

Minutes of the Board of Ward County Commissioners
July 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 Weppler present. Also present were department heads Bradley Starnes, Brian Vangsness, Dana Larsen, Emily Burkett, Jason Blowers, Jennifer Wiechmann, Kristi Frederick, Kristin Kowalczyk, Marisa Haman, Noreen Barton, Roza Larson, and Tammy Terras.

Moved by Comm. Anderson, seconded by Comm. Weppler to approve the agenda with the following addition: Item 6E, approval of raffle for Souris Valley United Way. Roll call; all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Pietsch to approve the minutes from the Regular Commission Meeting on July 6, 2022; and Special Commission Meeting on July 11, 2022. Roll call; all voted yes; motion carried.

Moved by Comm. Anderson, seconded by Comm. Fjeldahl to approve the regular bills totaling \$550,214.20 and HS Zone direct cost bills totaling \$33,387.39. Roll call; all voted yes; motion carried.

REGULAR COMMISSION MEETING 07/19/2022 BILL LIST			
GENERAL BILLS			
CHECK #	VENDOR	DESCRIPTION	AMOUNT
DD	JP MORGAN	JUNE 2022 TRANSACTIONS--SEE JP BILL LIST	\$ 142,667.19
189233	ARNOLD, HOLLY	OVERNIGHT TRAVEL 5/26-5/27/22 CANDO/BTNO--EXTENSION	60.79
189234	BAKKEN, SHARON	TRANSCRIPT OF DEPOSITION OF N WOOSTER--STATES ATTORNEY	32.50
DD	BRUMMUND, PAIGE F	OVERNIGHT TRAVEL 4/1-4/6/22 FARGO & WATFORD--EXTENSION	56.00
DD	BRUMMUND, PAIGE F	DAY TRIPS 05/23-05/26/22 MAY MONTHLY TRAVEL--EXTENSION	111.16
DD	BRUMMUND, PAIGE F	DAY TRIPS 6/10-6/30/22 JUNE MONTHLY TRAVEL--EXTENSION	260.33
DD	BRUMMUND, PAIGE F	DAY TRIPS 4/1/22 & 4/8/22 APRIL MONTHLY TRAVEL--EXTENSION	28.67
DD	BRUMMUND, PAIGE F	DAY TRIPS 3/3-3/17/22 MARCH MONTHLY TRAVEL--EXTENSION	21.06
DD	BRUMMUND, PAIGE F	OVERNIGHT TRAVEL 03/28/22-03/29/22 FARGO--EXTENSION	356.76
DD	BRUMMUND, PAIGE F	OVERNIGHT TRAVEL 03/19/22-03/24/22--EXTENSION SERVICE	165.90
DD	BURKETT, EMILY	DAY TRIPS 6/3/22-6/22/22 JUNE MONTHLY TRAVEL--EXTENSION	21.85
DD	BURKETT, EMILY	DAY TRIPS 6/23/22-6/28/22 JUNE MONTHLY TRAVEL--EXTENSION	290.82
189235	COMPUTECH INC	APC BATTERY REPLACEMENT--IT	40.00
189236	COUNTRY AUTO	TUNE UP COUNTY CAR--EMERGENCY MANAGEMENT	491.65
DD	EISENBRAUN, JULIE A	REFUND OVERPAYMENT ON SPECIAL EVENT--GENERAL	50.00
189187	ENERBASE FARMERS UNION/CENEX	GAS FOR PICKUP--FACILITY MANAGEMENT	209.01
189237	ENERBASE FARMERS UNION/CENEX	FUEL--SHERIFF	12,733.66
189238	HOFFARTH SANITATION	TRASH SERVICE--FACILITY MANAGEMENT	600.00
189164	INCLUSION SOLUTIONS LLC	ARPA PROJ #6 12 -4 STATION VOTING BOOTHS--AUDITOR	11,893.90
189239	JESSEN ROOFING	CAULK & INSTALL INSULATION ON ROOF JAIL--FACILITY MGMT	1,300.00
DD	JOHNSON, JODI L	OVERNIGHT TRAVEL 7/10-7/11/22 BISMARCK--SCHOOL SUPER	191.26
DD	KAYLOR, NICOLE J	DAY TRIPS 6/15/22-6/23/22 JUNE MONTHLY TRAVEL--EXTENSION	7.65
189188	KENMARE CITY OF	REFUND OVERPAYMENT ON CITY EVENTS--GENERAL	82.50
189240	KLJ ENGINEERING LLC	MHMP ENGINEERING HOURS--EMERGENCY MANAGEMENT	6,530.35

189240	KLJ ENGINEERING LLC	MHMP ENGINEERING HOURS--EMERGENCY MANAGEMENT	8,156.24
189241	MARQUART, ANDREW	INVOLUNTARY COMMITMENT CASE MG COURT FILE --GENERAL	198.00
189242	MDU - BISMARCK OFFICE	GAS COUNTY NORTH BLDG--FACILITY MANAGEMENT	22.50
DD	MORELLI, LAURA L	DAY TRIPS 6/17-6/23/22 JUNE MONTHLY TRAVEL--EXTENSION	13.99
189243	MOUNTAIN PLAINS YOUTH SERVICES	MONTHLY SHELTER CONTRACT JULY--GENERAL	5,754.65
189244	ND BOA	BLDG INSPECTOR 2022 MEMBER DUES-RUST--TAX EQUALIZATION	30.00
DD	OTT, SHIRRELL W	DAY TRIPS 6/17-6/24/22 JUNE MONTHLY TRAVEL--EXTENSION	7.32
189085	POST BOARD	G WEIAND - LATE SIDEARM QUAL 2020--JAIL OPERATIONS	100.00
189245	THE SIDWELL COMPANY	MAPPING SVCS 2 YR MAINT AGREEMENT 7/1/22-6/30/23--GENERAL	15,505.00
189246	WARD COUNTY HIGHWAY DEPT	FLOOD/FORECLOSURE PROPERTY MAINTENANCE--GENERAL	2,093.26
189246	WARD COUNTY HIGHWAY DEPT	VOTING EQUIP DELIVERY & PICKUP--GENERAL	1,526.74
DD	WIECHMANN, JENNIFER A	OVERNIGHT TRAVEL 6/12-6/17/22 BALTIMORE-EMERGENCY MGMT	372.70
DD	WIECHMANN, JENNIFER A	OVERNIGHT TRAVEL 6/26-7/1/22 BALTIMORE--EMERGENCY MGMT	379.50
189189	XCEL ENERGY	ELECTRICITY JAIL--FACILITY MANAGEMENT	15,187.07
189189	XCEL ENERGY	ELECTRICITY ADMIN BLDG--FACILITY MANAGEMENT	9,442.24
Total General Bills:			\$ 236,992.22

PARK BOARD BILLS			
CHECK #	VENDOR	DESCRIPTION	AMOUNT
DD	JP MORGAN	JUNE 2022 TRANSACTIONS--SEE JP BILL LIST	\$ 402.23
189226	HAUGEN TRENCHING	WATER LINE OLD SETTLERS PARK	62,456.00
189227	LOWES GARDEN CENTER	TREES - OLD SETTLERS PARK	905.88
189228	MENARDS - MINOT	SEEDING MATERIAL	72.42
189228	MENARDS - MINOT	BATHROOM SUPPLIES - RICE LAKE	176.41
189228	MENARDS - MINOT	LIGHTER	4.98
189229	MINOT RESTAURANT SUPPLY	TOILET PAPER	34.70
189230	NORTHWEST TIRE & RETREAD INC	TIRE TUBE & INSTALLATION	25.00
189184	RESERVATION TELEPHONE COOPERAT	INTERNET NC	107.00
189231	SIGNSTODAY	SIGNS - RICE LAKE	577.05
189185	VERENDRYE ELECTRIC	SERVICE RL / SECURITY NC	108.00
189232	WARD COUNTY HIGHWAY DEPT	PARK MAINTENANCE	21,576.70
Total Park Board Bills:			\$ 86,446.37

ROAD/HIGHWAY BILLS			
CHECK #	VENDOR	DESCRIPTION	AMOUNT
DD	JP MORGAN	JUNE 2022 TRANSACTIONS--SEE JP BILL LIST	\$ 402.23
189204	ACME TOOLS GRAND FORKS	TRIM, LINE, OIL	26.74
189205	BASIN SERVICE COMPANY	BRINE SOLUTION	405.00
189171	BERTHOLD CITY	WATER, SEWER, GARBAGE	131.40
189206	CAPITAL ONE TRADE CREDIT	LIFTING SLING, TAPE	28.68
189207	DAKOTA FLUID POWER INC	HOSES	158.56
189172	ENERBASE FARMERS UNION/CENEX	GASOLINE, DIESEL - DEF FLUID	44,081.99

189208	FARDEN CONSTRUCTION INC	EST #3 CR14	102,171.23
189173	FARMERS UNION OIL CO	GASOLINE, DIESEL	7,563.03
189174	FARMERS UNION OIL CO - KENMARE	PROPANE, GASOLINE, PARTS	626.84
189174	FARMERS UNION OIL CO - KENMARE	PROPANE, GASOLINE, PARTS	9.50
189174	FARMERS UNION OIL CO - KENMARE	PROPANE, GASOLINE, PARTS	37.99
189174	FARMERS UNION OIL CO - KENMARE	PROPANE, GASOLINE, PARTS	470.90
189209	GENERAL EQUIPMENT & SUPPLIES	HYD CYLINDER & PINS	3,102.02
189209	GENERAL EQUIPMENT & SUPPLIES	COVER ASSY, CLAMPS	207.19
189210	GENERAL TRADING CO	TOWELS, DRILL SET, SAND, BLASTER PTS	448.20
189211	GERDAU	TUBING	27.55
189212	GRAVEL PRODUCTS INC	SANDBLASTING SAND	188.10
189213	HOFFARTH SANITATION	TRASH SERVICE	195.00
189214	HOME OF ECONOMY INC	SCRAPER	53.98
189175	KENMARE CITY OF	UTILITIES	92.50
189215	LINDE GAS & EQUIPMENT INC.	WELDING SUPPLIES	274.85
189216	LOWES PRINTING	ENVELOPES	140.25
189217	MAINTENANCE PLUS INC	GENERAL CLEANING	1,385.00
189176	MDU - BISMARCK OFFICE	UTILITIES	23.57
189218	MENARDS - MINOT	HANDLE, EAR MUFFS	210.32
189218	MENARDS - MINOT	EAR PLUG RESPIRATOR	82.96
189177	MINOT CITY OF, WATER DEPT	WATER/SEWER	81.01
189219	NAPA AUTO PARTS	FILTERS, SUPPLIES	2,631.75
189219	NAPA AUTO PARTS	FILTERS, SUPPLIES	410.03
189220	ND DEPT OF ENVIRONMENTAL QUALITY	ANNUAL TANK REGISTRATION	500.00
189221	NORTH PRAIRIE RURAL WATER	WATER	55.48
189222	NORTHERN PLAINS EQUIPMENT CO I	LOCK	126.00
189223	NORTHWEST TIRE & RETREAD INC	TIRES & REPAIRS	5,503.25
189178	OTTERTAIL POWER CO	UTILITIES	40.88
189179	SRT	OFFICE TELEPHONE	540.12
189224	SWANSTON EQUIPMENT CO	NUT	20.57
189180	VERENDRYE ELECTRIC	UTILITIES	3,947.00
189181	VERIZON CONNECT NWF INC	SENSOR HARNESS	60.00
189182	VERIZON WIRELESS - NJ PO	CELL PHONE SERVICE	254.86
189225	WESTLIE MOTOR CO	REPLACE ENGINE, REP A/C, REPL TURBO, BRAKES	47,997.29
189225	WESTLIE MOTOR CO	BRACKET, PROTECTOR COVER, REPLACE A/C	2,004.34
Total Road/Highway Bills:			\$ 226,718.16

VISION ZERO BILLS			
CHECK #	VENDOR	DESCRIPTION	AMOUNT
DD	JP MORGAN	JUNE 2022 TRANSACTIONS--SEE JP BILL LIST	\$ 14.99
189186	VERIZON WIRELESS - NJ PO	CELL PHONE 06/28/22	42.46
Total Vision Zero Bills:			\$ 57.45

GRAND TOTAL	<u>\$ 550,214.20</u>
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Brekka Kramer, President of Minot Area Chamber EDC, appeared and presented their annual report. In 2021, the Minot Area Development Corporation was combined with the Minot Area Chamber of Commerce to form the Minot Area Chamber EDC. The Minot Area Chamber EDC is actively promoting the area and pursuing RFP's and other opportunities for the State of North Dakota. They are involved in a business retention and expansion program for the area as well.

Mark Lyman, Economic Development Specialist for Minot Area Chamber EDC, appeared to answer a question regarding economic development organizations in the area. Mr. Lyman stated he is most involved with the Souris Basin Planning Council but also works with organizations from Kenmare, Makoti, and Burlington.

Jill McDonald, Executive Director of Domestic Violence Crisis Center, appeared and presented their annual report. A year ago DVCC took over the Violence Offender Treatment program from Lutheran Social Services and the program is up and running with 25 intakes over the past year. The DVCC is also adding this year adult forensic interviewing as well as a sexual assault program which provides education to survivors. The DVCC also works with educating the Ward County Sheriff's Department and the Minot Police Department in different areas as well.

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

Moved by Comm. Weppler, seconded by Comm. Pietsch to approve the following payroll amendments: C. Lovitt, Detention; T. Crowe, Detention; and J. Hannah, Facilities. Roll call; all voted yes; motion carried.

Auditor/Treasurer Marisa Haman appeared.

Moved by Comm. Weppler, seconded by Comm. Fjeldahl to receive and file the following correspondence: Letter from Garrison Diversion on Garrison Diversion Matching Recreation Grant Program dated June 28, 2022; statement from Public Service Commission on Order on Tree and Shrub Mitigation Specifications dated June 29, 2022; NDSU Extension Quarterly Report April-June 2022; and Minot Area Chamber EDC - Economy at a Glance July 2022. Roll call; all voted yes; motion carried.

Moved by Comm. Fjeldahl, 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. Anderson to approve the extension request for Discovery Center Storage Agreement to September 30, 2022. Roll call; all voted yes; motion carried.

Moved by Comm. Anderson, seconded by Comm. Fjeldahl to approve duplicate warrant to be issued to Williamson Development for \$1,159.54. Roll call; all vote yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Anderson to approve the Raffle Permits for Minot Association of Builders and Souris Valley United Way. Roll call; all voted yes; motion carried.

At 9:44 AM with no further business, the meeting was adjourned.

ACCEPTED AND APPROVED THIS 2ND DAY OF AUGUST, 2022

Chairman, Ward County Commission

ATTEST:
