

## Minutes of the Board of Ward County Commissioners

February 6, 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 Weppler present. Also present were department heads: Betty Braun, Bob Barnard, Devra Smestad, Roza Larson, Ryan Kamrowski, Mark Schrader, John Crosby and Leona Lochthowe.

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

Moved by Comm. Weppler, seconded by Comm. Fjeldahl, to approve the regular Commission meeting minutes from the January 16, 2018 meeting. Roll call; all voted yes; motion carried.

Moved by Comm. Rostad, seconded by Comm. Louser, to approve regular bills totaling \$1,659,700.41 and Social Services bills of \$7,566.62. Roll call; all voted yes; motion carried.

Sheriff Bob Barnard appeared and introduced the new County coroner, Dr. Wease from Trinity Health. Dr. Wease said there will be four deputy coroners working with him as well.

Moved by Comm. Weppler, seconded by Comm. Louser to accept the appointment of Dr. Wease as the new County coroner. Roll call; all voted yes; motion carried.

Devra Smestad, Auditor/Treasurer, presented an update on construction costs and bond review. Under construction costs, \$66.5 million will be spent by the end of construction. Will have a little over \$500,000 left over when the project is complete. In regard to the bond review, with principal and interest, the total due will be \$74.3 million. As compared to sales tax collected and the current fund balance, there will be a deficit of \$6 million in sales tax revenues (less interest and accounting for fluctuations in sales tax revenue going forward).

Moved by Comm. Weppler, seconded by Comm. Fjeldahl, to Receive and File the updated construction costs and bond review with modifications to the details of the construction costs. Roll call; all voted yes; motion carried.

Nancy Simpson, Planning/Zoning Administrator appeared and updated the Commissioners regarding the Comprehensive Plan and ordinance update. Have been in correspondence with KLJ and they have submitted some cost savings to be transferred to a contingency fund in the amount of \$16,700.00 to be used in the third year if necessary. The contract with KLJ is not complete so approval of the contract will be moved to the next meeting.

Ms. Simpson also presented plat approved applications for Peter & Debora Sigurdson, Bradly Gossen, Russel Hadler & Wesley Haugen, and Keith Deutsch.

Moved by Comm. Rostad, seconded by Comm. Louser to approve the plat applications as presented. Roll call; all voted yes; motion carried.

Mark Schrader and Kristen Holte from Juvenile Detention appeared to present staffing recommendations to replace six part-time positions with two full time employees and two part-time employees. These changes will bring Juvenile Detention into compliance with state and PREA regulations, reduce turnover and afford the County a cost savings without requiring a budget amendment or the need for additional funds.

Moved by Comm. Wepler, seconded by Comm. Rostad to approve the recommendation from Juvenile Detention. Roll call; Comm. Fjeldahl voted no; motion carried.

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

1. MFH moved out of the County without a moving permit:

| Property Owner         | Description                         | Valuation Year | Old True & Full | New True & Full | Old Taxable Value | New Taxable Value |
|------------------------|-------------------------------------|----------------|-----------------|-----------------|-------------------|-------------------|
| Mort, Michael & Athena | MI5105335<br>Parkview MHP<br>Lot 70 | 2018           | \$10,000        | \$0.00          | \$450             | \$0.00            |

2. Parcel should be inactive for 2017 tax year:

| Property Owner          | Description                       | Valuation Year | Old True & Full | New True & Full | Old Taxable Value | New Taxable Value |
|-------------------------|-----------------------------------|----------------|-----------------|-----------------|-------------------|-------------------|
| Peterson, Dennis & Mary | AN14005U040000<br>NWSE S14-152-86 | 2017           | \$18,000        | \$0.00          | \$900             | \$0.00            |

