

Minutes of the Board of Ward County Commissioners

June 1, 2021

The regular meeting of the Ward County Commission was called to order by Chairman Fjeldahl at 9:00 AM with Commissioners, Anderson, Pietsch, Rostad, and Weppler present. Also present were department heads Bradley Starnes, Dana Larsen, Emily Burkett, Jason Blowers, Jennifer Wiechmann, Kerriane Boetcher, Marisa Haman, Melissa Bliss, Noreen Barton, Robert Roed, Roza Larson, and Tammy Terras.

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

Moved by Comm. Weppler, seconded by Comm. Anderson to approve Commission meeting minutes from May 18, 2021. Roll call; all voted yes; motion carried.

Moved by Comm. Rostad, seconded by Comm. Anderson to approve the regular bills totaling \$197,150.88 and Human Service Zone direct cost bills totaling \$9,211.84. Roll call; all voted yes; motion carried.

Bill List - 06/01/2021

	VENDOR: GENERAL BILLS	DESCRIPTION/DEPT: GENERAL BILLS	
185724	AED AUTHORITY	AED (3)--SHERIFF	\$6,774.00
185684	AMERICAN WORKING DOGS LLC	DETECTOR DOG CERTIFICATION/MEMBERSHIP--SHERIFF	\$150.00
185725	APPLIED CONCEPTS INC	RADAR--SHERIFF	\$150.00
185726	AUTO DOCTOR	REPAIRS & MAINTENANCE--SHERIFF	\$18.65
185726	AUTO DOCTOR	REPLACE REAR BRAKES--SHERIFF	\$461.87
185726	AUTO DOCTOR	REPLACED BRAKES--SHERIFF	\$675.53
185726	AUTO DOCTOR	REPAIR LIGHT BAR, REPLACE MODULE--SHERIFF	\$75.00
185726	AUTO DOCTOR	SET UP NEW VEHICLES--SHERIFF	\$1,800.00
185726	AUTO DOCTOR	SET UP NEW VEHICLES--SHERIFF	\$300.00
185726	AUTO DOCTOR	REPAIRS--SHERIFF	\$50.00
185726	AUTO DOCTOR	SET UP NEW VEHICLES--SHERIFF	\$1,000.00
185727	BALCO UNIFORMS CO INC	UNIFORMS--JAIL OPS	\$1,090.31
185728	CDW GOVERNMENT INC	SCANNER--JAIL OPS	\$413.93
185728	CDW GOVERNMENT INC	PNY NVIDIA QUADR CARD--IT	\$179.99
185729	COLE PAPERS INC	BATTERIES + HANDLING--FACILITY MGMT	\$86.50
185729	COLE PAPERS INC	EASY TRAP--FACILITY MGMT	\$189.00
185729	COLE PAPERS INC	EASY TRAP--FACILITY MGMT	\$126.00
185730	DACOTAH PAPER CO	RUNNER MAT FOR COURTHOUSE RAMP--FACILITY MGMT	\$537.67
185731	DAKOTA FIRE EXTINGUISHER INC	TESTING AND REFILL--SHERIFF	\$379.97
185732	DAKOTALAND AUTOGLASS	CHIP REPAIR--SHERIFF	\$45.00
185733	DIGITAL OFFICE CENTRE	XEROX/7125 COPIER CONTRACT--JUVENILE DET.	\$95.95
185733	DIGITAL OFFICE CENTRE	XEROX/7835 COPIER CONTRACT--IT	\$60.25
185733	DIGITAL OFFICE CENTRE	XEROX/7120 COPIER CONTRACT--FACILITY MGMT	\$44.54
185734	ENERBASE FARMERS UNION/CENEX	MONTHLY GAS FOR ASSESSING & BLDG INSPECTOR--TAX EQUALIZATION	\$163.31
185735	FASTENAL COMPANY	10 - 32X 1/2 SPECIALTY SCREWS--FACILITY MGMT	\$25.92
185736	FERGUSON ENTERPRISES INC #1657	PLUMBING PARTS--FACILITY MGMT	\$4.43
185736	FERGUSON ENTERPRISES INC #1657	PLUMBING SUPPLIES--FACILITY MGMT	\$23.17
185736	FERGUSON ENTERPRISES INC #1657	PLUMBING PARTS--FACILITY MGMT	\$121.72
185737	GALLAGHER BENEFIT SERVICES, INC	CONSULTING FEES, COMP STUDY--HUMAN RESOURCES	\$11,597.50
185738	GALLS INC	RIP STOPS (7)--JAIL OPS	\$322.81
185739	GRAPHICS LETTERING & TRIM	NEW GRAPHICS--SHERIFF	\$340.00

