

Minutes of the Board of Ward County Commissioners

June 16, 2020

The regular meeting of the Ward County Commission was called to order by Chairman Fjeldahl, at 9:00 AM with Commissioners, Rostad, Walter, Pietsch and Wepler present. Also present were department head Devra Smestad, Dana Larsen, Jennifer Weichmann, Kerriane Boetcher, Leona Lochthowe, Melissa Bliss, Roza Larsen, Robert Roed and Tammy Terras.

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

Moved by Comm. Walter, seconded by Comm. Pietsch to approve the minutes from the regular commission meeting on June 2, 2020. Roll call; all voted yes; motion carried.

Moved by Comm. Walter, seconded by Comm. Pietsch to approve the regular bills totaling \$1,665,502.49 and Human Service Zone direct cost bills totaling \$9,017.69. Roll call; all voted yes; motion carried.

**Bill List - June 16, 2020**

	VENDOR: GENERAL BILLS	DESCRIPTION/DEPT: GENERAL BILLS	
DD	JP MORGAN	JP MORGAN MAY 2020--MISC ITEMS SEE ATTACHED	\$90,178.70
182114	ADVANCED BUSINESS METHODS	CONTRACT FEE 8391-4--STATES ATTORNEY	\$182.59
182114	ADVANCED BUSINESS METHODS	CONTRACT FEE 8391-3--STATES ATTORNEY	\$45.00
182115	ALL AMERICAN TROPHIES	UNIFORM COUNTY SUPPLIES--EXTENSION SERVICE	\$40.00
182116	BALCO UNIFORMS CO INC	K9 ID PATCH--SHERIFF	\$27.56
182117	CDW GOVERNMENT INC	PERMIT DATABASE SOFTWARE--JAIL	\$382.72
181921	CENTURY 21 ACTION REALTORS	REALTOR FEE FOR MI14A910000020--	\$264.00
182118	CLUTE OFFICE EQUIPMENT INC	PRINTER MAINTENANCE AGREEMENTS--TAX EQUAL.	\$50.00
182119	COLOR DYNAMICS LLC	RADIO TOWER CLEAN-UP BERTHOLD--COMMISSIONERS	\$3,450.00
182120	CULLIGAN WATER CONDITIONING	(3) BOTTLES WATER--JUVENILE DET.	\$23.25
182121	DIGITAL OFFICE CENTRE	COPIER MAINTENANCE--IT	\$42.92
182122	ENERBASE FARMERS UNION/CENEX	GAS FOR PICKUP--FACILITY MGT	\$33.31
182122	ENERBASE FARMERS UNION/CENEX	GAS FOR EQUIPMENT--FACILITY MGT	\$45.93
182122	ENERBASE FARMERS UNION/CENEX	FUEL, GAS, OIL--SHERIFF	\$5,779.96
182122	ENERBASE FARMERS UNION/CENEX	FUEL BILL--TAX EQUAL.	\$64.22
182123	ES & S INC	BALLOTS--GENERAL	\$13,913.06
182007	ES & S INC	BACKUP THUMB DRIVES FOR DS200--GENERAL	\$1,277.40
182007	ES & S INC	CREDIT FOR POSTAGE CHARGED--GENERAL	-\$12.64
182124	FASTENAL COMPANY	HP FILTERS ADMIN & COURTHOUSE--FACILITY MGT	\$635.81
182125	FERGUSON ENTERPRISES INC #1657	PLUMBING PARTS--FACILITY MGT	\$69.37
182126	GRAYBAR ELECTRIC CO	T5 BALLASTS--FACILITY MGT	\$274.56
182127	HACTC	HSG CONTRACTED (M.J. LEE)--JAIL OPERATIONS	\$2,325.00
DD	HAMILTON, BECKY L	REIMBURSE PMT NACVSO MEMBERSHIP--VET SERVICES	\$60.00
182128	HARLEY'S SERVICE CENTER	OIL CHANGE/TIRE ROTATION--SOCIAL SERVICES	\$71.33
182128	HARLEY'S SERVICE CENTER	OIL CHANGE--SOCIAL SERVICES	\$41.38
182129	HIGH POINT NETWORKS	PERMIT DATABASE SOFTWARE--TAX EQUAL.	\$134.39
182130	HOFFARTH SANITATION	TRASH SERVICE--FACILITY MGT	\$600.00
182131	HUBER SPRINKLER SERVICE	ADMIN BLDG- SYSTEM CHECK, CLEAN & ADJUST HEADS--FACILITY MGT	\$75.00
182131	HUBER SPRINKLER SERVICE	COURTHOUSE SPRINKER SYSTEM CLEAN & MAINT.--FACILITY MGT	\$459.75

