

Minutes of the Board of Ward County Commissioners

January 2, 2018

The regular meeting of the Ward County Commission was called to order by Chairman Walter at 9:00 a.m. with Comms. Fjeldahl, Louser, Rostad, & Wepler present. Also present were department heads: Amanda Schooling, Betty Braun, Bob Barnard, Dana Larsen, Devra Smestad, Ellen Bjelland, Leona Lochthowe, Mark Schrader, Melissa Bliss, Roza Larson, & Ryan Kamrowski.

Moved by Comm. Wepler, seconded by Comm. Louser, to approve the Agenda with additions. Roll call; all voted yes; motion carried.

Moved by Comm. Rostad, seconded by Comm. Louser, to approve the Regular Commission meeting minutes from December 19, 2017 with the following changes;

- The percentage change noted in Dennis Reep's Appearance concerning the Rice Lake Cost Share documentation was clarified from 30% back to the original 25% with a requested additional 5% for any construction contingencies.
- Clarification on the verbiage during Travis Schmit's appearance concerning Amendment Three is now specifying the number of units needed to be occupied by Low to Moderate Income Families went from 40 to 31.
- Clarification on the verbiage concerning the foreclosure and eviction processes now states "currently the deeds are issued into the county's name, then serving the notice to evict is done later." This also provided clarification that the Commission made a change to the current process and the deeds will be issued into the county's name and serving the notice to evict will be done simultaneously

Roll call; all voted yes; motion carried.

Moved by Comm. Louser, seconded by Comm. Wepler, to approve Regular bills totaling \$641,628.38 and Social Services bills of \$13,695.89. Roll call; all voted yes, Motion carried.

Emergency Management Administrator Amanda Schooling appeared with requests to approve and sign the Burlington Township and Ward County Community Rating System Recertification Applications. The County has been receiving a Community Rating System credit and must recertify annually.

Moved by Comm. Wepler, seconded by Comm. Fjeldahl, to approve and have the Chairman sign the Burlington Township & the Ward County Community Rating System Recertification Applications. Roll call; all voted yes, Motion carried.

Planning & Zoning Administrator Nancy Simpson appeared with Memorandum 1 & 2:

MEMORANDUM 1- VARIANCES

1. Drew Haner

Application for a **variance** for the following described property:

NE ¼ NE ¼ of 34-153-83

A public hearing of a variance request to plat an outlet without 40' right of way dedication. No exceptional hardship was identified. Freedom Township has recommended (via the plat recommendation) approval of this variance citing that "The taking of Drew Haner's land serves no benefit to Ward County or Freedom Township now or in the reasonable future."

Planning Commission recommends approval based on a topographical hardship being that the driveway goes through a slough, if the water rises, the owner may need to elevate the driveway.

2. James Degenstein

Application for a **variance** for the following described property:

Outlot 2 Lying in NW ¼ NE ¼ & SW ¼ NE ¼, 34-157-85, Mayland Township

A public hearing of a variance request to plat an outlet without 40' right of way dedication on the section line north of the proposed outlet. A hardship of exceptionally steep terrain due to a coulee was identified. The 33' statutory right of way will remain.

Planning Commission recommends approval based on a topographical hardship being that the section line, bounding the northern property line, goes through a coulee that is characterized with steep slopes that render the construction of a road impractical.

Moved by Comm. Wepler, seconded by Comm. Rostad, to approve the Variance Applications.

Roll call; all voted yes, Motion carried.

MEMORANDUM 2- PLATS

3. Drew Haner

Application for a **plat** for the following described property:

NE ¼ NE ¼ of 34-153-83

The plat application is for creating an outlet surrounding an existing residence for the purpose of obtaining a mortgage and is to be known as outlet 1. The Freedom Township has

responded recommendation for approval and with comments. The Ward County Water Resource Board returned the plat without objection, and with the usual recommendation.

Planning Commission recommends approval.

4. Nicole Degenstein for Holly Fegley

Application for a **plat** for the following described property:

Outlot 2 Lying in NW ¼ NE ¼ & SW ¼ NE ¼, 34-157-85, Mayland Township

The plat application is for an outlot to transfer the property from the owner to the applicant for the construction of a single family residence. The Planning Commission tabled this application last meeting so that the applicant and future owners may decide what course of action to take regarding right of way dedication on the section line to the north. Mayland Township has responded and with no further comment. The Ward County Water Resource Board has responded with no objection and with the usual recommendation.

Planning Commission recommends approval.

5. James Johnson

Application for a **plat** for the following described property:

Outlot 2 of NE ¼ NW ¼, 8-153-81, Sawyer Township

The plat application is for an outlot for the future construction of single family residence. Sawyer Township has responded with approval and with no further comment. The Ward County Water Resource Board has responded with no objection and with the usual recommendation.

Planning Commission recommends approval.

6. Rosalie & Keith Martelle

Application for a **plat** for the following described property:

Outlot 6 being a portion of Outlot 1 Doc. No. 2789152, 29-156-81, Maryland Township

The plat application is for an outlot to transfer the property from the owner to the applicant. Maryland Township has responded and with no further comment. The Ward County Water Resource Board has responded with no objection and with the usual recommendation.

Planning Commission recommends approval.

Moved by Comm. Wepler, seconded by Comm. Rostad, to approve the Plat Applications. Roll call; all voted yes, Motion carried

Assistant Highway Engineer Travis Schmit appeared with a request to approve and have the Chairman sign the MOA between Ward County & the Souris River Joint Board for Ward County Property Acquisition.

Moved by Comm. Wepler, seconded by Comm. Rostad, to approve and allow the Chairman to sign the MOA between Ward County & the Souris River Joint Board for Ward County Property Acquisition. Roll call; all voted yes, Motion carried.

Director of Tax Equalization Ryan Kamrowski presented Memorandum A – Tax Roll Corrections for review and approval:

1. MH was removed from property in 2017:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Mikkelson, Laverne	RL5101140 Sandy Beach Addn. Lot 22 Block 2	2018	\$2,000	\$0.00	\$90	\$0.00
Northern Tier Federal Credit Union	MI5105367 Holiday Village Lot 151	2018	\$55,000	\$0.00	\$2,475	\$0.00

2. MH owned and listed for resale by dealership, exempt from taxes until resale:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Liechty Homes Inc.	MI5104515 Prairie Bluffs MHP Lot 97	2018	\$69,000	\$0.00	\$3,105	\$0.00
Liechty Homes Inc.	MI5105156 Prairie Bluffs MHP Lot 53	2018	\$77,000	\$0.00	\$3,465	\$0.00
Liechty Homes Inc.	MI5105756 Prairie Bluffs MHP Lot 39	2018	\$60,000	\$0.00	\$2,700	\$0.00

3. MFH Moved to Landfill without Moving Permit:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Gunville, Dawn Etal	MI5102205 Dakota Park South MHP Lot 27	2017	\$12,000	\$0.00	\$540	\$0.00
Gunville, Dawn Etal	MI5102205 Dakota Park South MHP Lot 27	2016	\$17,100	\$0.00	\$770	\$0.00

4. Property Acquired by Political S/D, property exempt from taxation:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Ward County	BT120990000025 L D of Por of Lot 2 of SE Less N10' S12-155-84	2017	\$10,000	\$0.00	\$500	\$0.00
Ward County	BT120990000025 L D of Por of Lot 2 of SE Less N10' S12-155-84	2016	\$10,000	\$0.00	\$500	\$0.00
Ward County	BT120990000025 L D of Por of Lot 2 of SE Less N10' S12-155-84	2015	\$10,000	\$0.00	\$500	\$0.00
Ward County	KK350990000230 Olt 23 of SWSE Less Rd S35-156-84	2017	\$28,600	\$0.00	\$1,287	\$0.00
Ward County	KK350990000230 Olt 23 of SWSE Less Rd S35-156-84	2016	\$28,600	\$0.00	\$1,287	\$0.00
Ward County	KK350990000230 Olt 23 of SWSE Less Rd S35-156-84	2015	\$28,600	\$0.00	\$1,287	\$0.00
Ward County	KK350990000230 Olt 23 of SWSE Less Rd S35-156-84	2014	\$171,400	\$0.00	\$7,713	\$0.00