3. Property purchased by Ward County Soil Conservation District, an exempt entity.  
Prorate value from date of the sale 3-17:

| Property Owner                         | Description  | Valuation Year | Old True & Full | New True & Full | Old Taxable Value | New Taxable Value |
|--|--|----------------|-----------------|-----------------|-------------------|-------------------|
| Ward County Soil Conservation District | HA280990000011<br>Olt 1 in NENW Less<br>N235' S28-155-83 | 2017           | \$81,000        | \$20,250        | \$4,050           | \$1,013           |

4. Parcel was Replatted in 2013:

| Property Owner             | Description                                      | Valuation Year | Old True & Full | New True & Full | Old Taxable Value | New Taxable Value |
|----------------------------|--|----------------|-----------------|-----------------|-------------------|-------------------|
| Silver Springs Development | SY180520001691<br>Silver Springs 2 <sup>nd</sup> | 2014           | \$20,00         | \$0.00          | \$1,000           | \$0.00            |

|                                 |   |      |          |        |         |        |
|---------------------------------|---|------|----------|--------|---------|--------|
| Inc.                            | Addn.<br>Lot 169A   |      |          |        |         |        |
| Silver Springs Development Inc. | SY180520001691<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 169A | 2015 | \$21,800 | \$0.00 | \$1,090 | \$0.00 |
| Silver Springs Development Inc. | SY180520001691<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 169A | 2016 | \$61,000 | \$0.00 | \$3,050 | \$0.00 |
| Silver Springs Development Inc. | SY180520001691<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 169A | 2017 | \$57,000 | \$0.00 | \$2,850 | \$0.00 |
| Silver Springs Development Inc. | SY180520001692<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 169B | 2014 | \$20,000 | \$0.00 | \$1,000 | \$0.00 |
| Silver Springs Development Inc. | SY180520001692<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 169B | 2015 | \$21,800 | \$0.00 | \$1,090 | \$0.00 |
| Silver Springs Development Inc. | SY180520001692<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 169B | 2016 | \$61,000 | \$0.00 | \$3,050 | \$0.00 |
| Silver Springs Development Inc. | SY180520001692<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 169B | 2017 | \$57,000 | \$0.00 | \$2,850 | \$0.00 |

5. Continued from #4:

| <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> |
|---------------------------------|---|-----------------------|----------------------------|----------------------------|--------------------------|--------------------------|
| Silver Springs Development Inc. | SY180520001701<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 170A | 2014                  | \$20,000                   | \$0.00                     | \$1,000                  | \$0.00                   |
| Silver Springs Development Inc. | SY180520001701<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 170A | 2015                  | \$21,800                   | \$0.00                     | \$1,090                  | \$0.00                   |
| Silver Springs Development Inc. | SY180520001701<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 170A | 2016                  | \$61,000                   | \$0.00                     | \$3,050                  | \$0.00                   |
| Silver Springs                  | SY180520001701  | 2017                  | \$57,000                   | \$0.00                     | \$2,850                  | \$0.00                   |

|                                 |  |      |          |        |         |        |
|---------------------------------|--|------|----------|--------|---------|--------|
| Development Inc.                | Silver Springs 2 <sup>nd</sup> Addn. Lot 170A                |      |          |        |         |        |
| Silver Springs Development Inc. | SY180520001702 Silver Springs 2 <sup>nd</sup> Addn. Lot 170B | 2014 | \$20,000 | \$0.00 | \$1,000 | \$0.00 |
| Silver Springs Development Inc. | SY180520001702 Silver Springs 2 <sup>nd</sup> Addn. Lot 170B | 2015 | \$21,800 | \$0.00 | \$1,090 | \$0.00 |
| Silver Springs Development Inc. | SY180520001702 Silver Springs 2 <sup>nd</sup> Addn. Lot 170B | 2016 | \$61,000 | \$0.00 | \$3,050 | \$0.00 |
| Silver Springs Development Inc. | SY180520001702 Silver Springs 2 <sup>nd</sup> Addn. Lot 170B | 2017 | \$57,000 | \$0.00 | \$2,850 | \$0.00 |

6. Continuation #4:

| <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> |
|---------------------------------|--|-----------------------|----------------------------|----------------------------|--------------------------|--------------------------|
| Silver Springs Development Inc. | SY180520001711 Silver Springs 2 <sup>nd</sup> Addn. Lot 171A | 2014                  | \$20,000                   | \$0.00                     | \$1,000                  | \$0.00                   |
| Silver Springs Development Inc. | SY180520001711 Silver Springs 2 <sup>nd</sup> Addn. Lot 171A | 2015                  | \$21,800                   | \$0.00                     | \$1,090                  | \$0.00                   |
| Silver Springs Development Inc. | SY180520001711 Silver Springs 2 <sup>nd</sup> Addn. Lot 171A | 2016                  | \$61,000                   | \$0.00                     | \$3,050                  | \$0.00                   |
| Silver Springs Development Inc. | SY180520001711 Silver Springs 2 <sup>nd</sup> Addn. Lot 171A | 2017                  | \$57,000                   | \$0.00                     | \$2,850                  | \$0.00                   |
| Silver Springs Development Inc. | SY180520001712 Silver Springs 2 <sup>nd</sup> Addn. Lot 171B | 2014                  | \$20,000                   | \$0.00                     | \$1,000                  | \$0.00                   |
| Silver Springs Development Inc. | SY180520001712 Silver Springs 2 <sup>nd</sup> Addn. Lot 171B | 2015                  | \$21,800                   | \$0.00                     | \$1,090                  | \$0.00                   |

|                                 |   |      |          |        |         |        |
|---------------------------------|---|------|----------|--------|---------|--------|
| Silver Springs Development Inc. | SY180520001712<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 171B | 2016 | \$61,000 | \$0.00 | \$3,050 | \$0.00 |
| Silver Springs Development Inc. | SY180520001712<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 171B | 2017 | \$57,000 | \$0.00 | \$2,850 | \$0.00 |

7. Continuation from #4:

| <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> |
|---------------------------------|---|-----------------------|----------------------------|----------------------------|--------------------------|--------------------------|
| Silver Springs Development Inc. | SY180520001721<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 172A | 2014                  | \$21,000                   | \$0.00                     | \$1,050                  | \$0.00                   |
| Silver Springs Development Inc. | SY180520001721<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 172A | 2015                  | \$22,900                   | \$0.00                     | \$1,145                  | \$0.00                   |
| Silver Springs Development Inc. | SY180520001721<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 172A | 2016                  | \$64,000                   | \$0.00                     | \$3,200                  | \$0.00                   |
| Silver Springs Development Inc. | SY180520001721<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 172A | 2017                  | \$59,000                   | \$0.00                     | \$2,950                  | \$0.00                   |
| Silver Springs Development Inc. | SY180520001722<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 172B | 2014                  | \$21,000                   | \$0.00                     | \$1,050                  | \$0.00                   |
| Silver Springs Development Inc. | SY180520001722<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 172B | 2015                  | \$22,900                   | \$0.00                     | \$1,145                  | \$0.00                   |
| Silver Springs Development Inc. | SY180520001722<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 172B | 2016                  | \$64,000                   | \$0.00                     | \$3,200                  | \$0.00                   |
| Silver Springs Development Inc. | SY180520001722<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 172B | 2017                  | \$59,000                   | \$0.00                     | \$2,950                  | \$0.00                   |

8. Continuation from #4:

| <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> |
|---------------------------------|---|-----------------------|----------------------------|----------------------------|--------------------------|--------------------------|
| Silver Springs Development Inc. | SY180520001731<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 173A | 2014                  | \$21,000                   | \$0.00                     | \$1,050                  | \$0.00                   |
| Silver Springs Development Inc. | SY180520001731<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 173A | 2015                  | \$22,900                   | \$0.00                     | \$1,145                  | \$0.00                   |
| Silver Springs Development Inc. | SY180520001731<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 173A | 2016                  | \$64,000                   | \$0.00                     | \$3,200                  | \$0.00                   |
| Silver Springs Development Inc. | SY180520001731<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 173A | 2017                  | \$59,000                   | \$0.00                     | \$2,950                  | \$0.00                   |
| Silver Springs Development Inc. | SY180520001732<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 173B | 2014                  | \$21,000                   | \$0.00                     | \$1,050                  | \$0.00                   |
| Silver Springs Development Inc. | SY180520001732<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 173B | 2015                  | \$22,900                   | \$0.00                     | \$1,145                  | \$0.00                   |
| Silver Springs Development Inc. | SY180520001732<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 173B | 2016                  | \$64,000                   | \$0.00                     | \$3,200                  | \$0.00                   |
| Silver Springs Development Inc. | SY180520001732<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 173B | 2017                  | \$59,000                   | \$0.00                     | \$2,950                  | \$0.00                   |

9. Continuation from #4:

| <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> |
|---------------------------------|---|-----------------------|----------------------------|----------------------------|--------------------------|--------------------------|
| Silver Springs Development Inc. | SY180520001741<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 174A | 2014                  | \$21,000                   | \$0.00                     | \$1,050                  | \$0.00                   |
| Silver Springs Development Inc. | SY180520001741<br>Silver Springs 2 <sup>nd</sup><br>Addn.             | 2015                  | \$22,900                   | \$0.00                     | \$1,145                  | \$0.00                   |

|                                 | Lot 174A  |      |          |        |         |        |
|---------------------------------|---|------|----------|--------|---------|--------|
| Silver Springs Development Inc. | SY180520001741<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 174A | 2016 | \$64,000 | \$0.00 | \$3,200 | \$0.00 |
| Silver Springs Development Inc. | SY180520001741<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 174A | 2017 | \$59,000 | \$0.00 | \$2,950 | \$0.00 |
| Silver Springs Development Inc. | SY180520001742<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 173B | 2014 | \$21,000 | \$0.00 | \$1,050 | \$0.00 |
| Silver Springs Development Inc. | SY180520001742<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 174B | 2015 | \$22,900 | \$0.00 | \$1,145 | \$0.00 |
| Silver Springs Development Inc. | SY180520001742<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 174B | 2016 | \$64,000 | \$0.00 | \$3,200 | \$0.00 |
| Silver Springs Development Inc. | SY180520001742<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 174B | 2017 | \$59,000 | \$0.00 | \$2,950 | \$0.00 |

10. Continuation from #4:

| Property Owner                  | Description   | Valuation Year | Old True & Full | New True & Full | Old Taxable Value | New Taxable Value |
|---------------------------------|---|----------------|-----------------|-----------------|-------------------|-------------------|
| Silver Springs Development Inc. | SY180520001751<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 175A | 2014           | \$21,000        | \$0.00          | \$1,050           | \$0.00            |
| Silver Springs Development Inc. | SY180520001751<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 175A | 2015           | \$22,900        | \$0.00          | \$1,145           | \$0.00            |
| Silver Springs Development Inc. | SY180520001751<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 175A | 2016           | \$64,000        | \$0.00          | \$3,200           | \$0.00            |
| Silver Springs Development Inc. | SY180520001751<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 175A | 2017           | \$59,000        | \$0.00          | \$2,950           | \$0.00            |
| Silver Springs Development      | SY180520001752<br>Silver Springs 2 <sup>nd</sup>                      | 2014           | \$21,000        | \$0.00          | \$1,050           | \$0.00            |

|                                 |   |      |          |        |         |        |
|---------------------------------|---|------|----------|--------|---------|--------|
| Inc.                            | Addn.<br>Lot 175B   |      |          |        |         |        |
| Silver Springs Development Inc. | SY180520001752<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 175B | 2015 | \$22,900 | \$0.00 | \$1,145 | \$0.00 |
| Silver Springs Development Inc. | SY180520001752<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 175B | 2016 | \$64,000 | \$0.00 | \$3,200 | \$0.00 |
| Silver Springs Development Inc. | SY180520001752<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 175B | 2017 | \$59,000 | \$0.00 | \$2,950 | \$0.00 |

