

Minutes of the Board of Ward County Commissioners

March 17, 2020

The regular meeting of the Ward County Commission was called to order by Chairman Fjeldahl, at 9:00 AM with Commissioners, Walter, Rostad, Pietsch and Wepler (via phone) present. Also present were department heads: Dana Larsen, Derrill Fick, Devra Smestad, Ellen Bjelland, Jason Blowers, Kerriane Boetcher, Leona Lochthowe, Melissa Bliss, Roza Larson, Robert Roed and Tammy Terras.

Moved by Comm. Rostad, seconded by Comm. Walter to approve the Agenda. Roll call; all voted yes; motion carried.

Moved by Comm. Pietsch, seconded by Comm. Rostad, to approve the Minutes from the Regular Commission Meeting on March 3, 2020. Roll call; all voted yes; motion carried.

Moved by Comm. Walter, seconded by Comm. Rostad, to approve Regular bills totaling \$277,844.68 and the Human Services Zone direct cost bills totaling \$4,762.88. Roll call; all vote yes; motion carried.

**Bill List - March 17, 2020**

	<b>VENDOR: GENERAL BILLS</b>	<b>DESCRIPTION/DEPT: GENERAL BILLS</b>	
181266	ACCURATE CONTROLS INC	IT MAINTENANCE FOR THE JAIL--FACILITY MGT	\$208.59
181267	ADVANCED BUSINESS METHODS	LEASE CONTRACT CANON --STATES ATTORNEY	\$182.59
181267	ADVANCED BUSINESS METHODS	LEASE CONTRACT CANON--STATES ATTORNEY	\$45.00
181267	ADVANCED BUSINESS METHODS	CONTRACT SAVIN--VET SERVICES	\$193.47
DD	ASSINIBOINE RIVER BASIN INITIA	2020 ARBI CONFERENCE- J. FJELDAHL-- COMMISSIONERS	\$250.00
181268	BALCO UNIFORMS CO INC	UNIFORMS--SHERIFF	\$640.00
DD	BRASFIELD, NICOLE A	TRAVEL EXTRADITION LAS VEGAS--SHERIFF	\$109.80
181269	BRITTA HELLAND INC	TRANSCRIPT OF DEPO 2/20/20 OF J.M. -- STATES ATTORNEY	\$99.10
181270	CENTURY 21 ACTION REALTORS	REALTOR FEE SY000010500031-- FORECLOSURE SALE	\$250.00
181270	CENTURY 21 ACTION REALTORS	REALTOR FEE FO320990000050-- FORECLOSURE SALE	\$250.00
181272	CLUTE OFFICE EQUIPMENT INC	CALENDARS--SHERIFF	\$36.80
181272	CLUTE OFFICE EQUIPMENT INC	RIBBON, CAN/NAK/OLY--RECORDER	\$35.70
181272	CLUTE OFFICE EQUIPMENT INC	TAC FREE LITOFF TAPES--RECORDER	\$9.29
181272	CLUTE OFFICE EQUIPMENT INC	PRINTER MAINTENANCE AGREEMENT--TAX EQUALIZATION	\$50.00
181273	COLE PAPERS INC	120 CASES ROLL PAPER TOWELS--FACILITY MGT	\$2,715.40
181273	COLE PAPERS INC	9 VOLT BATTERIES--FACILITY MGT	\$48.18
181274	CULLIGAN WATER CONDITIONING	BOTTLED WATER--JUVENILE DET	\$23.25
181275	DACOTAH PAPER CO	JANITORIAL SUPPLIES--FACILITY MGT	\$133.26
181276	DAKOTALAND AUTOGLASS	WINDSHIELD REPAIR--SHERIFF	\$235.00
181277	ENERBASE FARMERS UNION/CENEX	GAS FOR PICKUP--FACILITY MGT	\$45.84
181277	ENERBASE FARMERS UNION/CENEX	FUEL, GAS, OIL--SHERIFF	\$7,213.81
181277	ENERBASE FARMERS UNION/CENEX	FUEL--TAX EQUALIZATION	\$184.95
181278	FASTENAL COMPANY	HP FILTERS FOR COURTHOUSE--FACILITY MGT	\$436.09
181279	G & P COMMERCIAL SALES	ODOR ELIMINATOR--FACILITY MGT	\$47.63
181280	GALLS INC	HANDCUFF CASE--JAIL OPERATIONS	\$140.27
181281	GEM FEDERAL CREDIT UNION	BABY WIPES--JAIL OPERATIONS	\$12.88
181281	GEM FEDERAL CREDIT UNION	CELL BATTERY, FEYACHI REFLEX--JAIL OPERATIONS	\$91.79
181281	GEM FEDERAL CREDIT UNION	CLEAD CARD KIT--JAIL OPERATIONS	\$94.02
181281	GEM FEDERAL CREDIT UNION	CONFERENCE IN LAS VEGAS--JAIL OPERATIONS	\$196.00
181281	GEM FEDERAL CREDIT UNION	CREDIT TO CLOSE ACCOUNT--JAIL OPERATIONS	-\$3.27

181281	GEM FEDERAL CREDIT UNION	CREDIT TO CLOSE ACCOUNT--JAIL OPERATIONS	-\$0.06
181281	GEM FEDERAL CREDIT UNION	CREDIT TO CLOSE ACCOUNT--JAIL OPERATIONS	-\$2.98
181281	GEM FEDERAL CREDIT UNION	CREDIT TO CLOSE ACCOUNT--JAIL OPERATIONS	-\$3.17
181281	GEM FEDERAL CREDIT UNION	DAILY PLANNER--JAIL OPERATIONS	\$87.48
181281	GEM FEDERAL CREDIT UNION	DOT STICKERS--JAIL OPERATIONS	\$8.50
181281	GEM FEDERAL CREDIT UNION	FLASHDRIVE, WIRELESS REMOTE--JAIL OPERATIONS	\$70.77
181281	GEM FEDERAL CREDIT UNION	FOLDERS--JAIL OPERATIONS	\$146.90
181281	GEM FEDERAL CREDIT UNION	HOTEL STAY-PAUL--JAIL OPERATIONS	\$123.17
181281	GEM FEDERAL CREDIT UNION	INMATE --JAIL OPERATIONS	\$54.00
181281	GEM FEDERAL CREDIT UNION	STICKERS, COLORING SHARPENER--JAIL OPERATIONS	\$86.53
181281	GEM FEDERAL CREDIT UNION	TOP CARE FAMOTIDINE--JAIL OPERATIONS	\$7.99
181281	GEM FEDERAL CREDIT UNION	TV FOR INMATE--JAIL OPERATIONS	\$241.48
181281	GEM FEDERAL CREDIT UNION	USB S VIDEO--JAIL OPERATIONS	\$31.46
181281	GEM FEDERAL CREDIT UNION	WOOD ORNAMENTS, CRAFTS--JAIL OPERATIONS	\$56.10
181282	GEM FEDERAL CREDIT UNION	HANDCUFF KEYS--JUVENILE DET	\$17.49
181282	GEM FEDERAL CREDIT UNION	TRAINING/STAFF DEVELOP.--JUVENILE DET	\$20.89
181282	GEM FEDERAL CREDIT UNION	HANDCUFF KEYS--JUVENILE DET	\$17.49
181282	GEM FEDERAL CREDIT UNION	OVERPAYMENT-POPCORN MACHINE TAX & DAMAGE--JUVENILE DET	-\$18.70
181282	GEM FEDERAL CREDIT UNION	KNUCKLE BANDAGE--JUVENILE DET	\$7.54
181282	GEM FEDERAL CREDIT UNION	MISC. SUPPLIES--JUVENILE DET	\$209.11
181283	GOFF, EMILY	MILEAGE TRAVEL 4-H LEADERSHIP WEEKEND--EXTENSION SERVICE	\$245.93
181283	GOFF, EMILY	MILEAGE TRAVEL--EXTENSION SERVICE	\$27.26
181283	GOFF, EMILY	MILEAGE TRAVEL --EXTENSION SERVICE	\$139.17
181284	GRAPHICS LETTERING & TRIM	INSTALL 5 CARS--SHERIFF	\$2,240.00
181284	GRAPHICS LETTERING & TRIM	INSTALL 5 CARS--SHERIFF	\$2,800.00
181284	GRAPHICS LETTERING & TRIM	INSTALL 5 CARS--SHERIFF	\$640.00
DD	HAMAN, MARISA M	TRAVEL- MILEAGE TO ELECTION TRAINING IN BISMARCK--AUDITOR/TREAS	\$131.10
181285	HOFFARTH SANITATION	TRASH SERVICE--FACILITY MGT	\$600.00
181286	IAO TRAINING	TRAINING: A. WHITEHEAD--SHERIFF	\$150.00
DD	INNOVATIVE OFFICE SOLUTIONS, LLC	OFFICE SUPPLIES--STATES ATTORNEY	\$709.99
DD	INNOVATIVE OFFICE SOLUTIONS, LLC	COLORLED PAPER FOR V/W COORDINATORS--STATES ATTORNEY	\$261.60
DD	JP MORGAN	JP MORGAN FEB 2020--MISC ITEMS SEE ATTACHED	\$100,576.73
181287	JOHNSON CONTROLS FIRE PROTECTION LP	FIRE PANEL ISSUES DURING APARTMENT FIRE--FACILITY MGT	\$267.00
181288	KADRMAS LEE & JACKSON INC	COMP PLAN --PLANNING/ZONING	\$854.76
181289	KASSON, SEAN BRADLEY	CONTRACT ATTORNEY--STATES ATTORNEY	\$50.82
181289	KASSON, SEAN BRADLEY	CONTRACT ATTORNEY--STATES ATTORNEY	\$40.12
181289	KASSON, SEAN BRADLEY	CONTRACT ATTORNEY--STATES ATTORNEY	\$59.31
181289	KASSON, SEAN BRADLEY	CONTRACT ATTORNEY--STATES ATTORNEY	\$36.14
181289	KASSON, SEAN BRADLEY	CONTRACT ATTORNEY--STATES ATTORNEY	\$104.08
181289	KASSON, SEAN BRADLEY	CONTRACT ATTORNEY--STATES ATTORNEY	\$127.74
181289	KASSON, SEAN BRADLEY	CONTRACT ATTORNEY--STATES ATTORNEY	\$27.19
181289	KASSON, SEAN BRADLEY	CONTRACT ATTORNEY--STATES ATTORNEY	\$54.17
181289	KASSON, SEAN BRADLEY	CONTRACT ATTORNEY--STATES ATTORNEY	\$22.38
181289	KASSON, SEAN BRADLEY	CONTRACT ATTORNEY--STATES ATTORNEY	\$36.29
181289	KASSON, SEAN BRADLEY	CONTRACT ATTORNEY--STATES ATTORNEY	\$72.04
181289	KASSON, SEAN BRADLEY	CONTRACT ATTORNEY--STATES ATTORNEY	\$29.82
181289	KASSON, SEAN BRADLEY	CONTRACT ATTORNEY--STATES ATTORNEY	\$37.38
181289	KASSON, SEAN BRADLEY	CONTRACT ATTORNEY--STATES ATTORNEY	\$29.10
181289	KASSON, SEAN BRADLEY	CONTRACT ATTORNEY--STATES ATTORNEY	\$66.02
181289	KASSON, SEAN BRADLEY	CONTRACT ATTORNEY--STATES ATTORNEY	\$48.47
181289	KASSON, SEAN BRADLEY	CONTRACT ATTORNEY--STATES ATTORNEY	\$38.80
181289	KASSON, SEAN BRADLEY	CONTRACT ATTORNEY--STATES ATTORNEY	\$37.98