182132	INFORMATION TECHNOLOGY DEPT	ANTI VIRUS--SOCIAL SERVICES	\$82.80
182132	INFORMATION TECHNOLOGY DEPT	NET MOTION--SHERIFF	\$482.75
182132	INFORMATION TECHNOLOGY DEPT	DATA PROCESSING--IT	\$1,057.04
182132	INNOVATIVE OFFICE SOLUTIONS, LLC	SUPPLIES--STATES ATTORNEY	\$331.51
182135	INNOVATIVE OFFICE SOLUTIONS, LLC	ROLL PAPER TOWELS--FACILITY MGT	\$63.75
182133	KALIX	CONFIDENTIAL SHREDDING--SOCIAL SERVICES	\$319.09
182134	KASSON, SEAN BRADLEY	INVOICE 68 FOR CONTRACT ATTORNEY WORK--STATES ATTORNEY	\$1,304.46
182135	KEVINS PLUMBING & HEATING INC	ADMIN HP 6--FACILITY MGT	\$913.37
182135	KEVINS PLUMBING & HEATING INC	ADMIN HP 28--FACILITY MGT	\$713.87
182135	KEVINS PLUMBING & HEATING INC	CH CLERK OF COURTS RECEPTION HP--FACILITY MGT	\$127.50
182135	KEVINS PLUMBING & HEATING INC	JAIL BOILER RM HP REPLACED VALVE--FACILITY MGT	\$381.13
182135	KEVINS PLUMBING & HEATING INC	ADMIND HP 88--FACILITY MGT	\$760.42
182135	KEVINS PLUMBING & HEATING INC	ADMIN HP 23--FACILITY MGT	\$760.75
182136	KLJ ENGINEERING LLC	WARD CO COMPREHENSIVE PLAN--PLANNING/ZONING	\$1,642.20
182137	MAIN ELECTRIC CONSTRUCTION INC	CHECKED EM BUTTON FOR PROPER SWITCH--FACILITY MGT	\$97.00
182137	MAIN ELECTRIC CONSTRUCTION INC	MUSHROOM PUSH BUTTON--FACILITY MGT	\$378.72
182138	MATTHEW BENDER	3 OUT OF 9 NDCC 2020 RV 12 CODE BOOKS--STATES ATTORNEY	\$557.07
182139	MENARDS - MINOT	MAINTENANCE SUPPLIES --FACILITY MGT	\$137.39
182140	MINOT CITY OF, WATER DEPT	WATER JAIL--FACILITY MGT	\$4,996.45
182140	MINOT CITY OF, WATER DEPT	WATER COURTHOUSE--FACILITY MGT	\$874.49
182140	MINOT CITY OF, WATER DEPT	WATER 425 BLDG--FACILITY MGT	\$41.79
182140	MINOT CITY OF, WATER DEPT	WATER ADMIN BLDG--FACILITY MGT	\$390.01
182140	MINOT DAILY NEWS INC	PUBLISH 5/5/20 REG COMM MTG MINUTES--GENERAL	\$129.20
182140	MINOT DAILY NEWS INC	PUBLIC HEARING NOTICE 6/16/20 MOVING PERMIT (D.C.)--GENERAL	\$25.08
182140	MINOT DAILY NEWS INC	PUBLISH BOARD OF EQUALIZATION MEETING--GENERAL	\$217.36
182142	MINOT SASH & DOOR INC	COURT ADMIN RECEPTION WALL & COUNTERTOP--FACILITY MGT	\$1,250.00
182142	MINOT SASH & DOOR INC	GRANT FUNDS--GENERAL	\$3,750.00
182143	MOUNTAIN PLAINS YOUTH SERVICES	ATTENDANT CARE--GENERAL	\$5,754.65
182144	ND STATES ATTORNEY ASSOC	2020 ND STATES ATTORNEYS ASSOC DUES--STATES ATTORNEY	\$1,500.00
182145	NDAC - SUPERINTENDENTS	COUNTY SUPERINTENDENT DUES--SCHOOL SUPERINT.	\$50.00
182146	NDSU DEPT 3110	LETTERHEAD & #10 ENVELOPES--EXTENSION SERVICE	\$280.00
182147	NORTH PRAIRIE RURAL WATER	WATER COUNTY NORTH--FACILITY MGT	\$55.00
182148	NORTHWEST TIRE & RETREAD INC	TIRES--SHERIFF	\$101.96
182148	NORTHWEST TIRE & RETREAD INC	TIRES UNIT 3--SHERIFF	\$621.08
182149	OLE OLSON'S TOWING & RECOVERY	TOW BILL--SHERIFF	\$330.00
182149	OLE OLSON'S TOWING & RECOVERY	TOW BILL--SHERIFF	\$356.00
182150	PRESORT PLUS	MAILING BALLOTS--GENERAL	\$4,212.48
182151	PRIMARY PRODUCTS COMPANY	(3) CASE LG & (2) CASE XLG GLOVES--JUVENILE DET.	\$300.00
182152	RELX INC. DBA LEXISNEXIS	CONTRACT FEE--AUDITOR/TREAS.	\$580.00
182153	ROCHESTER ARMORED CAR CO INC	ARMORED CAR SERVICE--AUDITOR/TREAS.	\$459.19
182154	SCHOCKS SAFE & LOCK INC	KEYS FOR WALL THERMOSTAT COVERS CR 301 & 302--FACILITY MGT	\$13.75
182010	SRT	GENERAL PHONES--FACILITY MGT	\$1,836.31

