

## Official Proceedings

January 7, 2014  
8:00 am

Chairman Zander called the meeting of the Stark County Board of Commissioners to order. All members present.

Chairman Zander asked for any additions or deletions to the agenda. Comm. Hoff added Zoning. Emergency Manager/911 Coordinator added Emergency Notification System. Comm. Hoff moved to approve the agenda with the additions. Comm. Elkin seconded. All voted Aye and the motion carried.

Chairman Zander asked for nominations for the Chairman of the Board. Comm. Wolf nominated Russ Hoff. Comm. Kuntz seconded and moved nominations cease and cast a unanimous ballot. All voted Aye and the motion carried with Comm. Hoff abstaining.

Chairman Zander asked for nominations for Vice-Chairman. Comm. Kuntz nominated Jay Elkin. Comm. Wolf seconded and moved nominations cease and cast a unanimous ballot. All voted Aye and the motion carried with Comm. Elkin abstaining.

Comm. Wolf moved to approve the minutes with two corrections from the December 30, 2013. Comm. Elkin seconded. All voted Aye and the motion carried.

Accounts Payable was presented with the supplement. Discussion was held regarding two line items; Tax Equalization regarding contract with Thos T Pickett & Co. Inc. and The Village EAP Program. Comm. Kuntz moved to accept the accounts payable as presented plus the supplement. Comm. Zander seconded. Roll call vote. All voted Aye and the motion carried.

**General:** Payroll: \$221,642.80; ND County Commissioners Association: \$1,500.00; Patricia Garrity: \$175.00; Kay Haag: \$157.50; Matthew Bender: \$212.31; Consolidated: \$563.63; Dakota Water Treatment: \$31.50; Thos Y Pickett: \$16,750.00; Maintenance Management: \$430.00; Newby's Ace Hardware: \$25.62; MDU: \$4,462.84; Roughrider Electric: \$328.32; Southwest Water Authority: \$39.30; Berger Electric: \$702.66; Braun Distributing: \$76.43; Nalco Company: \$21.20; Otis Elevator Co: \$2,821.77; City of Dickinson: \$11,776.62; Walmart: \$297.77; The Village: \$3,600.00; NDPers: \$36,197.65; Maus & Nordsven: \$675.00; Wex Bank: \$95.99; AT&T Mobility: \$1,506.52; Century Link: \$487.00; Pitney Bowes: \$888.60; Service Printer: \$169.40; Visa: \$656.87; Dickinson Press: \$167.00; Stark County Auditor (Federal Deposit): \$2,241.13; Dickinson Parks & Rec: \$64.48; ND State Radio: \$1,134.00; Expressway Inn: \$149.40; MOCIC: \$150.00; Great Plains Clinic: \$328.00; Advanced Business Methods: \$172.44; Balco Uniforms: \$21.00; T-Rex Conoco Inc: \$123.01; Parkway Ford Sales: \$152.99; Sax Motor Co: \$1,029.80; Cenex Fleetcard: \$7,269.10; Farmers Union of Bis/Man: \$1,178.22; Farmers Union of Richardton: \$511.81; Wex Bank: \$377.23; Clarence Tuhy: \$10.00; ND Dept of Transportation: \$11.50; Irsfeld Pharmacy: \$12.99; Chief Law Enforcement: \$15.61; Uniform Center: \$59.99; LEC Maintenance: \$9,767.21; NDACO: \$16,884.89;

Shirley Meduna: \$10.74; Verizon Wireless: \$269.98; ND 911 Association: \$50.00; NDEMA: \$50.00; ESRI: \$3,750.00; Advanced Business Methods: \$254.71; NACO: \$484.00; Roosevelt-Custer Regional Council: \$32,970.00;

**10 Mill:** ND Dept of Transportation: \$100,142.41;

**County Road:** American Bank Center: \$17,242.33; Butler Machinery: \$521,030.36; Dakota Farm Equipment: \$28,504.22; Diamond Truck Equipment: \$907.88; Sample Auto Sales: \$21,500.00; Swanston Equipment: \$47,300.00; Century Link: \$112.58; AT&T Mobility: \$109.18; City of Belfield: \$22.50; City of Dickinson: \$216.16; City of Richardton: \$62.10; Consolidated: \$48.26; MDU: \$2,414.68; Roughrider Electric: \$1,560.00; SW Water Authority: \$67.02; Country Drug Store: \$5.98; Dakota Filter Supply: \$12.50; Dan's Supermarket: \$41.99; Dickinson Supply: \$43.61; General Steel: \$1,460.18; J & J Operating: \$422.80; Laker Chemical Inc: \$85.21; Mac's Inc: \$37.96; Walmart: \$62.86; Boespflug Trailers: \$97.50; Certified Power Inc: \$79.06; NW Tire Inc: \$1,886.52; Performance Truck Center: \$150.68; Prairie Auto Parts: \$69.51; United Truck & Equipment: \$69.32; Westlie Truck Center: \$5,292.98; Sax Motor Co: \$183.52; ND Dept of Transportation: \$11.50; JP Steel & Supply: \$679.65; RDO Equipment Co: \$181.46; Southwest Grain: \$6,058.40; Daryl's Machining: \$166.00; Lenny's Repair: \$175.26; NSC Minerals: \$4,824.06; Praxair: \$113.38; Fisher Sand & Gravel: \$1,419.96; Ivan & Beryl Sievers: \$9,057.60; Vincent & Ardella Veverka: \$51,109.38; Frank & Ann Walter Family Mineral Trust: \$85,190.63; Coca-Cola Bottling: \$238.00; Maintenance Management: \$160.00; Craig Fisher: \$8,640.00; Advanced Custom Contracting: \$6,200.00; Baranko Brothers: \$8,100.00; Schwartzmann Trucking: \$1,200.00; Kadrmass, Lee & Jackson: \$32,090.53;

**Highway Tax Distribution:** Payroll: \$105,720.87; NDPers: \$27,869.57; NDACO: \$30,493.97;

**Social Welfare:** Payroll: \$178,010.95; NDACO: \$9,058.64; AT&T Mobility: \$91.18; Wrap Around Checks: \$1,219.16; ND Dept of Human Services: \$8,086.33; NDPers: \$47,214.60; Advanced Business Methods: \$8.73; City of Dickinson: \$199.94; Consolidated: \$781.65; Dickinson Press: \$24.32; Bertie Gustafson: \$650.00; Kristen Hasbargen NDACSSD: \$50.00; Hewlett-Packard: \$560.34; MDU: \$1,408.02; Newby's Ace Hardware: \$24.14; Pitney Bowes Inc: \$258.09; Record keepers: \$25.00; Safety Works: \$75.00; SBM Inc: \$1,812.93; Stevenson Funeral Home: \$2,863.37; Sunrise Youth Bureau: \$232.50; The UPS Store: \$97.43; Visa: \$368.15; Walmart: \$59.75;

**County Poor:** ND Dept of Human Services: \$35,084.03;

**IT-Computer/Updates:** NDACO Resources: \$1,626.64; Consolidated: \$269.26; DataSpec Inc: \$798.00; GIS Workshop: \$29,200.00; Vanguard Appraisals: \$2,475.00; Governsoft: \$12,195.00; Tap Publishing: \$211.03;

**Capital Improvement:** SWMCCC: \$7,766.90;

**Oil & Gas Infrastructure:** Belfield School District: \$34,542.00; Dickinson School District: \$81,432.00; Richardton-Taylor School District: \$30,000.00; South Heart School District: \$50,000.00;

**County Park:** Stark County Auditor: \$143.14;

**Fair Board:** Stark County Fair Board: \$185.94;

**Insurance:** NDACO: \$26,863.56; American Insurance Center: \$117,511.00;

**Comp Health Care:** NDPers: \$33,831.04; Blue Cross Blue Shield: \$414.80;

**VSO Fund:** Payroll: \$8,512.49; National Association of County Veteran's: \$60.00; Professional Veteran's Advocates: \$100.00; Consolidated: \$29.13; Verizon Wireless: \$50.35;

**Social Security:** Stark County Auditor (Federal Deposit): \$37,116.77;

**County Agent:** Payroll: \$4,731.19; NDPers: \$577.40; NDACO: \$256.84; Consolidated: \$165.46;

**Weed Control:** Payroll: \$10,376.48; NDPers: \$2,847.28; NDACO: \$2,186.57; Stark County Auditor (Federal Deposit): \$231.25;

**9-1-1:** Payroll: \$4,813.52; Consolidated: \$373.00; NDPers: \$1,725.48; Stark County Auditor (Federal Deposit): \$342.38; NDACO: \$166.60; City of Dickinson: \$10,806.25; Jolyn Bliss: \$14.01; Kyle Steffan: \$118.65; Century Link: \$3,230.56;

**FingerPrint Station:** Chief Law Enforcement: \$117.05;

**Domestic Violence:** State Treasurer: \$560.00;

**Traf Safety Grant:** Payroll: \$1,148.71;

**Oil Impact Grant:** Payroll: \$6,151.06; Stark County Auditor (Federal Deposit): \$460.11;

**Cops Grant 2011:** NDPers: \$1,101.59; Stark County Auditor (Federal Deposit): \$336.00; Payroll: \$4,392.16;

**SW Victim Witness Program:** Payroll: \$5,082.89; Verizon Wireless: \$80.02; NDACO: \$138.83; NDPers: \$1,154.44; AT&T Mobility: \$83.82; Consolidated: \$41.19; Stark County Auditor (Federal Deposit): \$372.51;

**DVRCC:** Domestic Violence: \$961.50;

**State Reimbursements:** Mike Legler: \$50.00; Thomas Grosz: \$25.00; Timothy Jokerst: \$25.00; Corey Lee: \$25.00; Ralph Poikus: \$25.00; Thomas Grosz: \$25.00; Denise Metz: \$25.00; Alexander Wilson: \$25.00;

**Siren Contingency:** Roughrider Electric: \$313.00;

**Other Reimbursements:** Sax Motor Co: \$33,218.00; Consolidated: \$178.16; Verizon Wireless: \$100.00; American Insurance Center: \$60.00; Office of Attorney General: \$4,385.00; Walmart: \$55.97;

**Judgement Execution:** Columbia Sportswear: \$8,442.43; Jeremy Lee: \$10.00; Stark County Sheriff's Dept: \$773.17; Frankie's Westside: \$26,177.03; Rocky Mountain Reclamation: \$3,054.49; Dickinson Press: \$63.84; Work Force Safety: \$48.19;

**911 Equipment:** Consolidated: \$57.14;

Sheriff Clarence Tuhy gave an update of the Stark County Sheriff's Department. Comm. Elkin requested a monthly report showing the location of the citations being issued.

Al Heiser, Road Superintendent, gave update on roads and discussed snow and ice removal.

Tim Kelly, Kadrmas, Lee & Jackson, gave the engineers report and updates on current projects. Traffic is flowing over the bridge project by the Green River and there is one outstanding issue with the South Heart Road.

Tim Kelly, Kadrmas, Lee & Jackson, reported the Saetz Bridge and Landfill Road/32<sup>nd</sup> St. will be rebid in February through the ND Department of Transportation due to bids being rejected.

Edwin Wanner voiced his concerns regarding how his zoning change was handled. States Attorney Tom Henning stated Edwin Wanner pulled the application prior to it coming before the County Commission so there was nothing the County Board of Commissioners could do.

Mike Schnetzer, Ulteig Engineering, gave an overview of the company and questioned the process on engineering firm selections and if Stark County has a Capital Improvement Plan.

Todd Ehresmann, BCI Task Force, inquired if Stark County would act as their pass-through agency. The bookkeeping would consist of approximately 3 – 4 hours monthly and 4 – 5 hours quarterly. Comm. Zander moved to approve Stark County act as the pass-through agency for BCI Task Force. Comm. Wolf seconded. All voted Aye and the motion carried.

Shawn Kessel, City Administrator, provided a project overview based on the City of Dickinson's priorities. Below is a list of those project overviews that were provided. Mr. Kessel also provided a map outlining these projects.

1. Water Reclamation Facility – Currently this project is under construction with a soft opening in the summer of 2014 and hard opening around October of 2014.
2. Influent pump station – This is a very large lift station of which without the water reclamation facility is useless. This is estimated at an \$11,000,000 project.
3. Finished water pump station – This is a joint project between the City of Dickinson and the Southwest Water Authority.
4. Public Works Building – The City of Dickinson is hoping to occupy the building by summer of 2014. This building will consolidate all current public works operations into one building.
5. Public Safety Facility – This is a joint building with the Dickinson Police Department and Dickinson Fire Department. The City hopes to have under construction the spring of 2014 with completion set in 2015.
6. West River Community Center Expansion – This project is currently under way and is estimated at \$25,500,000.
7. Empire Road – Mr. Kessel advised that Empire Road will no longer connect with the west bypass. The road will curl south and attach to Fairway. The reason for this change is a traffic concern with the current layout as compared to development.
8. West Lift Station – The City will be taking bids on this project at 1pm today.
9. 10<sup>th</sup> Ave W from 29<sup>th</sup> St to 40<sup>th</sup> St – This is an urban roads project between the City of Dickinson and the State of North Dakota. This project should take place this spring.
10. 15<sup>th</sup> St – This is a new roadway construction project.
11. West Side Water Storage Facility – This facility is a 1,000,000 gallon water storage tank. This project is estimated to be completed in 2015.
12. State Ave from 21<sup>st</sup> St W to Marilyn Ave – This is an extension of State Avenue. The first state of this project will extend State Ave to 40<sup>th</sup> St.
13. West Gravity Sewer Line – This project will start in the spring of 2014.
14. Lift Station 12 – This project is an upgrade and force main to the west gravity sewer.
15. West Side 24 inch Dedicated Water Main – This project will provide water flow to the Westridge and Pinecrest subdivisions west of town. This is a clean water project.
16. East Side Distribution Line – This is the same project as number 15 however this will be located on the east side of Dickinson.
17. River Drive Booster Station – The primary focus of this project is to augment water pressure in the area.
18. 21<sup>st</sup> St West Improvements – This road is currently a county road. The project will upgrade to a three lane urban section. The long term plan will be to upgrade this to a 5 lane.

Chairman Hoff discussed Commissioner portfolios. No changes were made except the Sheriff's Department will fall under all Commissioners with Comm. Elkin serving as the

primary point-of-contact. Comm. Wolf moved to leave commission portfolios as presented with the change to the Sheriff’s Department. Comm. Elkin seconded. All voted Aye and the motion carried.

Auditor Kay Haag presented the pledge of assets and depositories. Comm. Wolf moved to accept and approve the report of pledge of assets and depositories:

<b><i>Bank</i></b>	<b><i>Deposits</i></b>	<b><i>Market Value</i></b>	<b><i>Pledges</i></b>
American Bank Center	\$22,295,698.50	\$28,799,929.00	\$24,250,268.35
Dacotah Bank – CD’s	\$0.00	\$0.00	\$0.00
Dakota Community Bank	\$9,367,144.52	\$10,203,840.10	\$10,028,858.97
Bremer Bank – CD	\$500,000.00	\$1,102,456.00	\$275,000.00
Bank of the West	\$0.00	\$0.00	\$0.00
Western Cooperative Credit Union	\$0.00	\$0.00	\$0.00

Comm. Elkin seconded. Roll call vote. All voted Aye and the motion carried.

DES Director, Bill Fahlsing introduced the new Deputy Director of Emergency Services, Laural Mattson. Deputy Director Mattson presented a food service agreement between Hash Finch Company doing business as Econo Food and Stark County. The agreement is to supply the County Emergency Operations Center with a food supply sufficient to feed an average of up to one hundred people for a period of fourteen days. Mr. Henning previously reviewed the agreement and had no issues. Comm. Wolf moved to authorize Chairman Hoff to sign the Food Supply Agreement For the County Emergency Operations Center. Comm. Kuntz seconded. All voted Aye and the motion carried.

DES Director Bill Fahlsing discussed the County’s Emergency Notification System and advised that all county employees could be set up in the system for the purpose of being notified during an emergency. The Commission agreed to authorize Bill Fahlsing to proceed to contact the County Department Heads to get this system setup.

Auditor Kay Haag reported there was an error on the amended budget amount for Grants. Comm. Elkin moved to amend the Grants budget amount from \$82,265.12 to \$441,147.63. Comm. Zander seconded. Roll call vote. All voted Aye and the motion carried.

Comm. Kuntz moved to approve Kadrmas, Lee & Jackson as the engineering firm for projects COIA-0045(058), COIA-4512(001), and BRO-0045(053), Saetz Bridge & Landfill Road/32<sup>nd</sup> St. Comm. Wolf seconded. Roll call vote. All voted Aye and the motion carried.

Comm. Elkin presented a recommendation from the Zoning Board to approve the request from Golfco LLC. The request was for a zoning change from Agricultural to Industrial. The location being in the SE4 and the SW4 Section 10, Township 139, Range 97 containing approximately 318.38 acres. Comm. Elkin moved to approve the Zoning

Boards recommendation to approve the zoning change from Agricultural to Industrial with the staff's recommendations. Comm. Zander seconded. Roll call vote. All voted Aye and the motion carried.

Northern Improvement Co. withdrew their zoning application.

Comm. Elkin presented a recommendation from the Zoning Board to approve the request from Sky Digital Advertising, LLC.. The request was for a variance to the sign requirements listed in Section 6.26 of the Stark County North Dakota Zoning Ordinance. The location being Lot 9, Block 2 of the County Line Industrial Park 2<sup>nd</sup> Addition Subdivision. The digital advertisement board will be 13x40 feet. The board will display weather alerts and would work with Emergency Management on emergency messages as necessary. Comm. Elkin moved to approve the Zoning Boards recommendation to approve the zoning variance with the staff's recommendations. Comm. Zander seconded. Roll call vote. All voted Aye and the motion carried.

Sheriff Clarence Tuhy advised he has some old radios that he would like to list as surplus property. DES Director Bill Fahlsing also advised he had some radios that could be included in this. The Commission requested the serial numbers be brought before them to declare as surplus property at the February commission meeting.

State's Attorney Tom Henning introduced Tom Gehrz as the new assistant State's Attorney.

Leon Mallberg voiced concerns with his property tax in regards to the UPS building he currently owns. The property tax on his building went up 42% last year and increased 100% this year. Leon Mallberg provided additional years tax statements and statistics.

The following **Miscellaneous Receipts** were filed: General: \$379,053.31; 10 Mill: \$33,110.49; County Road: \$247,700.88; Highway Tax Distribution: \$356,715.54; Special Road & Bridge: \$9,947.78; Social Services: \$86,128.28; County Poor: \$138,537.41; IT-Computer/Updates: \$365.39; Capital Improvement: \$87,329.78; County Park: \$3,300.77; County Jail: \$25,259.55; Insurance: \$9,947.78; Comp Health: \$13,800.10; Emergency: \$3,315.93; VSO: \$15,888.73; Social Security: \$31,539.46; Advertising: \$1,706.73; County Agent: \$39,822.01; Weed Control: \$8,926.27; 911 Revenue: \$34,436.41; Adult Education: \$437.35; Fingerprint Station: \$304.00; Domestic Violence: \$560.00; Traf Safety Grant: \$1,920.87; Cops Grant 2011: \$17,263.86; Misc Grants: \$8,000.00; Estimate Tax: \$762.46; Game and Fish: \$14,013.00; SW Victim Witness Program: \$2,157.21; Domestic Violence & Rape Crisis Center: \$961.50; Preservation Fee: \$2,232.00; Siren Contingency: \$36.69; Other Reimbursements: \$30,983.13; Judgment Execution: \$38,569.15; 911 Equipment: \$6,077.07;

Comm. Elkin moved to adjourn. Comm. Kuntz seconded.

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Kay Haag, Auditor

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Russ Hoff, Chairman