

Minutes of the Board of Ward County Commissioners

September 5, 2023

The regular meeting of the Ward County Commission was called to order by Chairman/Commissioner Fjeldahl at 9:04 AM with Commissioners Anderson, Olson, Rostad, and Wepler present. Also present were department heads Brian Vangsness, Dana Larsen, Emily Burkett, Jason Blowers, Jodi Johnson, Kelly Haugan, Kristi Frederick, Lolly Gorze, Marisa Haman, Noreen Wilkie, and Robert Roed.

Moved by Comm. Wepler, seconded by Comm. Olson to approve the agenda with the following changes: Item 4A was withdrawn. Roll call; all voted yes; motion carried.

Moved by Comm. Rostad, seconded by Comm. Anderson to approve the minutes of the Regular Commission Meeting on August 15, 2023 and the Budget Hearing Minutes with an addition of a roll call vote regarding the Coroner budget and clarification regarding reduction amount of Commissioner Contingency Fund. Roll call; all voted yes; motion carried.

Moved by Comm. Olson, seconded by Comm. Wepler to approve the regular bills totaling \$7,905,108.30 and HS Zone direct cost bills totaling \$13,484.41. Roll call; all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Anderson to open the public hearing at 9:10 AM regarding Valarie Walter's application for a special use permit for the following described property: Amended OL 9 E2E2SE4 8-153-81. Roll call; all voted yes; motion carried.

The applicant is requesting to be allowed to place an accessory dwelling on the property. Ward County zoning applies with the township recommending approval. Planning Commission recommends approval of the Special Use Permit Application based on finding of facts.

No one from the public came forward to speak to this issue.

Moved by Comm. Rostad, seconded by Comm. Anderson to close the public hearing at 9:11 AM. Roll call; all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Anderson to approve the special use permit for Valarie Walter as presented. Roll call; all voted yes; motion carried.

Kristi Frederick, Human Service Zone Director, appeared regarding the 2023-2024 Ward County Human Service Zone Addendum. Ms. Frederick stated minor changes were made to the dress code as well as adding approved changes to on-call and mileage reimbursement.

Moved by Comm. Wepler, seconded by Comm. Olson to receive, ratify, and file the Ward County Human Service Zone Addendum as presented. Roll call; all voted yes; motion carried.

Next, Ms. Frederick presented the Ward County Human Service Zone 2024 Budget. Of note, several expenses have changed classifications between direct and indirect expenses.

Moved by Comm. Wepler, seconded by Comm. Olson to approve the Ward County Human Service Zone 2024 Budget as presented. Roll call; all voted yes; motion carried.

Lastly, Ms. Fredrickson presented a letter from the Ward County Human Service Zone stating their intention to vacate the 4th floor of the Ward County Administration Building by the end of the calendar year.

Moved by Comm. Wepler, seconded by Comm. Olson to receive and file the above letter. Roll call; all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Anderson to have Facilities Committee review 4th floor for usage beginning January 1, 2024. Roll call; all voted yes; motion carried.

Robert Roed, Ward County Sheriff, appeared with a Joint Powers Agreement between County of McKenzie and County of Ward regarding sale of ten (10) weight enforcement scales for a price of \$25,000.00. A discussion was held.

Moved by Comm. Rostad, seconded by Comm. Wepler to approve contingent upon review and approval of JPA by Ward County State's Attorney. Roll call; all voted no; motion failed.

Further discussion on these scales will take place between the Sheriff's Department and the Highway Department.

Recess called at 9:35 AM to hold board opening interview.

Meeting reconvened at 9:42 AM.

Noreen Wilkie, Director of Tax Equalization, presented the Tax Roll Memorandum.

1. Property Owner qualifies for Farm Residence Exemption:

Property Owner	Description	Physical Address	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Legacy Acres LLC	SE10005U040000 W2SW Less Hwy S10-153-81	14625 139 th St SE Sawyer, ND 58781	2023	\$1,162,000	\$41,000	\$52,490	\$2,050
Legacy Acres LLC	SE10005U040000 W2SW Less Hwy S10-153-81	14625 139 th St SE Sawyer, ND 58781	2022	\$1,230,000	\$41,000	\$55,540	\$2,050
Braaflat, Eric & Traci	LU330040000000 SE Less RD & ROW S33-153-87	19850 366 th St SW Plaza, ND 58771	2023	\$503,000	\$89,000	\$23,080	\$4,450

2. Parcel was Annexed into the City of Minot for 2023:

Property Owner	Description	Physical Address	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Mcfarlane, Albert & Susan	NE3009900000330 Olt 33 of NE Less Lot A & Less Por. Belview 2 nd	2205 EL RIO DR. Minot, ND 58701	2023	\$170,000	\$0.00	\$7,650	\$0.00