182010	SRT	SOCIAL SERVICE PHONE --SOCIAL SERVICES	\$929.07
182155	SRT	TELEPHONES--FACILITY MGT	\$507.23
182008	SRT	TELEPHONES-EMERGENCY MGT--FACILITY MGT	\$92.14
182008	SRT	DETENTION PHONE--FACILITY MGT	\$216.21
182008	SRT	EOC PHONES--EMERGENCY MGT	\$47.02
182155	SRT	LONG DISTANCE CHARGES--SOCIAL SERVICES	\$420.87
182156	STEINS INC	DISINFECTANT DEODERANT --JUVENILE DET.	\$85.57
182156	STEINS INC	CWT-26--FACILITY MGT	\$847.90
182156	STEINS INC	HAND SANITIZER AND HAND SOAP--FACILITY MGT	\$337.94
182156	STEINS INC	AQUACOR GA 15- COOLING TOWER CHEMICAL- -FACILITY MGT	\$279.06
182157	THE ATTIC	ARMORERS TOOL--SHERIFF	\$65.00
182157	THE ATTIC	AMMO--SHERIFF	\$120.00
182157	THE ATTIC	ARMORERS TOOL--SHERIFF	\$39.00
182158	THE PRINTERS INC	ENVELOPES FOR ELECTION--GENERAL	\$2,558.65
182159	THOMAS LAW FIRM	JUNE 2020 MENTAL HEALTH CONTRACT-- GENERAL	\$2,000.00
182160	TIRES PLUS INC	TIRES --SHERIFF	\$355.48
182160	TIRES PLUS INC	TIRES- UNIT 23--SHERIFF	\$705.16
182160	TIRES PLUS INC	TIRES- UNIT 16--SHERIFF	\$709.96
182161	TRINITY MEDICAL GROUP	PHYSICAL--SHERIFF	\$239.00
182162	TURNKEY CORRECTIONS	DEBIT CARD FEES 4/1/20-4/30/20--INMATE TRUST-COMM	\$67.00
182162	TURNKEY CORRECTIONS	DEBIT CARD FEES 5/1-5/31--INMATE TRUST- COMM	\$86.00
182162	TURNKEY CORRECTIONS	INDIGENT PENCIL, PAPER, ENV, DEOD, SHAMPOO--INMATE TRUST-COMM	\$52.47
182162	TURNKEY CORRECTIONS	FASTCASE MAY 20 (126)--INMATE TRUST- COMM	\$126.00
182163	UNITED MAILING SERVICES INC	MAIL SERVICE 05/18-05/29--EXTENSION SERVICE	\$46.00
182163	UNITED MAILING SERVICES INC	MAIL PROCESSING--SOCIAL SERVICES	\$633.48
182163	UNITED MAILING SERVICES INC	MAIL PROCESSING--SOCIAL SERVICES	\$562.93
182163	UNITED MAILING SERVICES INC	POSTAGE--GENERAL	\$4,508.53
182163	UNITED MAILING SERVICES INC	SERVICES--GENERAL	\$520.33
182164	US POSTAL SERVICE	PO BOX 907 YEARLY FEE--SHERIFF	\$226.00
182034	US POSTAL SERVICE	POSTAGE--GENERAL	\$200.00
182165	US RECORDS MIDWEST LLC	COMMISSION MINUTES BOOK & PAPER-- GENERAL	\$408.45
182166	VALVOLINE INSTANT OIL CHANGE	OIL CHANGE --SHERIFF	\$49.25
182166	VALVOLINE INSTANT OIL CHANGE	OIL CHANGE--SHERIFF	\$49.25
182166	VALVOLINE INSTANT OIL CHANGE	OIL CHANGE--SHERIFF	\$71.24
182166	VALVOLINE INSTANT OIL CHANGE	OIL CHANGE--SHERIFF	\$49.25
182166	VALVOLINE INSTANT OIL CHANGE	OIL CHANGE--SHERIFF	\$49.25
182167	VERENDRYE ELECTRIC	ELECTRICITY COUNTY NORTH--FACILITY MGT	\$107.00
182168	VERENDRYE ELECTRIC	ARES ELECTRIC--EMERGENCY MGT	\$77.00
182169	VERIZON WIRELESS - NJ PO	CELLULAR SERVICE--IT	\$132.84
182170	WARD COUNTY HIGHWAY DEPT	BLADING RUSHVILLE TWP ROADS--RUSHVILLE	\$2,100.00
182171	WILHELM TIM	JUNE 2020 MENTAL HEALTH CONTRACT-- GENERAL	\$2,000.00
182172	WOLD ENGINEERING INC	2019 PAVING PROJ 19TH AVE & 56TH ST NW--	\$23,115.91
182173	XCEL ENERGY	ELECTRICITY ADMIN BLDG--FACILITY MGT	\$6,936.66
182173	XCEL ENERGY	ELECTRICITY 325 BLDG--FACILITY MGT	\$87.49
182173	XCEL ENERGY	WATER COURTHOUSE--FACILITY MGT	\$4,832.14
182173	XCEL ENERGY	WATER JAIL--FACILITY MGT	\$7,248.23
182173	XCEL ENERGY	PARKING LOT ELECTRICITY--FACILITY MGT	\$31.13

		<b>Total General Bills</b>	<b>\$223,699.28</b>
	<b>PARK BILLS</b>	<b>PARK BILLS</b>	
182110	3D SPECIALTIES- MINOT	SIGNS	\$224.36
182111	ACME TOOLS GRAND FORKS	BLADES	\$49.71
182112	SRT	INTERNET CHARGE	\$11.25
182113	WARD COUNTY HIGHWAY DEPT	PARK MAINTENANCE	\$13,327.50
		<b>Total Park Board Bills</b>	<b>\$447,398.56</b>

	<b>ROAD BILLS</b>	<b>ROAD BILLS</b>	
182071	ACME TOOLS GRAND FORKS	GASKETS	\$19.22
182072	AMERICAN TRUCK & TRAILER	FLOOR SCREWS	\$24.52
182073	BERTHOLD CITY	UTILITIES- 16 EAST CENTRAL AVE SHOP	\$27.00
182074	BLUETARP FINANCIAL INC	FASTENERS	\$12.23
182074	BLUETARP FINANCIAL INC	BOLTS, WASHERS	\$26.79
182075	BRAUN INTERTEC CORP	BRIDGE ANALYSIS BRR-0051(053)	\$1,605.00
182076	CUMMINS DIESEL	FILLER CAP	\$71.07
182077	DAKOTA FLUID POWER INC	HOSES	\$154.10
182079	DAKOTA PIPE & STEEL	ROUND TUBING	\$28.00
182079	DAKOTALAND AUTOGLASS	WINDOW INSTALL	\$148.44
182079	DAKOTALAND AUTOGLASS	CLEAR ACRYLIC- UNITS 93 & 93	\$100.72
182080	EFFERTZ, JERRY STEEN	STAGING OF MATERIALS	\$1,500.00
182081	ENERBASE FARMERS UNION/CENEX	FUEL, GAS, OIL	\$11,208.65
182082	FARGO GLASS & PAINT	REPLACE DOOR DEVICE	\$1,834.00
182083	FARMERS UNION OIL CO	DIESEL FUEL	\$1,724.50
182084	FARMERS UNION OIL CO - KENMARE	DIESEL, GAS	\$1,333.96
182084	FARMERS UNION OIL CO - KENMARE	PROPANE HEAT	\$400.00
182085	GENERAL TRADING CO	PLIERS, SOCKETS	\$53.86
182086	HOFFARTH SANITATION	SANITATION SERVICE	\$110.00
182087	HOME OF ECONOMY INC	PAINT	\$41.94
182088	HOUSTON ENGINEERING INC	ENGINEERING PROJ R006790-0057 PRE-LIM ENG BRIDGE REP PROJECTS	\$25,520.28
182089	J & J STRIPING	STRIPING 2020 WATER BASE- EST 1 3/17-6/4	\$63,913.57
182090	KENMARE CITY OF	UTILITIES- 607 4TH AVE NE KENMARE SHOP	\$90.00
182091	LAWSON PRODUCTS INC	SCREWS, NUTS, CAPS	\$547.40
182092	MAINTENANCE PLUS INC	GENERAL CLEANING	\$830.08
182093	MAYO CONSTRUCTION CO, INC	CP 0683(20) EST 1, 3/17-6/4	\$653,399.12
182094	MDU - BISMARCK OFFICE	UTILITIES- 16 E CENTRAL AV BERTHOLD ND	\$24.38
182095	MENARDS - MINOT	PLIERS, RAKE	\$81.93
182095	MENARDS - MINOT	PAINT	\$63.80
182095	MENARDS - MINOT	BATTERIES	\$27.96
182095	MENARDS - MINOT	SHOVELS	\$35.94
182096	MINOT CITY OF, WATER DEPT	UTILITIES- SE 12TH ST	\$113.03
182096	MINOT CITY OF, WATER DEPT	UTILITIES- 900 SE 13TH ST	\$31.45
182097	NAPA AUTO PARTS	CODE READER- SHOP	\$599.00
182097	NAPA AUTO PARTS	FILTERS- UNIT 92 A	\$125.14
182097	NAPA AUTO PARTS	BRADE PADS- (1) REAR UNIT 40	\$44.49
182097	NAPA AUTO PARTS	BRAKE PADS- (1) FR & (1) REAR UNIT 48	\$94.48
182097	NAPA AUTO PARTS	BRAKE PADS- UNIT 40	\$84.99
182097	NAPA AUTO PARTS	BULBS- UNIT 151	\$22.98
182097	NAPA AUTO PARTS	SCREWS, WASHERS	\$40.12

182098	NORTH PRAIRIE RURAL WATER	UTILITIES-DOUGLAS SHOP	\$56.54
182099	NORTHWEST TIRE & RETREAD INC	TIRE REPAIR- UNIT 9A	\$24.82
182099	NORTHWEST TIRE & RETREAD INC	TIRE REPAIR- FLEET UNIT 500	\$24.82
182099	NORTHWEST TIRE & RETREAD INC	TIRE REPAIR- UNIT 57	\$40.00
182099	NORTHWEST TIRE & RETREAD INC	TIRE REPAIR- UNIT 32	\$43.99
182099	NORTHWEST TIRE & RETREAD INC	SPARE TIRES FOR PLOW TRUCKS	\$715.00
182099	NORTHWEST TIRE & RETREAD INC	TIRES- UNIT 21	\$874.17
182099	NORTHWEST TIRE & RETREAD INC	TIRES- UNIT 89	\$2,974.22
182099	NORTHWEST TIRE & RETREAD INC	TIRE- UNIT 192	\$174.95
182099	NORTHWEST TIRE & RETREAD INC	REPLACE SCHOCKS- UNIT 89	\$271.64
182099	NORTHWEST TIRE & RETREAD INC	TIRES- UNIT 192	\$174.95
182100	OTTERTAIL POWER CO	UTILITIES-13201 153RD ST SE SAWYER	\$49.56
182101	PROLAWN	SPRAY YARD	\$128.00
182102	RDO/POWERPLAN	FITTINGS, ORINGS	\$38.72
182102	RDO/POWERPLAN	EXCAVATOR RENTAL	\$7,436.60
182103	SAFETY KLEEN	SOLVENT CLEAN	\$185.85
182104	SCHULTE INDUSTRIES LTD	EQUIP PURCH- FLEX ARM UNIT 105	\$18,457.96
182104	SCHULTE INDUSTRIES LTD	EQUIP PURCH- MOWER UNIT 112	\$26,684.60
182104	SCHULTE INDUSTRIES LTD	EQUIP PURCH- MOWER UNIT 103 A	\$22,959.52
182104	SCHULTE INDUSTRIES LTD	EQUIP PURCH- MOWER UNIT 104 A	\$22,959.52
182104	SCHULTE INDUSTRIES LTD	EQUIP PURCH- MOWER UNIT 113	\$22,959.52
182105	SRT	OFFICE PHONE	\$580.71
182106	SUNDRE SAND & GRAVEL INC	CRUSHED CONCRETE	\$24,785.22
182107	SWINGEN CONSTRUCTION	SHEET PILING 120 LF 20' SHEETS	\$70,150.00
182108	WESTLIE CROSSROADS	ADAPTER, NIPPLE	\$53.20
182108	WESTLIE CROSSROADS	INSTALL THROTTLE VALVE	\$1,766.43
182108	WESTLIE CROSSROADS	TRK SVC CREDIT	-\$20.00
182109	WOLD ENGINEERING, PC - BOTTINEAU	ENG SVC SURVEY M-20-34 ROW PLAT & TRACT DESCR CO RD 14 CULVERT REPLACEMENT	\$3,740.00