181290	KEVINS PLUMBING & HEATING INC	HP 88 OFFICE BLDG, LOW ON FREON-- FACILITY MGT	\$126.73
181290	KEVINS PLUMBING & HEATING INC	HP CH 301 COURT ROOM, FAN TURNED DOWN--FACILITY MGT	\$42.50
181290	KEVINS PLUMBING & HEATING INC	425 BLDG FURNACE NEW BLOWER MOTOR--FACILITY MGT	\$648.22
181290	KEVINS PLUMBING & HEATING INC	HP LIBRARY FIXED CONNECTOR & COMPRESSOR--FACILITY MGT	\$106.25
181291	KEYCARE PHARMACY	MEDICATION FOR WILLIAMS COUNTY JUVENILE--JUVENILE DET	\$11.36
181291	KEYCARE PHARMACY	MEDICATIONS--JAIL OPERATIONS	\$40.05
181292	LIGHT AND SIREN	LIGHT BAR PARTS--SHERIFF	\$132.54
DD	LUKS, PATRICK M	TRAVEL EXTRADITION LAS VEGAS--SHERIFF	\$109.80
181293	MINOT CITY OF, LANDFILL	WATER 425 BLDG--FACILITY MGT	\$76.45
181294	MINOT CITY OF, WATER DEPT	WATER JAIL--FACILITY MGT	\$2,498.35
181294	MINOT CITY OF, WATER DEPT	WATER COURTHOUSE--FACILITY MGT	\$299.17
181294	MINOT CITY OF, WATER DEPT	WATER ADMIN BLDG--FACILITY MGT	\$261.32
181295	MINOT DAILY NEWS INC	PUB 8-15, 51-19-CV-01921--STATES ATTORNEY	\$114.00
181296	MINOT DAILY NEWS INC	PUB 8-15 51-19-CV-01921--STATES ATTORNEY	\$114.00
181297	MINOT DAILY NEWS INC	PUBLISH COMMISSION FEB 4 MTG MIN -- GENERAL	\$284.24
181298	MINOT STATE UNIVERSITY	SPIRITUAL TRAUMA CONFERENCE, TRISHA JESSEN--EXTENSION SERVICE	\$100.00
181299	MONSTER TECHNOLOGY LLC	CANON TONER CARTRIDGE--GENERAL	\$79.00
DD	MUTCHLER, JEFFREY D	TRAVEL MILEAGE KENMARE--TAX EQUALIZATION	\$60.95
DD	MUTCHLER, JEFFREY D	TRAVEL MILEAGE --TAX EQUALIZATION	\$36.80
181119	ND BOA	TRAINING SEMINAR--TAX EQUALIZATION	\$215.00
181300	ND DEPT HUM SERV	JANUARY MEDICAL INVOICE--JAIL OPERATIONS	\$67,210.83
181301	ND DEPT OF CORRECTIONS & REHAB	INTERSTATE COMPACT--SHERIFF	\$450.00
181120	NDIRF	REFUND DUPLICATE RECEIPT OF PAYMENT- -INSURANCE	\$4,575.95
181302	NDSU DEPT 7070	2020 SUPPORT STAFF CONFERENCE -OTT-- EXTENSION SERVICE	\$100.00
181302	NDSU DEPT 7070	2020 SUPPORT STAFF CONFERENCE -- KAYLOR--EXTENSION SERVICE	\$100.00
181302	NDSU DEPT 7070	2020 SUPPORT STAFF CONFERENCE- LAURA MORELLI --EXTENSION SERVICE	\$100.00
181303	NDSU EXTENSION SERVICE/WARD CO	PFRC WORKSHOP- TRISHA JESSEN-- EXTENSION SERVICE	\$85.00
DD	NELSON, CHRISTOPHER W	MILEAGE TO BISMARCK FOR SUPREME COURT ARGUMENT--STATES ATTORNEY	\$132.25
181304	NORTH PRAIRIE RURAL WATER	WATER COUNTY NORTH--FACILITY MGT	\$55.00
181305	POST BOARD	ND BASIC COURSE TEST--SHERIFF	\$25.00
181306	PREFERRED TRAVEL INC	TRAVEL/LUKS EXTRADITION LAS VEGAS-- SHERIFF	\$1,026.40
181306	PREFERRED TRAVEL INC	TRAVEL/BRASFIELD EXTRADITION LAS VEGAS--SHERIFF	\$1,026.40
181306	PREFERRED TRAVEL INC	TRAVEL/SIMMS EXTRADITION LAS VEGAS-- SHERIFF	\$528.20
181307	RELX INC. DBA LEXISNEXIS	CONTRACT FEE--STATES ATTORNEY	\$580.00
181308	SCHOCKS SAFE & LOCK INC	KEYS REPLACED LOST IN APARTMENT FIRE-- FACILITY MGT	\$156.82
181308	SCHOCKS SAFE & LOCK INC	DOOR KNOB SET, REKEY CYLINDER STAIRWELL--FACILITY MGT	\$68.95
181308	SCHOCKS SAFE & LOCK INC	KEYS FOR SECURITY, CH ALARMED SKYWALK--FACILITY MGT	\$14.75
DD	SMESTAD, DEVRA L	TRAVEL- "I VOTED STICKER" & LIASON MTG--AUDITOR/TREAS	\$6.33
DD	SMESTAD, DEVRA L	BAG CHECK X 2: TRAVEL FOR NACCTFO/NACO CONFERENCES-- AUDITOR/TREAS	\$60.00

DD	SMESTAD, DEVRA L	MEALS: TRAVEL FOR NACCTFO/NACO CONFERENCES--AUDITOR/TREAS	\$268.00
DD	SMESTAD, DEVRA L	TRAVEL- MILEAGE BISMARCK ELECTION TRAINING--AUDITOR/TREAS	\$138.00
DD	SMESTAD, DEVRA L	TRAVEL-MEALS BISMARCK ELECTION TRAINING--AUDITOR/TREAS	\$38.50
181146	SOURIS BASIN TRANSIT	TICKETS ROUND TRIP S SCOTT--SOCIAL SERVICES	\$110.00
181121	SRT	TELEPHONE/UTILITIES--SOCIAL SERVICES	\$932.31
181121	SRT	TELEPHONES--FACILITY MGT	\$1,769.35
181309	SRT	TELEPHONES--FACILITY MGT	\$482.39
181023	SRT	PHONES--FACILITY MGT	\$54.09
181023	SRT	TELEPHONES--FACILITY MGT	\$274.55
181023	SRT	FEBRUARY EOC PHONES--SHERIFF	\$46.85
191310	STEINS INC	HAND SANITIZER & DISPENSERS--FACILITY MGT	\$670.57
181311	THOMAS FAMILY FUNERAL SVC INC	MAILING CREMAINS POSTAGE--PUBLIC ADMIN	\$94.25
181312	THOMAS LAW FIRM	MARCH 2020 MENTAL HEALTH CONTRACT--GENERAL	\$2,000.00
181313	TRINITY MEDICAL GROUP	PHYSICALS--SHERIFF	\$189.00
181314	UNIFORM CENTER	UNIFORMS--SHERIFF	\$152.99
181314	UNIFORM CENTER	SILVER TAN SHIRT- MICHAEL (2)--JAIL OPERATIONS	\$116.00
181315	UNITED MAILING SERVICES INC	MAIL SERVICE--EXTENSION SERVICE	\$106.39
181315	UNITED MAILING SERVICES INC	POSTAGE & SERVICES--GENERAL	\$3,000.00
181316	VALVOLINE INSTANT OIL CHANGE	OIL CHANGE--SHERIFF	\$49.25
181316	VALVOLINE INSTANT OIL CHANGE	OIL CHANGE--SHERIFF	\$49.25
181316	VALVOLINE INSTANT OIL CHANGE	OIL CHANGE--SHERIFF	\$71.24
181316	VALVOLINE INSTANT OIL CHANGE	OIL CHANGE--SHERIFF	\$71.24
181316	VALVOLINE INSTANT OIL CHANGE	OIL CHANGES--SHERIFF	\$46.78
181316	VALVOLINE INSTANT OIL CHANGE	OIL CHANGE--SHERIFF	\$49.25
181317	VERENDRYE ELECTRIC	ELECTRICITY 425 BLDG--FACILITY MGT	\$129.00
181317	VERENDRYE ELECTRIC	ARES ELECTRICITY--EMERGENCY MGT	\$159.00
181318	VERIZON CONNECT NWF INC	BUILDING INSP CELL PHONE--TAX EQUALIZATION	\$44.36
181024	VERIZON WIRELESS	MDT FEES AND CELLS--SHERIFF	\$1,411.09
181319	VILLAGE FAMILY SERVICE CENTER	2020 EMPLOYEE ASSISTANCE PROGRAM--HUMAN RESOURCES	\$9,000.00
181320	WATCHGUARD VIDEO	ADAPTER CLIPS--SHERIFF	\$59.13
181321	WILHELM TIM	MARCH 2020 MENTAL HEALTH CONTRACT--GENERAL	\$2,000.00
181322	XCEL ENERGY	ELECTRICITY 425 BLDG--FACILITY MGT	\$88.04
181322	XCEL ENERGY	ELECTRICITY COURTHOUSE--FACILITY MGT	\$2,546.73
181322	XCEL ENERGY	ELECTRICITY JAIL--FACILITY MGT	\$3,820.05
181322	XCEL ENERGY	ELECTRICITY ADMIN BLDG--FACILITY MGT	\$4,668.48
181322	XCEL ENERGY	ELECTRICITY RAILROAD PARKING LOT--FACILITY MGT	\$40.57

<b>Total General Bills</b>	<b>242,104.13</b>
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<b>PARK BOARD BILLS</b>	<b>PARK BOARD BILLS</b>	
SRT	PHONE	11.25

<b>Total Park Board Bills</b>	<b>11.25</b>
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<b>ROAD BILLS</b>	<b>ROAD BILLS</b>		
181227	A-1 EVANS SEPTIC TANK SERVICE	PUMP FLOOR DRAIN	\$500.00
181228	AMERIPRIDE LINEN & APPAREL SVC	JANITORIAL SERVICES	\$139.65
181228	AMERIPRIDE LINEN & APPAREL SVC	JANITORIAL SERVICES	\$164.98

181228	AMERIPRIDE LINEN & APPAREL SVC	JANITORIAL SERVICES	\$139.65
181228	AMERIPRIDE LINEN & APPAREL SVC	JANITORIAL SERVICES	\$133.98
181229	B & G ELECTRIC LLC	OUTDOOR RECEPTACLES	\$2,856.00
181230	BURKE, TRAVIS	REIMB HAY PER MOTION DTD 12/17/19	\$270.00
181231	BUTLER MACHINERY	RETAINTER, TIP-PEN PLUS	\$476.20
181231	BUTLER MACHINERY	OIL	\$82.50
181231	BUTLER MACHINERY	BRACKET	\$819.69
181232	DAKOTA FIRE EXTINGUISHER INC	LOCKOUT TAG	\$16.95
181233	ECOLAB PEST ELIMINATION INC	PEST ELIMINATION	\$118.71
181233	ECOLAB PEST ELIMINATION INC	PEST ELIMINATION	\$102.85
181234	ENERBASE FARMERS UNION	GASOLINE, DIESEL	\$11,268.77
181235	EXPRESSWAY LAUNDRY	LAUNDRY	\$63.00
181235	EXPRESSWAY LAUNDRY	LAUNDRY	\$36.50
181336	FARMERS UNION OIL CO	GASOLINE	\$309.88
181335	FARMERS UNION OIL CO	GASOLINE, DIESEL	\$1,985.97
181237	GEM FEDERAL CREDIT UNION	BERTHOLD SHOP DOOR	\$1,155.04
181237	GEM FEDERAL CREDIT UNION	RETURN INSULATION	-\$168.43
181237	GEM FEDERAL CREDIT UNION	RETURN INSULATION	-\$515.06
181237	GEM FEDERAL CREDIT UNION	IMPACT TOOL, BATTERY	\$733.10
181237	GEM FEDERAL CREDIT UNION	INSULATION	\$456.66
181237	GEM FEDERAL CREDIT UNION	INSULATION	\$250.00
181237	GEM FEDERAL CREDIT UNION	PEG BOARD	\$58.40
181237	GEM FEDERAL CREDIT UNION	WEB SVC FEE	\$292.01
181238	GENERAL TRADING CO	WRENCH RACK	\$11.70
181238	GENERAL TRADING CO	SCOTCH PADS	\$32.45
181238	GENERAL TRADING CO	TOWELS, EXTRACTOR	\$135.01
181238	GENERAL TRADING CO	BROOMS, HANDLE	\$119.26
181238	GENERAL TRADING CO	FITTING, TEE, LINCOLN STOPPER	\$73.02
181238	GENERAL TRADING CO	FITTINGS, CRIMP TOOL	\$215.87
181238	GENERAL TRADING CO	HOLDER, DISC SOCKET	\$136.58
181238	GENERAL TRADING CO	SPRING TOOL	\$80.86
181238	GENERAL TRADING CO	COUPLER, ZERK	\$16.45
181238	GENERAL TRADING CO	GREASE GUN	\$44.30
181238	GENERAL TRADING CO	CUTTING WHEELS	\$19.31
181239	HOFFARTH SANITATION	SANITATION SERVICE	\$110.00
181240	HOME OF ECONOMY INC	PUMP	\$99.99
181240	HOME OF ECONOMY INC	TUBING, HOSE, ELBOW	\$42.99
181241	JIMS WELDING INC	SHEAR & BEND PLATE FOR BUCKET UNIT 126	\$559.28
181242	KENMARE CITY OF	UTILITIES	\$90.00
181243	LAWSON PRODUCTS INC	CLAMPS, WASHERS	\$1,821.21
181244	MAINTENANCE PLUS INC	FEBRUARY GENERAL CLEANING	\$785.00
181245	MARCO TECHNOLOGIES	WEBROOT SVC	\$72.00
181246	MDU - BISMARCK OFFICE	UTILITIES	\$64.98
181246	MDU - BISMARCK OFFICE	UTILITIES	\$171.58
181247	MENARDS - MINOT	WASHERS, SCREWS	\$2.01
181247	MENARDS - MINOT	LUMBER	\$6.59
181247	MENARDS - MINOT	LUMBER, BRACKET	\$64.70
181247	MENARDS - MINOT	TOWELS, WASHERS	\$19.51
181248	MINOT CITY OF, LANDFILL	DUMPING FEE	\$18.16
181248	MINOT CITY OF, LANDFILL	DUMPING FEE	\$31.12
181248	MINOT CITY OF, LANDFILL	DUMPING FEE	\$24.56
181248	MINOT CITY OF, LANDFILL	DUMPING FEE	\$54.60
181249	MINOT CITY OF, WATER DEPT	WATER UTILITY SE 12TH ST	\$120.60
181249	MINOT CITY OF, WATER DEPT	WATER UTILITY 900 SE 13TH ST	\$27.23
181250	MINOT DAILY NEWS INC	PUBLICATION 3/9 2020 BIDS RD & BRIDGE MATERIALS	\$83.60
181250	MINOT DAILY NEWS INC	PUB NOT 3/4/20 BIDS EPOXY PAVEMENT MARKING 2020	\$129.20
181250	MINOT DAILY NEWS INC	PUB NOTICE 3/4/20 2020 BIDS CRACK CLEAN & SEAL 2020	\$127.68

181250	MINOT DAILY NEWS INC	PUB NOT 3/4/20 HOT BITUMINOUS PATCHING 2020	\$150.48
181250	MINOT DAILY NEWS INC	PUB NOTICE 3/4/20 BIDS WATER BASE PAVEMENT MARKING 2020	\$126.16
181251	NAPA AUTO PARTS	RAGS, TOWELS	\$249.72
181251	NAPA AUTO PARTS	BLUE WIPES	\$171.96
181251	NAPA AUTO PARTS	RAGS, TOWELS	-\$207.84
181251	NAPA AUTO PARTS	BULBS	\$37.47
181251	NAPA AUTO PARTS	SQUEEGEE	\$27.88
181251	NAPA AUTO PARTS	POWER WASH	\$29.99
181251	NAPA AUTO PARTS	HARDNER, FILLER	\$32.67
181251	NAPA AUTO PARTS	POWER WASH	\$63.71
181251	NAPA AUTO PARTS	FILTERS	\$315.32
181251	NAPA AUTO PARTS	POWER STEERING FLUID	\$23.49
181251	NAPA AUTO PARTS	DC INVERTER	\$62.99
181251	NAPA AUTO PARTS	PIPE CAPS	\$90.87
181251	NAPA AUTO PARTS	FUEL FILTER	\$27.56
181252	ND LTAP	ASPHALT CONFERENCE	\$50.00
181253	ND SURPLUS PROPERTY	SHEET METAL BRAKE	\$200.00
181254	NORTH PRAIRIE RURAL WATER	WATER UTILITY DOUGLAS SHOP	\$64.44
181255	NORTHWEST TIRE & RETREAD INC	TIRE REPAIR	\$45.00
181255	NORTHWEST TIRE & RETREAD INC	TIRE MOUNTING	\$87.98
181255	NORTHWEST TIRE & RETREAD INC	VALVE EXTENSION	\$118.80
181255	NORTHWEST TIRE & RETREAD INC	TIRE MOUNTING	\$43.99
181255	NORTHWEST TIRE & RETREAD INC	TIRE	\$57.32
181255	NORTHWEST TIRE & RETREAD INC	MISC TIRES	\$440.79
181256	OTTERTAIL POWER CO	UTILITIES 13201 153RD ST SE SAWYER	\$54.88
181257	PRAXAIR	GLOVES, WELDING SUPPLIES	\$463.89
181258	RDO EQUIPMENT CO	TOOTH, P IN, MASTER PIN	\$138.25
181259	SAFETY KLEEN	SOLVENT CLEANER	\$185.85
DD	SCHMIT, TRAVIS L	NOTARY BOND	\$50.00
181260	SRT	OFFICE PHONE	\$839.25
181261	SUNDRE SAND & GRAVEL INC	SALT SAND	\$1,367.32
181262	SWANSTON EQUIPMENT CO	TOOTH, BUCKET	\$116.24
181262	SWANSTON EQUIPMENT CO	TOOTH, BUCKET	\$143.12
181263	TRI N PROPANE	PROPANT HEAT	\$142.03
181264	WESTLIE CROSSROADS	LATCH ASSEMBLY	\$115.99
181264	WESTLIE CROSSROADS	SWITCH	\$13.72
181264	WESTLIE CROSSROADS	GASKET	\$2.80
181264	WESTLIE CROSSROADS	SWITCH	-\$0.11
181264	WESTLIE CROSSROADS	DESICCANT	\$45.90
181264	WESTLIE CROSSROADS	VALVE	\$63.90
181264	WESTLIE CROSSROADS	BREATHER	\$38.95
181264	WESTLIE CROSSROADS	REPAIR EXHAUST LEAK	\$2,478.17

<b>Total Road Bills</b>	<b>\$35,729.30</b>
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<b>GRAND TOTAL</b>	<b>277,844.68</b>
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Human Resource Director, Tammy Terras presented Devra Smestad, Roxanne Houim and Lana Parden with Ward County Centennial Coins for their years of service.