3. Corrected Land Value 2 Acres are valued as Residential and remaining Acres qualified as Agricultural Land:

Property Owner	Description	Physical Address	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Aberle, Todd & Domini	SR2909900000020 Olt 2 of E2 S29-154-82	3400 93 rd Ave SE Minot, ND 58701	2023	\$198,000	\$139,000	\$8,910	\$6,270

4. Property qualifies for 57-02-08 (6), property is owned by non-profit school:

Property Owner	Description	Physical Address	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Bishop Ryan Catholic School	MI13C4900000020 Broadway Heights 2 nd Addn. Lot 2	Unassigned Minot, ND 58703	2023	\$1,034,000	\$7,000	\$51,700	\$350

5. Property sold 8/4/23, prorate Blind Exemption for 7 months:

Property Owner	Description	Physical Address	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
AW Properties LLC	MI356500000030 Cedar Lake Condominiums Carlsons 2 nd Addn. Replat Lot 7 Unit 2400	2400 8 th St SW Minot, ND 58701	2023	\$50,000	\$106,000	\$2,500	\$4,770

6. Property sold 8/1/23, prorate Wheel Chair Exemption for 7 months:

Property Owner	Description	Physical Address	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
ERA LLP & GHI LLC	MI202470000171 R/A Millers Addn. Lot 16 & 17	1025 36 th St SE Minot, ND 58701	2023	\$141,000	\$183,000	\$6,345	\$8,235

7. Property purchased by the City of Minot 7/23, prorate value 7 months, exempt 5 months:

Property Owner	Description	Physical Address	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
City of Minot	MI192882520060 Olts Block 142 SW ¼ of S19-155-82 Lot 6 known as Lot A	1623 8 th Ave SE Minot, ND 58701	2023	\$204,000	\$119,000	\$9,180	\$5,355

8. Missed Annexation into city limits, ordinance 5689 dated January 3, 2022:

Property Owner	Description	Physical Address	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Mcfarlane, Albert & Susan	MI302882520330 Olt 33 of NE Less Lot A & Less Por. Belview 2 nd Addn.	2205 El RIO DR Minot, ND 58703	2023	\$0.00	\$170,000	\$0.00	\$7,650

9. Recent Inspection concluded that reduction is needed to reflect market value:

Property Owner	Description	Physical Address	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Venable, Jeanette & William	MI140850200061 Ehr's Fifth Addn. S45' of Lot 6 Block 2	1120 11 th St NW Minot, ND 58703	2023	\$174,000	\$136,000	\$7,830	\$6,120

10. Purchased from Trinity Health 7/23, no longer exempt, prorate value for 5 months from date of purchase:

Property Owner	Description	Physical Address	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Town & Country Credit Union	MI24B020100020 Manorcare Addn. Block 1 Lot 2	517 1 st ST SW Minot, ND 58701	2023	\$0.00	\$15,000	\$0.00	750
Town & Country Credit Union	MI24B020100030 Manorcare Addn. Block 1 Lot 3	Unassigned Minot, ND 58701	2023	\$0.00	\$16,000	\$0.00	800
Town & Country Credit Union	MI24B020100040 Manorcare Addn. Block 1 Lot 4	525 1 st ST SW Minot, ND 58701	2023	\$0.00	\$37,000	\$0.00	\$1,850

11. Property no longer exempt, return to tax roll:

Property Owner	Description	Physical Address	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Open Gate Church INC	MI111330300030 Goheens Addn. Lot 3 Block 3	2035 3 rd ST NW Minot, ND 58703	2023	\$0.00	\$163,000	\$0.00	\$8,150

12. Adjustment needed to reflect market value:

Property Owner	Description	Physical Address	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Twin Villa Apartments LLC	MI255310001831 Twin Villas Condo Unit 1831 South Park Terrace 2 nd Addn. Amended Plat of Block 2	1831 2 nd St SE Minot, ND 58701	2023	\$208,000	\$170,000	\$10,400	\$8,500
Twin Villa Apartments LLC	MI255310001823 Twin Villas Condo Unit 1823 South Park Terrace 2 nd Addn. Amended Plat of Block 2	1823 2 nd St SE Minot, ND 58701	2023	\$208,000	\$170,000	\$10,400	\$8,500
Twin Villa Apartments LLC	MI255310001833 Twin Villas Condo Unit 1833 South Park Terrace 2 nd Addn. Amended Plat of Block 2	1833 2 nd St SE Minot, ND 58701	2023	\$208,000	\$170,000	\$10,400	\$8,500
Twin Villa Apartments LLC	MI255310001825 Twin Villas Condo Unit 1825 South Park Terrace 2 nd Addn. Amended Plat of Block 2	1825 2 nd St SE Minot, ND 58701	2023	\$208,000	\$170,000	\$10,400	\$8,500
Twin Villa Apartments LLC	MI255310001835 Twin Villas Condo Unit 1835 South Park Terrace 2 nd Addn. Amended Plat of Block 2	1835 2 nd St SE Minot, ND 58701	2023	\$208,000	\$170,000	\$10,400	\$8,500
Twin Villa Apartments LLC	MI255310001827 Twin Villas Condo Unit 1827 South Park Terrace 2 nd Addn. Amended Plat of Block 2	1827 2 nd St SE Minot, ND 58701	2023	\$208,000	\$170,000	\$10,400	\$8,500