5. Continuation on # 4:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Ward County	HA210990000090 Olt 9 of SWSE S21-155-83	2017	\$11,000	\$0.00	\$550	\$0.00
Ward County	HA210990000090 Olt 9 of SWSE S21-155-83	2014	\$1,000	\$0.00	\$50	\$0.00
Ward County	VA17005U050000 S 600' of W 600' of SE S17-153-85	2017	\$27,700	\$0.00	\$1,385	\$0.00
City of Burlington	BN020030000190 Burlington Heights Addn. Lot 19	2017	\$15,000	\$0.00	\$750	\$0.00
City of Burlington	BN020030000190 Burlington Heights Addn. Lot 19	2016	\$15,000	\$0.00	\$750	\$0.00

6. Detached Structure Assessed to Property in Error:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Olson, Adam	KM000010600151 Original Kenmare W45' of Lots 15 & 14 Block 6	2017	\$75,000	\$70,000	\$3,375	\$3,150
Olson, Adam	KM000010600151 Original Kenmare W45' of Lots 15 & 14 Block 6	2016	\$76,000	\$71,000	\$3,420	\$3,195
Olson, Adam	KM000010600151 Original Kenmare W45' of Lots 15 & 14 Block 6	2015	\$77,200	\$72,200	\$3,474	\$3,249

7. Property Sold to Taxable Entity Pro-rate value for 1 month:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Borgen, Byron	TA180990000020 Olt 2 of NENE Less Hwy	2017	\$0.00	\$19,700	\$0.00	\$887

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8. Owner consented to Inspection of Property, adjusting 2017 value to better reflect condition of property:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Erickson, Sandra	CO120020400020 Lots 1 & 2 Blk 4 Dunnams 1 st Addn	2017	\$38,000	\$19,000	\$1,710	\$855

9. BNSF Railroad terminated Lease in 2016:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Thompson, David	SYL21875300000 Leased site in GN RR	2017	\$9,000	\$0.00	\$450	\$0.00

10. Data Transfer Error:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Gravesen, Mark & Tami	KE17005U020000 S2NW N2SW Less Tolley Plat Hwy & Olts 8 & 9	2017	\$58,000	\$352,000	\$2,900	\$16,130

11. Data Entry Error:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Fjeldahl, John & Constance	MA24005U020000 N2SW Less Olt 1 S24- 155-86	2017	\$63,000	\$32,400	\$3,150	\$1,620

12. Property purchased by the City of Minot 11-2017:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
City of Minot	MI139800000010 Torbenson's 4 th Addn.	2017	\$685,000	\$571,000	\$34,250	\$28,550
City of Minot	MI230690000070 Dama S/D Olt 13	2017	\$213,000	\$178,000	\$9,585	\$8,010

	Lot 7 S23-155-83					
City of Minot	MI244540200040 Torbensons 3 rd Addn. Lot 4 Block 2	2017	\$30,000	\$25,000	\$1,500	\$1,250
City of Minot	MI244500000010 Torbensons 2 nd Addn. Carlsons R/A of Lot 1 Block 1 2 nd Addn. Lot 1 Plus ½ Vac. Alley	2017	\$89,000	\$74,000	\$4,005	\$3,330
City of Minot	MI244540200032 Torbensons 3 rd Addn. Lot 3 Less N 5' Block 2	2017	\$27,000	\$23,000	\$1,350	\$1,150
City of Minot	MI244540200031 Trobensons 3 rd Addn. Lots 1 & 2 N 5' Lot 3 Block 2	2017	\$131,000	\$109,000	\$6,550	\$5,450
City of Minot	MI244542000050 Torbensons 3 rd Addn. Lot 5 Block 2	2017	\$30,000	\$25,000	\$1,500	\$1,250

13. Continuation of # 12:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
City of Minot	MI244510100030 Trobensons 2 nd Addn. Lot 3 Block 1	2017	\$27,000	\$23,000	\$1,350	\$1,150
City of Minot	MI230690000110 Dama S/D Olt 13 S23- 155-83 Lot 10 Less E20' & All Lot 11	2017	\$187,000	\$156,000	\$8,415	\$7,020
City of Minot	MI238830000010 Stax Addn. Lot 1	2017	\$483,000	\$443,000	\$24,150	\$22,150
City of Minot	MI24B680000010 Lot 1 Plus ½ Vacated Alley	2017	\$47,000	\$43,000	\$2,350	\$2,150
City of Minot	MI27B790000040 Lighthall's S/D of Olt 3 Lot 4	2017	\$15,000	\$13,000	\$750	\$650
City of Minot	MI27B790000050 Lighthall's S/D of Olt 3 Lot 5	2017	\$12,000	\$10,000	\$600	\$500

City of Minot	MI244980100011 Woodland Addn. Lot 1 Less East 3' Block 1	2017	\$18,000	\$17,000	\$900	\$850
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14. Property purchased from county in 10/2017:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Wentz, Greg	MI257780000161 Edgewood 6 th Addn. W46' ½ of Lot 16	2017	\$0.00	\$52,000	\$0.00	\$2,600

15. Single Family was being assessed as a 1 story with basement, should have been assessed as 1 story with slab:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Sun Investments LLP	MI36B570100040 Southwood 9 th Addn. Lot 4 Block 1	2017	\$318,000	\$298,000	\$14,310	\$13,410
Sun Investments LLP	MI36B570100040 Southwood 9 th Addn. Lot 4 Block 1	2016	\$338,000	\$318,000	\$15,210	\$14,310

16. Property valuation is included in Central Assessment. Remove from local assessment:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
WBI Energy Transmission INC.	MA040990000050 Olt 5 NENE Less ROW S4- 155-86	2017	\$6,000	\$0.00	\$300	\$0.00

17. Occupant qualified for Farm Residence Exemption:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Donald & Bonnie Murphy	GR26005U030000 N2N2SWNW S26-159-87	2017	\$156,000	\$8,200	\$7,045	\$410

18. Parcel was combined with conjoining parcel for 2017 assessment. Duplicate Assessment:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Meland, Thomas	AF120170000030 Whispering Pines Addn. Lot 3 Block 1	2017	\$357,000	\$0.00	\$16,101	\$0.00

19. Residential structure removed from property in 2016. Adjust value to reflect vacant lot:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
White Horse Properties LLC	CO120050000040 Patterson's Addn. Lot 4	2017	\$63,000	\$5,000	\$2,835	\$250

Comm. Fjeldahl requested that #11 be pulled and put into a separate motion as the property is his.

Moved by Comm. Wepler, seconded by Comm. Rostad, to approve all except #11 of Memorandum A – Tax Roll Corrections. Roll call; all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Louser, to approve #11 of Memorandum A – Tax Roll Corrections. Roll call; Comm. Fjeldahl abstained; all others voted yes; motion carried.

Kamrowski then presented two requests for a decrease in the Minimum Sales price of Tax Foreclosed Properties in the city of Kenmare; 223 3rd St. NW & 509 N Central Ave. Kamrowski recommended reducing the minimum sale prices down to taxes owed. Comm. Wepler asked if it was the first year the properties were on the rolls. Kamrowski stated that the 223 3rd St NW address is on for the first year, while the 509 N Central Ave address is on the rolls for the second year. There was discussion on why the requests are coming through for these two properties. It was stated there was an interior inspection done with First District Health Unit after the county took possession of the properties and they both had foundational issues.

Moved by Comm. Wepler, seconded by Comm. Fjeldahl, to reduce the property at 223 3rd St NW Kenmare, ND to \$10,000, and reduce the property at 509 N Central Ave Kenmare, ND to taxes owed including penalties and interest as accrued. Roll call; all voted yes; motion carried.

The third item Kamrowski presented was seeking direction on the foreclosed properties in Ward County's name. He asked if 2016 & 2017 taxes should be removed due to Ward County being exempt or if they should be left accruing moving forward. During discussion, it was stated that there were between 40- 50 properties in question.

Moved by Comm. Wepler, seconded by Comm. Rostad, to table this request and have the full listing with the amounts in question brought to the January 16th, 2018 meeting. Roll call; all voted yes; motion carried.

Jamie Livingston appeared with a bid on the tax foreclosed property located at 223 6th Ave NE Kenmare, ND. He stated he received a bid from Farden Construction for demolition as well as the Kenmare City disposal fee for \$6,270. He also stated he doesn't have firm numbers on a Quiet Title but thought it was around \$5,000. His intentions for the property would be to turn it into a green space or possible small park. In his communication with Auditor/Treasurer Devra Smestad, he requested the bid be brought down to \$1 and he would take care of demolition and restoration.

Moved by Comm. Rostad, seconded by Comm. Louser, to accept this bid request of \$1. During Discussion, the back taxes and current clean up costs were brought up. Livingston stated the City of Kenmare does have a tear down grant up to \$3,500 he could apply for and would then amend his bid from \$1 to the taxes owed. It was also discussed that he would be willing to sign paperwork with any stipulations concerning the demolition being completed. Comm. Rostad amended his motion from \$1 to the taxes owed with a stipulation that demolition and clean up is completed within a year. Comm. Louser seconded. State's Attorney Roza Larson confirmed the Commission is able to accept these types of bids after the foreclosed sale and can have a written agreement drawn up and signed for any contingencies. Roll call; all voted yes; motion carried.

Auditor/Treasurer Devra Smestad appeared;

Moved by Comm. Louser, seconded by Comm. Fjeldahl, to Receive and File the following correspondence; Beyond Shelter, Inc – Year End Report. Roll call; all voted yes, Motion carried.

Comm. Fjeldahl requested the Personnel Committee meeting minutes be pulled for discussion. He requested additions be made to the minutes concerning discussions that happened regarding the Department Head Evaluation process and survey at the end of the meeting.

Moved by Comm. Fjeldahl, seconded by Comm. Wepler, to Receive and File the following correspondence with additions; Personnel Committee Meeting – 12.22.17 Minutes. Roll call; all voted yes, Motion carried.

Moved by Comm. Rostad, seconded by Comm. Louser, to Receive and File the report on Position changes & Payroll for 2018. Roll call; all voted yes, Motion carried.

Moved by Comm. Wepler, seconded by Comm. Rostad, to approve the Year End Budget Amendments & Transfers. Roll call; all voted yes, Motion carried.

Moved by Comm. Wepler, seconded by Comm. Rostad, to approve the following Payroll Amendments; Clark, A – Social Services (Level 23); Richard, S – Facilities Maintenance (Level 14); Rynestad, B – Tax Equalization (Level 23); Salazer, S – Sheriff's Department (Level 18) Roll call; all voted yes, Motion carried.

Moved by Comm. Wepler, seconded by Comm. Fjeldahl, to approve the new 2018 GSA mileage rate for travel at \$0.545. Roll call; all voted yes, Motion carried.

At 10:53a.m. with no further business, the meeting was adjourned.