<b>Total Road Bills</b>	<b>\$994,404.65</b>
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<b>GRAND TOTAL</b>	<b>\$1,665,502.49</b>
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Emergency Management Director Jennifer Wiechmann appeared recommending the Commission rescind the COVID-19 Emergency Declaration for Ward County passed on March, 17, 2020.

Moved by Comm. Walter, seconded by Comm. Pietsch to rescind the COVID-19 Declaration for Ward County as recommended by the Emergency Management Director. Roll call; all voted yes; motion carried.

Ms. Wiechmann continued with a request for the Chairman to sign the Office of Justice Program Grant awarded under the OJP funding opportunity entitled "BJA FY 20 Coronavirus Emergency Supplemental Funding Program," for personal protective gear for County first responders. The approved awarded amount is \$58,008.00.

Moved by Comm. Wepler, seconded by Comm. Walter to approve the Chairman to sign the Office of Justice Program Grant awarded under the OJP funding opportunity entitled “BJA FY 20 Coronavirus Emergency Supplemental Funding Program. Roll call; all voted yes; motion carried.

Building Inspector Leo Schmidt appeared with a moving permit application for Don Carlson. Mr. Carlson is requesting to move a home from Wilton, ND in Mclean County to Ward County.

Moved by Comm. Walter, seconded by Comm. Rostad to open the public hearing regarding a moving permit application for Don Carlson at 9:13 AM AM. Roll call; all voted yes; motion carried.

No one from the public spoke for or against the moving permit.

Moved by Comm. Rostad, seconded by Comm. Walter to close the public hearing at 9:14 AM. Roll call; all voted yes; motion carried.

Moved by Comm. Rostad, seconded by Comm. Wepler to approve the moving permit for Don Carlson as presented. Roll call; all voted yes; motion carried.

Sheriff Robert Roed requested authorization to purchase Crowd Control gear. The gear requested for purchase is 40 Terminator-X Riot helmets and 20 Riot Shields. The cost of this gear is \$8,480.00 using funds from the Asset Forfeiture fund.

Moved by Comm. Walter, seconded by Comm. Pietsch to approve the purchase of Crowd Control gear for Sheriff’s Department in the amount of \$8,480.00. Roll call; all voted yes; motion carried.

Bradley Starnes, the new Veterans’ Service Officer introduced himself to the Commission. Mr. Starnes continued with a request to honor World War II Jim Hillestad with a gold Ward County Centennial coin for recognition of his 100<sup>th</sup> Birthday and for his service to the Country and Ward County.

Moved by Comm. Walter, seconded by Comm. Wepler to approve the Veteran’s Service Officer’s request to present a Ward County Centennial coin to Jim Hillestad. Roll call; all voted yes; motion carried.

Director of Tax Equalization Ryan Kamrowski appeared with the following Tax Roll Adjustments for Commission’s consideration.