13. Continuation of #12:

Property Owner	Description	Physical Address	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Twin Villa Apartments LLC	MI255310001821 Twin Villas Condo Unit 1821 South Park Terrace 2 nd Addn. Amended Plat of Block 2	1821 2 nd St SE Minot, ND 58701	2023	\$207,000	\$170,000	\$10,350	\$8,500
Twin Villa Apartments LLC	MI255310001829 Twin Villas Condo Unit 1829	1829 2 nd St SE	2023	\$208,000	\$170,000	\$10,400	\$8,500

	South Park Terrace 2 nd Addn. Amended Plat of Block 2	Minot, ND 58701					
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14. Property Owner qualifies for Farm Residence Exemption:

Property Owner	Description	Physical Address	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Hanson, Christ & Lori	CP200010000000 NE S20-157-86	32601 170 th Ave NW Minot, ND 58703	2023	\$232,000	\$126,000	\$11,070	\$6,300

Moved by Comm. Wepler, seconded by Comm. Rostad to approve adjustments to Tax Roll Memorandum as presented. Roll call; all voted yes; motion carried.

Doug Diedrichsen, Planning and Zoning Administrator, appeared regarding two (2) Plat Applications.

Application for a plat was received from Kathleen Kupser for the following described property: Proposed Outlots 7&8 being a portion of the E2NE4NE4 26-155-84. The applicant is proposing to parcel two outlots, proposed Outlot 7 is 10.00 acres, proposed outlot 8 is 7.75 acres. These outlots are for future residential purposes. Ward County zoning applies with the township recommending approval. Planning Commission recommends approval of the Outlot Plats Application based on finding of facts and staff recommendations.

Moved by Comm. Anderson, seconded by Comm. Olson to approve the Outlot Plats Application from Kathleen Kupser as presented. Roll call; all voted yes; motion carried.

Application for a plat from Scott Knudsvig for the following described property: Proposed Outlot 1 lying in the NW4SW4 and the SW4SW4 22-153-87. The applicant is proposing to parcel an outlot, proposed Outlot 1 is 55.73 acres. This outlot is for future agricultural purposes. Ward County zoning applies with the township recommending approval. Planning Commission recommends approval of the Outlot Plat Application based on finding of facts and staff recommendations.

Moved by Comm. Rostad, seconded by Comm. Wepler to approve the Outlot Plat Application from Scott Knudsvig as presented. Roll call; all voted yes; motion carried.

Lolly Gorze, Human Resource Director, appeared with the following pay amendments: M. Brooks, Library; J. Rynestad, Juvenile; K. Crowder, Sheriff; and C. Berentson, Sheriff.

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

Auditor/Treasurer Marisa Haman appeared.

Moved by Comm. Wepler, seconded by Comm. Anderson to receive and file the following correspondence: Letter from Court Facilities Improvement Advisory Committee dated August 24, 2023; Department Head Meeting Minutes for July 26, 2023 and August 16, 2023; MPO Steering Committee Minutes for June 28, 2023; July 14, 2023; and August 24, 2023. Roll call; all voted yes; motion carried.

Ms. Haman brought forth a request for approval for hunting on Ward County property, Parcel #SR130990000031, Outlot 3 of SW-13-154-82.

Moved by Comm. Olson, seconded by Comm. Anderson to grant permission to hunt with the understanding that his equipment is at risk and that he needs to remove his property at the end of the hunting season. Roll call; all voted yes; motion carried.

The Commission will have States Attorney Roza Larson review to see what restrictions there may be with hunting on the different types of Ward County lands.

Moved by Comm. Wepler, seconded by Comm. Rostad to approve the Gaming Site Authorization for Pheasants for the Future, Inc. Roll call; all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Anderson to approve the Raffle Permits for South Prairie Athletic Boosters, Dakota Patriot Pac, and Rodeo Minot LLC. Roll call; all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Rostad to appoint Tracey Lawson to the Ward County Reorganization Committee. Roll call; all voted yes; motion carried.

At 10:06 AM with no further business, the meeting was adjourned.

ACCEPTED AND APPROVED THIS 19TH DAY OF SEPTEMBER, 2023

Chairman, Ward County Commission

ATTEST:
