

Minutes of the Board of Ward County Commissioners

April 19, 2022

The regular meeting of the Ward County Commission was called to order by Chairman Rostad at 9:00 AM with Commissioners Anderson, Fjeldahl, Pietsch, and Wepler present. Also present were department heads Brian Vangsness, Dana Larsen, Emily Burkett, Jason Blowers, Kerianne Boetcher, Kristi Frederick, Kristin Kowalczyk, Marisa Haman, Noreen Barton, Robert Roed, Roza Larson, and Tammy Terras.

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

Moved by Comm. Anderson, seconded by Comm. Fjeldahl to approve the minutes from the regular Commission Meeting on April 5, 2022. Roll call; all voted yes; motion carried.

Moved by Comm. Fjeldahl, seconded by Comm. Wepler to approve the regular bills totaling \$478,903.73 HS Zone Direct Cost Bills totaling \$4,435.44. Roll call; all voted yes; motion carried.

Bill List – 04/19/2022

	VENDOR: GENERAL BILLS	DESCRIPTION/DEPT: GENERAL BILLS	
DD	JP MORGAN	MARCH 2022 TRANSACTIONS--SEE JP BILL LIST	\$150,530.59
188494	ENERBASE FARMERS UNION/CENEX	FUEL--FACILITY MANAGEMENT	\$410.85
188494	ENERBASE FARMERS UNION/CENEX	FUEL--SHERIFF	\$13,048.18
188495	HOFFARTH SANITATION	TRASH SERVICE COURTHOUSE--FACILITY MANAGEMENT	\$600.00
188496	INFORMATION TECHNOLOGY DEPT	WAN, AZURE, EMAIL EXCHANGE, VPN, DIRECTORY--IT	\$1,055.55
188496	INFORMATION TECHNOLOGY DEPT	VIRTUAL MEETING ROOM--IT	\$16.75
DD	JOHNSON, JODI L	DAY TRAVEL 03/28/22--SCHOOL SUPERINTENDENT	\$129.87
DD	KAYLOR, NICOLE J	DAY TRAVEL 01/25/22-04/01/22--EXTENSION SERVICE	\$26.21
188497	KENMARE NEWS	ANNUAL SUB. RENEWAL--EXTENSION SERVICE	\$45.00
188498	MARCO TECHNOLOGIES, LLC NW7128	CISCO ADV. MALWARE PROTECT.--IT	\$9,075.00
188498	MARCO TECHNOLOGIES, LLC NW7128	CISCO SMARTNET TOTAL CARE HARDWARE--IT	\$13,051.00
DD	MILLER, MICHAEL K	POSTAGE--GENERAL	\$4.50
188499	NDAAO	IAAO 102 TRAINING 5/9/2-5/13/22 ERICA--TAX EQUALIZATION	\$575.00
188411	NDSU EXTENSION-MERCER COUNTY	TRACTOR SAFETY TRAINING REG. P.B.--EXTENSION SERVICE	\$15.00
188500	UNITED MAILING SERVICES INC	POSTAGE--HUMAN SERVICES	\$251.06
188500	UNITED MAILING SERVICES INC	SERVICES--HUMAN SERVICES	\$80.18
188500	UNITED MAILING SERVICES INC	POSTAGE--GENERAL	\$3,369.90
188500	UNITED MAILING SERVICES INC	POSTAGE - PAID FROM 3/21/22 INVOICE--GENERAL	-\$1,687.11
188500	UNITED MAILING SERVICES INC	SERVICES--GENERAL	\$195.46
188501	WEX HEALTH, INC.	FSA MONTHLY FEES--HUMAN RESOURCES	\$175.00
188412	XCEL ENERGY	ELECTRICITY JAIL--FACILITY MANAGEMENT	\$12,909.90
188412	XCEL ENERGY	ELECTRICITY ADMIN BLDG--FACILITY MANAGEMENT	\$7,815.77
		Total General Bills	\$211,693.66
	VENDOR: PARK BILLS	PARK BILLS	
DD	JP MORGAN	MARCH 2022 TRANSACTIONS--SEE JP BILL LIST	\$99.68