11. Continuation from #4:

| <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> |
|---------------------------------|---|-----------------------|----------------------------|----------------------------|--------------------------|--------------------------|
| Silver Springs Development Inc. | SY180520001761<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 176A | 2014                  | \$21,000                   | \$0.00                     | \$1,050                  | \$0.00                   |
| Silver Springs Development Inc. | SY180520001761<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 176A | 2015                  | \$22,900                   | \$0.00                     | \$1,145                  | \$0.00                   |
| Silver Springs Development Inc. | SY180520001761<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 176A | 2016                  | \$64,000                   | \$0.00                     | \$3,200                  | \$0.00                   |
| Silver Springs Development Inc. | SY180520001761<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 176A | 2017                  | \$59,000                   | \$0.00                     | \$2,950                  | \$0.00                   |
| Silver Springs Development Inc. | SY180520001762<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 176B | 2014                  | \$21,000                   | \$0.00                     | \$1,050                  | \$0.00                   |
| Silver Springs Development Inc. | SY180520001762<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 176B | 2015                  | \$22,900                   | \$0.00                     | \$1,145                  | \$0.00                   |
| Silver Springs Development Inc. | SY180520001762<br>Silver Springs 2 <sup>nd</sup><br>Addn.<br>Lot 176B | 2016                  | \$64,000                   | \$0.00                     | \$3,200                  | \$0.00                   |
| Silver Springs                  | SY180520001762  | 2017                  | \$59,000                   | \$0.00                     | \$2,950                  | \$0.00                   |



|                  |  |  |  |  |  |  |
|------------------|--|--|--|--|--|--|
| Development Inc. | Silver Springs 2 <sup>nd</sup> Addn.<br>Lot 176B |  |  |  |  |  |
|------------------|--|--|--|--|--|--|

12. Property primary use is a church should be exempt:

| Property Owner                     | Description   | Valuation Year | Old True & Full | New True & Full | Old Taxable Value | New Taxable Value |
|------------------------------------|---|----------------|-----------------|-----------------|-------------------|-------------------|
| Trustees Church of God of Prophecy | MI263910100101 Suburban Homes Addn. N ½ Lot 9 & S60' E ½ Lot 9 & W100' Lot 10 Block 1 | 2017           | \$518,000       | \$0.00          | \$25,900          | \$0.00            |

13. Adjusted value due to on-site inspection:

| Property Owner    | Description  | Valuation Year | Old True & Full | New True & Full | Old Taxable Value | New Taxable Value |
|-------------------|--|----------------|-----------------|-----------------|-------------------|-------------------|
| Ness, Jan & Loren | MI23E470000012 Mayfair 3 <sup>rd</sup> Addn. Lot 1 B | 2017           | \$270,000       | \$207,000       | \$12,150          | \$9,315           |

14. Property primarily used as hospital / charitable exempt:

| Property Owner    | Description   | Valuation Year | Old True & Full | New True & Full | Old Taxable Value | New Taxable Value |
|-------------------|---|----------------|-----------------|-----------------|-------------------|-------------------|
| Trinity Hospitals | MI243160200100 Ramstads 4 <sup>th</sup> Addn. Lots 6-10 Block 2 | 2017           | \$4,030,000     | \$0.00          | \$201,500         | \$0.00            |

15. Fire on main building prorated 6 months:

| Property Owner          | Description  | Valuation Year | Old True & Full | New True & Full | Old Taxable Value | New Taxable Value |
|-------------------------|--|----------------|-----------------|-----------------|-------------------|-------------------|
| Vallely Investments LLP | MI274040000160 S/D of Olt 22 S27-155-73 S25' Lot 12 & All Lots 13-16 | 2017           | \$1,266,000     | \$1,015,000     | \$63,300          | \$50,750          |

16. Basement finish was added following inspection in 2015 after homeowner stated they would be complete by end of year. It was never completed, only partially completed:

| Property Owner         | Description  | Valuation Year | Old True & Full | New True & Full | Old Taxable Value | New Taxable Value |
|------------------------|--|----------------|-----------------|-----------------|-------------------|-------------------|
| Lewis, Elijah & Carrie | MI06D930100260<br>The Bluffs 2 <sup>nd</sup> Addn.<br>Lot 26 Block 1 | 2016           | \$470,000       | \$450,000       | \$21,150          | \$20,250          |

17. Majority of property used for charitable purposes:

| Property Owner                       | Description  | Valuation Year | Old True & Full | New True & Full | Old Taxable Value | New Taxable Value |
|--------------------------------------|--|----------------|-----------------|-----------------|-------------------|-------------------|
| Minot Vocational Adjustment Workshop | MI193780000020<br>Soo Line 2 <sup>nd</sup> Addn.<br>Lot 2 & Lot1 Lying<br>East of West Line of<br>S19-155-82 | 2017           | \$972,0000      | \$145,000       | \$48,600          | \$7,250           |

18. Entire Neighborhood was looked at in 2016. At that time the owner did not contact us. Property needs a reduction to reflect market value:

| Property Owner                 | Description   | Valuation Year | Old True & Full | New True & Full | Old Taxable Value | New Taxable Value |
|--------------------------------|---|----------------|-----------------|-----------------|-------------------|-------------------|
| Double The Back Property Group | MI191050200110<br>Floraldale Addn.<br>Lot 11 Block 2  | 2017           | \$137,000       | \$100,000       | \$6,165           | \$4,500           |
| Double The Back Property Group | MI151140200180<br>Garden Home Addn.<br>Lot 18 Block 2 | 2017           | \$98,000        | \$75,000        | \$4,410           | \$3,375           |

19. Property purchased by the City of Minot 11-17, pro-rate value 10 months:

| Property Owner | Description   | Valuation Year | Old True & Full | New True & Full | Old Taxable Value | New Taxable Value |
|----------------|---|----------------|-----------------|-----------------|-------------------|-------------------|
| City of Minot  | MI244540200040<br>Torbensons 3 <sup>rd</sup> Addn.<br>Lot 4 Block 2 | 2017           | \$30,000        | \$25,000        | \$1,500           | \$1,250           |

20. Lot was combined with neighboring property:

| Property Owner     | Description   | Valuation Year | Old True & Full | New True & Full | Old Taxable Value | New Taxable Value |
|--------------------|---|----------------|-----------------|-----------------|-------------------|-------------------|
| Dunn, Sean & Cathy | MI249530400322<br>Unplatted S24-155-83 SW ¼ SE ¼ a<br>Portion 79.5' x 140'<br>Adjacent to Lot 6<br>Block 1 Ehr's 2 <sup>nd</sup><br>Addn. | 2016           | \$22,000        | \$0.00          | \$1,100           | \$0.00            |
| Dunn, Sean & Cathy | MI249530400322<br>Unplatted S24-155-83 SW ¼ SE ¼ a<br>Portion 79.5' x 140'<br>Adjacent to Lot 6<br>Block 1 Ehr's 2 <sup>nd</sup><br>Addn. | 2015           | \$22,000        | \$0.00          | \$1,100           | \$0.00            |

21. Value corrected from an on-site inspection of property:

| Property Owner | Description                                      | Valuation Year | Old True & Full | New True & Full | Old Taxable Value | New Taxable Value |
|----------------|--|----------------|-----------------|-----------------|-------------------|-------------------|
| Anders, Gary   | MI150090300020<br>Bel-Air Addn. Lot 2<br>Block 3 | 2017           | \$287,000       | \$251,000       | \$12,915          | \$11,295          |
| Walter, Ferril | MI142760001520<br>Normal Park Addn.<br>Lot 152   | 2017           | \$209,000       | \$172,000       | \$9,405           | \$7,740           |