185740	HARLEY'S SERVICE CENTER	REPLACE FRONT ROTORS, WIPER BLADES--HUMAN SERVICES	\$348.04
185741	INFORMATION TECHNOLOGY DEPT	WAN ACCESS, AZURE AD PLAN, VPN CLIENT--IT	\$1,019.35
185741	INFORMATION TECHNOLOGY DEPT	TC 381 - PEXIP VIRTUAL MEETING ROOM--IT	\$16.75
185741	INFORMATION TECHNOLOGY DEPT	NET MOTION --SHERIFF	\$457.10
185742	JAMESTOWN COMMUNICATIONS INC	RADIO LICENSE--SHERIFF	\$90.00
185743	KALIX	CONFIDENTIAL SHREDDING--HUMAN SERVICES	\$32.46
185744	KASSON, SEAN BRADLEY	CONTRACT ATTORNEY 01/10/21 - 02/10/21--STATES ATTORNEY	\$1,303.31
185745	KEVINS PLUMBING & HEATING INC	COURTHOUSE HP 241, REPLACE COMPRESSOR--FACILITY MGMT	\$880.66
185745	KEVINS PLUMBING & HEATING INC	NEW JAIL BOILERS LOCKED OUT, EM BUTTON PUSHED--FACILITY MGMT	\$135.00
185745	KEVINS PLUMBING & HEATING INC	HP 69 SERVICE CALL--FACILITY MGMT	\$85.00
185746	KPMW PLLP	DISTRICT COURT - SID REVIEW--GENERAL	\$3,294.08
185747	LEXIPOL LLC	CORRECTIONS ONE ACADEMY--JUVENILE DET.	\$722.70
185748	MARCO TECHNOLOGIES, LLC NW7128	UPGRADE CODE, STACK 2 9300, CONFIGURE--IT	\$1,443.75
185749	MDU - BISMARCK OFFICE	GAS JAIL--FACILITY MGMT	\$660.67
185749	MDU - BISMARCK OFFICE	GAS JAIL--FACILITY MGMT	\$953.90
185672	MDU - BISMARCK OFFICE	GAS COURTHOUSE--FACILITY MGMT	\$882.84
185672	MDU - BISMARCK OFFICE	GAS ADMIN BLDG--FACILITY MGMT	\$373.45
185672	MDU - BISMARCK OFFICE	GAS 425 BLDG--FACILITY MGMT	\$100.01
185750	MIDSTATES WIRELESS	REMOVE EQUIPMENT--SHERIFF	\$380.00
185751	MINOT CHRYSLER CENTER INC	DURANGO 95899--SHERIFF	\$32,030.00
185562	MINOT CITY OF, WATER DEPT	WATER 425 BLDG--FACILITY MGMT	\$49.36
185752	MINOT DAILY NEWS INC	BOARD OF EQUALIZATION NOTICE--GENERAL	\$33.44
