

Minutes of the Board of Ward County Commissioners  
January 15, 2019

The regular meeting of the Ward County Commission was called to order by Chair Wepler at 9:00 a.m. with Commissioners Fjeldahl, Rostad, Walter and Pietsch present. Also present were department heads Amanda Schooling, Betty Braun, Robert Roed, Dana Larsen, Derrill Fick, Ellen Bjelland, John Crosby, Kerriane Boetcher, Leona Lochthowe, Melissa Bills, Roza Larson, Robin Finnesth and Ryan Kamrowski.

Moved by Comm. Rostad, seconded by Comm. Pietsch to approve the agenda with changes. Roll call; all voted yes; motion carried.

Commissioner Pietsch requested that on page 3 of January 2, 2019 meeting minutes that they reflect that Bryan Korgel stated the Afton Township requested denial of plat application. This was discussed and no changes were made at this time as the audio needs to be listened to for conformation.

Moved by Comm. Walter, seconded by Comm. Fjeldahl to approve the Minutes from the Regular Commission Meeting on January 2, 2019 with the change of removing the wording "then construct an office and shop for the applicants business" on page 3. Roll call; all voted yes; motion carried.

Moved by Comm. Rostad, Seconded by Comm. Fjeldahl to approve the Regular Bills totaling \$464,631.35 and Social Services Bills totaling \$9,121.09. Roll call; all voted yes; motion carried.

Brian Kunz of Adolfson and Peterson Construction appeared with the final Owner Contract Change Order # 016 for the construction of county jail showing a credit of \$76,654.00. Moved by Comm. Walter, seconded by Comm. Fjeldahl to approve the Owner Contract Change Order #016. Roll call; all voted yes; motion carried.

Sheriff Robert Roed requested Commission approval to request bids for the purchase of five new patrol vehicles and one new unmarked vehicle for investigations. Moved by Comm. Rostad, seconded by Pietsch to approve the request for bids as presented. Roll call; all voted yes; motion carried.

Leona Lochthowe, Facility Management Supervisor appeared with Memorandum #1 regarding purchase amount change of \$39,368 for the purchase of skid steer and snow pusher. She continued that the skid steer will arrive middle to the end of February. Moved by Comm. Fjeldahl, seconded by Comm. Rostad to Receive and File Memorandum #1. Roll call; all voted yes; motion carried.

Dana Larsen, County Engineer appeared with bids for the two county culvert repair projects. The first project would add tie bars to 98 culverts and the second project would consist of filling and grouting the joints, filling the voids behind the joints and installing tie bars.

Moved by Comm. Fjeldahl, seconded by Comm. Walter to approve and award the bid to Dig-It-Up Backhoe Service in the amount of \$204,624.46 for the 2019 Ward County Wide Culvert Joint Tie Project and the bid to Subsurface Inc. in the amount of \$1,201,350.00 for the 2019 County Wind Culvert Joint Repairs and Grouting. Roll call; all voted yes; motion carried.

Ryan Kamrowski, Director of Tax Equalization, appeared with three agenda items the first regarding Memorandum A- Tax Roll Corrections.

1. MH owned by Liechty Homes and this MH is up for resale:

| Property Owner     | Description                               | Valuation Year | Old True & Full | New True & Full | Old Taxable Value | New Taxable Value |
|--------------------|---|----------------|-----------------|-----------------|-------------------|-------------------|
| Liechty Homes Inc. | MI5105756<br>Prairie Bluffs<br>MHP Lot 39 | 2019           | \$59,000        | \$0.00          | \$2,655           | \$0.00            |
| Liechty Homes Inc. | MI5105156<br>Prairie Bluffs<br>MHP Lot 53 | 2019           | \$76,000        | \$0.00          | \$3,420           | \$0.00            |

2. Moved out of State without a Moving Permit in 2018:

| Property Owner | Description | Valuation Year | Old True & Full | New True & Full | Old Taxable Value | New Taxable Value |
|----------------|-------------|----------------|-----------------|-----------------|-------------------|-------------------|
| Tooley, Tyson  | MI5104573   | 2019           | \$41,000        | \$0.00          | \$1,845           | \$0.00            |

3. Property owner does not qualify for FRE for 2019:

| Property Owner  | Description                  | Valuation Year | Old True & Full | New True & Full | Old Taxable Value | New Taxable Value |
|-----------------|------------------------------|----------------|-----------------|-----------------|-------------------|-------------------|
| Zeltinger, Carl | SB5105234<br>W2NW S12-160-87 | 2019           | \$0.00          | \$51,000        | \$0.00            | \$2,295           |

4. Property owner qualifies for Military Exemption:

| Property Owner | Description                                   | Valuation Year | Old True & Full | New True & Full | Old Taxable Value | New Taxable Value |
|----------------|---|----------------|-----------------|-----------------|-------------------|-------------------|
| Mueller, Scott | MI5102835<br>Western Village<br>MHP<br>Lot 65 | 2019           | \$21,000        | \$0.00          | \$945             | \$0.00            |

5. Property was re platted in 2013 into Talon Point Addn. Remove from 2016-2018 tax roll :

| Property Owner | Description | Valuation Year | Old True & Full | New True & Full | Old Taxable Value | New Taxable Value |
|----------------|-------------|----------------|-----------------|-----------------|-------------------|-------------------|
|----------------|-------------|----------------|-----------------|-----------------|-------------------|-------------------|

|                       |   |      |          |        |         |        |
|-----------------------|---|------|----------|--------|---------|--------|
| Jensen Properties LLC | SR040990000480<br>Olt 48 of NW Being Lot 3 and Por. Lot 4 Less Talon Point Addn.<br>S5-154-82 | 2018 | \$21,000 | \$0.00 | \$1.050 | \$0.00 |
| Jensen Properties LLC | SR040990000480<br>Olt 48 of NW Being Lot 3 and Por. Lot 4 Less Talon Point Addn.<br>S5-154-82 | 2017 | \$21,000 | \$0.00 | \$1.050 | \$0.00 |
| Jensen Properties LLC | SR040990000480<br>Olt 48 of NW Being Lot 3 and Por. Lot 4 Less Talon Point Addn.<br>S5-154-82 | 2016 | \$21,000 | \$0.00 | \$1.050 | \$0.00 |

6. Parcel Value Transfer Error:

| Property Owner            | Description                                    | Valuation Year | Old True & Full | New True & Full | Old Taxable Value | New Taxable Value |
|---------------------------|--|----------------|-----------------|-----------------|-------------------|-------------------|
| Petroglyph Properties LLC | RD000010900120<br>Ryder Lot 11 & 12<br>Block 9 | 2018           | \$0.00          | \$39,000        | \$0.00            | \$1,755           |

7. Property has been previously estimated. Recent review showed no basement finish:

| Property Owner          | Description  | Valuation Year | Old True & Full | New True & Full | Old Taxable Value | New Taxable Value |
|-------------------------|--|----------------|-----------------|-----------------|-------------------|-------------------|
| Streitz, Kevin & Sarah  | MI510181300160<br>Blaisdell Bird<br>Addn. Lot 16 Block 1 | 2018           | \$252,000       | \$219,000       | \$11,340          | \$9,855           |
| Case, Jeffrey           | MI232940800020<br>Parkland Addn.<br>Lot 2 Block 8        | 2018           | \$167,000       | \$144,000       | \$7,515           | \$6,480           |
| Case, Jeffrey           | MI232940800020<br>Parkland Addn.<br>Lot 2 Block 8        | 2017           | \$178,000       | \$156,000       | \$8,010           | \$7,020           |
| Walsh, Kevin & Georgine | MI02C480500130<br>Ballantyne Addn.<br>Lot 13 Block 5     | 2018           | \$334,000       | \$298,000       | \$15,030          | \$13,410          |

|                 |  |      |           |          |         |         |
|-----------------|--|------|-----------|----------|---------|---------|
|                 |  |      |           |          |         |         |
| Perham,<br>Mark | MI130160001580<br>Belmont Addn.<br>Lot 158 | 2018 | \$138,000 | \$84,000 | \$6,210 | \$3,780 |
| Perham,<br>Mark | MI130160001580<br>Belmont Addn.<br>Lot 158 | 2017 | \$115,000 | \$87,000 | \$5,175 | \$3,915 |

8. Recent inspection showed condition less than estimated. Measure & correct size of shed:

| Property Owner  | Description                                | Valuation Year | Old True & Full | New True & Full | Old Taxable Value | New Taxable Value |
|-----------------|--|----------------|-----------------|-----------------|-------------------|-------------------|
| Perham,<br>Mark | MI130160001600<br>Belmont Addn.<br>Lot 160 | 2018           | \$18,000        | \$16,000        | \$900             | \$800             |

9. Value adjusted based on an on-site inspection:

| Property Owner                           | Description  | Valuation Year | Old True & Full | New True & Full | Old Taxable Value | New Taxable Value |
|--|--|----------------|-----------------|-----------------|-------------------|-------------------|
| Palmer,<br>Stephen &<br>Valdez,<br>Laura | MI02C480500160<br>Ballantyne Addn.<br>Lot 16 Block 5 | 2018           | \$291,000       | \$258,000       | \$13,095          | \$11,610          |

10. Recent Appraisal showed significant evidence to show not repaired from 2011 flood damage

| Property Owner                                     | Description  | Valuation Year | Old True & Full | New True & Full | Old Taxable Value | New Taxable Value |
|--|--|----------------|-----------------|-----------------|-------------------|-------------------|
| Habitat for<br>Humanity<br>Northern<br>Lights Inc. | MI241480300111<br>Heckers 3 <sup>rd</sup> Addn.<br>North 50'<br>Lot 11 Block 1 | 2018           | \$125,000       | \$33,000        | \$5,625           | \$1,485           |
| Habitat for<br>Humanity<br>Northern<br>Lights Inc. | MI241480300111<br>Heckers 3 <sup>rd</sup> Addn.<br>North 50'<br>Lot 11 Block 1 | 2017           | \$132,000       | \$33,000        | \$5,940           | \$1,485           |

11. Property qualified for exempt property, owned and used for charitable purposes:

| Property Owner  | Description   | Valuation Year | Old True & Full | New True & Full | Old Taxable Value | New Taxable Value |
|-----------------|---|----------------|-----------------|-----------------|-------------------|-------------------|
| Gymnastics Inc. | MI27D800600020<br>55 <sup>th</sup> Crossing 4 <sup>th</sup><br>Addn.<br>Lot 2 Block 6 | 2018           | \$1,768,000     | \$0.00          | \$88,400          | \$0.00            |

12. Value adjusted based on an on-site inspection:

| Property Owner   | Description  | Valuation Year | Old True & Full | New True & Full | Old Taxable Value | New Taxable Value |
|------------------|--|----------------|-----------------|-----------------|-------------------|-------------------|
| Knutson, Darlene | MI240020200020<br>R/A of<br>Lots 11 & 12 Block<br>2 Arbor Add. Lot 2 | 2018           | \$146,000       | \$68,000        | \$6,570           | \$3,060           |

13. Property repair and additions were not completed by previous owner:

| Property Owner | Description  | Valuation Year | Old True & Full | New True & Full | Old Taxable Value | New Taxable Value |
|----------------|--|----------------|-----------------|-----------------|-------------------|-------------------|
| Awalt, Rick    | MI150180100190<br>All of Lot 19 &<br>N 5' of<br>Lot 20 Block 1 | 2018           | \$228,000       | \$80,000        | \$10,260          | \$3,600           |