Jennifer Wiechmann, Emergency Management Director, appeared requesting approval and the Chairman to sign the Health Emergency Declaration, Ward County, North Dakota. This declaration will allow the First District Health Unit access to Federal Funds if needed.

Moved by Comm. Rostad, seconded by Comm. Walter to adopt and authorize Chairman Fjeldahl to sign the Health Emergency Declaration, Ward County, North Dakota. Roll call; all voted yes; motion carried.

County Highway Engineer, Dana Larsen appeared with several agenda items. The first being the FEMA Risk Map Update, Highway Department Employee, Cole Ude built the preliminary risk map and it is on the County's GSI Portal. City of Minot Alderman, Josh Wolsky joined in the conversation.

Mr. Larsen continued with requesting approval to accept the bid from Mayo Construction Company for the County Road 6 Overlay project.

Moved by Comm. Pietsch, seconded by Comm. Walter to approve and accept the bid in the amount of \$2,132,054.46 from Mayo Construction. Roll call; all voted yes; motion carried.

Mr. Larsen also requested approval to award the bids for County Maintenance projects to the lowest bidders. The pavement marking project is county wide and is to be completed before July 4, 2020. The County wide crack sealing project will cover 67 miles of County Roads.

Moved by Comm. Walter, seconded by Comm. Pietsch to approve the following bid for County maintenance projects; Keller Paving-\$235,546.28, J&J Striping- \$68,363.67 and Asphalt Surface Technologies Corp- \$218,000.00. Roll call; all voted yes; motion carried.

Mr. Larsen's final item is requesting approval of annual materials, supplies and services bid. Every year the Highway Department requests bids on road and bridge material, including gravel, culverts, hot mix, equipment rental and other supplies. The following companies are those that Mr. Larsen's recommended: True North Steel and Forterra Concrete for culverts; Minot Paving and Bechtold Paving for Paving Material (hot mix); Bechtold Paving, Northern Improvement and Team Laboratory for paving material (cold mix); Minot Paving, Gravel Products, Sundre Sand & Gravel, Hanson's Excavating, Bechtold Paving, Dig It UP Backhoe, Quality Construction, Excavating Inc and Donn Brown Construction for equipment rentals.

Moved by Rostad, seconded by Comm. Wepler to approve the bids for materials, supplies and services as presented. Roll call; all voted yes; motion carried.

Travis Schmit County Highway Department presented the Commission with the proposed ballot language for the June 9, 2020. Comm. Walter inquired about whether it can be shortened, he feels a lot of voters will not read the entire wording.

Moved by Comm. Pietsch, seconded by Comm. Walter to table the ballot language and have Travis Schmit, Auditor/Treasurer Devra Smestad and State's Attorney Roza Larson rewrite the proposed language and present it at the next meeting. Roll call; all voted yes; motion carried.

Sheriff Robert Roed requested approval for the amendment to the ND DOT contract. The amendment will increase funding by \$2000.00 for speed enforcement.

Moved by Comm. Rostad, seconded by Comm. Pietsch to approve and sign the ND DOT Amendment to Contract no. 12191215 with the Ward County Sheriff's Department. Roll call; all voted yes; motion carried.

Leona Lochthowe Facility Management Director appeared requesting approval for two County projects. The first project is the Court Administration reception counter. Funds for this project will be covered by the Court Facilities Improvement Grand Funds except for 25% which will need to be covered with County funds.

Moved by Comm. Pietsch, seconded by Comm. Walter to approve the bid in the amount of \$5,000.00 from Minot Sash and Door for completion of the Court Administration reception counter. Roll call; all voted yes; motion carried.

Ms. Lochthowe continued with a request to install an air and dirt separator in the new jail. Moved by Comm. Walter, seconded by Comm. Rostad to approve the bid from Kevin's Plumbing for the amount of \$4,000.00. Roll call; all voted yes; motion carried.

IT Director, Jason Blowers appeared with four Memorandums of Understanding between Ward County and the City of Burlington, City of Surrey, City of Berthold and City of Kenmare. These agreements will allow the County's IT Department to give mobile support to these cities.

Moved by Comm. Pietsch, seconded by Comm. Rostad to approve and sign the Memorandums of Understanding and reevaluate in six months' time. Roll call; all voted yes; motion carried.

Moved by Comm. Pietsch, seconded by Comm. Rostad to approve not charging the City of Kenmare for the installation of Tyler New World Public Safety mobile software. Roll call; all voted yes; motion carried.

Human Resource Director, Tammy Terras appeared requesting guidance regarding the Veterans Service Officer vacant position. Ms. Terras discussed their options regarding this vacant position.

Moved by Comm. Weppler, seconded by Comm. Rostad to approve advertising the vacant Veterans Service Office position internally and externally.

The discussion continued.

Roll call; all voted no, except Comm. Weppler who voted yes; motion failed.

Ms. Terras continued by informing the Commission that the Public Administrator is resigning effective June 30, 2020. She recommended moving the Public Administrator duties to Guardian Angels, Inc. They will provide these services at no cost to the County.

Moved by Comm. Weppler, seconded by Comm. Pietsch to approve utilizing Guardian Angels, Inc. services. Roll call; all voted yes; motion carried.

Moved by Comm. Rostad, seconded by Comm. Walter to approve the following payroll amendments: E. Krebsbach- Jail (level 11, step 1); G. Eisenzimmer- Sheriff's Department (level 13, step 1); K. Torelson- NDSU Extension (rate/hour \$15.00); T. Jones- Jail (level 13, step1). Roll call; all voted yes; motion carried.

Devra Smestad Auditor/Treasurer appeared.

Moved by Comm. Walter, seconded by Comm. Rostad to receive and file the following correspondence: NACO meeting report from Chairman Fjeldahl. Roll call; all voted yes; motion carried.

Moved to receive and file monthly reports including financials for February 2020. Roll call; all voted yes; motion carried.

Moved by Comm. Walter, seconded by Comm. Pietsch to approve the Gaming Site Authorization for the Veteran's Club of Kenmare, Inc. Roll call; all voted yes; motion carried.

Ms. Smestad informed the Commission that the City of Kenmare reached out to the County to see why the Kenmare Memorial Hall property is jointly owned by the City of Kenmare and Ward County. After some investigation it was discovered that the property was quit claimed to both entities in 1930 due



to unpaid property taxes and special assessments. Kenmare is wanting the County to deed their interest in the property to the city. State's Attorney, Roza Larson stated that by state statute the County cannot just give away this property.

Moved by Comm. Pietsch, seconded by Comm. Walter to approve removing County ownership for \$10 and all other valuable considerations. Roll call; all voted yes; motion carried.

Moved by Comm. Pietsch, seconded by Comm. Rostad to approve and authorize early voting for the primary election be held June 1-5 & 8, 2020 and for the general election will be held October 26-30 and November 2, 2020. Roll call; all voted yes; motion carried.

Recess at 10:40 AM

Comm. Pietsch excused himself from the meeting.

Moved by Comm. Comm. Walter, seconded by Comm. Rostad to move into Executive Session at 10:51 AM. Roll call; all voted yes; motion carried.

In attendance during the Executive Session are Comm. Walter, Comm. Rostad, Comm. Weppler (via phone), Chairman Fjeldahl, Roza Larson, Devra Smestad, Travis Schmit, Dana Larson and Attorney representing the County John Ward.

Move by Comm. Walter, seconded by Comm. Rostad to close Executive Session at 11:19 AM. Roll call; all voted yes; motion carried.

Reconvened regular meeting at 11:23 AM. All Commissioner were in attendance at this time.

Moved by Comm. Rostad, seconded by Comm. Walter to receive and file the Memorandum from the County's Attorney, John Ward. Roll call; all voted yes; motion carried.

Moved by Comm. Pietsch, seconded by Comm. Walter to approve and sign the contract with Widmer Roel CPAs to complete the Audit for year ending December 31, 2020. Roll call; all voted yes; motion carried.

Moved by Comm. Rostad, seconded by Comm. Weppler to approve the County deed for foreclosed property sold by the realtor located at L2 less N 15' & lot 3 less E 50" Block 5 Surrey City. Roll call; all voted yes; motion carried.

Comm. Walter informed the Commission that some employees have shown concern regarding people loitering in the lobby. Moved by Comm. Walter, seconded by Comm. Rostad to approve posting no loitering and service dogs only signs in the County Administration building. Roll call; all voted yes, except Comm. Pietsch who voted no; motion carried.

Comm. Walter showed the Commissioners a print of the Ward County Seal and stated he has been working with Niess Impressions to create a large seal to hang behind the Commissioners' desk. The cost to have the County seal printed on metal and then mounted on wood is \$700.

Moved by Comm. Walter, seconded by Comm. Rostad to approve proceeding with the purchase of the County Seal sign using funds from the Commissioners contingency fund. Roll call; all voted yes; motion carried.

Comm. Rostad stated that he has been looking into the County acquiring the Hall Apartment building that was destroyed in last month's fire. Moved by Comm. Rostad, seconded by Comm. Weppler to appoint Commissioners Walter and Rostad and Dana Larsen to explore acquiring the property and

bring their recommendations back to the Commission. Roll call; all voted yes; motion carried.

At 11:35 AM with no further business, the meeting was adjourned.

ACCEPTED AND APPROVED THIS 7<sup>th</sup> DAY OF APRIL, 2020

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Chairman, Ward County Commission

ATTEST:

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