185752	MINOT DAILY NEWS INC	BOARD OPENINGS, LIBRARY, REORG PARK--GENERAL	\$12.16
185752	MINOT DAILY NEWS INC	PUBLIC HEARING, DAKOTA BOYS RANCH 05/18/21--GENERAL	\$14.44
185752	MINOT DAILY NEWS INC	SPECIAL COMM. MEETING MINS 04/23/21--GENERAL	\$91.96
185752	MINOT DAILY NEWS INC	REG. COMMISSION MEETING MINUTES 04/20/21--GENERAL	\$220.40
185752	MINOT DAILY NEWS INC	PARK BOARD MEETING MINUTES 02/02/21--GENERAL	\$102.60
185753	MONSON DENTAL CENTER	INMATE DENTAL - DOS 04/13/21 J.C.--JAIL OPS	\$518.00
185754	NACVSO	ANNUAL VSO MEMBERSHIP--VET SERVICES	\$60.00
185754	NACVSO	ANNUAL VSO MEMBERSHIP--VET SERVICES	\$60.00
185754	NACVSO	ANNUAL VSO MEMBERSHIP--VET SERVICES	\$60.00
185755	NARDINI FIRE EQUIPMENT	INSPECTION OF SYSTEM--FACILITY MGMT	\$1,060.00
185756	ND DEPT HUM SERV	INMATE MEDICAL APRIL 2021--JAIL OPS	\$2,468.98
185756	ND DEPT HUM SERV	INMATE MEDICAL MARCH 2021--JAIL OPS	\$5,526.62
185757	NIESS IMPRESSIONS	NOTARY STAMP - DANIEL MOSS--JAIL OPS	\$22.31
185758	NORTHWEST TIRE & RETREAD INC	TIRES--SHERIFF	\$692.68
185758	NORTHWEST TIRE & RETREAD INC	TIRES--SHERIFF	\$702.64
185759	OAKLAND COUNTY SHERIFF'S DEPARTMENT	SERVICE OF ASSET FORFEITURE PAPERWORK--STATES ATTORNEY	\$68.82
185572	POST BOARD	LICENSE HAWKINS--SHERIFF	\$45.00
185760	PRAIRIE ENGINEERING PC	COURTHOUSE UPGRADE ATS OF GENERATOR--FACILITY MGMT	\$7,275.00
185761	PROFESSIONAL DEVELOPMENT ACADEMY, LLC	NACO HIGH PERFORMANCE ACADEMY - TITO--FACILITY MGMT	\$1,645.00
DD	RAHN, HEATHER L	ANNUAL VSO CONFERENCE - FARGO--VET SERVICES	\$483.42
185762	RELIANCE TELEPHONE OF GRAND FORKS INC	PHONE CARDS--JAIL OPS	\$100.00
185763	ROCHESTER ARMORED CAR CO INC	MAY ARMORED CAR SERVICE--AUDITOR/TREAS.	\$459.19

DD	ROED, ROBERT W	BISMARCK TRAINING--SHERIFF	\$35.00
DD	STARNES, BRADLEY W	ANNUAL VSO CONFERENCE--VET SERVICES	\$157.50
185764	STEINS INC	CWT 26 COOLING TOWER CHEMICAL--FACILITY MGMT	\$1,727.88
185764	STEINS INC	CWT 26 COOLING TOWER CHEMICAL--FACILITY MGMT	\$593.53
185764	STEINS INC	CWT 26 COOLING TOWER CHEMICAL--FACILITY MGMT	\$863.94
185764	STEINS INC	COOLING TOWER CHEMICALS--FACILITY MGMT	\$258.37
185764	STEINS INC	POWER CORD ASSEMBLY FOR VACUUM--FACILITY MGMT	\$25.20
185764	STEINS INC	CWT-26, 30 GAL. DRUM, COOLING TOWER CHEMICAL--FACILITY MGMT	\$508.73
185764	STEINS INC	HAND SOAP, CLEANING CHEMICALS--FACILITY MGMT	\$695.48
185765	SUMMIT FOOD SERVICES LLC	APRIL 2021 JUVENILE MEALS--JUVENILE DET.	\$191.97
185765	SUMMIT FOOD SERVICES LLC	APRIL 2021 INMATE MEALS--JAIL OPS	\$30,507.32
185766	SWANSTON EQUIPMENT CO	BOBCAT BEACON LIGHT--FACILITY MGMT	\$530.75
185767	THE SIDWELL COMPANY	FARMS ANNUAL SOFTWARE MAINTENANCE--TAX EQUALIZATION	\$1,501.50
185768	TRINITY HEALTH	BAC TEST--SHERIFF	\$20.00
185769	TRINITY MEDICAL GROUP	PSYCHOLOGICAL TESTING/PHYSICALS--SHERIFF	\$274.00
185673	TRINITY MEDICAL GROUP.	CORONER - 2021 ALLOCATION Q2--GENERAL	\$10,000.00
185673	TRINITY MEDICAL GROUP.	CORONER - 2021 Q1 ALLOCATION--GENERAL	\$10,000.00
185770	TURNKEY CORRECTIONS	LAW LIBRARY--JAIL OPS	\$141.00
185771	TYLER TECHNOLOGIES INC	ANNUAL MAINTENANCE - I TAX--GENERAL	\$1,458.61
185772	UNITED MAILING SERVICES INC	MAIL PROCESSING--HUMAN SERVICES	\$701.98
185772	UNITED MAILING SERVICES INC	MAIL SERVICE--EXTENSION SERVICE	\$250.00
185772	UNITED MAILING SERVICES INC	POSTAGE--GENERAL	\$871.32
185772	UNITED MAILING SERVICES INC	SERVICES--GENERAL	\$196.97
185773	VALVOLINE INSTANT OIL CHANGE	OIL CHANGES--SHERIFF	\$571.35
185679	VERIZON WIRELESS - NJ PO	AIR CARDS/CELLS--SHERIFF	\$1,381.04
185674	VERIZON WIRELESS - NJ PO	IT CELL PHONES--IT	\$142.80
185561	VERIZON WIRELESS - NJ PO	BLDG INSPECTOR CELL PHONE--TAX EQUALIZATION	\$42.60
185573	WARD, JESSE	WOMEN'S SELF DEFENSE SEMINAR--JAIL OPS	\$250.00
185774	WESTERN STEEL & PLUMBING INC	PVC PLUMBING PARTS--FACILITY MGMT	\$13.22
185774	WESTERN STEEL & PLUMBING INC	ANGLE STOP, PLUMBING--FACILITY MGMT	\$12.28
185774	WESTERN STEEL & PLUMBING INC	OFFICE BLDG COOLING TOWER FLOAT VALVE--FACILITY MGMT	\$118.26
185774	WESTERN STEEL & PLUMBING INC	FAUCET AERATORS--FACILITY MGMT	\$23.87
185775	WIDMER ROEL PC	2020 AUDIT - SERVICES THROUGH 04/30/2021--AUDITOR/TREAS.	\$2,000.00
185776	WORKFORCE SAFETY & INS	WORK RELEASE PROGRAM--JAIL OPS	\$90.60
		Total General Bills	\$160,441.18