14. Remove basement finish:

| Property Owner        | Description   | Valuation Year | Old True & Full | New True & Full | Old Taxable Value | New Taxable Value |
|-----------------------|---|----------------|-----------------|-----------------|-------------------|-------------------|
| Kraft, Chance & Amber | MI31C350100040<br>Woodside<br>15 <sup>th</sup> Addn.<br>Lot 4 Block 1 | 2018           | \$313,000       | \$280,000       | \$14,085          | \$12,600          |

15. Property is Pilot Pay:

| Property Owner | Description | Valuation Year | Old True & Full | New True & Full | Old Taxable Value | New Taxable Value |
|----------------|-------------|----------------|-----------------|-----------------|-------------------|-------------------|
|----------------|-------------|----------------|-----------------|-----------------|-------------------|-------------------|

|   |  |      |           |        |          |        |
|---|--|------|-----------|--------|----------|--------|
| Neighborhood Development Enterprises Inc. | MI190920000623<br>Elmwood Addn.<br>Lots 60 & 61 Plus<br>Sublot A of Lot 62 | 2018 | \$340,000 | \$0.00 | \$17,000 | \$0.00 |
| Neighborhood Development Enterprises Inc. | MI190920000623<br>Elmwood Addn.<br>Lots 60 & 61 Plus<br>Sublot A of Lot 62 | 2017 | \$356,000 | \$0.00 | \$17,800 | \$0.00 |
| Neighborhood Development Enterprises Inc. | MI190920000623<br>Elmwood Addn.<br>Lots 60 & 61 Plus<br>Sublot A of Lot 62 | 2016 | \$493,000 | \$0.00 | \$24,650 | \$0.00 |

16. Value Adjusted based on an on-site inspection:

| Property Owner        | Description  | Valuation Year | Old True & Full | New True & Full | Old Taxable Value | New Taxable Value |
|-----------------------|--|----------------|-----------------|-----------------|-------------------|-------------------|
| Soltis, James & Vicki | MI266680001307<br>Hunters Ridge IV<br>Condominium on<br>Lot 2D The<br>Meadows 2 <sup>nd</sup><br>Addn. Unit 1307 | 2018           | \$324,000       | \$285,000       | \$14,580          | \$12,825          |

17. MH moved without moving permit per court report and neighbor:

| Property Owner    | Description                         | Valuation Year | Old True & Full | New True & Full | Old Taxable Value | New Taxable Value |
|-------------------|-------------------------------------|----------------|-----------------|-----------------|-------------------|-------------------|
| Warbitsky, Gerald | EE5100512<br>Ruthville MHP<br>Lot 7 | 2019           | \$3,000         | \$0.00          | \$135             | \$0.00            |

18. MH moved to New Town without a moving permit:

| Property Owner | Description                                 | Valuation Year | Old True & Full | New True & Full | Old Taxable Value | New Taxable Value |
|----------------|---|----------------|-----------------|-----------------|-------------------|-------------------|
| Lynch, Annette | MI5105520<br>Prairie Bluffs<br>MHP<br>Lot 9 | 2018           | \$109,000       | \$0.00          | \$4,905           | \$0.00            |

19. Owner consented to inspection of property. Following inspection we recommend a reduction to the 2018 valuation to better represent a fair market value for the property:

| <b>Property Owner</b> | <b>Description</b>                                      | <b>Valuation Year</b> | <b>Old True &amp; Full</b> | <b>New True &amp; Full</b> | <b>Old Taxable Value</b> | <b>New Taxable Value</b> |
|-----------------------|---|-----------------------|----------------------------|----------------------------|--------------------------|--------------------------|
| Mosser, Jason & Darla | BN010110100010<br>Hacienda Acres<br>Addn. Lot 1 Block 1 | 2018                  | \$265,000                  | \$241,000                  | \$11,925                 | \$10,845                 |

20. Property Purchased from the City of Carpio. Pro rate value from date of sale:

| <b>Property Owner</b> | <b>Description</b>                    | <b>Valuation Year</b> | <b>Old True &amp; Full</b> | <b>New True &amp; Full</b> | <b>Old Taxable Value</b> | <b>New Taxable Value</b> |
|-----------------------|---------------------------------------|-----------------------|----------------------------|----------------------------|--------------------------|--------------------------|
| Opland, Jefferson     | CO000010200130<br>Lot 12 & 13 Block 2 | 2018                  | \$0.00                     | \$1,000                    | \$0.00                   | \$50                     |
| Opland, Jefferson     | CO000010200141<br>W75' Lot 14 Block 2 | 2018                  | \$0.00                     | \$500                      | \$0.00                   | \$25                     |
| Opland, Jefferson     | CO000010200142<br>E75' Lot 14 Block2  | 2018                  | \$0.00                     | \$500                      | \$0.00                   | \$25                     |
| Opland, Jefferson     | CO000010200150<br>Lot 15 Block 2      | 2018                  | \$0.00                     | \$1,000                    | \$0.00                   | \$50                     |
| Opland, Jefferson     | CO000010200160<br>Lot 16 Block 2      | 2018                  | \$0.00                     | \$1,000                    | \$0.00                   | \$50                     |

21. Valuation transfer error. Value was equalized in 2018 but correct tax bill was not generated:

| <b>Property Owner</b>    | <b>Description</b>                             | <b>Valuation Year</b> | <b>Old True &amp; Full</b> | <b>New True &amp; Full</b> | <b>Old Taxable Value</b> | <b>New Taxable Value</b> |
|--------------------------|--|-----------------------|----------------------------|----------------------------|--------------------------|--------------------------|
| Johnson, Kenneth & Terry | SY19005U060000<br>W2 Olt 22 SENW<br>S19-155-81 | 2018                  | \$0.00                     | \$197,000                  | \$0.00                   | \$8,865                  |

Moved by Comm. Walter, seconded by Comm. Rostad to approve Memorandum A-Tax Roll Corrections. Roll call; all voted yes; motion carried.

Mr. Kamrowski continued with his memo regarding Agricultural Land Valuation. He recommend that the Commission adopt an average valuation of \$553.53 per acre. Moved by Comm. Fjeldahl, seconded by Comm. Pietsch to adopt the average Agricultural Land Valuation as recommended. Roll call; all voted yes; motion carried.

Mr. Kamrowski's final item he presented the commission with four bids for the Real Estate Brokers Agreement for Foreclosure Properties. He recommend the bid be awarded to Century 21 Action Realtors as the provided the lowest commission rate of 5% and no charge for consulting services.

Moved by Comm. Walter, seconded by Comm. Pietsch to approve and award the bid for the Real Estate Brokers Agreement for Foreclosure Properties to Century 21 Action Realtors. Roll call; all voted yes; motion carried.

Marisa Haman, Deputy Auditor/Treasurer appeared:

Moved by Comm. Pietsch, seconded by Comm. Rostad to Receive and File the following correspondence: National School Week Proclamation Department- National School Choice Week request. Roll call; all voted yes; motion carried.

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

Moved by Comm. Rostad, seconded by Comm. Walter to approve the Quit Claim Deed for foreclosed property that has been purchased by approved bid after auction located at Forsbergs R/A Lots 8-10 block2 Riverside & Lot 7 block 3 Lee & Jacobsons addition lot 5, Minot City. Roll call; all voted yes; motion carried.

Moved by Comm. Walter, seconded by Comm. Fjeldahl to approve Raffle Permit for Nodak Race Club. Roll call; all voted yes; motion carried.

Moved by Comm. Rostad, seconded by Comm. Pietsch to approve the Ward County Salary Ranges for 2019. Roll call; all voted yes; motion carried.

Moved by Comm. Pietsch, seconded by Comm. Walter to approve the following Payroll Amendments with changes: P. Thomas- Social Service (level17); J. Martin- Social Service (level 17); P. Sather-Social Service (level 17); A. Clark; Social Service (level 23); J. Jackson-Sheriff's Department (level 21); R. Dupree- Sheriff's Department (level 21); D. Clemens-Sheriff's Department (level 26); J. Kraft-Sheriff's Department (level 29); N. Warath- Auditor/Treasurer (level 18); K. Fevold Human Resources (level 23); L. Hubbard- Sheriff Department (level 32); L. Degele- State's Attorney (level 20).

