

Minutes of the Board of Ward County Commissioners

April 17, 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 and Wepler present. Also present were department heads: Amanda Schooling, Betty Braun, Bob Barnard, Dana Larsen, Derrill Fick, Devra Smestad, Ellen Bjelland, John Crosby, Kerriane Boetcher, Leona Lochthowe, Mark Schrader, Roza Larson, Ryan Kamrowski.

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

Moved by Comm. Rostad, seconded by Comm. Wepler, to approve the regular Commission meeting minutes from the April 3rd meeting and the special Commission meeting minutes from the April 11th meeting. Roll call; all voted yes; motion carried.

Moved by Comm. Rostad, seconded by Comm. Fjeldahl, to approve regular bills totaling \$866,194.66 and Social Services bills totaling \$23,045.86. Roll call; all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Fjeldahl to open the public hearing for a moving permit at 9:05 a.m. Roll call: all voted yes; motion carried.

Leo Schmidt, Building Inspector, presented a moving permit for Joseph Haia and Carla Jean Mettler to move a detached garage to 7871 46th Avenue, NE. The garage currently sits in the flood improvement work area of southwest Minot. No one appeared to speak on behalf of the applicants.

Moved by Comm. Rostad, seconded by Comm. Wepler to close the public hearing at 9:07 a.m. Roll call: all voted yes; motion carried.

Moved by Comm. Rostad, seconded by Comm. Wepler to approve the moving permit for Joseph Haia and Carla Jean Mettler. Roll call: all voted yes; motion carried.

Sheriff Bob Barnard appeared and presented a memo from him to his staff and a Media Release. The memo was a thank you to the staff for their hard work regarding the North Dakota Department of Corrections inspection on March 28th. There were no deficiencies and the facility is in complete compliance. One inspector remarked it was one of the best inspections he had ever conducted.

The media release outlines a program between the Ward County Detention Center and Main Street Book. This is an educational program that will give inmates the opportunity to learn labor trades as

well as interviewing techniques and preparing resumes in the hopes they will be employable after release. The program was coordinated by Chris Ray, Assistant Jail Supervisor.

Moved by Comm. Wepler, seconded by Comm. Fjeldahl, to Receive and File the documents presented. Roll call; all voted yes; motion carried.

Dana Larsen, Ward County Engineer appeared with a request for approval for three hydraulic studies on Gassman Coulee, Second Larson Coulee and Egg Creek in anticipation of future structural work. It was recommended to select Houston Engineering to complete the Gassman and Second Larson Coulee studies and Apex Engineering to complete the study for Egg Creek.

Moved by Comm. Wepler, seconded by Comm. Rostad to select Houston Engineering to perform the hydraulic studies on Gassman Coulee and Second Larson Coulee and APEX Engineering to perform the study for Egg Creek. Roll call; all voted yes; motion carried.

Chairman Walter inquired of Mr. Larsen regarding the Ruthville Highway situation to see if any recommendations have been made. Currently, the only change has been to reduce the speed limit in the area. It appears a study is being conducted as well.

Comm. Rostad and Comm. Wepler spoke to the outcome and recommendations from the Personnel Committee Meeting conducted on April 11th. The first item, a payroll amendment for Shirrel Ott, was withdrawn following the Personnel Committee meeting.

Comm. Rostad and Dan Larsen, as representative of the department heads, spoke to the fact that the County is seeking new dental insurance. Blue Cross Blue Shield has made a proposal and also included a proposal for health insurance. There would be some cost savings to the County based on what Blue Cross Blue Shield presented. Currently, Blue Cross and Blue Shield are hosting informational meetings with Ward County employees to inform them about the proposal and address questions or concerns.

Bob Barnard spoke on behalf of Travis Schmitt regarding a salary study prepared by the Salary Study committee. Travis narrowed down the study and summarized it for the commissioners. A COLA recommendation will be made by the committee at the May 1st meeting. Comm. Wepler asked if benefits were included in the information. Wants it included to compare apples to apples.

Auditor/Treasurer Devra Smestad appeared;

Moved by Comm. Louser, seconded by Comm. Wepler, to Receive and File the following correspondence: State's Attorney's Office – Addendum to Annual Report; NDPERS – Wellness Discount Program; Wayne Short – Jefferson Trailer Park; FCC – Railroad Train Crossing Control; State's

Attorney's Office – Operational Audit; ND DOT – Load Limit Postings; ND DOT – Scour and Channel Profile Inspection. Roll call; all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Rostad to Receive and File the following Monthly Reports including financials: County Recorder; Sheriff's Department; Veterans Affairs. Roll call; all voted yes; motion carried.

Moved by Comm. Rostad, seconded by Comm. Louser, to reapprove Resolutions #3-2013 and #4-2017 as they were not recorded at the time they were approved. Roll call; all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Fjeldahl, to approve bids on foreclosed properties Parcel #KM200053000100 and Parcel #KM200053000080. Roll call; all voted yes; motion carried.

Moved by Comm. Rostad, seconded by Comm. Louser, to approve the Quit Claim Deed for real property described at Orig Kenmare L3 B12 Kenmare City. Roll call; all voted yes; motion carried.

Moved by Comm. Fjeldahl, seconded by Comm. Louser, to conduct interviews for HR Director with the five candidates recommended by the screening task force on April 30 and/or May 1. Two department heads will be invited to join the commissioners. Interview questions were provided to the commissioners as well. Roll call; all voted yes; motion carried.

The proposed job description was presented for the IT/GIS Director position. It was agreed upon that the description is fairly ambitious and will need further discussion. Jason Blowers appeared and expressed that the description as written is based on two different skill sets so the duties will need to be prioritized. This will be addressed at the next commission meeting.

Moved by Comm. Wepler, seconded by Comm. Rostad, to approve the following payroll amendments: Berg, K. – Social Services (Level 26); Holte, K. – Juvenile Detention (Level 20); Lockrem, D. – Social Services (Level 25); Wu, Y. – Sheriff's Department (Level 16). Roll call; all voted yes; motion carried.

At 10:08 a.m. with no further business, the meeting was adjourned.