22. Property qualifies for tax exemption:

| Property Owner   | Description                      | Valuation Year | Old True & Full | New True & Full | Old Taxable Value | New Taxable Value |
|--|----------------------------------|----------------|-----------------|-----------------|-------------------|-------------------|
| State of North Dakota<br>Agricultural Experiment Station | AF1000400000000<br>SE S10-154-83 | 2017           | \$108,000       | \$0.00          | \$5,400           | \$0.00            |

23. Acreage Wrong:

| Property Owner         | Description   | Valuation Year | Old True & Full | New True & Full | Old Taxable Value | New Taxable Value |
|------------------------|---|----------------|-----------------|-----------------|-------------------|-------------------|
| Bahm, Robert & Valerie | HA20005U060000<br>SENW Less RD & RWY<br>Less Olt 24<br>S20-155-83 | 2016           | \$16,600        | \$2,000         | \$830             | \$100             |
| Bahm, Robert & Valerie | HA20005U060000<br>SENW Less RD & RWY<br>Less Olt 24<br>S20-155-83 | 2017           | \$16,600        | \$2,000         | \$830             | \$100             |

Moved by Comm. Weppler, seconded by Comm. Fjeldahl, to approve Memorandum A – Tax Roll Corrections. Roll call; all voted yes; motion carried.

Kamrowski also presented a recommendation to adopt the Overall Land Use Mapping Rule Set discussed at the January 16, 2018 Soils Committee meeting. Would be used by Tax Equalization to identify individual land use layers for implementing detailed land use in the 2019 agricultural land assessments.

Moved by Comm. Fjeldahl, seconded by Comm. Louser, to approve the recommendation from the Soils Committee. Roll call; all voted yes; motion carried.

Auditor/Treasurer Devra Smestad appeared;

Moved by Comm. Louser, seconded by Comm. Rostad, to Receive and File the following correspondence with two exceptions: Colleen Houmann – Retirement; City of Minot – Subdivision of Property; Reichart/Armstrong Attorneys – Investigation; Lynn Helms – Oil & Gas Presentation; District Court – Notices of Appeal; Domestic Violence Crisis Center, Inc. – Annual Report. Roll call; all voted yes; motion carried.

Colleen Houmann – Evaluations by County Survey; Comm. Fjeldahl inquired about how to move forward based on the information received in the survey. Comm. Weppler indicated it was her understanding that evaluations were to be completed by the commissioners individually and that a decision about the process going forward would be handled when a new HR Director has been hired.

Minot Chamber of Commerce – Eagle Award, Patti Eisenzimmer; Comm. Weppler recognized Patti Eisenzimmer for receiving the award and her good work. Ms. Eisenzimmer was given a round of applause by those in attendance.

Moved by Comm. Weppler, seconded by Comm. Fjeldahl, to approve the annual contracts received to date which set out annual budgeted payments due to economic development organizations and historical societies. Roll call; all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Fjeldahl, to recognize the Combat Veterans Motorcycle Association as a public spirited organization. Roll call; all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Fjeldahl, to approve raffle permits for the Combat Veterans Motorcycle Association and the North Dakota Cowboy Hall of Fame with the North Dakota Cowboy Hall of Fame to be approved contingent upon review from the Sheriff's Office. Roll call; all voted yes; motion carried.

Auditor/Treasurer Smestad presented an email from First Western Insurance for auto and general liability insurance. Coverage was increased last month to \$2,000,000. Received additional information in the event there is a need to increase coverage in the future.

Moved by Comm. Rostad, seconded by Comm. Louser, to Receive and File the Ward County Pledged Securities Report. Roll call; all voted yes; motion carried.

Moved by Comm. Fjeldahl, seconded by Comm. Weppler, to draft an RFP to engage a realtor to sell the County's foreclosed properties. The number of properties has increased and so per Century Code, a realtor can be engaged to help disperse the properties and get them back on the tax rolls. The realtor's role would be to actively market the properties. Roll call; all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Rostad, to approve the following payroll amendments: Pay Amendments: Beeter, A – Sheriff's Department (Level 18); Blegen, J – Sheriff's Department (Level 18); Massine, K – Social Services (Level 25); Ryan, L – Social Services (Level 21); Schermer, J – Social Services (Level 13); Vallie, R – State's Attorney's Office (Level 29). Roll call; all voted yes; motion carried.

Devra Smestad opened discussion regarding proposed job additions as a result of Colleen Houmann's retirement. The new positions would be a Human Resource Director as a stand-alone department head and Payroll Technician to assist in that area. Also proposed is a Senior Accountant to support the Auditor/Treasurer's Office as the current Human Resource Coordinator is backup in those duties. There was discussion about hiring the HR Director and combining the other two positions into one to be split half time for HR and half time for the Auditor/Treasurer's Office.

Colleen Houmann appeared to give input regarding what staffing would be required in light of the current workload. Suggested a combined accountant/technician could work through the end of the year with a review of that position for the next budget year.

Moved by Comm. Wepler, seconded by Comm. Louser, to hire an HR Director and a Senior Accountant/Payroll Technician. Roll call; Comm. Rostad voted no; motion carried.

Moved by Comm. Wepler to advertise for the Senior Accountant/Payroll Technician position right away. As there was no second, motion failed.

It was suggested that the Commissioners have a special meeting to further develop the job description and salary guidelines for the HR Director and get advice from outside entities, e.g., Minot State University, the City of Minot or the Association of Counties. Scheduled for February 14, 2018 at 9:00 a.m. Will invite someone from the HR Collaborative at the Association of Counties.

Moved by Comm. Louser, seconded by Comm. Rostad to have special meeting on February 14, 2018 at 9:00 a.m. Roll call; Roll call; all voted yes; motion carried.

Auditor/Treasurer Smestad informed the commissioners that the Salary Study Committee would like to have a commissioner to sit on the committee. After discussion, it was determined this should be addressed once an HR Director is in place.

A brief recess was taken.

Ryan Kamrowski brought two items regarding tax abatements. The first is for Donna Mock who requested an abatement due to an increase in the valuation of her property in 2017. Value was raised to be consistent with properties in the area. The township has requested that the abatement be denied. No one appeared to speak on behalf of the property owner.

Moved by Comm. Wepler, seconded by Comm Fjeldahl, to deny the tax abatement request for Donna Mock. Roll call; all voted yes; motion carried.

The second request is from Richard & Nancy Sundhagen. Mr. Sundhagen is contesting the valuation of his property. The township has requested that the request be denied. The property is included in one of the StARR Program properties. The property has a building on it which is owned by the StARR Program. While this is the case, the Purchase and Sale Agreement states that Seller is responsible for taxes, in this case, Mr. and Mrs. Sundhagen. Taxes will cease once the building is moved or torn down. No one appeared to speak on behalf of the property owner.

Moved by Comm. Wepler, seconded by Comm Fjeldahl, to deny the tax abatement request for Richard and Nancy Sundhagen. Roll call; all voted yes; motion carried.

Under Other Business, Devra Smestad brought up the Commissioners Contingency Fund. There is no longer anything available in the fund due to money paid for attorney fees for two employee investigations. There was discussion about why the County is responsible for the fee from the Traynor Law Firm as they were engaged by the State of North Dakota not Ward County.

Moved by Comm. Fjeldahl, seconded by Comm Wepler, to not pay the bill until there is further clarification from the State's Attorney's Office and Attorney General's Office in writing. Roll call; all voted yes; motion carried.

At 11:00 a.m. with no further business, the meeting was adjourned.