Director of Tax Equalization Ryan Kamrowski appeared with abatement application from Wipfi CPAs and Consultants on behalf of Stonebridge Villas, LLC owners of property located at 3241, 3215, & 3343 8<sup>th</sup> St NE Minot for the 2016 Tax Assessment.

|                |                       |   |
|----------------|-----------------------|---|
| MI01D450100010 | Stonebridge Villa LLC | Stonebridge Farms 2nd Addn. Lot 1 Block 1 |
| MI01D450100020 | Stonebridge Villa LLC | Stonebridge Farms 6th Addn. Lot 2 Block 1 |
| MI01C800200030 | Stonebridge Villa LLC | Stonebridge Farms 2nd Addn. Lot 3 Block 2 |

Moved by Comm. Fjeldahl, seconded by Comm. Walter to open the public hearing regarding the Abatement applications for 3241 8<sup>th</sup> St NE Minot, 3215 8<sup>th</sup> St NE and 3343 8<sup>th</sup> St NE at 9:64am. Roll call; all voted yes; motion carried.

No one from the public came forward to discuss the abatement applications.

Moved by Comm. Fjeldahl, seconded by Comm. Rostad to close the public hearing at 9:57am. Roll call; all voted yes; motion carried.

Moved by Comm. Walter, seconded by Comm. Rostad to deny Property Tax Abatement or Refund request for Parcel #MI01D450100010 based on duplicate application. Roll call; all voted yes; motion carried.

Moved by Comm. Rostad, seconded by Comm. Pietsch to deny Property Tax Abatement or Refund request for Parcel #MI01D450100020 based on duplicate application. Roll call; all voted yes; motion carried.

Moved by Comm. Pietsch, seconded by Comm. Walter to deny Property Tax Abatement or Refund request for Parcel #MI01C800200030 based on duplicate application. Roll call; all voted yes; motion carried.

Mr. Kamrowski continued with abatement applications from Paradigm DKD Tax Group LLC on behalf of Menards.

|                |         |                                     |
|----------------|---------|-------------------------------------|
| MI368580000030 | Menards | Menards 3 <sup>rd</sup> addn. Lot 3 |
| MI36C220000010 | Menards | Menards 6 <sup>th</sup> addn. Lot 1 |

Moved by Comm. Walter, seconded by Comm. Fjeldahl to open public hearing regarding Abatement Applications for property 101 & 104 28<sup>th</sup> Ave SE at 10:01 am. Roll call; all voted yes; motion carried.

Kevin Ternas, City of Minot Assessor appeared and gave his recommendation of denial along with his supporting information.

Moved by Comm. Pietsch, seconded by Comm. Walter to close public hearing at 10:16 am. Roll call; all voted yes; motion carried.

Moved by Comm. Rostad, seconded by Comm. Walter to deny Property Tax Abatement or Refund request for Parcel #MI368580000030 based on the information provided that the property was fairly and equitably assessed by the City of Minot. Roll call; all voted yes; motion carried.

Moved by Comm. Pietsch seconded by Comm. Fjeldahl to deny Property Tax Abatement or Refund request for Parcel #MI36C20000010 based on the information provided that the property was fairly and equitably assessed by the City of Minot. Roll call; all voted yes; motion carried.

Marisa Haman gave an updated regarding mailing to Property Tax Statements. She stated that the Auditor/Treasure's Office had received about 10 calls in the past 2 weeks from owners that have not received their statements. Three are due to multi parcel numbers being attached in error, three that has the correct address but the Postal Service returned them, 3 that did not update their mailing address and one that was not received or returned.

At 10:23 a.m. with no further business, the meeting was adjourned.