1. Remove Value of the MH, it has been removed from the property and replaced with a new one:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Mcdaniel Landfill Inc. / C/O Waste Management	NM5102590 NE S24-152-82	2020	\$5,000	\$0.00	\$225	\$0.00
Mcdaniel Landfill Inc. / C/O Waste Management	NM5102590 NE S24-152-82	2019	\$6,000	\$0.00	\$270	\$0.00

2. New Property Owner does not qualify for Tax Exemption :

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Hickman, Donna	MI5105871 Prairie Bluffs MHP Lot 9	2020	\$0.00	\$55,333	\$0.00	\$2,490

3. MH being taxed under another parcel:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Plains Trucking LLC	GA5105535 E2NE E2SE Less Hwy S15-152-83	2020	\$20,000	\$0.00	\$900	\$0.00

4. Residence was being taxed twice as Real Estate and MH:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Peters, Kara Lyn	SR040990000172 Sublot 2 of Lot B of Olt 17 SWNW S4-154-82	2019	\$150,000	\$61,000	\$6,750	\$2,745
Peters, Kara Lyn	SR040990000172 Sublot 2 of Lot B of Olt 17 SWNW S4-154-82	2018	\$136,000	\$61,000	\$6,120	\$2,745

5. MH has been removed, needs to be removed from the tax roll:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Blathik, Billy & Mertesdorf, Amanda	RL5102837 Sblot A of Olt 7 of Govt. Lot 4	2020	\$2,000	0.00	\$90	\$0.00

6. Utilities Disconnected October 2018, remove from tax roll:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Olson, Vernon	HA5101285 Harrison Twp S20 NWSW	2019	\$11,000	\$0.00	\$495	\$0.00
Olson, Vernon	HA5101285 Harrison Twp S20 NWSW	2018	\$10,000	\$0.00	\$450	\$0.00

7. Removed value for MH it is taxed on Real Estate under parcel BT320990000010:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Flemming, Elizabeth	BT5101741 Olt 1 W2NE S32-155-84	2020	\$4,000	\$0.00	\$180	\$0.00
Flemming, Elizabeth	BT5101741 Olt 1 W2NE S32-155-84	2019	\$4,000	\$0.00	\$180	\$0.00

8. MH moved without a Moving Permit:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Cannon, James	TA5105853 Parkway Estates MHP Lot 52	2020	\$4,000	\$0.00	\$180	\$0.00

9. Property is below average condition with numerous deferred maintenance items. Needs reduction to reflect market value:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Fors, Kathryn & Chad	MI206290200140 Burdick Express 2 <sup>nd</sup> Addn. Lot 14 Block 2	2019	\$59,000	\$32,000	\$2,655	\$1,440

10. Property is not exempt, return to tax roll:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Leibel, Ronald	MI01D970010010 Stony Ridge Condominiums on Olt 13 S1-154-83 Unit 1 Bldg. 1	2019	\$0.00	\$125,000	\$0.00	\$5,625

Moved by Comm. Pietsch, seconded by Comm. Rostad to approve the Tax Roll Adjustments as presented. Roll call; all voted yes; motion carried.

Doug Diedrichsen, Planning and Zoning Administrator appeared with additional information requested by the Commission for the application from Karma Convenience Stores/Pinks Properties LLC. Pinks Properties, LLC is requesting a variance for property located at Outlot SWSW Less ROW, Sec 32-157-82, Tatman Township for a relief from right of way along County Road 8 south of the property. The applicant is requesting to build a canopy over fuel pumps to be installed on the property.

Moved by Comm. Pietsch, seconded by Comm. Rostad to approve sending the variance application back to the County Planning and Zoning Commission and to work with Building Inspector Leo Schmidt to draft a site plan. Roll call; all voted yes; motion carried.

Mr. Diedrichsen continued with a plat application from Bob Pritchett for the Commissions consideration. The application is for a Subdivision Plat for the following described property: Proposed Plat, of Rice Lake lots 1,2,3,4,5 and 6 lying in Section 10 and 11 of Township 152, Range 85W.

Moved by Comm. Walter, seconded by Comm. Wepler to approve the Subdivision Plat application and include all staff, Water Board and Highway Department recommendations. Roll call; all voted yes; motion carried.

Dana Larsen, Highway Engineer appeared with a Defense Community Infrastructure Proposal. The Minot Air Force Base (MAFB), Tatman Township and Waterford Township has been working on a grant proposal to improve 198<sup>th</sup> Ave NW from US 83 west two miles to the north gate road. The MAFB cannot be the applicant or the owner of the project and the townships have asked for assistance with the project.