188490	RESERVATION TELEPHONE COOPERAT	INTERNET CHARGE	\$107.00
188491	VERENDRYE ELECTRIC	ELECTRICITY	\$108.00
188492	WARD COUNTY HIGHWAY DEPT	PARK MAINTENANCE	\$3,042.47
		Total Park Board Bills	\$3,357.15
	VENDOR: ROAD BILLS	ROAD BILLS	
DD	JP MORGAN	MARCH 2022 TRANSACTIONS--SEE JP BILL LIST	\$8,642.42
188450	AAA HEATING & SHEET METAL INC	REPLACE FAN INDUCER	\$1,333.00
188451	ACME TOOLS GRAND FORKS	NOZZLE	\$41.99
188451	ACME TOOLS GRAND FORKS	BLASTING HOOD	\$98.00
188451	ACME TOOLS GRAND FORKS	BRUSHES	\$53.96
188451	ACME TOOLS GRAND FORKS	SCRATCH BRUSH	\$4.39
188451	ACME TOOLS GRAND FORKS	WIRE BRUSH	\$28.99
188413	BERTHOLD CITY	UTILITIES	\$127.00
188452	BUTLER MACHINERY	EXCAVATOR	\$74,128.42
188453	CAPITAL ONE TRADE CREDIT	BLADES, WASHERS	\$41.09
188454	CURT'S STARTER & ALTERNATOR SV	STARTER	\$199.18
188455	DAKOTA FLUID POWER INC	COUPLERS	\$1,415.31
188455	DAKOTA FLUID POWER INC	ORBIT	\$3.42
188455	DAKOTA FLUID POWER INC	ADAPTER	\$119.75
188456	DAKOTA WRECKING & SALVAGE INC	BINDER CHAIN	\$109.98
188457	DAKOTALAND AUTOGLASS	FACE SHIELD, CARTRIDGE	\$167.35
188457	DAKOTALAND AUTOGLASS	INSTALL DOOR GLASS	\$193.58
188458	ECOLAB PEST ELIMINATION INC	PEST ELIMINATION	\$118.71
188458	ECOLAB PEST ELIMINATION INC	PEST ELIMINATION	\$275.00
188459	ENERBASE FARMERS UNION/CENEX	GASOLINE, DIESEL, SOCKETS	\$856.99
188459	ENERBASE FARMERS UNION/CENEX	GASOLINE, DIESEL, SOCKETS	\$119.66
188459	ENERBASE FARMERS UNION/CENEX	GASOLINE, DIESEL, SOCKETS	\$72.87
188460	EXPRESSWAY SUITES	LODGING	\$172.80
188461	FARMERS UNION OIL CO	GASOLINE, DIESEL, BOLTS	\$4,346.86
188461	FARMERS UNION OIL CO	GASOLINE, DIESEL, BOLTS	\$1.98
188462	FARMERS UNION OIL CO - KENMARE	DIESEL	\$2,723.90
188462	FARMERS UNION OIL CO - KENMARE	PROPANE HEAT, GASOLINE	-\$0.09
188462	FARMERS UNION OIL CO - KENMARE	PROPANE HEAT, GASOLINE	\$1,234.80
188463	FARSTAD OIL	GREASE	\$278.00
188464	GENERAL TRADING CO	SUPPLIES, HOOK	\$313.08
188464	GENERAL TRADING CO	SUPPLIES, HOOK	\$43.80
188465	GERDAU	PIPE, TUBING	\$66.31
188466	GOOSENECK IMPLEMENT COMPANY	SPRINGS	\$32.70
188466	GOOSENECK IMPLEMENT COMPANY	SPRINGS	\$68.67
188414	HOFFARTH SANITATION	SAN. SVC.	\$195.00
188467	HOME OF ECONOMY INC	PAINT THINNER	\$22.99
188468	HOUSTON ENGINEERING INC	GIS UPGRADE	\$562.50
188468	HOUSTON ENGINEERING INC	ENG. SVC. - BRIDGE	\$1,227.00

188469	JOHNSON CONTROLS	ANNUAL CONTRACT	\$24,441.00
188415	KENMARE CITY OF	UTILITIES	\$125.50
DD	LARSEN, DANA G	TITLE & REGISTRATION	\$23.50
188470	LAWSON PRODUCTS INC	SAW BLADES	\$486.41
188470	LAWSON PRODUCTS INC	PAINT, WASHERS	\$630.85
188471	LINDE GAS & EQUIPMENT INC.	GLOVES	\$62.60
188472	MAINTENANCE PLUS INC	GENERAL CLEANING	\$1,467.23
188473	MARCO TECHNOLOGIES, LLC NW7128	WEBROOT SVC.	\$72.00
188474	MCGEE, HANKLA & BACKES	LEGAL SVC.	\$2,626.06
188441	MDU - BISMARCK OFFICE	UTILITIES	\$853.66
188416	MDU - BISMARCK OFFICE	GAS HEAT	\$249.71
188475	MENARDS - MINOT	DISC, GRINDER	\$47.96
188475	MENARDS - MINOT	LUBRICANT, CLOTH	\$66.59
188475	MENARDS - MINOT	PAINT, SUPPLIES	\$239.91
188475	MENARDS - MINOT	MAT. PADS	\$31.94
188417	MINOT CITY OF, WATER DEPT	WATER SEWER	\$197.11
188476	NAPA AUTO PARTS	IMPACT WRENCH, FLUIDS, FILTERS, BLADES	\$1,552.41
188477	ND DEPT OF TRANSPORTATION.	ENGINEERING	\$14,284.66
188477	ND DEPT OF TRANSPORTATION.	PROJECT FINALS	\$3,404.01
188418	NORTH PRAIRIE RURAL WATER	WATER	\$54.76
188478	NORTHERN PLAINS EQUIPMENT CO I	FILTERS	\$653.00
188479	NORTHWEST TIRE & RETREAD INC	TIRES, REPAIRS	\$8,757.72
188419	OTTERTAIL POWER CO	UTILITIES	\$63.23
188480	RDO/POWERPLAN	EDGES	\$2,259.44
188480	RDO/POWERPLAN	WINDOWPANE	\$967.53
188481	SHERWIN-WILLIAMS	FROG TAPE	\$41.98
188481	SHERWIN-WILLIAMS	PAINT, BRUSHES	\$107.30
188420	SRT	OFFICE TELEPHONE	\$545.60
188482	SWANSTON EQUIPMENT CO	FILTERS	\$135.67
188483	SYSTEMS TECHNOLOGY	ANNAUL INSP. - BLDG A	\$292.00
188483	SYSTEMS TECHNOLOGY	ANNAUL INSP. - BLDG C	\$292.00
188483	SYSTEMS TECHNOLOGY	ANNAUL INSP. - BLDG B	\$220.00
188484	TEAM LABORATORY CHEMICAL CO	COLD MIX	\$1,400.00
188421	TRI N PROPANE	PROPANE HEAT	\$198.00
188485	VERENDRYE ELECTRIC	UTILITIES	\$5,079.00
188486	VERIZON WIRELESS - NJ PO	CELL PHONE SVC.	\$254.90
188487	WALLWORK TRUCK CENTER	PLUG ASSY	\$101.80
188487	WALLWORK TRUCK CENTER	HOSE ASSY	\$12.96
188488	WESTERN AGENCY INC	INSURANCE CHG	\$653.00
188489	WESTLIE MOTOR CO	REPLACE ENGINE, BRAKES, SHOES, HOSES	\$35,396.55
188489	WESTLIE MOTOR CO	PICKUP-UT. 1108	\$55,900.00
		Total Road Bills	\$263,690.91
	VENDOR: VISION ZERO	VISION ZERO	
DD	JP MORGAN	MARCH 2022 TRANSACTIONS--SEE JP BILL LIST	\$95.04
DD	PATTERSON, KYLE D	OVERNIGHT TRAVEL 03/24/22-03/25/22 BISMARCK	\$24.50
188493	VERIZON WIRELESS - NJ PO	CELL PHONE SVC.	\$42.47

		Total Park Board Bills	\$162.01
		GRAND TOTAL	\$478,903.73

Moved by Comm. Wepler, seconded by Comm. Pietsch to open a public hearing at 9:04 AM regarding Ward County Ordinance 2022-2 concerning fences along county roads. No one from the public came forward to speak.

Moved by Comm. Pietsch, seconded by Comm. Fjeldahl to close the public hearing at 9:06 AM. Roll call; all voted yes; motion carried.

Moved by Comm. Pietsch, seconded by Comm. Anderson to approve passage of the second reading on the Ward County Ordinance 2022-02. Roll call; all voted yes; motion carried.

Discussion was held on the EPIC Companies project concerning the M building TIF participation. A couple of concerns addressed were the ability of EPIC Companies to possibly come up with the additional 2.7 million on their own, the mixing of funds for private/public sectors, and concerns that the TIF of 20 years might be too long and not the best option. Also of concern is the fact that Ward County was not involved in any discussions initially regarding the TIF.

States Attorney Roza Larson appeared to state that Ward County will need to send a letter to the City of Minot within 30 days of receipt of their letter if the Commissioners do not want to move forward with the TIF, otherwise Ward County will be opted in automatically. Separate terms can also be negotiated by the Commission.

Blake Nybakken of EPIC Companies spoke to personal and bank guaranties regarding the funds put up to help with the project. There will be several layers of protection for the developer and banks to make sure bond payments are made.

Moved by Comm. Wepler, seconded by Comm. Pietsch to approve the TIF participation for Ward County regarding the EPIC Companies M Building project. Roll call; Comm. Wepler and Rostad voted yes; Comm. Pietsch, Anderson, and Fjeldahl voted no; motion failed.

Moved by Comm. Pietsch, seconded by Comm. Anderson to send a letter to the City of Minot and Epic Companies regarding the no vote on the TIF for the M Building project. Roll call; Comm. Pietsch, Anderson, and Fjeldahl voted yes; Comm. Wepler and Rostad voted no; motion carried.

Moved by Comm. Wepler, seconded by Comm. Fjeldahl to meet with the City of Minot and EPIC Companies to enter conversations related to the M Building project and how to move forward. Roll call; all voted yes; motion carried.

Kristi Frederick, Human Service Zone Director, appeared regarding the Human Service Zone Plan approval.

Moved by Comm. Wepler, seconded by Comm. Pietsch to approve the Human Service Zone Plan as submitted to the State of North Dakota and to have the Chairman sign. Roll call; all voted yes; motion carried.

Dana Larsen, Highway Engineer, appeared regarding an update to the Sawyer shop insulation replacement. At the last meeting approval was given to add spray foam to the Sawyer shop at a cost of \$21,000.00. After the meeting our building inspector, Aaron Rust, informed Mr. Larsen there needs to be

a fireproof coating applied over the foam to make it flame retardant at an additional cost of \$8,100.00. Mr. Rust explained the reasoning behind needing the coating.

Moved by Comm. Pietsch, seconded by Comm. Weppler to approve the additional funds to correctly insulate the building. Roll call; all voted yes; motion carried.

Travis Schmit, Assistant Highway Engineer, appeared to present the American Rescue Plan Act meeting summary. He brought forth all items voted on unanimously by the Commission to move forward, as well as the additional \$1,875.00 to reconfigure the table in the Commission Chambers.

Moved by Comm. Fjeldahl, seconded by Comm. Pietsch to allow the Commission table request of \$1,875.00 to be included as an approved ARPA internal funding project. Roll call; all voted yes; motion carried.

Moved by Comm. Fjeldahl, seconded by Comm. Pietsch to allow a 10% margin for increased cost on any of the approved projects. Roll call; all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Anderson to approve all items that were unanimously approved at the special meeting on April 12, 2022. Roll call; all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Anderson to approve the following 3 projects which had a 3-2 vote during the special meeting on April 12, 2022: Water fill bottle stations in the courthouse and administration building at 2 per building including filters, breakroom door in the administration building on the second floor, and \$1,000.00 for office ergonomics for NDSU Extension Agency. Roll call; Comm. Weppler and Anderson voted yes; Comm. Fjeldahl, Pietsch, and Rostad voted no; motion failed.

Tammy Terras, Human Resources Director, appeared regarding pay amendments.

Moved by Comm. Weppler, seconded by Comm. Fjeldahl to approve the following payroll amendments: C. Kircher, Jail Detention and K. Salmi, Highway Department. Roll call; all voted yes; motion carried.

Marisa Haman, Auditor/Treasurer appeared.

Moved by Comm. Pietsch, seconded by Comm. Fjeldahl to receive and file the Highway Department Minutes dated March 30, 2022. Roll call; all voted yes; motion carried.

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

Moved by Comm. Weppler, seconded by Comm. Pietsch to approve duplicate warrants to be issued to Kristian Shaide in the amount of \$25.00 and Wex Health Inc. in the amount of \$168.00. Roll call; all vote yes; motion carried.

Moved by Comm. Pietsch, seconded by Comm. Anderson to approve the Quit Claim Deed for foreclosed property redeemed by owner. Roll call; all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Fjeldahl to approve the Raffle Permits for North Dakota Equine Association and Rose Valley Lutheran Church. Roll call; all voted yes; motion carried.

Tammy Terras introduced Randall Johnson, Jon Heath, and Katie Veidel of Brown & Brown Insurance who will be doing an overview of Ward County's Health Plan Intelligence report.

Mr. Johnson presented 2021 data and gave strategy considerations. Some areas touched on were Telehealth and Near-Site Clinics which reduce costs significantly; education for older employees on Medicare plans and coverage; and the wellbeing of employees, specifically the cost driver of mental health. Historical data was presented.

Moved by Comm. Wepler, seconded by Comm. Anderson to authorize Brown & Brown to have access to medical data from NDPERS for analyzing future health care decision making. Roll call; all voted yes; motion carried.

At 10:51 AM with no further business, the meeting was adjourned.

ACCEPTED AND APPROVED THIS 3RD DAY OF MAY, 2022

Chairman, Ward County Commission

ATTEST:
