CO EXTENSION FUND			
	0040411	20.25	MIDWEST PLAN SERVICE
		20.25	Final Total
CENTRAL VALLEY HEALTH BOND ISSUE			
	0040460	10,374.75	STARION BOND SERVICES
		10,374.75	Final Total
JOB INCENTIVE FUND			
	0040387	2,430.80	JAMESTOWN/STUTSMAN DEVELOPMENT CORP
	0040388	22,350.00	JAMESTOWN/STUTSMAN DEVELOPMENT CORP

		24,780.80	Final Total
WAGES			
	395 – 597	388,877.95	WAGES (9-25-2007)
		388,877.95	Total Wages

Ova made a motion that was seconded by Neys to authorize the contract between Computer Information Systems, Inc. (CIS) and Stutsman County so that CIS could begin development of the software for the Law Enforcement Center with no payments due until after January 1, 2008. Roll call vote - Kaiser, Neys, Klose, Ova, and Marks voted aye.

A motion to adjourn was made by Ova and seconded by Kaiser. At 5:49 p.m. the October 2, 2007 Stutsman County Commission meeting was adjourned.

ATTEST:

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Noel A. Johnson  
County COO (Auditor)

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Mark Klose  
Commission Chairman