Moved by Comm. Pietsch, seconded by Comm. Walter to approve Ward County as the project sponsor for the Defense Community Infrastructure Proposal to improve 198<sup>th</sup> Ave NW and authorize the County Engineer to sign off on the proposal and grant application. Roll call; all voted yes; motion carried.

Assistant Highway Engineer Travis Schmit appeared with an offer from Robert Pritchett to purchase Lots 6 and 7 at Rice Lake for \$85,000.00. The County has the property listed with a realtor for \$125,000.00, based off \$1000.00 per linear foot.

Moved by Comm. Rostad, seconded by Comm. Pietsch to deny the offer and make a counter offer for full asking price of \$125,000.00. Roll call; all vote yes; motion carried.

Human Resource Director Tammy Terras presented the Commission with three proposals for the County Employees' 457 Deferred Comp plan. Ms. Terras recommended the County use Nationwide as the sole carrier. Steve Zarr from Zarr financial appeared with a timeline for the 20 employees that will need to transition to Nationwide.

Moved by Comm. Wepler, seconded by Comm. Rostad to approve Nationwide's proposal as recommended by Ms. Terras. Roll call; all voted yes; motion carried.

Ms. Terras continued with her recommendations regarding Tax Equalization Director and County Recorder positions.

Moved by Comm. Pietsch, seconded by Comm. Walter to approve scheduling an interview for the current Chief Deputy Recorder Kristin Kowalczyk for the County Recorder position. Roll call; all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Pietsch to approve the minimum wage increase of \$692.27 per pay for Deputy Director of Tax Equalization Noreen Barton effective June 22, 2020 until the start date of a new Tax Equalization Director. Roll call; all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Rostad to approve advertising and accepting applications for Director of Tax Equalization June 16 through July 14 and hold interviews July 15-17. Roll call; all voted yes; motion carried.

Ms. Terras updated the Commission on the County's Work Force Safety and Insurance savings. Ward County Ward County received a Premium Dividend Credit Refund of \$26,779.48 as part of the Premium Dividend Credit program. This is due to aggressive claims management and safety programs and practices through the County Employer Group (CEG) with NDACO.

Ward County also received a safety discount in the amount of \$6,472.74. This was due to participation in the mandatory Claims Management and Drug Free Workplace Training Programs in 2019.

The total of \$33,252.22 in credits was received will go back into our Work Force Safety and Insurance funds.

Moved by Comm. Wepler, seconded by Comm. Pietsch to receive and file the information provided regarding the Work Force Safety and Insurance savings.

Ms. Terras last item is a request for approval for the following payroll amendments: B. Starnes-Veterans' Service Office; I. Hanson-Highway Department; B. McDonald-Highway Department.

Moved by Comm. Rostad, seconded by Comm. Wepler to approve the payroll amendments as presented. Roll call; all voted yes; motion carried.

Auditor/Treasure Devra Smestad appeared.

Moved by Comm. Wepler, seconded by Comm. Walter to receive and file the following correspondence: Facilities Management- Annual Compliance Report; Public Service Commission-Ruso Wind Partners. Roll call; all voted yes; motion carried.

Moved by Comm. Rostad, seconded by Comm. Pietsch to receive and file the monthly reports including financials. Roll call; all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Walter to approve the Gaming Site Authorization for MSU Beaver Booster, Inc. Roll call; all voted yes; motion carried.

Ms. Smestad informed the Commission she spoke to a representative from the City of Minot regarding the City Planning and Zoning Commission and was informed there was a resignation to the Commission for a representative from Ward County. The position will be advertised.

Ms. Smestad also gave the Commission an update regarding the Primary Election held on June 9, 2020. She stated 13,041 ballots were counted with 172 ballots rejected for various reasons.

Chairman Fjeldahl informed the Commission Craig Hashbarger from Widmer Roel CPA's will have the final Audit report complete by the end of June and would like to present it to the Commission. Chairman Fjeldahl stated tentatively June 23, 2020 is planned for Mr. Hashbarger to appear and would like the tour of the Halliburton property and the Chief Deputy Recorder's interview to be held the same day.

At 11:30 AM with no further business, the meeting was adjourned.

ACCEPTED AND APPROVED THIS 7TH DAY OF JULY, 2020

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Chairman, Ward County Commission

ATTEST:  
  
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