	PARK BILLS	PARK BILLS	
185718	MENARDS - MINOT	RATCHET, BRUSHES	\$40.95
185719	MINOT CITY OF, LANDFILL	DUMPING FEE	\$3.00
185720	MINOT RESTAURANT SUPPLY	BAGS	\$38.40
185721	NORTH PRAIRIE RURAL WATER	WATER SETUP - RICE LAKE	\$2,107.64

185722	VERENDRYE ELECTRIC	ADD SERVICE - NELSON CARLSON	\$1,700.00
185722	VERENDRYE ELECTRIC	INSTALL POLE - NELSON CARLSON LAKE	\$856.68
185723	XCEL ENERGY	PUMP - 401 PARK RD	\$28.32
185723	XCEL ENERGY	8711 PROJECT RD N	\$296.31
		Total Park Board Bills	\$5,071.30

	ROAD BILLS	ROAD BILLS	
185700	ACME ELECTRIC INC	CLAMPS	\$63.98
185700	ACME ELECTRIC INC	BLOW GUN, EXTENSION	\$41.98
185701	ARAMARK	JANITORIAL SERVICE 04/30/21	\$516.54
185702	B & G ELECTRIC LLC	WEST SHOP, WASH BAY REPAIRS	\$1,376.08
185703	BASIN SERVICE COMPANY	BRINE SOLUTION	\$444.50
185703	BASIN SERVICE COMPANY	BRINE SOLUTION	\$762.00
185704	DAKOTA PIPE & STEEL	PIPE	\$30.45
185705	ECOLAB PEST ELIMINATION INC	PEST ELIMINATION	\$102.85
185705	ECOLAB PEST ELIMINATION INC	PEST ELIMINATION	\$118.71
185705	ECOLAB PEST ELIMINATION INC	PEST ELIMINATION	\$275.00
185706	FIRST WESTERN INSURANCE	CHIPPER INSURANCE	\$79.00
185706	FIRST WESTERN INSURANCE	INSURANCE CREDIT	-\$54.00
185707	GENERAL EQUIPMENT & SUPPLIES	SEALS, ASSY, GAUGE	\$675.70
185707	GENERAL EQUIPMENT & SUPPLIES	CLAMP, MENDER	\$83.50
185708	JIMS WELDING INC	BEND STEEL	\$1,584.60
185709	LAWSON PRODUCTS INC	CLAMPS, WASHERS, BOLTS	\$357.30
185710	MAGIC CITY GARAGE DOOR INC	NE DOOR REPAIR	\$175.00
185711	MDU - BISMARCK OFFICE	IRON STORAGE WAREHOUSE	\$356.95
185711	MDU - BISMARCK OFFICE	200 72ND ST SE	\$315.91
185711	MDU - BISMARCK OFFICE	200 72ND ST SE	\$254.37
185711	MDU - BISMARCK OFFICE	ADMIX WAREHOUSE	\$398.47
185711	MDU - BISMARCK OFFICE	ROC BUILDING	\$67.00
185680	MDU - BISMARCK OFFICE	900 13TH ST SE	\$392.98
185712	MENARDS - MINOT	CABINETS	\$1,127.96
185712	MENARDS - MINOT	RETURN HANDLES	-\$35.09
185712	MENARDS - MINOT	BRUSHES, SPRAY	\$18.35
185712	MENARDS - MINOT	WIRE, BRACES	\$68.85
185712	MENARDS - MINOT	COUNTER, EDGES	\$123.21
185713	MINOT CITY OF, LANDFILL	TREE DISPOSAL	\$10.08
185713	MINOT CITY OF, LANDFILL	TREE DISPOSAL	\$23.84
185713	MINOT CITY OF, LANDFILL	DUMPING FEES	\$30.45
185714	ND LTAP	TRAINING	\$200.00
185714	ND LTAP	TRAINING	\$250.00
185681	OTTERTAIL POWER CO	DOUGLAS SHOP	\$372.80
185715	PRAXAIR DISTRIBUTION, INC	DISCS	\$112.52
185716	SWANSTON EQUIPMENT CO	EQUIPMENT RENTAL	\$100.00
185717	VALS SCHWINN CYCLING INC	CHAINS, SHARPENING	\$270.70
185682	VERIZON CONNECT NWF INC	MONTHLY CHARGE	\$391.56
DD	WEX BANK	FUEL, GAS, OIL	\$19,457.81
185683	XCEL ENERGY	900 13TH ST SE	\$621.74
185683	XCEL ENERGY	COLD STORAGE	\$39.29
185683	XCEL ENERGY	BERTHOLD SHOP	\$35.46

		Total Road Bills	\$31,638.40

GRAND TOTAL	<u>\$197,150.88</u>
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Dr. Shana Forster, Interim District Director of NDSU Extension Agency spoke regarding the need for a full-time horticulture position rather than a part-time position within the county. As of now, the amount budgeted for a part-time horticulture agent is \$9,000.00 and Ms. Forster is asking Ward County for additional funding of \$16,000.00 to open up a full-time horticultural position. Jeff Peterson, owner/operator of Point of View Winery of Burlington, spoke in support of a full-time horticulture position to provide guidance to the public.

Moved by Comm. Wepler, seconded by Comm. Rostad to approve adding a full-time horticulture position and providing \$16,000.00 in additional funding in 2022. Roll call; all voted yes except Comm. Pietsch; motion carried.

Patrick Samson of Ackerman-Estvold presented information regarding the Mouse River Enhanced Flood Protection Project. He requested approval to construct a levy on land belonging to Ward County.

Dana Larsen appeared to inform the commissioners this land was purchased with State Water Commission funds to buy out property for future flood protection. Mr. Larsen is in support of approval of this motion.

A discussion was held.

Moved by Comm. Wepler, seconded by Comm. Pietsch to approve constructing a levy over Ward County land with receipt of a maintenance agreement or transfer of property. Roll call; all voted yes; motion carried.

Noreen Barton, Tax Equalization Director, appeared regarding adjustments to Tax Roll Memorandum.

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

Doug Diedrichsen, Planning and Zoning Administrator, appeared regarding a Variance Application for Clarence & Nichole Lundeen for the following described property: 487 N. Rice Lake Rd., Douglas, ND 58735. The applicant is requesting variance for the front yard setback off the property line for a garage to be constructed on to the property. The owner is requesting to build 14 ft. from the property line with an 18 ft. setback requirement. This would be 4 ft. of setback relief. Staff recommends careful deliberation by Planning Commission and County Commission based on the findings of fact.

Moved by Comm. Pietsch, seconded by Comm. Anderson to open the public hearing at 9:41 AM regarding the Variance Application for Clarence & Nichole Lundeen. Roll call; all voted yes; motion carried.

No one from the public came forward for or against the variance.

Moved by Comm. Rostad, seconded by Comm. Wepler to close the public hearing at 9:43 AM. Roll call; all voted yes; motion carried.

1. Property purchased by City of Minot, value prorated 1 month:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
City of Minot	MI244540200081 Torbensons 3 rd Addn. W47' Lot 8 Block 2	2020	\$28,000	\$2,000	\$1,400	\$100

2. Property qualifies for Exemption:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Rehab Services	MI150181300230 Blaisdell Bird Addn. Lot 23 Block 13	2020	\$29,000	\$0.00	\$1,450	\$0.00

3. Property sold to the City of Minot July 1st 2020, prorate value 6 months:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
City of Minot	MI244510100110 Torbensons 2 nd Addn. Lot 11 Block 1	2020	\$102,000	\$51,000	\$4,590	\$2,295

Moved by Comm. Rostad, seconded by Comm. Anderson to approve the Variance Application for Clarence & Nichole Lundeen as presented, with notice that the hardship is an odd-shaped lot. Roll call; all voted yes; motion carried.

Plat application was submitted by Cody Hansen for the following described property: Proposed Outlot 2 lying in the SE4NE4 11-156-87. The applicant is proposing to parcel Outlot 2, the proposed outlot is 2.00 acres. This outlot is for future agricultural purposes. Passport Township zoning applies with the township recommendation pending. The proposed outlot meets minimum zoning requirements for Ward County. Planning Commission recommends approval based on findings of fact and staff recommendations.

Moved by Comm. Pietsch, seconded by Comm. Wepler to approve the Plat Application for Cody Hansen as presented. Plat to be held until recommendation from township for approval or 60 days expires. If recommendation of denial, it would be brought back to the Board of Commissioners. Roll call; all voted yes; motion carried.

Tom Pullen submitted a Plat Application for the following described property: Proposed Outlot 1 being a portion of NE4NW4 33-159-88. The applicant is proposing to parcel Outlot 1, the proposed outlot is 18.98 acres. This outlot is for future residential purposes. Ward County zoning applies with the township recommending approval. The proposed outlot meets minimum zoning requirements for Ward County. Planning Commission recommends approval based on findings of fact and staff recommendations.

Moved by Comm. Wepler, seconded by Comm. Anderson to approve the Plat Application from Tom Pullen for Proposed Outlot 1 being a portion of NE4NW4 33-159-88. Roll call; all voted yes; motion carried.

Eric Wald submitted a Plat Application for the following described property: Proposed Outlot 2 being a portion of SE4SE4 5-154-81. The applicant is proposing to parcel an outlot, proposed outlot 2 is 8.57 acres. The outlot is for residential purposes. Ward County zoning applies with the township recommending approval. The proposed outlot meets minimum zoning requirements for Ward County. Planning Commission recommends approval based on findings of fact and staff recommendations.

Moved by Comm. Rostad, seconded by Comm. Pietsch to approve the Plat Application from Eric Wald for Proposed Outlot 2 being a portion of SE4SE4 5-154-81. Roll call; all voted yes; motion carried.

Waylon Delzer submitted a Plat Application for the following described property: Proposed Outlot 4 being a portion of SE4 23-151-83. The applicant is proposing to parcel Outlot 4, the proposed outlot is 2.46 acres. This outlot is for future residential purposes. Ward County zoning applies with the township recommending approval. The proposed outlot meets minimum zoning requirements for Ward County. Planning Commission recommends approval based on findings of fact and staff recommendations.

Moved by Comm. Anderson, seconded by Comm. Pietsch to approve the Plat Application from Waylon Delzer for Proposed Outlot 4 being a portion of SE4 23-151-83. Roll call; all voted yes; motion carried.

Mr. Diedrichsen presented an updated Plat Approval process.

Moved by Comm. Wepler, seconded by Comm. Rostad to approve update to the Plat Approval policy. Roll call; all voted yes; motion carried.

Mr. Diedrichsen presented an updated Right of Way Vacation process.

A discussion was held which also addressed holding public hearings.

Moved by Comm. Wepler, seconded by Comm. Pietsch to table Right of Way Vacation process update until next meeting. Roll call; all voted yes; motion carried.

Human Resource Director Tammy Terras appeared and held a discussion regarding the preliminary budget.

Several Health Insurance renewal estimates were presented. Ms. Terras reached out to Hays Group asking them to explore self-funded and direct hospital options for comparison against the 30% increase Sanford is proposing. Ms. Terras would like more time to explore all these options.

Moved by Comm. Rostad, seconded by Comm. Wepler to table the health insurance portion to allow for further research into all policies. Roll call; all voted yes; motion carried.

Ms. Terras discussed Medicare Supplement coverage. Educational sessions will be coming out regarding how this will work with the Medicare plan.

Ms. Terras continued with discussion on salaries for the preliminary budget. Discussion was had regarding the April 2021 Consumer Price Index of 4.9%.

Moved by Comm. Wepler, seconded by Comm. Anderson to use 5% as a placeholder for salary increase to build into the preliminary budget for the upcoming year. Roll call; all voted yes; motion carried.

The compensation study was addressed by Ms. Terras. Benchmark positions have been chosen and feedback has been received from departments.

Moved by Comm. Wepler, seconded by Comm. Rostad to approve the 43 Benchmark positions to be included in survey and move forward. Roll call; all voted yes; motion carried.

Ms. Terras spoke about the classification structure and that Gallagher will present a Decision Band Method Classification Training for the Commissioners. Schedules were coordinated for a date for this training.

CEG Safety Discounts of \$13,156.60 were reported. Funds have been receipted into the General Insurance Fund.

Moved by Comm. Pietsch, seconded by Comm. Anderson to approve the following payroll amendments: A. Sipple, Sheriff's Department; C. Taylor, Sheriff's Department; A. Olson, Highway Department; O. Osteros, Weed Control; A. Meade, Extension Agency. Roll call; all voted yes; motion carried.

Auditor/Treasurer Marisa Haman appeared.

Moved by Comm. Rostad, seconded by Comm. Wepler to receive and file the following correspondence: Minot Chamber of Commerce- Economy at a Glance; Ward County Department Head agenda and meeting minutes for March and April. Roll call; all voted yes; motion carried.

Ms. Haman presented information regarding update to process of allocation of Crime Victim/Witness fee between Ward County and Domestic Violence Crisis Center.

Moved by Comm. Wepler, seconded by Comm. Pietsch to approve changing to a percentage based schedule to allocate crime victim/witness fees and require this schedule to be reviewed every year at budget time. Roll call; all voted yes, except Chairman Fjeldahl who voted no; motion carried.

Moved by Comm. Weppler, seconded by Comm. Anderson to approve a duplicate warrant to be issued to Ward County Clerk of Court in the amount of \$2.00. Roll call; all vote yes; motion carried.

At 10:46 AM with no further business, the meeting was adjourned.

ACCEPTED AND APPROVED THIS 15TH DAY OF JUNE, 2021

Chairman, Ward County Commission

ATTEST:
