

AGENDA FOR THE BOARD OF WARD COUNTY COMMISSIONERS

Tuesday, June 6, 2023

9:00 a.m. – Regular Commission Meeting

Pledge of Allegiance

Call to Order – Chairman Fjeldahl

Order of Business

Roll Call

1. Approve Agenda
2. Review and approve the minutes from the Regular Commission Meeting on May 16, 2023
3. Review and approve the regular bills totaling \$444,535.15 and HS Zone direct cost bills totaling \$2,773.25
4. Aaron Rust-Building Inspector
 - A.) Public Hearing: Moving Permit- Kaylon Faul Jr
5. Chuck Emery – Disabled American Veterans (DAV)
 - A.) DAV Chapter of the Year, State of North Dakota
6. Annual Insurance Renewal
7. Kelly Haugan – Emergency Management Director
 - A.) Ward County CRS rating
8. Kristin Kowalczyk, Ward County Recorder
 - A.) Right of Way Reversal Application
9. Noreen Barton-Director of Tax Equalization
 - A.) Tax Roll Adjustments & Items for Consideration
10. Dana Larsen –Highway Engineer
 - A.) Purchase a New Sander Body for Snowplow Truck
 - B.) Purchase a New Service Body for Service Truck
11. Doug Diedrichsen-Planning & Zoning Administrator
 - A.) Plats (3)
 - B.) Plat Variance
12. NDSU Extension
 - A.) Outdoor signage
13. Lolly Gorze – Human Resources Director
 - A.) Pay Amendments
14. Marisa Haman – Auditor/Treasurer
 - A.) Receive and file the following correspondence: First District Health reports, NDSU Extension letter dated May 19, 2023 regarding Ward County 4-H 2023 Achievement Days, United States Department of the Interior, Minot Chamber EDC-Economy at a Glance
 - B.) 2024 Budget input memo
 - C.) Courtroom 100 Ballistics panel
 - D.) Foreclosed property bids
 - E.) Tabled foreclosed property bid
 - F.) Request for duplicate warrant – Halvorson, Richard
 - G.) Approval of Liquor License for Parkland USA Corporation

H.) Approval of Raffle Permit for Souris Valley Amateur Radio Club and Minot Symphony Assn.

I.) July 3/July 4 reschedule meeting

15. Executive Session-Opioid Litigation

16. Interviews for board openings

A.) Darla Jost

B.) Rita St. Croix

C.) Kevin Nelsen-

D.) Travis Grosche

E.) Christy Wiltse

No applicants for The Berthold City Zoning

Minutes of the Board of Ward County Commissioners
May 16, 2023

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

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

Moved by Comm. Anderson, seconded by Comm. Olson to approve the minutes from the Regular Commission Meeting on May 2, 2023. Roll call; all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Rostad to approve the regular bills totaling \$395,548.40 and HS Zone direct cost bills totaling \$11,530.38. Roll call; all voted yes; motion carried.

Danae Greek, Human Resource Specialist, appeared to ask Dana Larsen to present a retirement coin to Steve Fournier of the Highway Department for his 34 years of service.

Ryan Summers, Ward County 911 Coordinator, spoke to E9-1-1 addressing MOU for Tribal Nations. Mr. Summers stated North Dakota Association of Counties reached out to all North Dakota Counties with an MOU addressing the County as 911 authority on Tribal Land located within the County. Mr. Summers went on to state that this MOU would not create any burden, financial or otherwise, on Tribal Nations or Ward County.

Moved by Comm. Weppler, seconded by Comm. Olson to approve the MOA between Ward County and The Mandan, Hidatsa and Arikara Nation (MHA). Roll call; all voted yes; motion carried.

Travis Schmit, Assistant Highway Engineer, appeared to discuss Verendrye Electric MOA. Verendrye was requested by Minot Air Force Base to apply for a Defense Community Infrastructure Pilot Program (DCIP) grant to bury approximately 12 miles of overhead power lines that serve three missile sites. Mr. Schmit stated since Verendrye Electric is not a state or government entity, would Ward County be willing to serve as a pass through for this grant process.

Moved by Comm. Weppler to allow Ward County to work with Verendrye Electric, to have them submit the appropriate documents, and at that point Ward County will review and decide whether or not to serve as a sponsor. A discussion was held and it was decided to wait until Verendrye brings forth documentation and address at next meeting. Motion withdrawn.

Mr. Schmit next presented the Township Floodplain MOA. Once in place, a motion by the County Commission is the only way this document can be rescinded.

Moved by Comm. Rostad, seconded by Comm. Wepler to allow the Chairman to sign the MOAs as they are received by each township that wishes to participate in the Ward County Floodplain Zoning Ordinance upon approval by State's Attorney Roza Larson. Roll call; all voted yes; motion carried.

Mr. Schmit spoke to a Makoti ARPA request where they are asking for a slight modification to the reimbursement program for the ARPA funds. The City of Makoti would like to be able to send Ward County the payment request, have Ward County cut the check and mail it to the city, and then the city would pay the contractor. Our current payment policy is for the city to pay the contractor, the city would send us proof of payment, and then Ward County reimburses the city.

Moved by Comm. Wepler, seconded by Comm. Anderson to deny the variance and reinforce the current system that has been established for the ARPA payments. Roll call; all voted yes; motion carried.

Mr. Schmit's final item is the Berthold Police ARPA request. This ARPA request for one MHz portable radio in the amount of \$8,000.00 was submitted after the deadline of April 30, 2023.

Moved by Comm. Anderson, seconded by Comm. Rostad to approve the request as presented by the City of Berthold Police Department. Roll call; Comm. Anderson, Rostad, Wepler, and Fjeldahl voted yes; Comm. Olson voted no; motion carried.

Danae Greek, Human Resource Specialist, appeared with the following pay amendments: J. Schmidt, State's Attorney; L. Simons, State's Attorney; A. Makarchuk, Jail; and J. Esquivel, Jail.

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

Auditor/Treasurer Marisa Haman appeared.

Moved by Comm. Rostad, seconded by Comm. Olson to receive and file the following correspondence: Economy at a Glance May 2023, Building Code Effectiveness Grading Schedule; letter from Missouri River Joint Water Board dated April 25, 2023; North Dakota Water Education Foundation 2023 Water Tours flyer; Highway Department minutes from May 4, 202. Roll call; all voted yes; motion carried.

Moved by Comm. Olson, seconded by Comm. Anderson to receive and file Monthly Reports including financials. Roll call; all voted yes; motion carried.

No update on tabled foreclosed property bid.

Moved by Comm. Wepler, seconded by Comm. Rostad to approve the request for a Duplicate Warrant to be issued to Brenda Borders in the amount of \$25.00. Roll call; all voted yes; motion carried.

Ms. Haman presented Agenda Management/Video Software information from Granicus. Jason Blowers, Information Technology Director, spoke to the viewing of the meetings. It appears approximately 17 people are doing a live viewing of each Commission meeting and around 70-150 views are being done after the meetings have been posted to the website. Mr. Blowers stated he can check into a camera to face the podium for speakers other than the Commissioners.

Ms. Haman spoke to the lack of applicants for the City Zoning Commissions. The two open positions will be re-advertised and interviews will be scheduled with those who have applied. Ms. Haman will reach out to the cities as well for any suggestions of candidates.

Moved by Comm. Weppler, seconded by Comm. Anderson to approve the Gaming Site Authorization for Veteran's Club of Kenmare, Incorporated for both Kenmare Country Club and Hunter's Den; Veterans of Foreign Wars Post 753, and ND Association for the Disabled for The Grainhopper and Bingorama. Roll call; all voted yes; motion carried.

Moved by Comm. Olson, seconded by Comm. Weppler to approve the Raffle Permit for Action Agility Dog Training Club, Minot Association of Builders, and Project Bee. Roll call; all voted yes; motion carried.

A legislative discussion was held. Ms. Haman stated Homestead Credit changes have been posted on the Ward County website. Also discussed was the \$500.00 credit for taxpayers on their primary residence which will be for the years 2024 and 2025. This will need to be applied for by each taxpayer individually through the State Tax Commissioner. Noreen Barton, Tax Equalization Director, came forward and spoke to the above items.

At 10:04 AM with no further business, the meeting was adjourned.

GENERAL BILLS			
CHECK #	VENDOR	DESCRIPTION	AMOUNT
	ACCURATE CONTROLS INC	VIDEO JET UHD DECODER--JAIL OPERATIONS	\$2,644.27
	AUTO DOCTOR	INSTALL UNMARKED POLICE EQUIP #28 2022 TRAVERSE--SHERIFF	\$450.00
	AUTO DOCTOR	REPL WIPERS/SKID PLATE #4 2020 FORD INTERCEPTOR--SHERIFF	\$62.90
	AUTO DOCTOR	VEHICLE REPAIRS - WIPER BLADES #20 2021 DURANGO--SHERIFF	\$33.98
	AUTO DOCTOR	REPAIR LOWER FR BUMPER #26 2020 FORD INTERCEPTOR--SHERIFF	\$50.00
	AUTO DOCTOR	VEHICLE REPAIRS - BATTERY 2018 HONDA ODYSSEY--SHERIFF	\$110.25
	AUTO DOCTOR	REPAIRS-FRONT BRAKES/ROTORS #3 2014 EXPLORER--SHERIFF	\$410.15
	AUTO DOCTOR	REMOVE POLICE EQUIP OLD #15 2017 FORD INTERCEPTOR--SHERIFF	\$450.00
	AUTO DOCTOR	REMOVE UNMARKED POLICE EQUIP #28 2014 EXPLORER--SHERIFF	\$200.00
	BREWER, ERICA H	OVERNIGHT 05/07/23-05/11/23 BISMARCK--TAX EQUALIZATION	\$273.60
	CANADIAN PACIFIC RAILWAY COMPANY	RENT FOR PARKING LOT 6.1.23/5.31.24--FACILITY MANAGEMENT	\$19,363.27
	DACOTAH PAPER CO	POP UP SAFETY CONE--FACILITY MANAGEMENT	\$217.35
	DACOTAH PAPER CO	CLEANING PADS & CLOTH DUSTERS--FACILITY MANAGEMENT	\$338.90
	DACOTAH PAPER CO	NITRILE GLOVES--FACILITY MANAGEMENT	\$149.52
	DAKOTA SUPPLY GROUP	TRERICE 4-1/2 INCH GAUGE--FACILITY MANAGEMENT	\$60.80
	DAKOTA SUPPLY GROUP	PLUMBING PARTS FOR JAIL--FACILITY MANAGEMENT	\$12.45
	ECOLAB PEST ELIMINATION INC	PEST SERVICE AT 900 BUILDING--FACILITY MANAGEMENT	\$110.05
191562	ENERBASE FARMERS UNION/CENEX	FUEL--SHERIFF	\$9,969.03
191562	ENERBASE FARMERS UNION/CENEX	FUEL--SHERIFF	\$11,853.52
DD	ENTERPRISE FM TRUST	MONTHLY LEASE - MAY 2023 - UNIT #26NTGF 23 SILVERADO--FACILITY	\$871.88
DD	ENTERPRISE FM TRUST	PART MONTH LEASE-APR 2023 UNIT #26LTBB 23 DURANGO--SHERIFF	\$366.26
DD	ENTERPRISE FM TRUST	MONTHLY LEASE - MAY 2023 UNIT #26LTBB 23 DURANGO--SHERIFF	\$998.89
DD	ENTERPRISE FM TRUST	PART MONTH LEASE-APR 2023 UNIT #26LTBL 23 DURANGO--SHERIFF	\$366.26
DD	ENTERPRISE FM TRUST	MONTHLY LEASE - MAY 2023 UNIT #26LTBL 23 DURANGO--SHERIFF	\$998.89
DD	ENTERPRISE FM TRUST	PART MONTH LEASE-APR 2023 UNIT #26LTBL 23 DURANGO--SHERIFF	\$366.26
DD	ENTERPRISE FM TRUST	MONTHLY LEASE - MAY 2023 UNIT #26LTBL 23 DURANGO--SHERIFF	\$998.89
DD	ENTERPRISE FM TRUST	MONTHLY LEASE - MAY 2023 UNIT #26QW23 23 TRAVERSE--SHERIFF	\$714.13
DD	ENTERPRISE FM TRUST	MONTHLY LEASE - MAY 2023 UNIT #26QW3K 23 TRAVERSE--SHERIFF	\$714.13
	FARGO GLASS & PAINT	CAULKING FOR COURTHOUSE ROOF--FACILITY MANAGEMENT	\$301.50
	GRAPHICS LETTERING & TRIM	NEW GRAPHICS - 2023 DODGE DURANGO - VIN 588346--SHERIFF	\$380.00
	GRAPHICS LETTERING & TRIM	NEW GRAPHICS - 2023 DODGE DURANGO - VIN 588347--SHERIFF	\$380.00
	GRAPHICS LETTERING & TRIM	NEW GRAPHICS - 2023 DODGE DURANGO - VIN 588349--SHERIFF	\$380.00
	GRAPHICS LETTERING & TRIM	REMOVE GRAPHICS UNIT #15--SHERIFF	\$240.00
DD	JACKSON, JOSEPH J	OVERNIGHT 5/6/23-5/18/23 WI & IN PER DIEM-K9 TRAINING--SHERIFF	\$641.43
DD	JACKSON, JOSEPH J	ADV PER DIEM -OVERNIGHT 5/19/23-6/16/23 IN-K9 TRAINING--SHERIFF	\$1,711.00
	KALIX	CONFIDENTIAL DOCUMENT DESTRUCTION--STATES ATTORNEY	\$167.98
	KOSSAN, KENTON	OVERNIGHT 5/23/23-05/25/23 BISMARCK--EMERGENCY MANAGEMENT	\$140.18
	KOSSAN, KENTON	OVERNIGHT 03/24/23-03/24/23 BISMARCK--EMERGENCY MANAGEMENT	\$150.50
	LIGHT AND SIREN	LIGHT BARS (3)--SHERIFF	\$786.40
	MAGIC CITY COLLISION LLC	DEDUCT X2 2015 FORD F250--FACILITY MANAGEMENT	\$2,000.00
	MAGIC CITY COLLISION LLC	REPAIRS TO 2015 FORD F250 - FACILITY MANAGEMENT--INSURANCE	\$6,869.75
	MAHONEY, SAMANTHA N	OVERNIGHT 05/15/23-05/17/23 BISMARCK--SHERIFF	\$56.00
	MARCO TECHNOLOGIES, LLC NW7128	4TH FLOOR 9200L SWITCH INSTALLATION--IT	\$904.00
	MARCO TECHNOLOGIES, LLC NW7128	SADDLE STITCH STAPLE CARTRIDGES/SHARP MX3071--EXTENSION	\$92.86
191566	MCLEAN CO SHERIFF DEPT	CIVIL PROCESS-NOTICE OF FORECLOSURE OF TAX LEIN--GENERAL	\$600.00
191566	MCLEAN CO SHERIFF DEPT	CIVIL PROCESS-NOTICE OF FORECLOSURE OF TAX LEIN--GENERAL	\$55.02
191571	MDU - BISMARCK OFFICE	GAS COURTHOUSE--FACILITY MANAGEMENT	\$725.60
191571	MDU - BISMARCK OFFICE	GAS JAIL--FACILITY MANAGEMENT	\$2,064.01
191571	MDU - BISMARCK OFFICE	NATURAL GAS FOR ADMIN BUILDING--FACILITY MANAGEMENT	\$383.20
191563	MDU - BISMARCK OFFICE	NATURAL GAS FOR 900 BUILDING--FACILITY MANAGEMENT	\$790.85
191571	MDU - BISMARCK OFFICE	NATURAL GAS FOR COURTHOUSE--FACILITY MANAGEMENT	\$99.09
191571	MDU - BISMARCK OFFICE	GAS JAIL--FACILITY MANAGEMENT	\$1,638.47
191563	MDU - BISMARCK OFFICE	GAS COUNTY NORTH BLDG--FACILITY MANAGEMENT	\$193.63
	MOUNTAIN PLAINS YOUTH SERVICES	MONTHLY SHELTER CONTRACT - MAY 2023--GENERAL	\$5,754.65
	MOWBRAY & SONS INC	PROJ 23V519 - HEAT PUMP - COURTROOM--GENERAL	\$9,597.00

	ND DEPT HUM SERV	INMATE MEDICAL - FEB 2023--JAIL OPERATIONS	\$5,759.21
	ND DEPT HUM SERV	INMATE MEDICAL - JAN 2023--JAIL OPERATIONS	\$5,380.67
	ND DEPT OF CORRECTIONS & REHAB	INTERSTATE CONTRACT PROGRAM TRANS FEE-APRIL 2023--SHERIFF	\$225.00
	NDAC - SUPERINTENDENTS	2023 MEMBERSHIP DUES--SCHOOL SUPERINTENDENT	\$50.00
	OTT, SHIRRELL W	4-H SPRING TRAINING REGISTRATION FEE 4.18.23--EXTENSION SERV	\$60.00
	OTT, SHIRRELL W	DAY TRIP 04/18/23 BELCOURT--EXTENSION SERVICE	\$136.90
	PBS LEARNING INSTITUTE	PBS SUBSCRIPTION FEE - CALENDAR 2023--JUVENILE DETENTION	\$10,000.00
	ROCHESTER ARMORED CAR CO INC	ARMORED CAR SERVICE - MAY--AUDITOR AND TREASURER	\$506.02
	ROED, ROBERT W	OVERNIGHT 05/12/23-05/13/23 MANDAN--SHERIFF	\$28.00
	ROSTAD, JAMES A	DAY TRIP 04.26.23 KENMARE--COMMISSIONERS	\$62.88
	ROSTAD, JAMES A	DAY TRIP 05.11.23 KENMARE--COMMISSIONERS	\$62.88
	SUMMIT FOOD SERVICES LLC	INMATE MEALS - APRIL 2023--JAIL OPERATIONS	\$36,169.75
191589	THOMAS LAW FIRM	2023 INDIGENT DEFENSE - JUNE 2023--GENERAL	\$2,000.00
	THORSRUD SUPPLY COMPANY INC	SMOKE SEAL--FACILITY MANAGEMENT	\$44.36
	UNITED MAILING SERVICES INC	POSTAGE--GENERAL	\$608.76
	UNITED MAILING SERVICES INC	SERVICES--GENERAL	\$136.02
191564	UNITED MAILING SERVICES INC	POSTAGE--EXTENSION SERVICE	\$562.54
191564	UNITED MAILING SERVICES INC	SERVICES--EXTENSION SERVICE	\$81.93
191564	UNITED MAILING SERVICES INC	POSTAGE--HUMAN SERVICES	\$142.99
191564	UNITED MAILING SERVICES INC	SERVICES--HUMAN SERVICES	\$56.89
191564	UNITED MAILING SERVICES INC	POSTAGE--GENERAL	\$753.19
191564	UNITED MAILING SERVICES INC	SERVICES--GENERAL	\$190.30
	VISCOCKY, CASEY W	OVERNIGHT 05/15/23-05/17/23 BISMARCK--SHERIFF	\$56.00
	WESTERN AGENCY INC	ADD 2023 DODGE DURANGO - EFF 5.11.23 SHERIFF--INSURANCE	\$1,096.00
191486	WEX HEALTH, INC.	FSA MONTHLY FEES - APRIL 2023--HUMAN RESOURCES	\$157.50
	WIDMER ROEL PC	2022 AUDIT OF FINANCIAL STATEMENTS & SINGLE AUDIT--GENERAL	\$17,792.92
191590	WILHELM TIM	2023 INDIGENT DEFENSE - JUNE 2023--GENERAL	\$2,000.00
	WOOSTER, NICHOLAS H	CLOTHING ALLOWANCE - JCPENNEYS--SHERIFF	\$42.98
191565	XCEL ENERGY	ELECTRICITY FOR SOO PARKING LOT--FACILITY MANAGEMENT	\$41.13
191565	XCEL ENERGY	ELECTRICITY 900 BLDG--FACILITY MANAGEMENT	\$787.96
191565	XCEL ENERGY	ELECTRICITY 900 BLDG - COLD STORAGE--FACILITY MANAGEMENT	\$66.02
191581	XCEL ENERGY	ELECTRICITY 425 BLDG--FACILITY MANAGEMENT	\$79.95
191581	XCEL ENERGY	ELECTRICITY FOR JAIL/COURTHOUSE--FACILITY MANAGEMENT	\$4,440.35
191581	XCEL ENERGY	ELECTRICITY JAIL--FACILITY MANAGEMENT	\$8,246.36
191565	XCEL ENERGY	ELECTRICITY ADMIN BLDG--FACILITY MANAGEMENT	\$7,269.26
Total General Bills:			\$195,353.47

PARK BOARD BILLS			
CHECK #	VENDOR	DESCRIPTION	AMOUNT
	A-1 EVANS SEPTIC TANK SERVICE	TOILET PUMPING SERVICES - RICE LAKE BOAT RAMP VAULT	\$275.00
	A-1 EVANS SEPTIC TANK SERVICE	TOILET PUMPING SERVICES - NELSON CARLSON LAKE	\$275.00
	MENARDS - MINOT	WIRE ROPE, POLY ROPE, CONCRETE BLOCKS	\$92.69
	MENARDS - MINOT	BATTERIES, PATH LIGHTS, FLASH LIGHTS, PENS, COMMAND STRIPS	\$313.24
	MENARDS - MINOT	PADLOCKS, EYE BOLTS W/ NUTS - TALBOTTS PARK	\$27.36
	MENARDS - MINOT	RAKE, TP, CLAMPS, GLOVES, LIGHT BULB, RODENT KILLER, SUPPLIES	\$171.18
Total Park Board Bills:			\$1,154.47

ROAD/HIGHWAY BILLS			
CHECK #	VENDOR	DESCRIPTION	AMOUNT
	ACME TOOLS GRAND FORKS	OIL, TRIM LINE	\$28.09
	ACME TOOLS GRAND FORKS	SAWZALL, BATTERY PACK, TAPE	\$337.95
	AMERICAN TRUCK & TRAILER	DUAL POLE PLUG, HD 2-PRONG SOCKET	\$192.94
	CAPITAL ONE TRADE CREDIT	BULK FASTENERS, ADJ WRENCH, SCRW PN SHCKL	\$28.08
	CAPITAL ONE TRADE CREDIT	PUNCH, TAPE MEASURE, SCREWDRIVER SET, HOOKS	\$121.61
	HIEB CONSTRUCTION INC	SALT/SAND STORAGE SHED EST #1 FROM 2.21.23-5.26.23	\$177,432.73
	HOUSTON ENGINEERING INC	SNOW/MOWING APP-SOFTWARE ENGINEER 6 - SVCS THRU 4/29/23	\$543.00
	KEVINS PLUMBING & HEATING INC	HOT WATER PRESSURE WASHER	\$11,150.00
	LINDE GAS & EQUIPMENT INC.	ACETYLENE #2	\$73.14
	LINDE GAS & EQUIPMENT INC.	IRON MASK	\$30.00
	LOWES GARDEN CENTER	LANDSCAPING TREES - TAYLOR JUNIPER	\$2,159.92

	LOWES GARDEN CENTER	LANDSCAPING TREES - PONDEROSA PINE	\$657.95
	MAGIC CITY GARAGE DOOR INC	DOOR REPAIR - BUILDING B	\$206.50
191578	MDU - BISMARCK OFFICE	NATURAL GAS - BUILDING D	\$446.89
191578	MDU - BISMARCK OFFICE	NATURAL GAS - BUILDING B	\$629.76
191578	MDU - BISMARCK OFFICE	NATURAL GAS - BUILDING A	\$290.24
191578	MDU - BISMARCK OFFICE	NATURAL GAS - BUILDING C	\$526.97
191578	MDU - BISMARCK OFFICE	NATURAL GAS - BUILDING E	\$92.46
	MENARDS - MINOT	SEED MIX, FERTILIZER	\$86.98
	MENARDS - MINOT	HAMMER, UTILITY TOWELS, TRASH BAGS	\$38.80
	MENARDS - MINOT	ROOFING SCREWS	\$25.77
	MENARDS - MINOT	WASH BAY PARTS-BLEACH, ADAPERS, ELBOWS, SOAP, TORCH KIT	\$145.87
	MENARDS - MINOT	RAKE, LUBE, GREASE, WD-40, FUNNELS	\$105.42
	ND DEPT OF TRANSPORTATION.	PROJ BRC-BRS-099(008) BRIDGE INSP/LOAD RATING FINAL BILL	\$1,492.33
	ND DEPT OF TRANSPORTATION.	PROJ SC-5100(022) HOT BITUMINOUS PAVING FINAL EST #4	\$11,777.95
191579	OTTERTAIL POWER CO	ELECTRIC - DOUGLAS SHOP	\$275.59
	PARKLAND USA CORP DBA FARSTAD OIL	HYDRAULIC OIL/GREASE	\$1,529.32
	PARKLAND USA CORP DBA FARSTAD OIL	BULK DIESEL FUEL	\$28,945.06
	RDO/POWERPLAN	HARD SURFACE EDGES - UNIT #98A	\$2,780.00
	RDO/POWERPLAN	HYDRAULIC OIL	\$1,920.00
	RDO/POWERPLAN	WINDSHIELD REPAIR & WINDOWPANE REPLACEMENTS #91A	\$3,495.14
	SWANSTON EQUIPMENT CO	BLADE & MISC PARTS UNIT #42U	\$352.60
191580	XCEL ENERGY	ELECTRICITY - BERTHOLD	\$56.87
Total Road/Highway Bills:			\$247,975.93

VISION ZERO BILLS			
CHECK #	VENDOR	DESCRIPTION	AMOUNT
	PATTERSON, KYLE D	DAY TRIP 05/09/23 DES LACS	\$25.41
	PATTERSON, KYLE D	DAY TRIP 05/10/23 DES LACS & WC SHERIFF	\$25.87
Total Vision Zero Bills:			\$51.28

GRAND TOTAL \$444,535.15

WARD COUNTY HUMAN SERVICE ZONE

LISTING OF BILLS

BILLS PAID - June 6, 2023

ZONE BOARD REVIEW- June 20, 2023

HUMAN SERVICE ZONE

VENDOR	DESCRIPTION	AMOUNT
Kimberly Dyke	Employee Travel	500.62
Sara Frantsvog	FHRR-Unexpected Exp Reimb	276.26
Kristi Frederick	Employee Meals	80.50
Kory Gartner	Employee Meals	94.50
Jenna Hansen	Employee Travel	167.03
Shelby Hysjulien	Employee Travel/Meals	296.55
Lab Corp	S&P-Paternity Test	38.00
Jenna Lyon-Aasand	Employee Travel	72.71
Kimberly McCarty	Employee Travel	201.11
Mountain Plains Youth Service	Safe Beds-Minot (LT)	396.00
Mountain Plains Youth Service	Safe Beds-Minot CHINS (KD)	396.00
Marissa Mutschler	Employee Travel	113.97
Marissa Mutschler	Employee Meals	140.00
TOTAL		2,773.25



Aaron Rust
Ward County Building Inspector
PO Box 5005
Minot, ND 58702-5005
(701) 857-6429
aaron.rust@wardnd.com

Memorandum

To: Ward County Commissioners

Re: Moving Permit

May 5th, 2022

Applicant: Kaylon Faul Jr.

708 289th Ave SE

Max, ND 58759

Structure to be moved: Single family dwelling, with attached garage

From: 30201 54th Ave. SW Berthold, ND

Legal: E2N2NWNE & E2W2N2NWNW LS RD & OLT1 S8-154-86 TOLGEN A11.91

To: 700 289th Ave SE Max, ND

Legal: LOT 3 S3-151-83 RUSHVILLE A-40

Kaylon Faul Jr. owns this house, and would like to relocate it to his Ward County property.

Recommendation is to approve the moving permit.

Aaron Rust

Building Inspector





Items for Agenda

To: Commissioners

From: Kristin Kowalczyk, Ward County Recorder

Date: May 23, 2023

Re: Right of Way Reversal Application Agenda Item for June 6, 2023 Commission Meeting

1. Penny Knutson SR130990000046



Recorder's Office

Dedicated Right-of-Way Reversal Comments

PIN: SR130990000046

Recorder's Office

There is a 75' dedicated right of way along the south lot line. Recommend reducing 75' dedicated right of way to 33' statutory right of way.

Reviewed By: Kristin Kowalczyk

Title: County Recorder

Date: 04/27/2023

Highway Department

Sublot E of Outlot 4 dedicated 0.41 acres (425' x 42') as part of the platting process. Upon reversal the outlot will have 2.42 taxable acres.

Reviewed By: Travis Schmit

Title: Asst. Co. Engineer

Date: 4/28/2023

Township

Sent email to township informing of application 05/01/2023

Reviewed By:

Title:

Date:

Commission

Meeting Date: June 6th 2023

- ☒ 1. Outlot E/4 in Section 13, Township 154, Range 82 has 2.01 acres of land currently being taxed and there is 0.41 acres of dedicated ROW. Total acres to be accessed once reversal is complete is 2.42 acres and will be the total acres of ownership.
- ☐ 2. _____ setback shown on Outlot _____ in Section _____, Township _____, Range _____ for all intent purposes is considered erroneous.
- ☐ 3. Outlot _____ has an area of special interest for ROW to be acquired. It's recommended that the Highway Department reach out to the respective landowner(s) as this is a previously completed road project.



Recorder's Office

Dedicated Right-of-Way Reversal Application

Landowner Information

Name (First & Last): Penny Knutson
Mailing Address: 8721 79th Ave SE
Address Line 2: _____
City: Minot State: ND Zip: 58701
Phone Number: 701-340-1562 Alt. Phone Number: _____
Email Address: knutsons5@hotmail.com
Signature of Landowner: _____

Property Information

Parcel ID: SR130990000046
Legal Description: Sublot E of OTL 4 13-154-82 Sundre A 2.01
Subdivision: _____ Outlot: _____ Lot: _____ Block: _____
Year Land Platted: 2015 Year Land Purchased: 2017
Additional Information: _____

Submit Your Application

Submit completed applications by one of the following Methods

Email: Kristin.kowalczyk@co.ward.nd.us

Mail: Ward County Recorder, PO Box 5005, Minot, ND 58702-5005

In Person: Ward County Administration Building, 225 3rd St SE, Ste 241, Minot, ND, 58701

Official Use Only

Date				Approval			Date
Received	Reviewed	Sent Dept	Comm.	Approve	Deny	Reason	Recorded

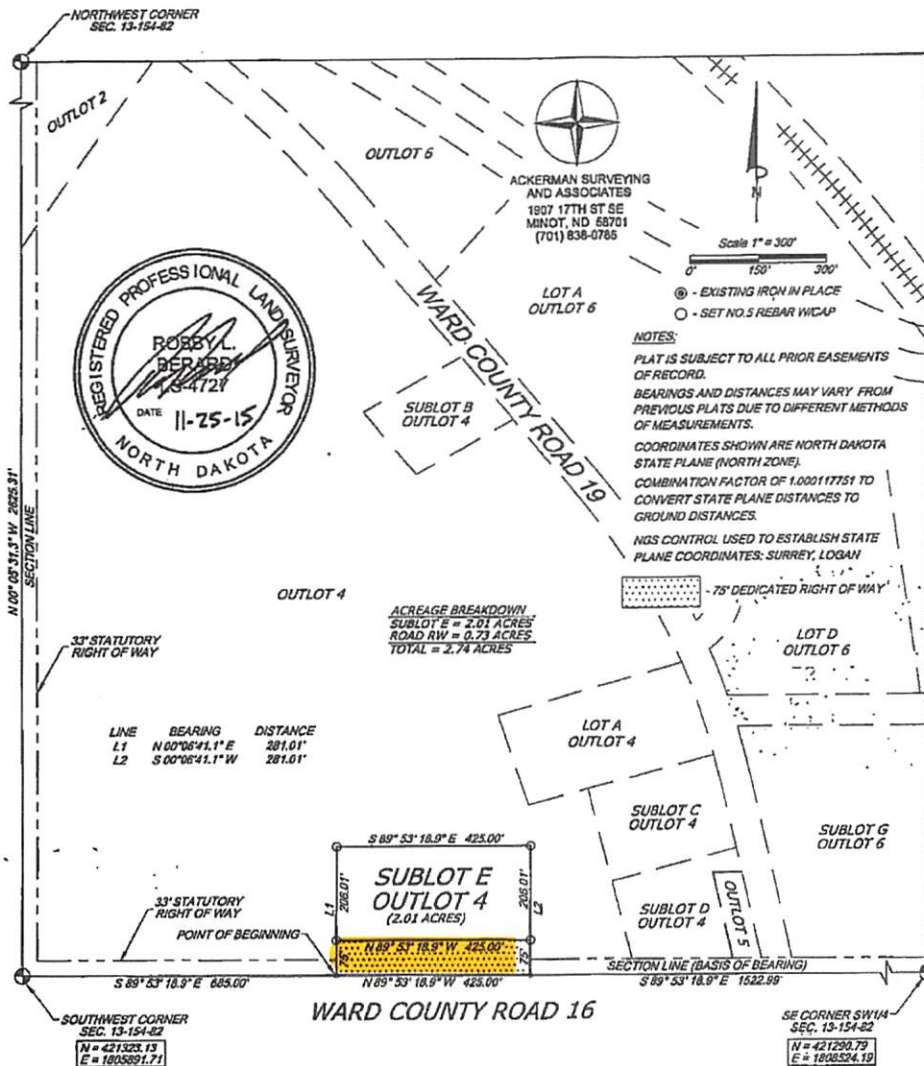
PLAT OF SUBLOT E OF OUTLOT 4

73264
SR1309900004

BEING A PORTION OF OUTLOT 4

Section 13, Township 154 North, Range 82 West

Owner: Robert K. Knutson and Marie I. Knutson



Sublot E of Outlot 4, BEING A PORTION OF OUTLOT 4, Section 13, Township 154 North, Range 82 West
Described as follows:

COMMENCING AT THE SOUTHWEST CORNER OF SECTION 13, TOWNSHIP 154 NORTH, RANGE 82 WEST, WARD COUNTY, NORTH DAKOTA; THENCE S 89°53'18.9" E, ALONG THE SOUTH BOUNDARY OF SECTION 13, A DISTANCE OF 685.00 FEET TO THE POINT OF BEGINNING; THENCE N 00°06'41.1" E, A DISTANCE OF 281.01 FEET; THENCE S 89°53'18.9" E, A DISTANCE OF 425.00 FEET; THENCE S 00°06'41.1" W, A DISTANCE OF 281.01 FEET TO THE SOUTH BOUNDARY OF SECTION 13; THENCE N 89°53'18.9" W, ALONG THE SOUTH BOUNDARY OF SECTION 13, A DISTANCE OF 425.00 FEET TO THE POINT OF BEGINNING. TRACT CONTAINS 2.74 ACRES.

3013966

11/14/2017 11:16:48 AM Page: 1 of 3 \$20.00
SUBLOT PLAT-OTL WARD COUNTY RECORDER
Betsy Braun, County Recorder - Ward, ND



THE UNDERSIGNED, owners of the within described property, in accordance with the provisions of Section 57-02-39 of the North Dakota Century Code, and upon demand of the County Auditor of Walsh County, North Dakota, have caused to be made the within and foregoing plat of said land, with the lots as therein described, hereby donate and dedicate all the streets and alleys hereon shown to the public for public use.

IN TESTIMONY WHEREOF the said owners have hereunto set their hands and seal this 1st day of December, 2015.

(Seal) Maria T. Knutson (Seal)

(Seal) Robert K. Knutson (Seal)

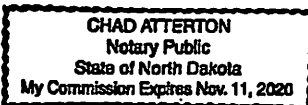
STATE OF North Dakota } ss.
County of Walsh

On this 1st day of December in the year 2015, before me, a Notary Public in and for said County and State, personally appeared Maria T. Knutson and Robert Knutson

known to me to be the persons who are described in, and who executed the foregoing instrument and acknowledged that they executed the same.

My Commission Expires:

Notary Public



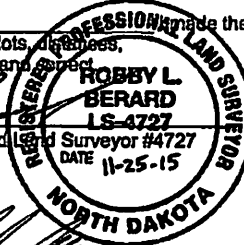
SURVEYOR'S CERTIFICATE

I, ROBBY L. BERARD, Registered Land Surveyor, do hereby certify that at the request of

ROBERT KNUTSON

within and foregoing plat and description of the land as herein described, and that the lots, distances, area and location, as indicated on said plat and contained in said description, are true and correct.

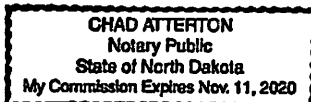
ROBBY L. BERARD Registered Land Surveyor #4727



Subscribed and sworn to before me this 25th day of Nov, 2015.

My Commission Expires:

Notary Public



Approved March 1, 2016
John Fjeldstad
Commission Chairman

Approved _____, 20____

Taxes and special assessments paid
and transfer accepted this 14th day
of November, 20 17
Ward
Ward County Auditor / Treasurer

Recorder's Office, Ward, ND 11/14/2017 11:18:48 AM
I certify that this instrument was filed for record this date.
Betty Braun, County Recorder

3013966



3037785

04/08/2020 10:24:16 AM Page: 1 of 2 \$20.00
DEED OLSON & BURNS PC
Betsy Braun, County Recorder Ward, NDRecorder's Office, Ward, ND 04/08/2020 10:24:16 AM
I certify that this instrument was filed for record this date.
Betsy Braun, County Recorder**QUIT CLAIM DEED**

THIS INDENTURE, made this 13th day of March, 2020, between Robert Knutson and Marie Knutson by Ruth Lang her Attorney-in-fact, husband and wife, Grantors, whether one or more, and Penny Knutson, Grantee, whose post office address is 8721 79th Ave SE, Minot, ND 58701.

For and in consideration of the sum of Ten and More Dollars, Grantors do hereby QUIT CLAIM, AND GRANT, (provided, that the use of the word grant herein only includes after acquired title under NDCC 47-10-15 and expressly does not include any of the implied covenants under NDCC 47-10-19), to said Grantee, all of the following real property lying and being in the County of Ward, and State of North Dakota, and described as follows, to-wit:

✓ Township 154 North, Range 82 West
Section 13: Sublot E of Outlot 4

WITNESS, the hand of the Grantors.

Robert Knutson
Robert Knutson

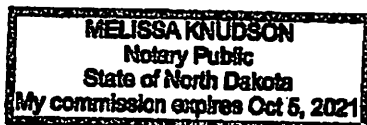
I certify the the requirement for a report of statement of this transaction paid does not apply because this deed is for one of the transactions exempted by subdivision 2 of S.D.A.C. Sec 11-18-02.2(8).

3-13-20
(Signature or Agent)

Ruth C. Lang
By: Ruth Lang, as Attorney-in-fact for
Marie Knutson

STATE OF NORTH DAKOTA)
) ss.
 COUNTY OF WARD)

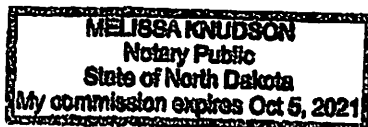
On this 13th day of March, 2020, before me, a Notary Public in and for said county and state, personally appeared Robert Knutson, known to me to be the person who has described in and who executed the within instrument and acknowledged to me that his executed the same.



Melissa Knudson
 Notary Public
 For the State of North Dakota
 My Commission Expires:

STATE OF NORTH DAKOTA)
) ss.
 COUNTY OF WARD)

On this 13th day of March, 2020, before me, a Notary Public in and for said county and state, personally appeared Ruth Lang, as Attorney-in-fact for Marie Knutson, known to me to be the person who has described in and who executed the within instrument and acknowledged to me that she executed the same as Attorney-in-fact for Marie Knutson.



Melissa Knudson
 Notary Public
 For the State of North Dakota
 My Commission Expires:

This legal description was taken
 from earlier recorded instruments.

OLSON & BURNS, P.C.
 P.O. BOX 1180
 MINOT, ND 58702-1180

Taxes and special assessments paid
 and transfer accepted this 8th day
 of April 20 20
Stacy S. Walker, DP
 Ward County Auditor / Treasurer

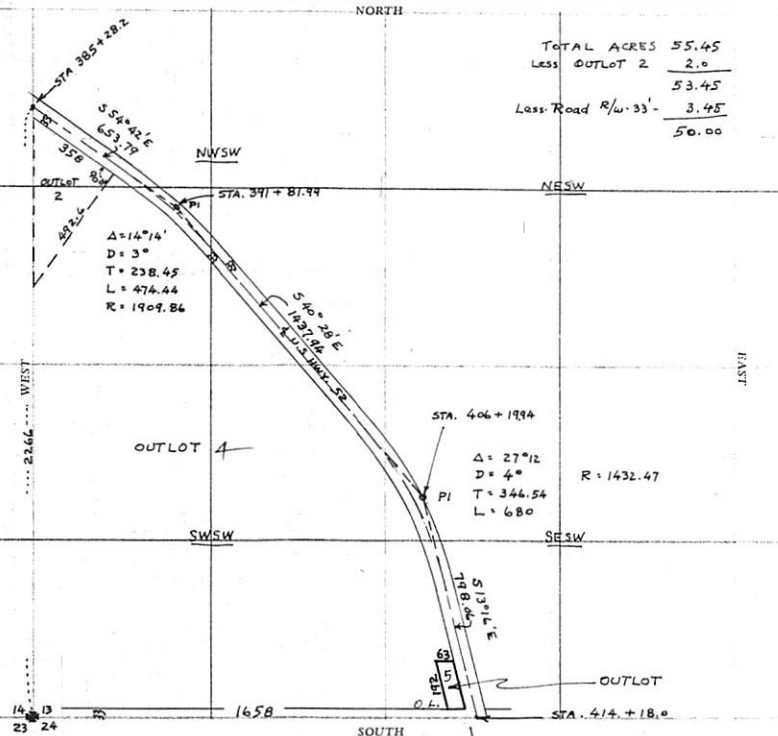
Page 2
 6024.000.001 sms

426834

BOOK 2 PAGE 65

PLAT OF

Out Lot 4 + 5 of $\frac{W}{2}SW\frac{1}{4}$ and $\frac{SE}{4}SW\frac{1}{4}$ Section 13 Township 15 $\frac{1}{2}$ Range 82
 Present Owner LeVern J. & Donna M. Kalmbach



TOTAL ACRES 55.45
 Less OUTLOT 2 2.0
 53.45
 Less Road R/W 33' 3.45
 50.00

DESCRIPTION:

Out Lot Number 4 + 5 of $\frac{W}{2}SW\frac{1}{4}$ and $\frac{SE}{4}SW\frac{1}{4}$ Section 13 Township 15 $\frac{1}{2}$

Range 82 described as follows: Beginning at the SW corner of Sec. 13-15 $\frac{1}{2}$ -82; thence north along the west boundary of said Section 13 a distance of 2266 feet to the intersection with the center line of U.S. Highway No. 52; thence following along the center line of said Highway 52 according to records of the State Highway Department as follows: S 54° 42' E a distance of 415.34 feet; thence along a 3° curve to the right a distance of 474.44 feet; thence S 40° 28' E a distance of 852.95; thence along a 4° curve to the right a distance of 680.0 feet; thence S 13° 16' E a distance of 451.52 feet to the intersection with the south line of said Section 13; thence west along said south line of Sec. 13 a distance of 1658 feet to the point of beginning, containing 55.45 acres, more or less, excepting Outlot 2, and that portion used for public roads.

Delinquent Taxes and Special Assessments or Installments of Special Assessments paid and transfer entered this 9 day of Sept 1959.
 J. C. Robinson (R) Auditor, Ward Co., N. D.

Sublot A 2122-449
 " B 4122-575
 " C 5122-539
 " D 4222-732

THE UNDERSIGNED, Owners of the within described property, in accordance with the provisions of Sec. 97, Ch. 128, Laws of 1897, and upon demand of the County Auditor of WARD County, North Dakota, have caused to be made the within and foregoing plat of said land, with the lots as therein described, and have caused the same to be placed on record, as provided by law.

Witness our hands and seals this 8 day of Sept 1959
In Presence of
R.T. Bruchholz Seal
William J. Kalmbach Seal
Donna M. Kalmbach Seal

STATE OF NORTH DAKOTA, } ss. Robert T. Bruchholz
County of _____
a Notary Public within and for said County, do hereby certify that on this 8 day of Sept A. D. 1959 personally appeared before me Lavern J. Kalmbach and Donna M. Kalmbach his wife, to be the same person described in and who executed the within and foregoing instrument and acknowledged that he executed the same freely and voluntarily.
My Commission Expires Aug 16 - 1961 R.T. Bruchholz
Notary Public

I, D.G. Brunner, Surveyor, do hereby certify that at the request of Lavern J. & Donna M. Kalmbach I made the within and foregoing plat and description of the land as herein described, and that the lots, distances, area and location, as indicated on said plat and contained in said description are true and correct.



Subscribed and sworn to before me this 8 day of Sept 1959
Nell P. Rose
My Commission Expires Aug 12, 1964
Notary Public, WARD CO., N. DAK.

426834 H/R
PLAT OF OL. 445
Sec. 13, Twp. 154 R. 92
Office of Registrar of Deeds
County of Grand N. D.
I hereby certify that the within instrument was filed for record in this office on the 9th day of September 1959 at 2:00 o'clock PM, and was duly recorded on page 65 of Book 2 of Plats.
By Nell P. Rose Registrar of Deeds
Deputy



Lavern J. Kalmbach
Donna M. Kalmbach
9/10 - 15 - 1959
W.D. 12

MEMO

DATE: 6/6/2023

TO: Ward County Commissioners

FROM: Noreen Barton Director of Tax Equalization

RE: Tax Roll Adjustments & Items for Consideration and Action on June 6, 2023

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
Smith, Michael & Cynthia	WI17005U020000 E2NE S17-153-82	4200 149 TH AVE SE Minot, ND 58701	2022	\$395,000	\$62,000	\$18,085	\$3,100

2. Remove the 2023 MH property tax, MH is being taxed on another parcel (MI5106116)

Property Owner	Description	Physical Address	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
RD Land Development LLC	MI5104878 Holiday Village Lot 427	1325 27 th ST SE Lot 427 Minot, ND 58701	2023	\$39,000	\$0.00	\$1,755	\$0.00



Ward County Highway Department

900 13th St. SE • P.O. Box 5005 • Minot, ND 58702-5005 • (701) 838-2810 • Fax (701) 838-3801

Ward County Agenda Items June 6, 2023

A. Purchase a New Sander Body for Snowplow Truck

Attached is a copy of a quote from Swanston Equipment to purchase a Salt/Sand Spreader for one of our two remaining snowplow trucks we are finishing building. Just as a reminder in 2017 the highway department proposed to take 2007 -2009 Freight Liner trucks we bought from surplus properties and turn them into dedicated snowplow trucks. We purchased the trucks for \$8,000 each and most trucks had less than 30,000 miles on them and they were around 10 years old. Below is a picture of one of the first trucks we had finished. The first round of trucks were built with dump boxes, but the last three we are building with sanders on them. The sander units are a lot more expensive than dump boxes, but it will make them more versatile. We took quotes from vendors for Stainless Steel Sander Bodies, and the low bid was from Swanston Equipment for \$46,800 plus delivery. Delivery time is around 4-5 Months.



I would need a motion to authorize the Highway Department to purchase a Salt Sand Spreader from Swanston Equipment for \$46,800

B. Purchase a New Service Body for Service Truck

Attached is a quote from Dickinson Truck Equipment for a Service Body with Crane for our service truck. Our existing service truck has a homemade bed on it with a homemade boom that is under sized for our needs. I have attached a picture of what the service body would look like. The new service body will have more room for tools and the storage areas will be more water proof. The biggest improvement will be the load rated crane that will make loading and lifting heavy parts, equipment tires, and cutting edges safer. The total cost of the service body with crane is \$79,819.00

I would need a motion to authorize the Highway Department to purchase an Auto Crane, and Titan Service Body from Dickinson Truck Equipment (DTE) for \$79,819.00

MAIN OFFICE
3404 WEST MAIN AVENUE
P.O. BOX 1963
FARGO, ND 58107-1963
PHONE (701) 293-7325
FAX (701) 293-9468
swanston@swanston.com
www.swanston.com



BRANCH OFFICE
4100 HWY 52 SOUTH
P.O. BOX 1238
MINOT, ND 58702
PHONE (701) 837-9901
FAX (701) 837-9904
minot@swanston.com
www.swanston.com

DATE 3/10/2023

SOLD TO: Quote
Ward Co. Highway Dept.
200 72nd St. SE
Minot, ND 58701

SHIP TO:
Same

Attn: Dana

TERMS:			PRICE TOTAL
QUANTITY	NUMBER	ARTICLE	

1 ea.	#933123648T1	Spreadder, Dump combination, 12ft., sensed motor Stock body no Fenders or Catwalk (Less hoist option duduct \$2,500.00,change part number 933123648T1Z1)	\$43,500.00
#9331024	Shield, cab, MDS, 24in., SST		\$2,150
#9331000	Ladder,MDS, Folding, SST		\$1,150.00

Plus freight. - True freight cost to be added - est. \$2,500 - \$3,500

Pricing is good for 30 days

Estimated delivery within 45-60 days.

Tax
City Tax
Ward Co. Tax

Total

Pete Sigurdson
SALESPERSON

ACCEPTED
SWANSTON EQUIPMENT CORPORATION

BY

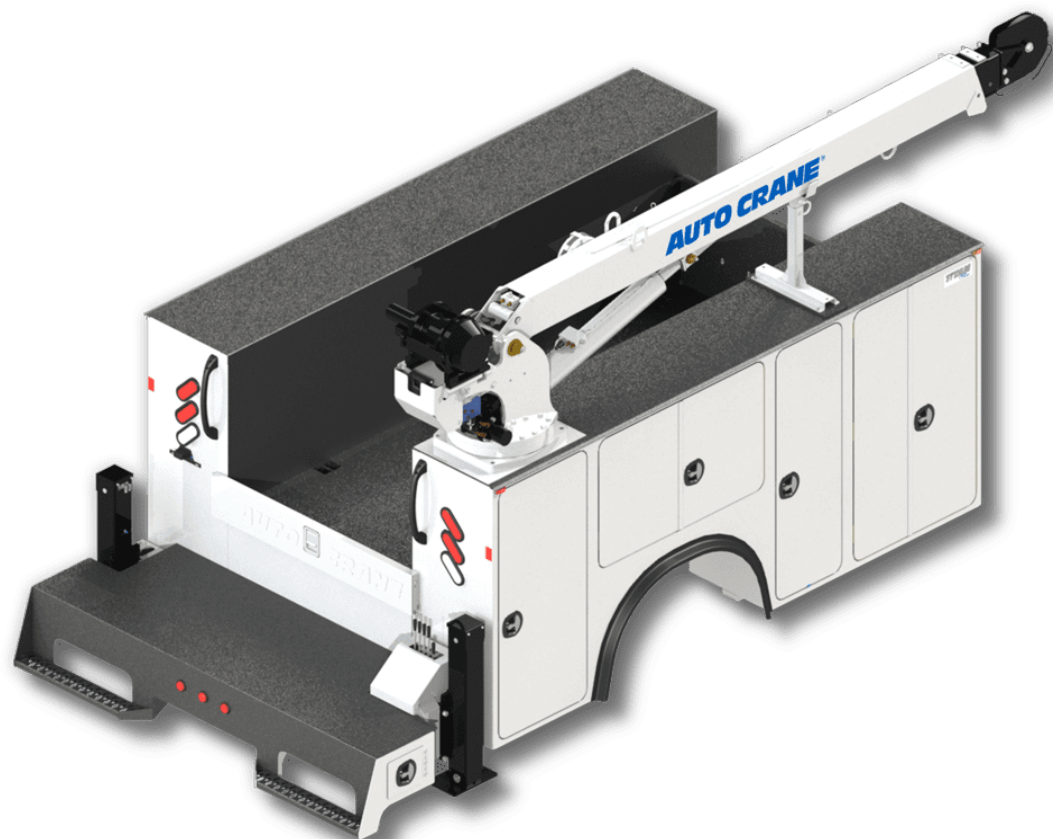
SIGNED
BUYER

BY



AN EQUAL OPPORTUNITY EMPLOYER





ward County



1012 1st Ave SE Tele: (701) 225-4369
P.O. Box 1522 Fax: (701) 225-4923
Dickinson, ND 58601 Toll: 1-800-743-2934

**"The Truck Equipment
That Works For You"**

WARD COUNTY

Ron Kostenko

Ronald.Kostenko@co.ward.nd.us

701-418-3628

AUTO CRANE PROPANE BODY MODEL TITAN 60, 14', 120"CA
RIGHT SIDE CRANE COMPARTMENT DESIGNED FOR HC-10 CRANE
RIGHT SIDE TALL STORAGE COMPARTMENTS
LEFT SIDE LOWER STORAGE COMPARTMENTS
PRIMED ONLY

PRICE.....1.11.....	30,173.00	OK
OUTRIGGERS HYDRAULIC.....	8,530.00	OK
BUMPER 30" W/LIGHTS.....	4,118.00	OK
BODY INSTALLATION KIT.....	185.00	OK
HYDRAULIC 36 GALLON RESERVOIR.....	1,116.00	OK
HC-10 NEXSTAR 10K CRANE.....	30,497.00	OK
BOOM REST.....	466.00	OK
PAINT EXTERIOR, COATING, MULTICOLOR INTERIOR.....	2,797.00	OK
FREIGHT.....	1,937.00	OK



Douglas Diedrichsen
Planning and Zoning Admin.
701-857-6405
PO Box 5005
Minot, ND 58702-5005

DATE: May 30, 2023
TO: Ward County Board of Commissioners
FROM: Doug Diedrichsen, Planning and Zoning Administrator
SUBJECT: Planning and Zoning Items from Planning Commission

MEMORANDUM

Plats

1. Jenna Idland

Application for a **Plat** for the following described property:

Proposed Outlot 1 being a portion of the NW4 32-154-86

The applicant is proposing to parcel an outlot, proposed outlot 1 is 3.06 Acres. This outlot is for future residential/agricultural purposes. Tolgen Township zoning applies with the township recommendation pending. June 24th, 60-day reply period expires.

Planning Commission recommends Approval of the Outlot Plat Application based on finding of facts and staff recommendations.

2. Wacey Dahl

Application for a **Plat** for the following described property:

Proposed Outlot 2 being a portion of the NW4SW4 8-152-82

The applicant is proposing to parcel an outlot, proposed outlot 2 is 4.65 acres. This outlot is for future agricultural/residential purposes. Newman Township zoning applies with the township recommending approval.

Planning Commission recommends Approval of the Outlot Plats Application based on finding of facts and staff recommendations.

3. Robert Finken

Application for a **Plat** for the following described property:

Proposed Outlot 2 being a portion of the SE4SW4 27-151-85

The applicant is proposing to parcel an outlot, proposed outlot 2 is 3.10 acres. This outlot is for future residential purposes. Ward County zoning applies with the township recommendation pending. June 24th, 60-day reply period expires.

Planning Commission recommends Approval of the Outlot Plats Application based on finding of facts and staff recommendations.

4. Benjamin & Robin James

Application for a **Plat Vacation** for the following described property:

Outlot 2 of NW4NW4NW4 3-159-87

The applicant is proposing to vacate an outlot, current outlot 2 is 0.61 acres. This outlot was for infrastructure purposes. Ward County zoning applies with the township recommending approval.

Planning Commission recommends Approval of the Outlot Plat Vacation Application based on finding of facts and staff recommendations.



Planning/Zoning Office

900 13th St. SE • P.O. Box 5005 • Minot, ND 58702-5005 • (701) 834-2810 • Fax (701) 838-3801

PLAT APPLICATION \$50/LOT

APPLICANT INFORMATION

Name: Jenna Idland

Phone: 701-351-0234

Email Address:

Mailing Address: 410 Valley Court Devils Lake, ND 58301

SUBJECT PROPERTY INFORMATION

Proposed Name of Plat(s): DLT 101 1

Legal Description: 32-154-86

Address: (If Applicable)

Proposed use: Ag/residential Existing Use: Ag/residential Number of Lots Proposed: 1

OWNER OF RECORD INFORMATION

Name: Jenna Idland

Phone: 701-351-0234

Address: 410 Valley Court Devils Lake, ND 58301

Email Address:

If applicant is different than the owner, please explain the position of the applicant as to the property in question:

SIGNATURE

I, the undersigned, hereby certify that the statements contained herein are true and correct to the best of my knowledge.

Signature of applicant: Jenna Idland

Date: 3/3/23

** Please submit with this application, an official, notarized and signed surveyor's plat. All Landowners names and signatures must the plat.

OFFICIAL USE

Current Zoning:

Paid: Yes / No

Amount Paid:

Payment method/date:

Date Received:

Received By:

Staff Check List:

PC Action:

CC Action:

- ☐ Tnsp rcmd sent _____ Received _____
- ☐ WRD rcmd sent _____ Received _____
- ☐ Rcdr Rvw sent _____ Received _____
- ☐ Staff report written



PO Box 5005
Minot, ND 58702-5005
(701) 857-6405

**Planning Commission
Staff Report**

Item #: 1

Recommendations

Staff: Approval w/conditions

Township: Pending

Water Board: Approval w/conditions

Meeting Date: May 18th, 2023

Applicant: Jenna Idland
410 Valley Ct Devils Lake, ND 58301
701.351.0234

Owner: Jenna Idland

Current legal description: NW4 32-154-86

Proposed legal description: Outlot 1 being a portion of the NW4 32-154-86

Address: (if applicable) N/A

Township: Tolgen Township

Current Zoning: Tolgen Township

Zoning Ordinance Reference: Tolgen Township

PROJECT DESCRIPTION:

The applicant is requesting to outlot for a future residential/agricultural use.

RECOMMENDATION:

Staff recommends approval based on the findings of fact and staff recommendations.
Township recommendation pending.

FINDINGS OF FACT:

1. Proposed Outlot 1 is 3.06 acres.
2. The land is currently agricultural/residential and will be used for agricultural/residential purposes.
3. The outlot 1 has access from CR 9 on the via easement west side of the proposed outlot.



PLANNING AND ZONING CONSIDERATIONS:

The applicant is proposing to parcel an outlot for an agricultural/residential purpose. Outlot 1 is 3.06 acres. The proposed outlot meets the 3.00 acre Tolgen Township minimum.

HIGHWAY ENGINEERING CONSIDERATIONS:

Any change to current access would need to be permitted with Ward County Highway Department.

TOWNSHIP RECOMMENDATION:

Tolgen Township recommendation pending: 5/10/23

WATERBOARD RECOMMENDATION:

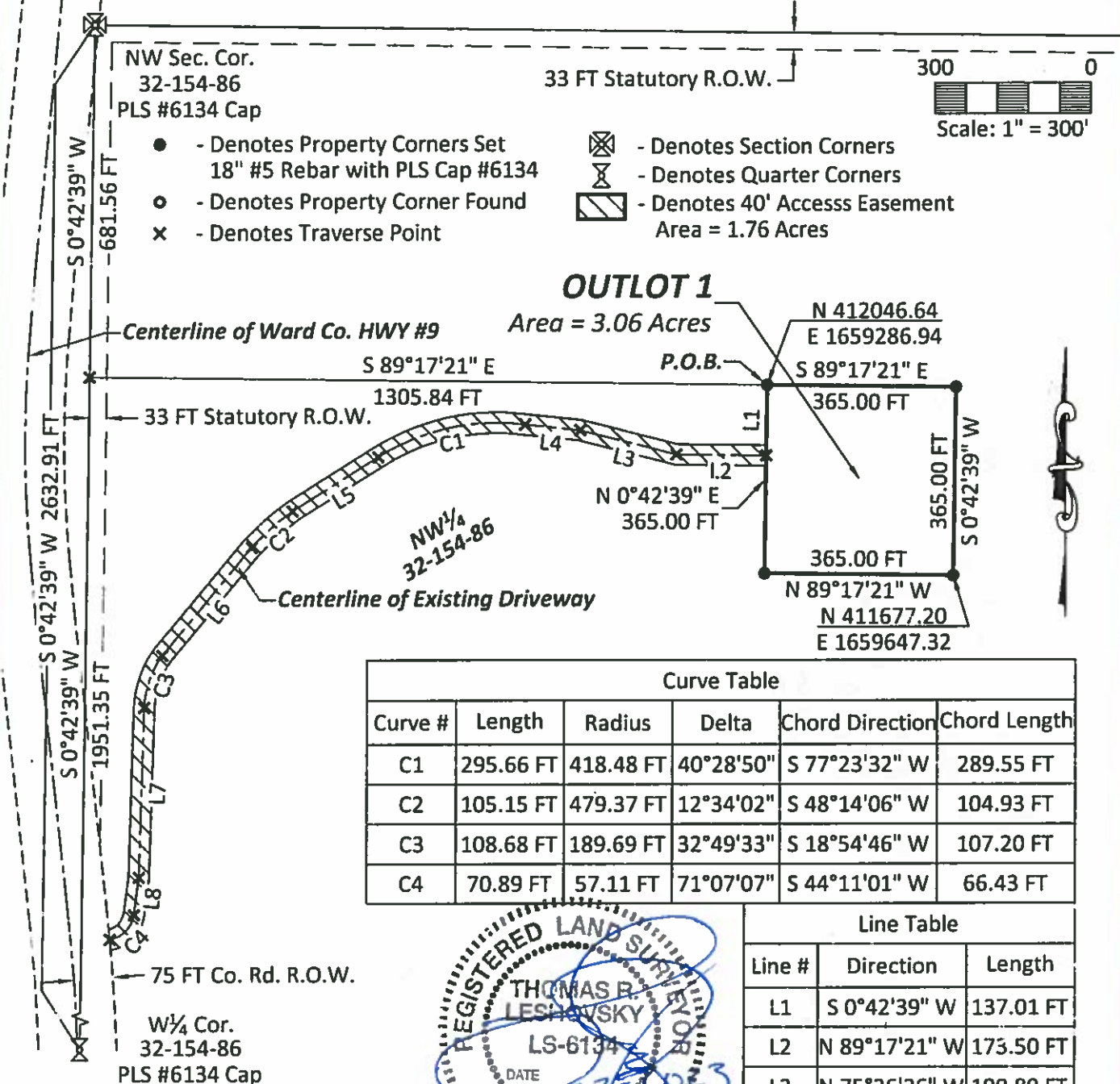
Based upon review and recommendation of the Water Resource Board Engineer, the plat is returned without objection but with the following recommendations:

1. A storm water management plan may be required if the subject property:
 - has a special use permit applied for
2. No development as a result of this plat should obstruct any watercourse or divert surface water flows.

PLAT OF OUTLOT 1

of lying in the NW¼, Section 32, Township 154 N, Range 86 W

Owners Kenneth L & Gail Yuly



Curve Table					
Curve #	Length	Radius	Delta	Chord Direction	Chord Length
C1	295.66 FT	418.48 FT	40°28'50"	S 77°23'32" W	289.55 FT
C2	105.15 FT	479.37 FT	12°34'02"	S 48°14'06" W	104.93 FT
C3	108.68 FT	189.69 FT	32°49'33"	S 18°54'46" W	107.20 FT
C4	70.89 FT	57.11 FT	71°07'07"	S 44°11'01" W	66.43 FT

Line Table		
Line #	Direction	Length
L1	S 0°42'39" W	137.01 FT
L2	N 89°17'21" W	173.50 FT
L3	N 75°36'36" W	190.89 FT
L4	N 84°07'27" W	107.01 FT
L5	S 57°46'33" W	195.90 FT
L6	S 39°27'09" W	270.49 FT
L7	S 1°37'17" W	329.67 FT
L8	S 7°06'18" W	73.16 FT

NOTES:
Basis of Bearing and Coordinates obtained from NGS OPUS Solution NAD 83 North Dakota North (3301) Int. Feet.

Bearings and Distances may vary from previous plats due to different methods of measurement.

Plat is subject to all prior Easements of record.

DESCRIPTION:

Outlot 1 of lying in the NW¼, Section 32, Township 154 N, Range 86 W described as follows:
Commencing at the Northwest Corner of Section 32, Township 154 N, Range 86 W, of the 5th Principal Meridian, Ward County, North Dakota; Thence S 0°42'39" W, on the West Line, of the Northwest Quarter, of said Section 32, a distance of 681.56 FT; Thence S 89°17'21" E, being Perpendicular to the West Line, of the Northwest Quarter, of said Section 32, a distance of 1305.84 FT, to the Point of Beginning;
Thence S 89°17'21" E, being Perpendicular to the West Line, of the Northwest Quarter, of said Section 32, a distance of 365.00 FT; Thence S 0°42'39" W, being Parallel with the West Line, of the Northwest Quarter, of said Section 32, a distance of 365.00 FT; Thence N 89°17'21" W, being Perpendicular to the West Line, of the Northwest Quarter, of said Section 32, a distance of 365.00 FT; Thence N 0°42'39" E, being Parallel with the West Line, of the Northwest Quarter, of said Section 32, a distance of 365.00 FT, to the Point of Beginning.

Said described tract of land contains 3.06 Acres more or less.

THE UNDERSIGNED, Owners of the within described property, in accordance with the provisions of Sec. 57-02-39, Revised Code of 1943, and upon demand of the County Auditor of Ward County, North Dakota, have caused to be made the within and foregoing plat of said land with the lots as herein described, hereby donate and dedicate all the streets and alleys hereon shown to the public for public use, and have caused the same to be placed on record, as provided by law.

IN TESTIMONY WHEREOF the said owner has here unto set their hands and seal this 15th day of March, 2023.

Signed in the presence of
(Seal)

(Seal)

(Seal)

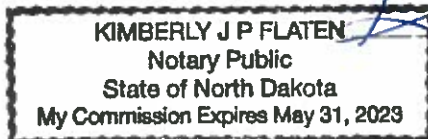
STATE OF NORTH DAKOTA }ss

County of Ward

On this 15th day of March in the year 2023, before me, a Notary Public in and for said County and State, personally appeared

Kenneth and Gail Guly
known to me to be the person who described in, and who executed the foregoing instrument and acknowledged that he executed the same.

My Commission Expires:



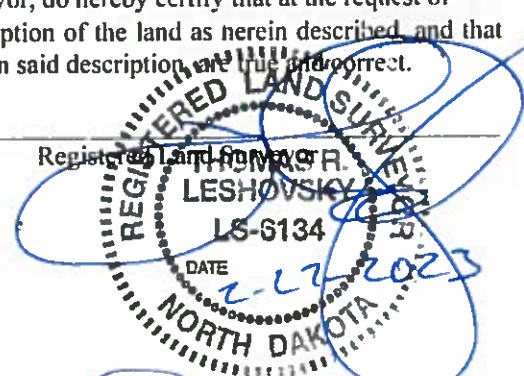
[Signature]
Notary Public

SURVEYOR'S CERTIFICATE

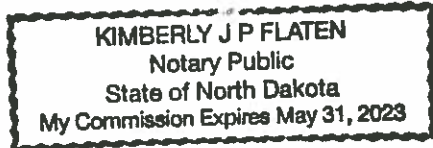
I, Thomas R. Leshovsky Registered Land Surveyor, do hereby certify that at the request of Jenna Idland made the within and foregoing plat and description of the land as herein described, and that the lots, distances, area and location, as indicated on said plat and contained in said description, are true and correct.

STATE OF NORTH DAKOTA }ss

County of Ward



Subscribed and sworn to before me this 27th day of February, 2023.



[Signature]
Notary Public

My Commission Expires: _____

Approved _____, 20____

Approved _____, 20____

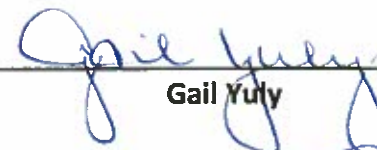
STATE OF NORTH DAKOTA)

:SS

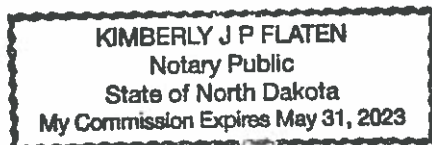
COUNTY OF Ward)

On this 1st day of March, 2023, before me personally appeared
Kenneth L & Gail Yuly, known to me to the person who is described in and who executed the
within instrument and acknowledge to me that they execute the same.


Kenneth L Yuly


Gail Yuly

(SEAL)

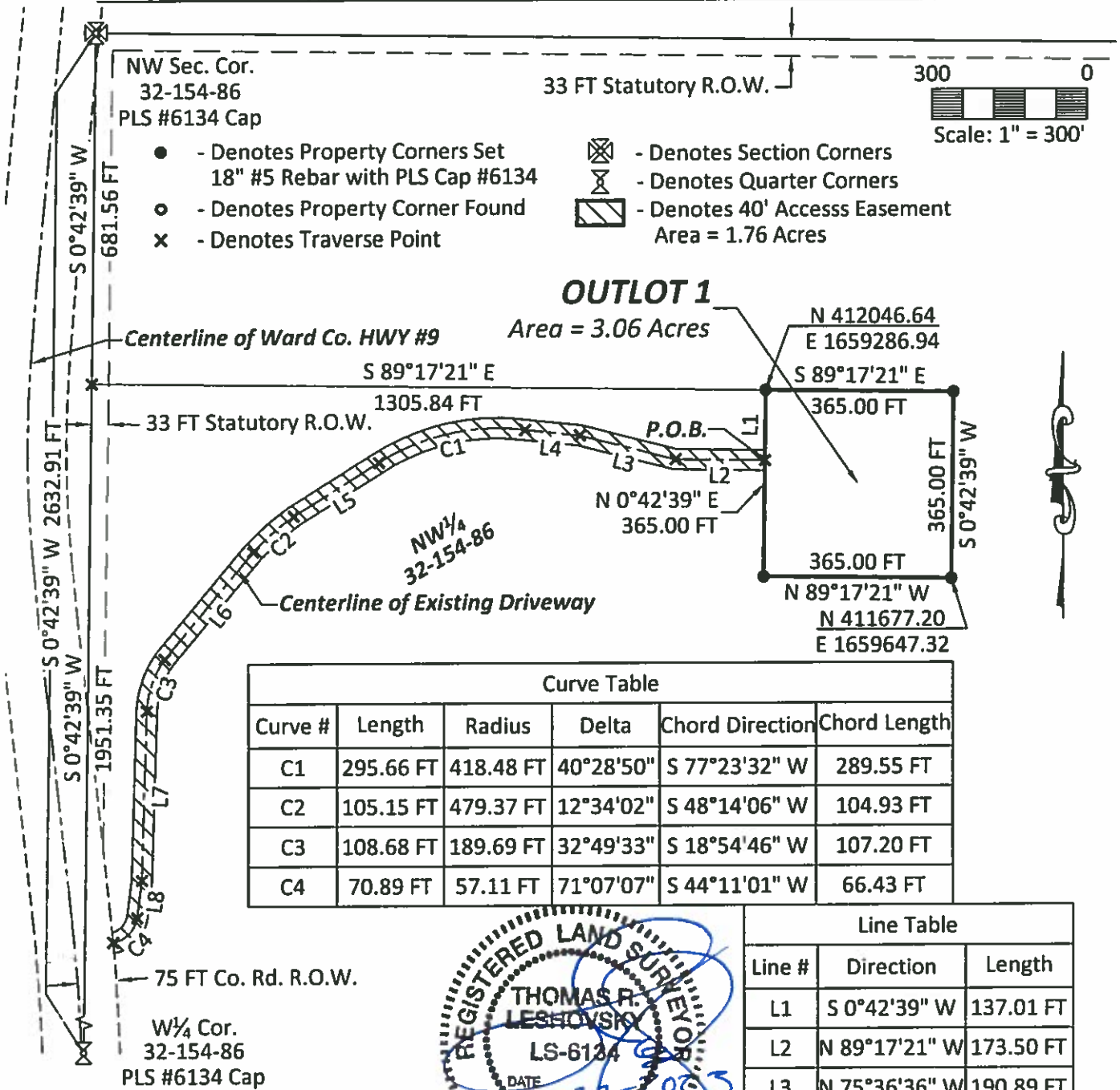



Notary Public
State of North Dakota

EXHIBIT "A"

of lying in the NW $\frac{1}{4}$, Section 32, Township 154 N, Range 86 W

Owners Kenneth L & Gail Yuly



NOTES:

Basis of Bearing and Coordinates obtained from NGS OPUS
Solution NAD 83 North Dakota North (3301) Int. Feet

Bearings and Distances may vary from previous plats due
to different methods of measurement.

Plat is subject to all prior Easements of record.

ACCESS EASEMENT DESCRIPTION:

Being 20.00 FT on each side of the following described Centerline; Commencing at the Northwest Corner of Section 32, Township 154 N, Range 86 W, of the 5th Principal Meridian, Ward County, North Dakota; Thence S 0°42'39" W, on the West Line, of the Northwest Quarter, of said Section 32, a distance of 681.56 FT; Thence S 89°17'21" E, a distance of 1305.84 FT; Thence S 0°42'39" W, a distance of 137.01 FT, to the Point of Beginning; Thence N 89°17'21" W, a distance of 173.50 FT; Thence N 75°36'36" W, a distance of 190.89 FT; Thence N 84°07'27" W, a distance of 107.01 FT; Thence along a Curve to the Left, said Curve having a Length of 295.66 FT, a Radius of 418.48 FT and a Delta Angle of 40°28'50"; Thence S 57°46'33" W, a distance of 195.90 FT; Thence along a Curve to the Left, said Curve having a Length of 105.15 FT, a Radius of 479.37 FT and a Delta Angle of 12°34'02"; Thence S 39°27'09" W, a distance of 270.49 FT; Thence along a Curve to the Left, said Curve having a Length of 108.68 FT, a Radius of 189.69 FT and a Delta Angle of 32°49'33"; Thence S 1°37'17" W, a distance of 329.67 FT; Thence S 7°06'18" W, a distance of 73.16 FT; Thence along a Curve to the Right, said Curve having a Length of 70.89 FT, a Radius of 57.11 FT and a Delta Angle of 71°07'07".

Said described tract of land contains 1.76 Acres more or less.



WOLD
ENGINEERING, P.C.

Bottineau: 228-2292
Minot: 852-0338
Bismarck: 258-9227

ACCESS EASEMENT

KNOW ALL PERSONS BY THESE PRESENTS that Kenneth L & Gail Yuly 13310 86th St. NW, Minot, ND, does hereby assign and convey, a permanent right-of-way and easement for the purpose of access, ingress and egress to adjoin and/or contiguous land, and for the use of driveway, access way over, upon, across and through the following described real property, located in Ward County, North Dakota, to-wit:

See attached depiction of Plat of Exhibit "A" Shown on the attached plat of Exhibit A, prepared by Registered Land Surveyor, Thomas R Leshovsky, of Wold Engineering, P.C.

The access easement herein shall benefit the following described property, located in Ward County, North Dakota, to-wit:

An easement in the lying in the NW ¼, Section 32, Township 154 North, Range 64, West, further described as follows.

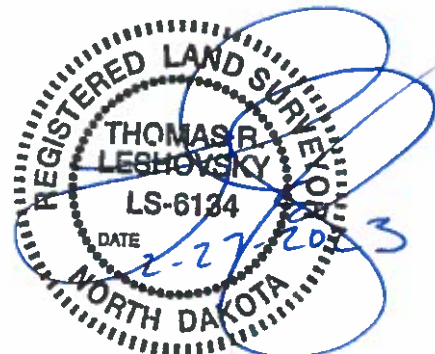
ACCESS EASEMENT DESCRIPTION:

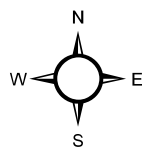
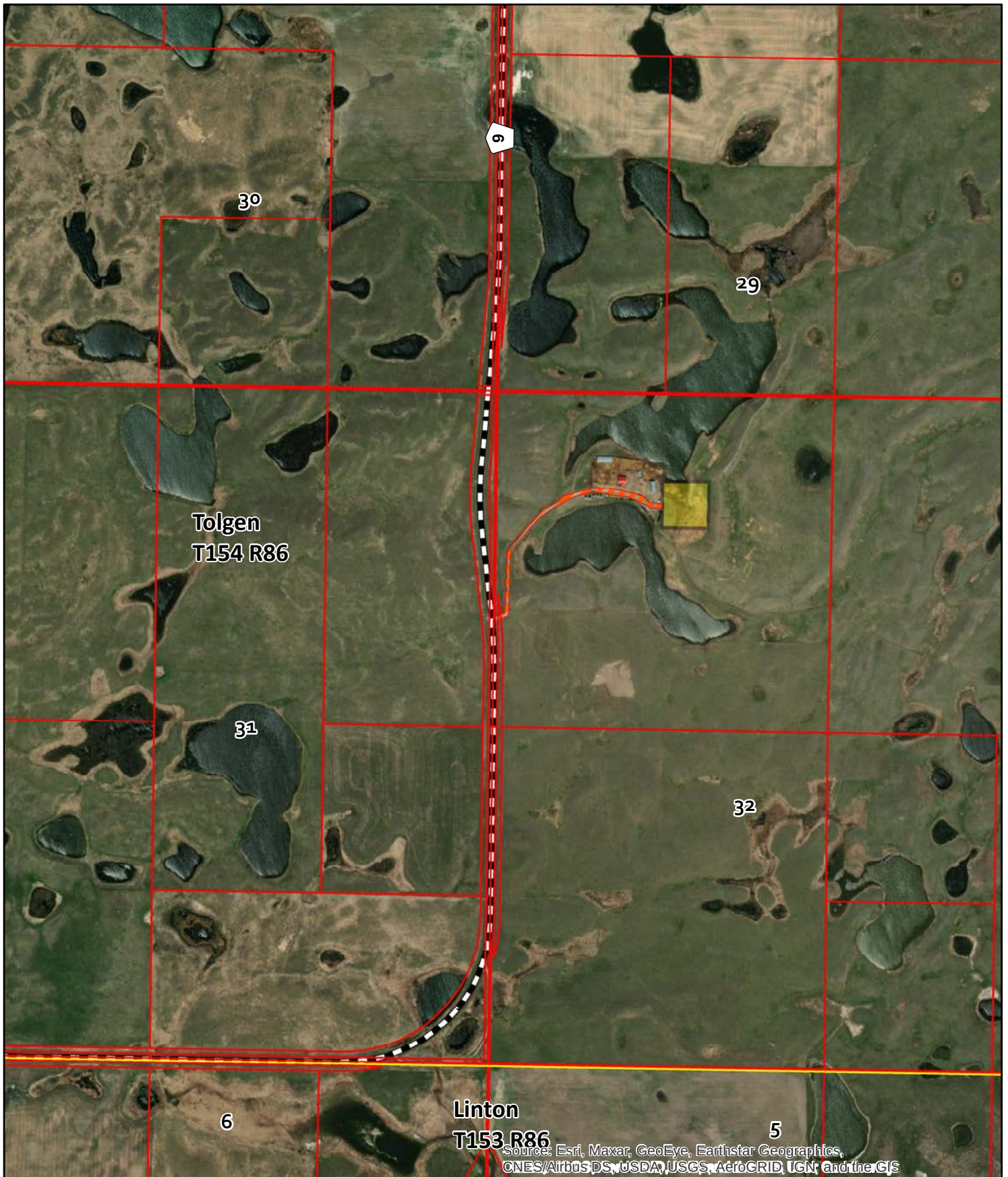
Being 20.00 FT on each side of the following described Centerline; Commencing at the Northwest Corner of Section 32, Township 154 N, Range 86 W, of the 5th Principal Meridian, Ward County, North Dakota; Thence S 0°42'39" W, on the West Line, of the Northwest Quarter, of said Section 32, a distance of 681.56 FT; Thence

S 89°17'21" E, a distance of 1305.84 FT; Thence S 0°42'39" W, a distance of 137.01 FT, to the Point of Beginning;

Thence N 89°17'21" W, a distance of 173.50 FT; Thence N 75°36'36" W, a distance of 190.89 FT; Thence N 84°07'27" W, a distance of 107.01 FT; Thence along a Curve to the Left, said Curve having a Length of 295.66 FT, a Radius of 418.48 FT and a Delta Angle of 40°28'50"; Thence S 57°46'33" W, a distance of 195.90 FT; Thence along a Curve to the Left, said Curve having a Length of 105.15 FT, a Radius of 479.37 FT and a Delta Angle of 12°34'02"; Thence S 39°27'09" W, a distance of 270.49 FT; Thence along a Curve to the Left, said Curve having a Length of 108.68 FT, a Radius of 189.69 FT and a Delta Angle of 32°49'33"; Thence S 1°37'17" W, a distance of 329.67 FT; Thence S 7°06'18" W, a distance of 73.16 FT; Thence along a Curve to the Right, said Curve having a Length of 70.89 FT, a Radius of 57.11 FT and a Delta Angle of 71°07'07".

Said described tract of land contains 1.76 Acres more or less.





Jenna Idland
Outlot Plat Application
32-154-86
Tolgen Township

Ward County Parcels
PlatsApplications

0 487.5 975 1,950 Feet



Planning/Zoning Office

900 13th St. SE • P.O. Box 5005 • Minot, ND 58702-5005 • (701) 838-2810 • Fax (701) 838-3801

PLAT APPLICATION \$50/LOT

APPLICANT INFORMATION

Name: Wacey Dahl

Phone: 701-509-7704

Email Address:

Mailing Address: 22803 55th St. SE Sawyer, ND 58781

SUBJECT PROPERTY INFORMATION

Proposed Name of Plat(s): O. L. #2

Legal Description: 8-152-82 SW 1/4

Address: (If Applicable)

Proposed use: AG-R

Existing Use: AG

Number of Lots Proposed: 1

OWNER OF RECORD INFORMATION

Name: Gordon Dahl

Phone: 701-509-7704

Address: 22803 55th St. SE Sawyer 140 58781

Email Address:

If applicant is different than the owner, please explain the position of the applicant as to the property in question:

SIGNATURE

[Signature] I, the undersigned, hereby certify that the statements contained herein are true and correct to the best of my knowledge.

Signature of applicant: Wacey Dahl

Date: 4-11-2023

**** Please submit with this application, an official, notarized and signed surveyor's plat. All Landowners names and signatures must the plat.**

OFFICIAL USE

Current Zoning:	Paid: Yes / No	Amount Paid:	Payment method/date:
Date Received: <u>4/13/23</u>	Received By:		
Staff Check List: ☐ Tnsp rcmd sent _____ Received _____ ☐ WRD rcmd sent _____ Received _____ ☐ Rcdr Rvw sent _____ Received _____ ☐ Staff report written	PC Action:		CC Action:



PO Box 5005
Minot, ND 58702-5005
(701) 857-6405

**Planning Commission
Staff Report**

Item #: 2

Recommendations

Staff: Approval w/conditions

Township: Pending

Water Board: Approval w/conditions

Meeting Date: May 18th, 2023

Applicant: Wacey Dahl
22803 55th St. Sawyer, ND 58781
701.509.7704

Owner: Gordan Dahl

Current legal description: NW4SW4 8-152-82

Proposed legal description: Outlots 2 being a portion of the NW4SW4 8-152-82

Address: (if applicable) N/A

Township: Newman Township

Current Zoning: Newman Township

Zoning Ordinance Reference: Newman Township

PROJECT DESCRIPTION:

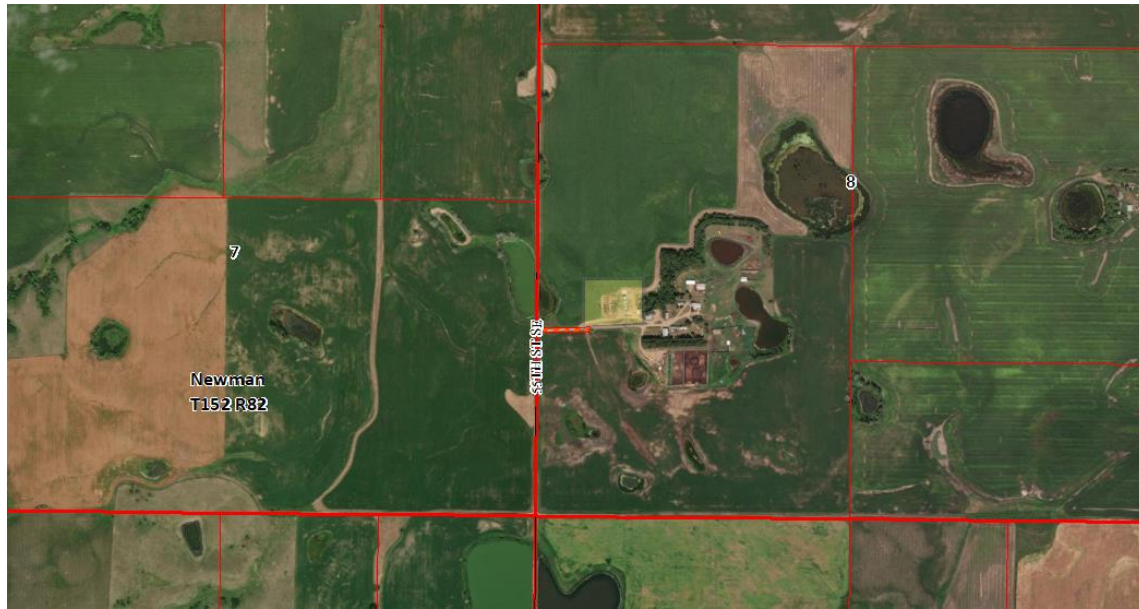
The applicant is requesting to outlot for a future residential use.

RECOMMENDATION:

Staff recommends approval based on the findings of fact and staff recommendations.
Township recommendation pending.

FINDINGS OF FACT:

1. Proposed Outlot 2 is 4.65 acres.
2. The land is currently agricultural/residential and will be used for agricultural/residential purposes.
3. The outlot 2 has access from 55th St. SE via easement on the west side of the proposed outlot.



PLANNING AND ZONING CONSIDERATIONS:

The applicant is proposing to parcel an outlot for an agricultural/residential purpose. Outlot 2 is 4.65 acres. The proposed outlot meets the 3.00 acre Newman Township minimum.

HIGHWAY ENGINEERING CONSIDERATIONS:

Any change to current access would need to be permitted with Ward County Highway Department.

TOWNSHIP RECOMMENDATION:

Township recommendation pending: 5/10/23

WATERBOARD RECOMMENDATION:

Based upon review and recommendation of the Water Resource Board Engineer, the plat is returned without objection but with the following recommendations:

1. A storm water management plan may be required if the subject property:
 - has a special use permit applied for
2. No development as a result of this plat should obstruct any watercourse or divert surface water flows.

PLAT OF OUTLOT 2

of lying in the NW $\frac{1}{4}$ SW $\frac{1}{4}$, Section 8, Township 152 N, Range 82 W

Owners Gordon & Darlene Dahl

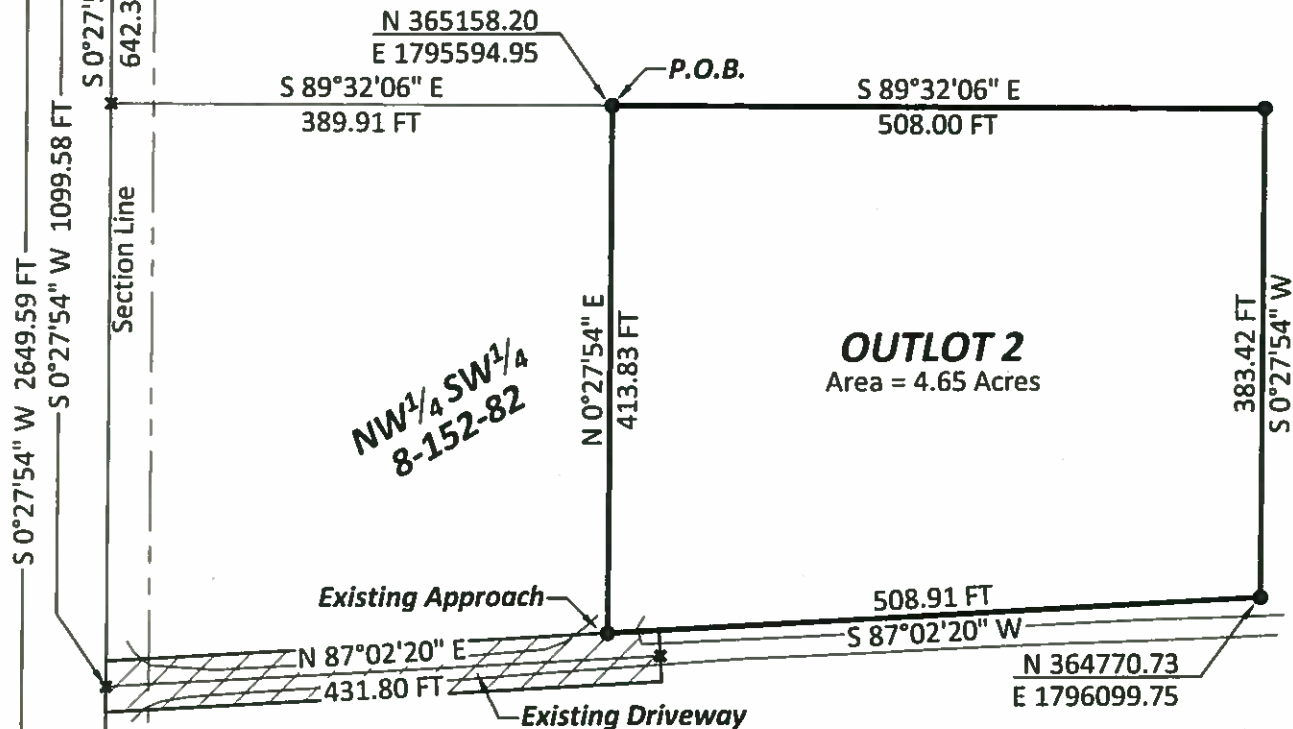
W $\frac{1}{4}$ Cor.
8-152-82
PLS #6134 Cap

NOTES:

Basis of Bearing and Coordinates obtained from NGS OPUS Solution NAD 83 North Dakota North (3301) Int. Feet.

Bearings and Distances may vary from previous plats due to different methods of measurement.

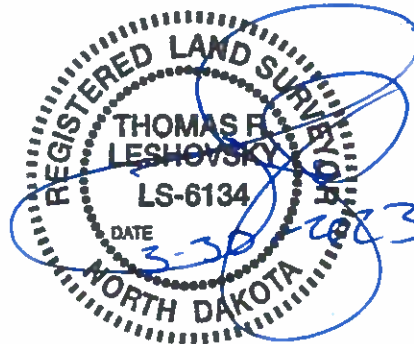
Plat is subject to all prior Easements of record.



- Denotes 40 FT Access Easement 0.40 Acres

SW Sec. Cor.
8-152-82
PLS Cap

- - Denotes Property Corners Set 18" #5 Rebar with PLS Cap #6134
- Denotes Section Corners
- Denotes Quarter Corners



150 0
Scale: 1" = 150'

DESCRIPTION:

Outlot 2 of lying in the NW $\frac{1}{4}$ SW $\frac{1}{4}$, Section 8, Township 152 N, Range 82 W described as follows:

Commencing at the West Quarter Corner of Section 8, Township 152 N, Range 82 W, of the 5th Principal Meridian, Ward County, North Dakota; Thence S 0°27'54" W, on the West Line, of the Southwest Quarter, of said Section 8, a distance of 642.37 FT; Thence S 89°32'06" E, being Perpendicular to the West Line, of the Southwest Quarter, of said Section 8, a distance of 389.91 FT, to the Point of Beginning;

Thence S 89°32'06" E, being Perpendicular to the West Line, of the Southwest Quarter, of said Section 8, a distance of 508.00 FT; Thence S 0°27'54" W, being Parallel with the West Line, of the Southwest Quarter, of said Section 8, a distance of 383.42 FT; Thence S 87°02'20" W, a distance of 508.91 FT; Thence N 0°27'54" E, being Parallel with the West Line, of the Southwest Quarter, of said Section 8, a distance of 413.83 FT, to the Point of Beginning.

Said described tract of land contains 4.65 Acres more or less.



WOLD
ENGINEERING, P.C.

Bottineau: 228-2292
Minot: 852-0338
Bismarck: 258-9227

THE UNDERSIGNED, Owners of the within described property, in accordance with the provisions of Sec. 57-02-39, Revised Code of 1943, and upon demand of the County Auditor of Ward County, North Dakota, have caused to be made the within and foregoing plat of said land with the lots as herein described, hereby donate and dedicate all the streets and alleys hereon shown to the public for public use, and have caused the same to be placed on record, as provided by law.

IN TESTIMONY WHEREOF the said owner has here unto set their hand 5 and seal this 10th day of April, 2023.

Signed in the presence of
(Seal) Darlene Dahl
(Seal)

Gordon Dahl

(Seal)

STATE OF NORTH DAKOTA }ss
County of Ward

On this 10th day of April in the year 2023, before me, a Notary Public in and for said County and State, personally appeared Gordon and Darlene Dahl

known to me to be the person who described in, and who executed the foregoing instrument and acknowledged that he executed the same.

My Commission Expires:

KIMBERLY J P FLATEN
Notary Public
State of North Dakota
My Commission Expires May 31, 2023

Kimberly J P Flaten
Notary Public

SURVEYOR'S CERTIFICATE

I, Thomas R. Leshovsky Registered Land Surveyor, do hereby certify that at the request of Wacey Dahl made the within and foregoing plat and description of the land as herein described, and that the lots, distances, area and location, as indicated on said plat and contained in said description, are correct.

STATE OF NORTH DAKOTA }ss
County of Ward

REGISTERED LAND SURVEYOR
THOMAS R. LESHOVSKY
LS-6134
DATE 3-30-2023
NORTH DAKOTA

Subscribed and sworn to before me this 30th day of March, 2023.

Kimberly J P Flaten
Notary Public

KIMBERLY J P FLATEN
Notary Public
State of North Dakota
My Commission Expires May 31, 2023

My Commission Expires: _____

Approved _____, 20____

Approved _____, 20____

EXHIBIT "A"

of lying in the NW $\frac{1}{4}$ SW $\frac{1}{4}$, Section 8, Township 152 N, Range 82 W

Owners Gordon & Darlene Dahl

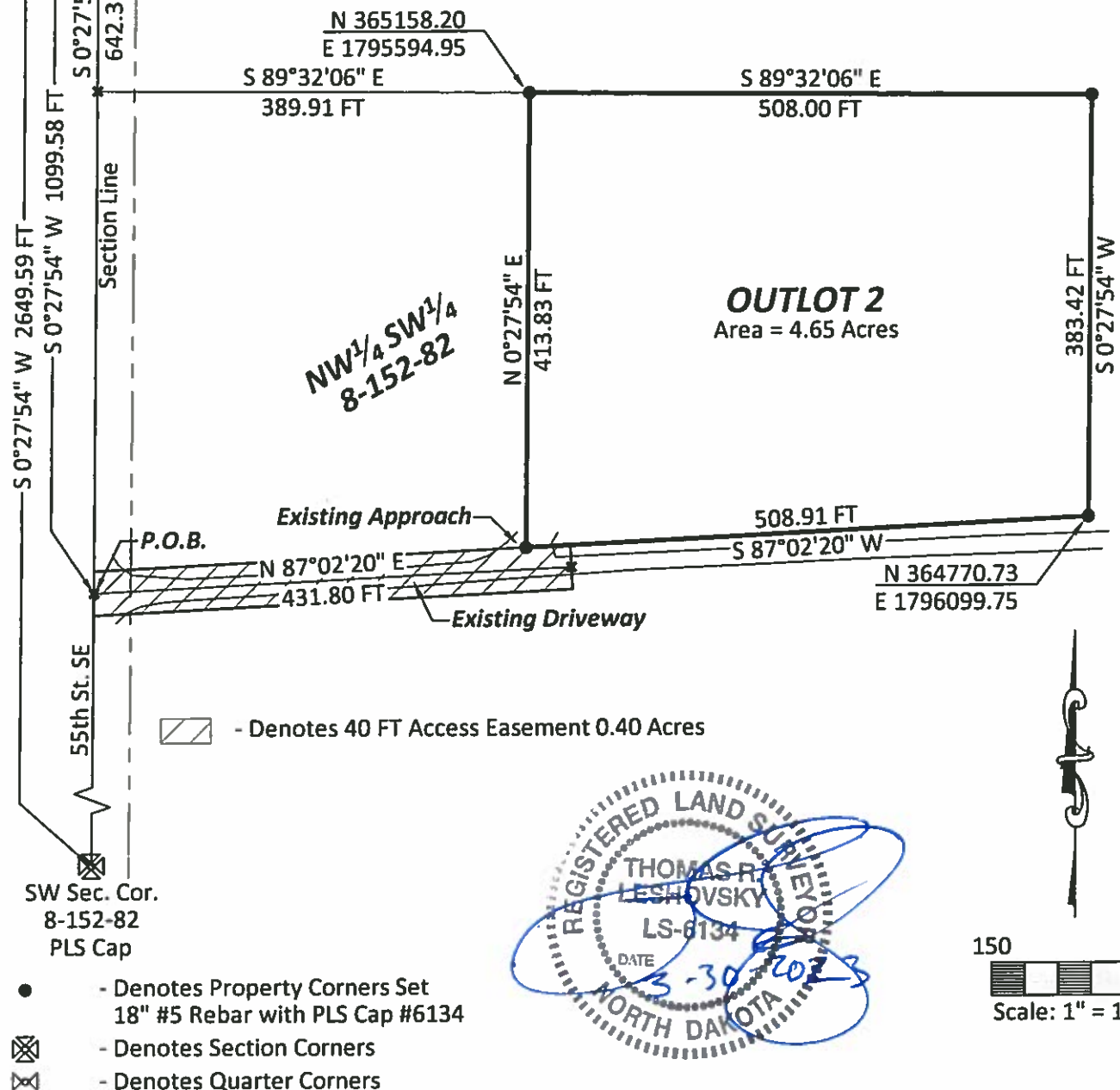
W $\frac{1}{4}$ Cor.
8-152-82
PLS #6134 Cap

NOTES:

Basis of Bearing and Coordinates obtained from NGS OPUS Solution NAD 83 North Dakota North (3301) Int. Feet.

Bearings and Distances may vary from previous plats due to different methods of measurement.

Plat is subject to all prior Easements of record.



ACCESS EASEMENT DESCRIPTION:

Being 20.00 FT on each side of the following described Centerline; Commencing at the West Quarter Corner of Section 8, Township 152 N, Range 82 W, of the 5th Principal Meridian, Ward County, North Dakota; Thence S 0°27'54" W, on the West Line, of the Southwest Quarter, of said Section 8, a distance of 1099.58 FT, to the Point of Beginning;
Thence N 87°02'20" E, a distance of 431.80 FT.

Said described tract of land contains 0.40 Acres more or less.



WOLD
ENGINEERING, P.C.

Bottineau: 228-2292
Minot: 852-0338
Bismarck: 258-9227

ACCESS EASEMENT

KNOW ALL PERSONS BY THESE PRESENTS that **GORDON & DARLENE DAHL** of **22801 55TH St. SE Sawyer, ND 58781**, does hereby assign and convey, a permanent right-of-way and easement for the purpose of access, ingress and egress to adjoin and/or contiguous land, and for the use of driveway, access way over, upon, across and through the following described real property, located in Ward County, North Dakota, to-wit:

See attached depiction of Plat of Exhibit "A" Shown on the attached plat of Exhibit A, prepared by Registered Land Surveyor, Thomas R Leshovsky, of Wold Engineering, P.C.

The access easement herein shall benefit the following described property, located in Ward County, North Dakota, to-wit:

An easement lying in Outlot 2 in, Section 8, Township 152 North, Range 82, West 5th Principal Meridian further described as follows, see Exhibit "A".

ACCESS EASEMENT DESCRIPTION:

Being 20.00 FT on each side of the following described Centerline; Commencing at the West Quarter Corner of Section 8, Township 152 N, Range 82 W, of the 5th Principal Meridian, Ward County, North Dakota; Thence S 0°27'54" W, on the West Line, of the Southwest Quarter, of said Section 8, a distance of 1099.58 FT, to the Point of Beginning;

Thence N 87°02'20" E, a distance of 431.80 FT.

Said described tract of land contains 0.40 Acres more or less.

STATE OF NORTH DAKOTA)

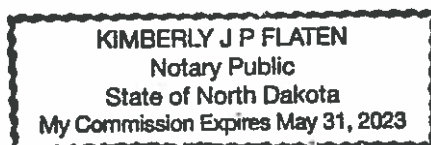
COUNTY OF Ward)

On this 18th day of April, 2023, before me personally appeared **Gordon & Darlene Dahl**, known to me to be the person who is described in and who executed the within instrument and acknowledge to me that they execute the same.

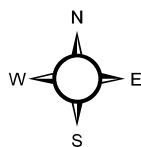
Gordon Dahl
Gordon Dahl

Darlene Dahl
Darlene Dahl

(SEAL)



Kimberly J P Flaten
Notary Public
State of North Dakota



Wacey Dahl
Outlot Plat Application
8-152-82
Newman Township

- Ward County Parcels
- PlatsApplications

0 330 660 1,320 Feet



Planning/Zoning Office

900 13th St. SE • P.O. Box 5005 • Minot, ND 58702-5005 • (701) 838-2810 • Fax (701) 838-3801

PLAT APPLICATION \$50/LOT

APPLICANT INFORMATION

Name: Robert Finken

Phone: 701-720-1808

Email Address:

Mailing Address: 16300 359th AVE SW Douglas, ND 58735

SUBJECT PROPERTY INFORMATION

Proposed Name of Plat(s): Outlot 2

Legal Description: 27-151-85

Address: (If Applicable)

Proposed use:

Existing Use:

Number of Lots Proposed: 1

OWNER OF RECORD INFORMATION

Name: Robert Finken

Phone: 701-720-1808

Address: 16300 359th AVE SW Douglas, ND 58735

Email Address:

If applicant is different than the owner, please explain the position of the applicant as to the property in question:

SIGNATURE

☒ I, the undersigned, hereby certify that the statements contained herein are true and correct to the best of my knowledge.

Signature of applicant: Robert Finken

Date:

**** Please submit with this application, an official, notarized and signed surveyor's plat. All Landowners names and signatures must the plat.**

OFFICIAL USE

Current Zoning:	Paid: Yes / No	Amount Paid:	Payment method/date:
Date Received: <u>4/14/23</u>	Received By:		
Staff Check List: ☐ Tnsp rcmd sent _____ Received _____ ☐ WRD rcmd sent _____ Received _____ ☐ Rcdr Rvw sent _____ Received _____ ☐ Staff report written	PC Action:	CC Action:	



PO Box 5005
Minot, ND 58702-5005
(701) 857-6405

**Planning Commission
Staff Report**

Item #: 3

Recommendations

Staff: Approval w/conditions

Township: Pending

Water Board: Approval w/conditions

Meeting Date: May 18th, 2023

Applicant: Robert Finken

16300 359th Ave SW, Douglas, ND 58735

701.720.1808

Owner: Robert Finken

Current legal description: SE4SW4 27-151-85

Proposed legal description: Outlot 2 being a portion of the SE4SW4 27-151-85

Address: (if applicable) N/A

Township: Cameron Township

Current Zoning: Ward County Rural

Zoning Ordinance Reference: Ward County Zoning Dist. 2

PROJECT DESCRIPTION:

The applicant is requesting to outlot for a future residential use.

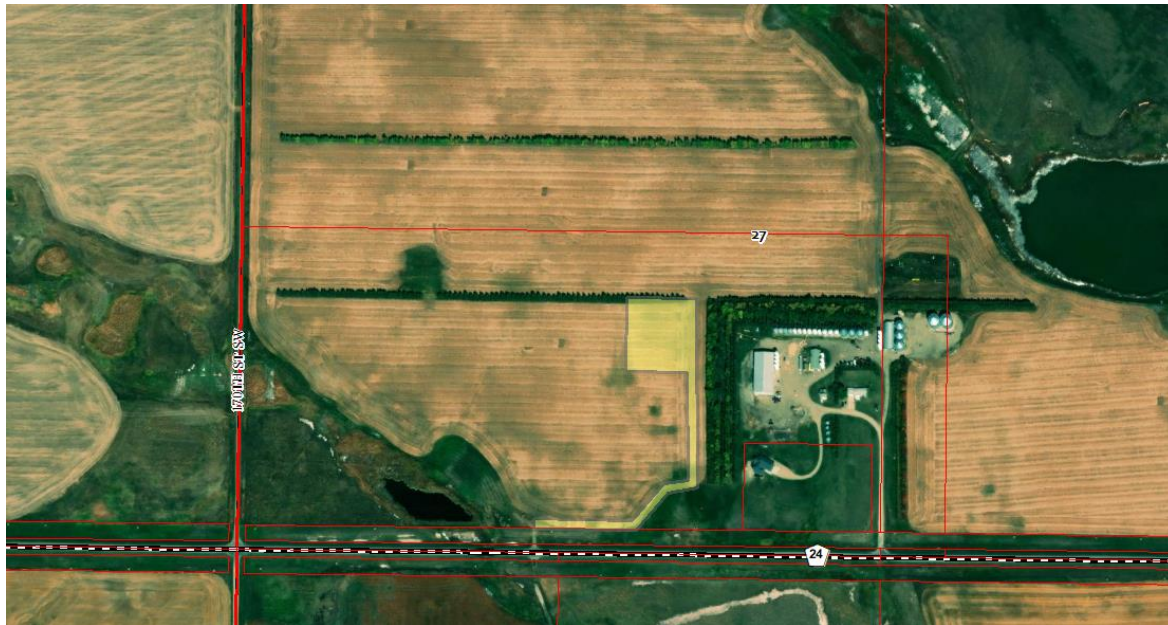
RECOMMENDATION:

Staff recommends approval based on the findings of fact and staff recommendations.

Township recommendation pending.

FINDINGS OF FACT:

1. Proposed Outlot 2 is 3.10 acres.
2. The land is currently agricultural and will be used for residential purposes.
3. The outlot 2 has access from CR 24 on the south side of the proposed outlot.



PLANNING AND ZONING CONSIDERATIONS:

The applicant is proposing to parcel an outlot for a residential purpose. Outlot 2 is 3.10 acres. The proposed outlot meets the 2.00 acre Ward County minimum.

HIGHWAY ENGINEERING CONSIDERATIONS:

Property will access field approach off of County Road 24. Applicant to permit change for approach to Outlot. Modifications to approach are subject to Ward County Highway Department approval.

TOWNSHIP RECOMMENDATION:

Township recommendation pending: 5/10/23

WATERBOARD RECOMMENDATION:

Based upon review and recommendation of the Water Resource Board Engineer, the plat is returned without objection but with the following recommendations:

1. A storm water management plan may be required if the subject property:
 - has a special use permit applied for
2. No development as a result of this plat should obstruct any watercourse or divert surface water flows.

PLAT OF OUTLOT 2

of lying in the SE $\frac{1}{4}$ SW $\frac{1}{4}$, Section 27, Township 151 N, Range 85 W

Owners Robert J & Deanne K Finken

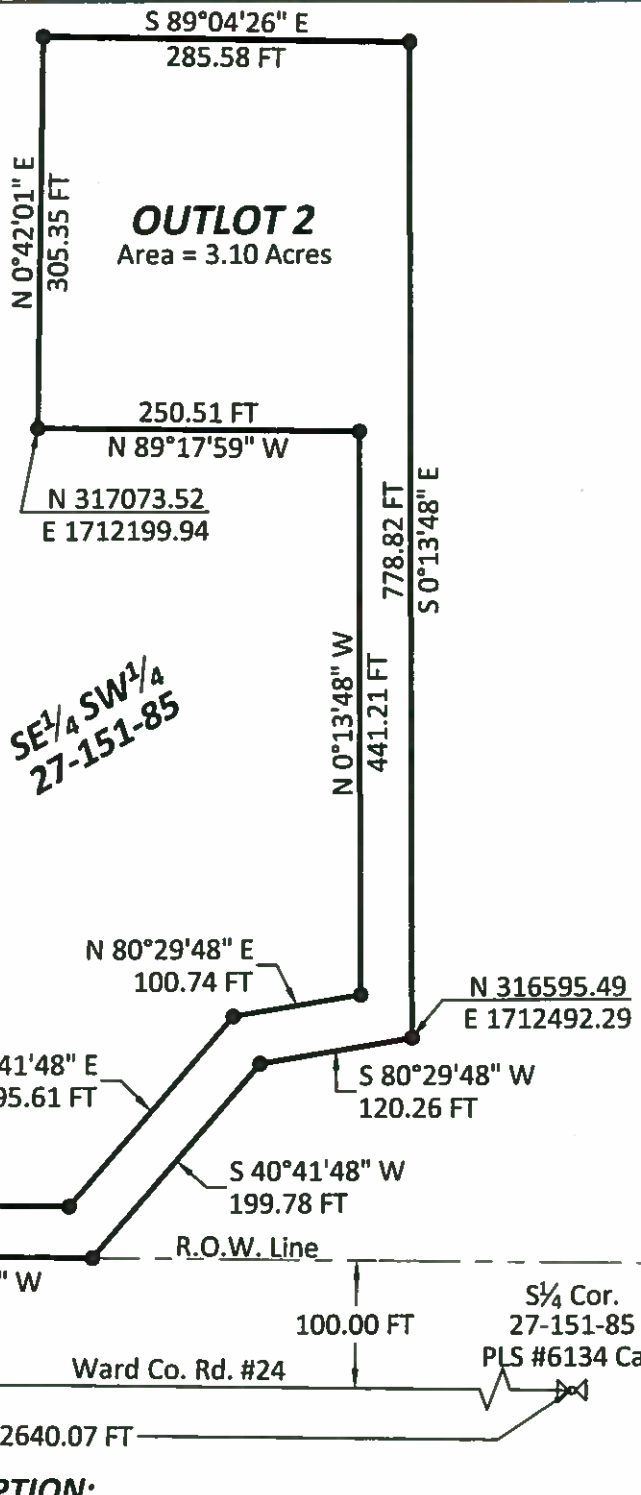
- - Denotes Property Corners Set 18" #5 Rebar with PLS Cap #6134
- * - Denotes Traverse Point
- ⊗ - Denotes Section Corners
- ⊗ - Denotes Quarter Corners

NOTES:

Basis of Bearing and Coordinates obtained from NGS OPUS Solution NAD 83 North Dakota North (3301) Int. Feet.

Bearings and Distances may vary from previous plats due to different methods of measurement.

Plat is subject to all prior Easements of record.



DESCRIPTION:

Outlot 2 of lying in the SE $\frac{1}{4}$ SW $\frac{1}{4}$, Section 27, Township 151 N, Range 85 W described as follows:

Commencing at the Southwest Corner of Section 27, Township 151 N, Range 85 W, of the 5th Principal Meridian, Ward County, North Dakota; Thence S 89°17'59" E, on the South Line, of the Southwest Quarter, of said Section 27, a distance of 1211.88 FT; Thence N 0°42'01" E, being Perpendicular to the South Line, of the Southwest Quarter, of said Section 27, a distance of 100.00 FT, to the Point of Beginning;

Thence N 0°42'01" E, being Perpendicular to the South Line, of the Southwest Quarter, of said Section 27, a distance of 40.00 FT; Thence S 89°17'59" E, being Parallel with the South Line, of the Southwest Quarter, of said Section 27, a distance of 404.15 FT; Thence N 40°41'48" E, a distance of 195.61 FT; Thence N 80°29'48" E, a distance of 100.74 FT; Thence N 0°13'48" W, a distance of 441.21 FT; Thence N 89°17'59" W, being Parallel with the South Line, of the Southwest Quarter, of said Section 27, a distance of 250.51 FT; Thence N 0°42'01" E, being Perpendicular to the South Line, of the Southwest Quarter, of said Section 27, a distance of 305.35 FT; Thence S 89°04'26" E, a distance of 285.58 FT; Thence S 0°13'48" E, a distance of 778.82 FT; Thence S 80°29'48" W, a distance of 120.26 FT; Thence S 40°41'48" W, a distance of 199.78 FT, to a Point being on the North Right of Way Line of Ward Co. Rd. #24; Thence N 89°17'59" W, on said Right of Way Line, a distance of 422.80 FT, to the Point of Beginning.

Said described tract of land contains 3.10 Acres more or less.



WOLD
ENGINEERING, P.C.

Bottineau: 228-2292
Minot: 852-0338
Bismarck: 258-9227

THE UNDERSIGNED, Owners of the within described property, in accordance with the provisions of Sec. 57-02-39, Revised Code of 1943, and upon demand of the County Auditor of Ward County, North Dakota, have caused to be made the within and foregoing plat of said land with the lots as herein described, hereby donate and dedicate all the streets and alleys hereon shown to the public for public use, and have caused the same to be placed on record, as provided by law.

IN TESTIMONY WHEREOF the said owner has here unto set their hand 5 and seal this 14th day of Apr. 1, 2023

Signed in the presence of
(Seal) DeAnn Finken
Robert Finken

(Seal)
STATE OF NORTH DAKOTA }ss
County of Ward

On this 14th day of April in the year 2023, before me, a Notary Public in and for said County and State, personally appeared

Robert J. Finken and Deanne K. Finken
known to me to be the person who described in, and who executed the foregoing instrument and acknowledged that he executed the same.

My Commission Expires:

KIMBERLY J P FLATEN
Notary Public
State of North Dakota
My Commission Expires May 31, 2023

[Signature]
Notary Public

SURVEYOR'S CERTIFICATE

I, Thomas R. Leshovsky Registered Land Surveyor, do hereby certify that at the request of Robert Finken made the within and foregoing plat and description of the land as herein described, and that the lots, distances, area and location, as indicated on said plat and contained in said description are true and correct.

STATE OF NORTH DAKOTA }ss
County of Ward

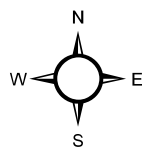
THOMAS R. LESHOVSKY
Registered Land Surveyor
LS-6134
DATE 4-11-2023
NORTH DAKOTA

Subscribed and sworn to before me this 11th day of April, 2023.

KIMBERLY J P FLATEN
Notary Public
State of North Dakota
My Commission Expires May 31, 2023

[Signature]
Notary Public
My Commission Expires: _____

Approved _____, 20____ Approved _____, 20____



Robert Finken
Outlot Plat Application
27-151-85
Cameron Township

Ward County Parcels
 PlatsApplications

0 360 720 1,440
Feet



Planning/Zoning Office

900 13th St. SE • P.O. Box 5005 • Minot, ND 58702-5005 • (701) 838-2810 • Fax (701) 838-3801

PLAT VACATION APPLICATION

APPLICANT INFORMATION

Name: **Benjamin and Robin James** Phone: **701-467-3418**
Email Address: **robinj@restel.net (cc: jbackes@mcgeelaw.com)**
Mailing Address: **39101 – 380th Avenue NW, Kenmare, ND 58746**

SUBJECT PROPERTY INFORMATION

Legal Description Plat(s) to be vacated: **Outlot 2 of NW1/4NW1/4NW1/4, Section 3, Township 159 N, Range 87 W.**
Proposed Legal Description after vacation: **NW1/4NW1/4NW1/4, Section 3, Township 159 N, Range 87 W.**

OWNER OF RECORD INFORMATION

Name: **Benjamin James and Robin James** Phone: **701-467-3418**
Address: **39101 – 380th Avenue NW, Kenmare, ND 58746**
Email Address: **robinj@restel.net**

REASON FOR VACATING PLAT

Outlot 2 of the NW1/4NW1/4NW1/4, Section 3, Township 159 N, Range 87 W, is owned by the same record title owner as the remainder of the NW1/4 of Section 3, Township 159 N, Range 87 W.

SIGNATURE

☒ I, the undersigned, hereby certify that the statements contained herein are true and correct to the best of my knowledge.

Signature of applicant: *Benjamin J. James Robin James* Date: *4/11/2023*

OFFICIAL USE

Date Received:	Received By:	
Staff Check List: ☐ Tnsp rcmd sent _____ Received _____ ☐ Rcdr Rvw sent _____ Received _____ ☐ Staff report written	PC Action:	CC Action:



PO Box 5005
Minot, ND 58702-5005
(701) 857-6405

Planning Commission Staff Report

Item #: 5

Recommendations

Staff: **Approval w/conditions**

Township: **Approval w/o conditions**

Water Board: **Approval w/conditions**

Meeting Date: May 18th, 2023

Applicant: Benjamin & Robin James
39101 380th Ave. NW Kenmare, ND 58746
701.467.3418

Owner: Benjamin & Robin James

Current legal description: Outlot 2 of NW4NW4NW4 3-159-87

Proposed legal description: NW4NW4NW4 3-159-87

Address: (if applicable) N/A

Township: Greenbush Township

Current Zoning: Ward County Rural

Zoning Ordinance Reference: Ward County Zoning Dist. 2

PROJECT DESCRIPTION:

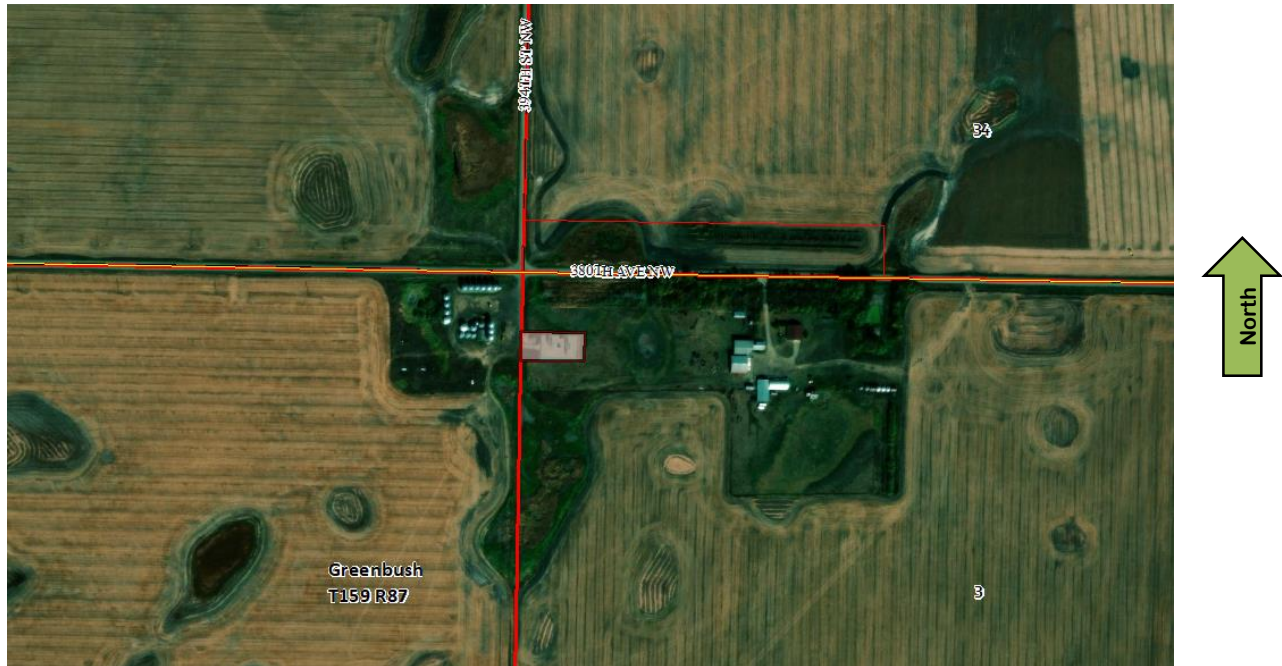
The applicant is requesting to vacate an outlot.

RECOMMENDATION:

Staff recommends approval based on the findings of fact and staff recommendations.
Township recommends approval.

FINDINGS OF FACT:

1. Existing Outlot 2 is 0.61 acres
2. The land is currently infrastructure and will be returned to agricultural use.



PLANNING AND ZONING CONSIDERATIONS:

The applicant is proposing to vacate an outlet.

HIGHWAY ENGINEERING CONSIDERATIONS:

Property accesses a township level road.

TOWNSHIP RECOMMENDATION:

Based upon review Greenbush Township has responded and the Greenbush Township Board of Supervisors has recommended the plat vacation be approved without comment or objection.

WATERBOARD RECOMMENDATION:

Based upon review and recommendation of the Water Resource Board Engineer, the plat is returned without objection but with the following recommendations:

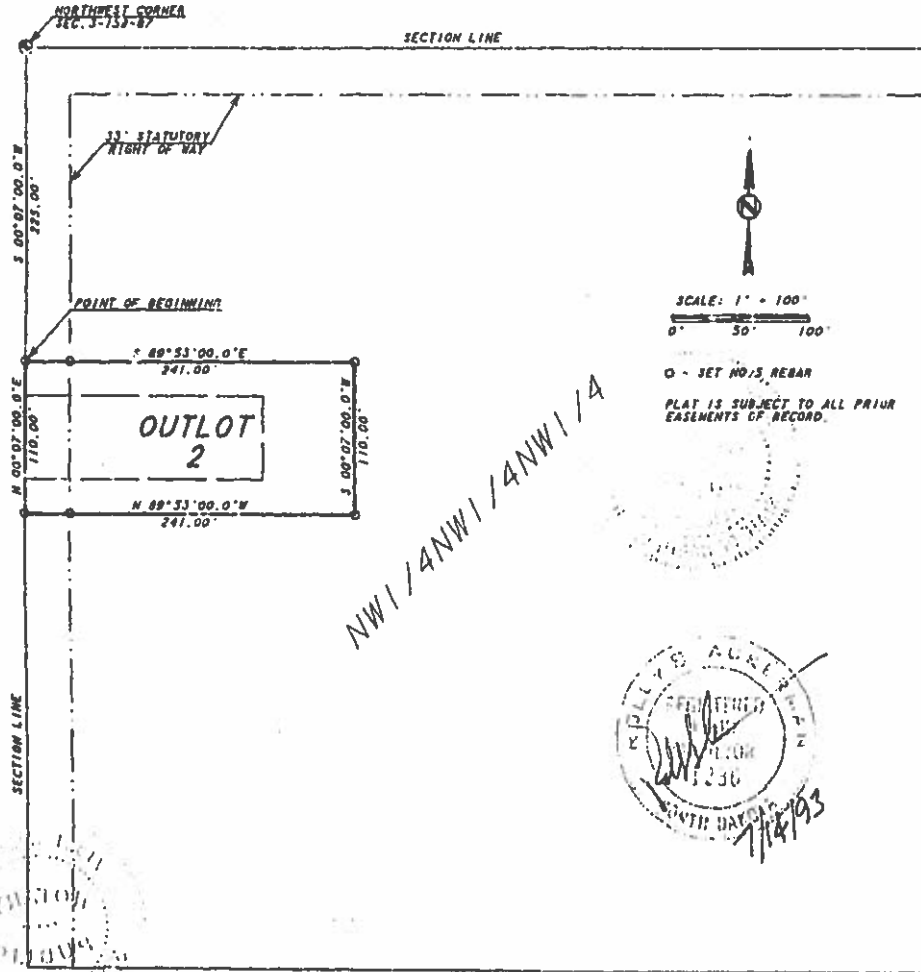
1. A storm water management plan may be required if the subject property:
 - has a special use permit applied for
2. No development as a result of this plat should obstruct any watercourse or divert surface water flows.

713568 GR032-GR030099000010

PLAT OF OUT LOT 2

(BEING ALL OF OUTLOT 1 & UNPLATTED PORTION OF THE NW $\frac{1}{4}$ NW $\frac{1}{4}$ NW $\frac{1}{4}$)
of NW $\frac{1}{4}$ NW $\frac{1}{4}$ NW $\frac{1}{4}$, Section 3, Township 159 N., Range 87 W

Owner



Out lot 2 of NW $\frac{1}{4}$ NW $\frac{1}{4}$ NW $\frac{1}{4}$, Section 3, Township 159 N., Range 87 W described as follows:

Commencing at the Northwest corner of Section 3, Township 159 North, Range 87 West, Ward County, North Dakota; Thence S 00°07'00.0" W along the West boundary of Section 3, a distance of 225.00 feet to the point of beginning; Thence S 89°53'00.0" E, a distance of 241.00 feet; Thence S 00°07'00.0" W, a distance of 110.00 feet; Thence N 89°53'00.0" W, a distance of 241.00 feet; Thence N 00°07'00.0" E along the said West boundary of Section 3, a distance of 110.00 feet to the point of beginning; Tract contains 0.61 Acres.

THE UNDERSIGNED, owner of the within described property, in accordance with the provisions of Section 57-02-39 of the North Dakota Century Code, and upon demand of the County Auditor of _____ County, North Dakota, has caused to be made the within and foregoing plat of said land, with the lots as therein described, hereby donate and dedicate all the streets and alleys hereon shown to the public for public use.

IN TESTIMONY WHEREOF the said owner has hereunto set their hand and seal this 21st day of July, 1993.

Signed in presence of

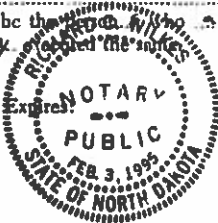
Benjamin James (Seal)
Robin James (Seal)
(Seal)

STATE OF NORTH DAKOTA }
County of Ward }

On this 21st day of July, in the year 1993, before me, a Notary Public in and for said County and State, personally appeared Benjamin James + Robin James

known to me to be the persons who described in, and who executed the foregoing instrument and acknowledged that they executed the same.

My Commission Expires



Richard B. Lischer
Notary Public

SURVEYOR'S CERTIFICATE

I, ROLLY B. ACKERMAN, Surveyor, do hereby certify that at the request of

BURKE-DIVIDE ELECTRIC

within and foregoing plat and description of the land as herein described, and that the lots, distances, area and location, as indicated on said plat and contained in said description, are true and correct.

ROLLY B. ACKERMAN RLS#1236

Subscribed and sworn to before me this 13th day of July, 1993.

My Commission Expires

6/23/94

Richard B. Lischer
Notary Public

Approved

19

Approved

19

PLAT OF OUT LOT

Sec. _____, Twp. _____, Rge. _____

OFFICE OF REGISTER OF DEEDS

County of Ward, North Dakota

I hereby certify that the within instrument was filed for record in this office on the 12 day of Aug. 1993 at 1:47 o'clock P.M. and this duly recorded on page _____ of Book _____ of Irregular Plats.

Register of Deeds

By

Deputy

Liquidated taxes and special assessments of installment of

special assessments paid and transfer encumbrances

day of _____ 1993

Ward County Auditor

Current taxes or current special assessments of installment of

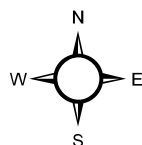
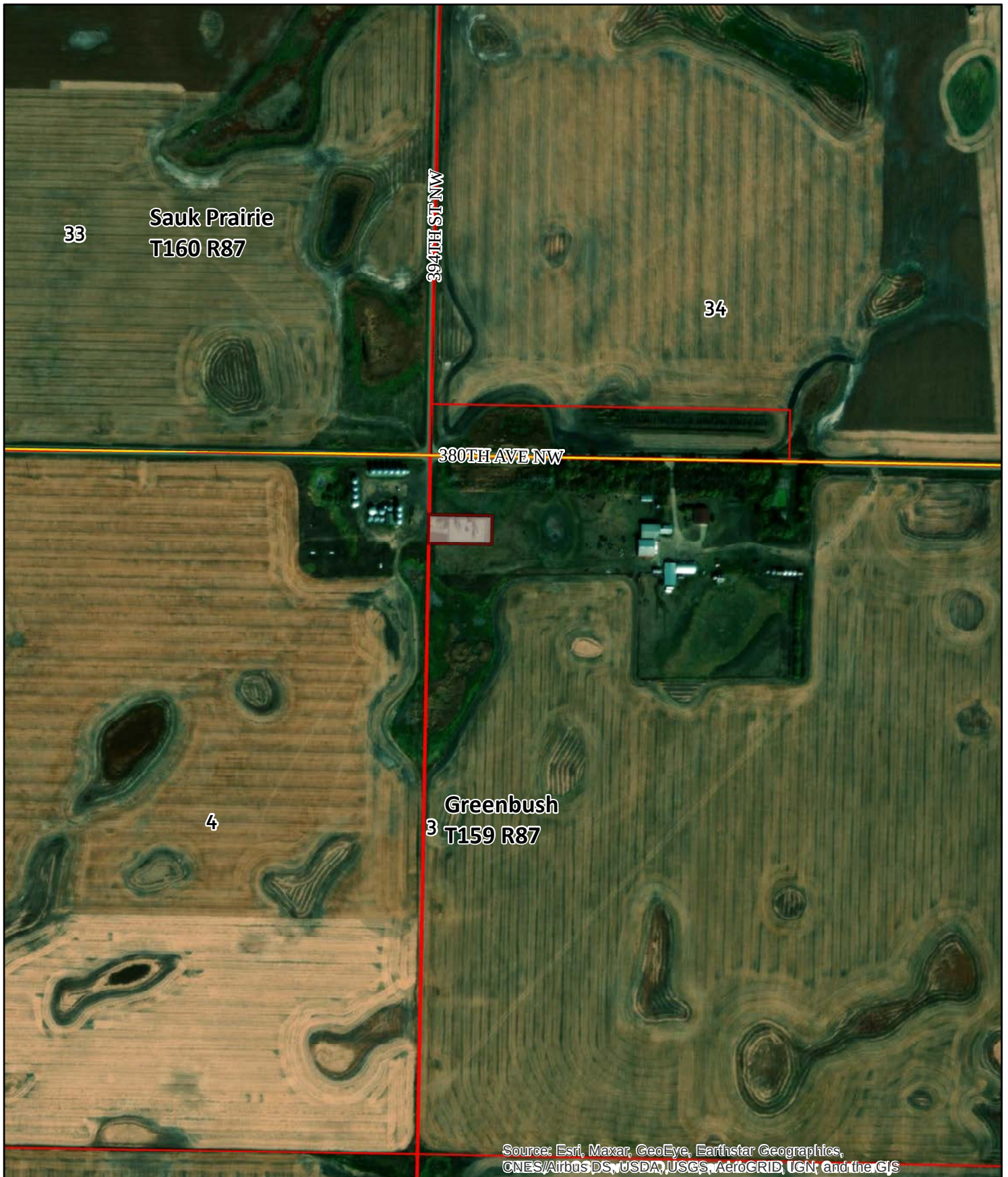
special assessments are unpaid to the extent of

\$

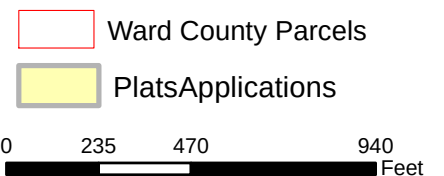
none

Ward County Auditor

#37816



Benjamin & Robin James
Outlot Plat Vacation Application
3-159-87
Greenbush Township



Signage Quotes

<u>Business</u>	<u>Sign Size</u>	<u>Cost</u>	<u>Included</u>
Newman Signs	5' x 4'	\$290	do a double sided aluminum sign, but we do not work with a structure
NDSU Ag Comm	8' x 4'	\$560	only the panel
Signs2Day/SignsToday	5' x 4'	No price given	only the panel
Indigo Signs	110" x 70"	\$7,200	Provide & install (1) double sided, non-illuminated post and panel sign per approved design. Minot city permit extra.
Knockout Design			

<u>Date</u>	<u>Notes</u>
2/6/2023	
9/16/2021	Add \$55 for double side and add \$40 for setup
2/15/2023	we do not have a welding/fabrication department that is able to construct custom frames like what you have pictured. If you were able to have one made, then we could certainly produce a panel to fit inside! / In regards to the large exterior building sign, due to size, we would recommend reaching out to Sign Dzyn or KnockOut Design in Minot. Both companies are more specialized & have the proper staff/equipment for large exterior signage.
5/12/2023	
5/18/2023	emailed, requested a quote using the mock up provided by indigo; emailed again 5/24



WARD COUNTY HUMAN RESOURCES DEPARTMENT

LOLLY GORZE, SHRM-CP
DIRECTOR

HUMAN RESOURCE GENERALISTS:
RACHEL STEVENSON, SHRM-CP
ASHLEY PERALES

Memorandum

To: Commissioners
From: Lolly Gorze, Human Resources Director
Date: May 31, 2023
Re: Human Resource's Agenda Items for June 6, 2023 Commission Meeting

Human Resources Office's Agenda items for the June 6, 2023 Commission Meeting are as follows:

1. Pay Amendments

Pay Amendments presented June 6, 2023 Ward County Commission

NEW HIRES/Rehires

Name		Dept	Title	FT/PT	Pay	Start Date				
Alejandro	Reyes	Library	Library Asst Substitute	PT	16.04 HR	5/17/2023		Backfill for Alyssa Ellet		
Makazia	Tarasen	Jail	Correction Officer	FT/PT	1956.50 Se	05/22/023		Backfill for Cierra Stueck		
Kevin	Streitz	Highway	Highway Maintenance	Seasonal	21.76 HR	5/30/2023		Seasonal		
Austin	Olson	Highway	Highway Maintenance	Seasonal	19.93 HR	5/31/2023		Seasonal		
Michael	Larson	Highway	Highway Maintenance	Seasonal	18.12 HR	5/22/2023		Seasonal		
Kim	Salmi	Park	Park Mainenance	Seasonal	18.22	5/22/2023		Seasonal		

PROMOTIONS

[illegible]

Terms Presented to Commission Board June 6, 2023				
Amari Zeluff	Juvenile Officer	Juvenile	5.22.23	Terminated
Steve Fournier		Highway	5.25.23	Retirement
Jade Feldner	Records Processor	Recorder Office	5.26.23	Resignation
Gary Groce	Court Security Officer	Sheriff's Office	5.31.23	Retirement
Gerald Hammers	Equipment Operator III	Highway	6.1.223	Retirement
Daniel Raub	Facility	Building & Grounds	Sept/Oct	Retirement
Sarah Walker	Accounting Technician	Auditor		Going to the Water Board
Nichole Michalenko	Librarian II - Kenmare	Library	6.6.2023	
Jimmy Bolen	Correctional Officer	Jail	6.7.2023	Resignation
Ashley Perales	HR Generalist	HR	6.19.2023	Resignation

Featured Job Opportunities

Accounting Technician I

Posted May 30, 2023 9:30 AM | Closes June 13, 2023 4:30 PM

GENERAL DESCRIPTION OF POSITION: The Accounting Technician performs detailed technical work in carrying out several annual functions required by the County... [Full Description](#)

Correctional Officer

Posted May 23, 2023 9:30 AM | Closes June 6, 2023 4:30 PM

The Ward County Application Form can be found [HERE](#) GENERAL DESCRIPTION OF POSITION: This position is located at the Ward County Jail. Duties at this level are... [Full Description](#)

Equipment Operator II - With Underfill

Posted May 23, 2023 10:00 AM | Closes June 6, 2023 4:30 PM

Equipment Operator II – with Underfill The Ward County Human Resource Department will be accepting applications for the position of an Equipment Operator II available in... [Full Description](#)

Equipment Operator III w/ Motorgrader Experience

Posted May 23, 2023 10:00 AM | Closes June 6, 2023 4:30 PM

Equipment Operator III w/Motorgrader Experience The Ward County Human Resource Department will be accepting applications for the position of an Equipment Operator III w... [Full Description](#)

Juvenile Detention Officer

Posted May 23, 2023 9:30 AM | Closes June 6, 2023 4:30 PM

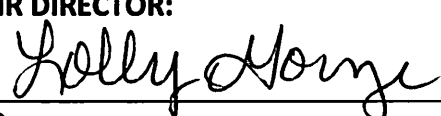
Juvenile Detention Officer Starting Salary: \$22.58 - \$24.92 per hour depending on experience Type of Recruitment: Internal/External GENERAL DESCRIPTION OF... [Full Description](#)

Departments are in the process of interviewing for the following positions:

1. Recorder Admin Assistant II
2. Human Resource Generalist/Payroll
3. Court Security/Evidence Technician

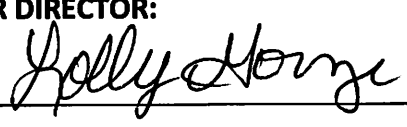
PAY AMENDMENT APPLICATION

Application is hereby made for a change in pay status for the employee and for the reasons show below.

Employee Name:	Alejandro Reyes			
Department:	Library			
Position Title:	Library Assistant Substitute			
Effective Date of Change:	5.17.23			
Type of Change (check only one)				
New Hire ☒	Promotion ☐	Demotion ☐	Leave Without Pay ☐	Other ☐
CURRENT STATUS:				
FT ☐	PT ☐	Temporary ☐	Seasonal ☐	
Not on Payroll ☐		On Unpaid Leave ☐		
Rate/Hour:		Rate/Semi-Monthly: \$		
Level	Step	Part Time %		
REQUESTED STATUS: Library Assistant Substitute				
FT ☐	PT ☒	Temporary ☐	Seasonal ☐	
Not on Payroll ☐		On Unpaid Leave ☐		
Rate/Hour: \$16.04		Rate/Semi-Monthly:		
Grade	Step	Part Time %		
ADDITIONAL EXPLANATION (if necessary):				
Backfill for Alyssa Ellet				
APPROVED BY WARD COUNTY HR DIRECTOR:				
DATE: 5/17/2023		HR DIRECTOR: 		
APPROVED BY WARD COUNTY DEPARTMENT HEAD:				
DATE:		DEPARTMENT HEAD:		
APPROVED BY WARD COUNTY COMMISSIONERS:				
DATE:		CHAIR:		

PAY AMENDMENT APPLICATION

Application is hereby made for a change in pay status for the employee and for the reasons show below.

Employee Name:	Mikazia Tarasen			
Department:	Jail			
Position Title:	Correctional Officer			
Effective Date of Change:	5.22.23			
Type of Change (check only one)				
New Hire ☒	Promotion ☐	Demotion ☐	Leave Without Pay ☐	Other ☐
CURRENT STATUS:				
FT ☐	PT ☐	Temporary ☐	Seasonal ☐	
Not on Payroll ☐		On Unpaid Leave ☐		
Rate/Hour:		Rate/Semi-Monthly: \$		
Level	Step	Part Time %		
REQUESTED STATUS: Correctional Officer				
FT ☒	PT ☐	Temporary ☐	Seasonal ☐	
Not on Payroll ☐		On Unpaid Leave ☐		
Rate/Hour: \$22.58		Rate/Semi-Monthly: \$1,956.50		
Grade	Step	Part Time %		
ADDITIONAL EXPLANATION (if necessary):				
Backfill for Cierra Stueck				
APPROVED BY WARD COUNTY HR DIRECTOR:				
DATE: 5/17/2023		HR DIRECTOR: 		
APPROVED BY WARD COUNTY DEPARTMENT HEAD:				
DATE:		DEPARTMENT HEAD:		
APPROVED BY WARD COUNTY COMMISSIONERS:				
DATE:		CHAIR:		

PAY AMENDMENT APPLICATION

Application is hereby made for a change in pay status for the employee and for the reasons show below.

Employee Name:	Kevin Streitz		
Department:	Highway		
Position Title:	Seasonal Highway Maintenance		
Effective Date of Change:	5.30.2023		
Type of Change (check only one)			
New Hire ☐	Promotion ☐	Demotion ☐	Leave Without Pay ☐ Other ☒ <i>Retire</i>
CURRENT STATUS:			
FT ☐	PT ☐	Temporary ☐	Seasonal ☒
Not on Payroll ☐		On Unpaid Leave ☐	
Rate/Hour:		Rate/Semi-Monthly: \$	
Grade	Step	Part Time %	
REQUESTED STATUS:			
FT ☐	PT ☐	Temporary ☐	Seasonal ☒
Not on Payroll ☐		On Unpaid Leave ☐	
Rate/Hour: \$21.76		Rate/Semi-Monthly: \$	
Grade 5	Step 2	Part Time %	
ADDITIONAL EXPLANATION (if necessary):			
Seasonal Highway Maintenance			
APPROVED BY WARD COUNTY HR DIRECTOR:			
DATE: 5/31/2023		HR DIRECTOR: Holly Abney	
APPROVED BY WARD COUNTY DEPARTMENT HEAD:			
DATE:		DEPARTMENT HEAD:	
APPROVED BY WARD COUNTY COMMISSIONERS:			
DATE:		CHAIR:	

PAY AMENDMENT APPLICATION

Application is hereby made for a change in pay status for the employee and for the reasons show below.

Employee Name:	Austin Olson		
Department:	Highway		
Position Title:	Seasonal Highway Maintenance		
Effective Date of Change:	5.31.2023		
Type of Change (check only one)			
New Hire ☐	Promotion ☐	Demotion ☐	Leave Without Pay ☐ Other ☒ <i>Retire</i>
CURRENT STATUS:			
FT ☐	PT ☐	Temporary ☐	Seasonal ☒
Not on Payroll ☐		On Unpaid Leave ☐	
Rate/Hour:		Rate/Semi-Monthly: \$	
Grade	Step	Part Time %	
REQUESTED STATUS:			
FT ☐	PT ☐	Temporary ☐	Seasonal ☒
Not on Payroll ☐		On Unpaid Leave ☐	
Rate/Hour: \$19.93		Rate/Semi-Monthly: \$	
Grade 4	Step 2	Part Time %	
ADDITIONAL EXPLANATION (if necessary):			
Seasonal Highway Maintenance			
APPROVED BY WARD COUNTY HR DIRECTOR:			
DATE: <i>5/31/2023</i>		HR DIRECTOR: <i>Kelly Abney</i>	
APPROVED BY WARD COUNTY DEPARTMENT HEAD:			
DATE:		DEPARTMENT HEAD:	
APPROVED BY WARD COUNTY COMMISSIONERS:			
DATE:		CHAIR:	

PAY AMENDMENT APPLICATION

Application is hereby made for a change in pay status for the employee and for the reasons show below.

Employee Name:	Michael Larson		
Department:	Highway		
Position Title:	Seasonal Mower/Maintenance		
Effective Date of Change:	5.22.2023		
Type of Change (check only one)			
New Hire ☐	Promotion ☐	Demotion ☐	Leave Without Pay ☐ Other ☒ <i>Retire</i>
CURRENT STATUS:			
FT ☐	PT ☐	Temporary ☐	Seasonal ☒
Not on Payroll ☐		On Unpaid Leave ☐	
Rate/Hour: \$17.50 in 2022		Rate/Semi-Monthly: \$	
Grade 2	Step 4	Part Time %	
REQUESTED STATUS:			
FT ☐	PT ☐	Temporary ☐	Seasonal ☒
Not on Payroll ☐		On Unpaid Leave ☐	
Rate/Hour: \$18.12 for 2023		Rate/Semi-Monthly: \$	
Grade 3	Step 2	Part Time %	
ADDITIONAL EXPLANATION (if necessary):			
Seasonal Mower/Maintenance			
APPROVED BY WARD COUNTY HR DIRECTOR:			
DATE: <i>5/30/2023</i>		HR DIRECTOR: <i>Kelly Moxie</i>	
APPROVED BY WARD COUNTY DEPARTMENT HEAD:			
DATE:		DEPARTMENT HEAD:	
APPROVED BY WARD COUNTY COMMISSIONERS:			
DATE:		CHAIR:	

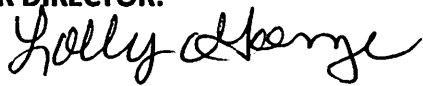
PAY AMENDMENT APPLICATION

Application is hereby made for a change in pay status for the employee and for the reasons show below.

Employee Name:	Kim Salmi			
Department:	Highway			
Position Title:	Seasonal Park Maintenance			
Effective Date of Change:	4.24.2023			
Type of Change (check only one)				
New Hire ☐	Promotion ☐	Demotion ☐	Leave Without Pay ☐	Other ☒ <i>Rehire</i>
CURRENT STATUS:				
FT ☐	PT ☐	Temporary ☐	Seasonal ☒	
Not on Payroll ☐		On Unpaid Leave ☐		
Rate/Hour: \$17.17 in 2022		Rate/Semi-Monthly: \$		
Grade 2	Step 3	Part Time %		
REQUESTED STATUS:				
FT ☐	PT ☐	Temporary ☐	Seasonal ☒	
Not on Payroll ☐		On Unpaid Leave ☐		
Rate/Hour: \$18.22 for 2023		Rate/Semi-Monthly: \$		
Grade 3	Step 2	Part Time %		
ADDITIONAL EXPLANATION (if necessary):				
Seasonal Park Maintenance				
APPROVED BY WARD COUNTY HR DIRECTOR:				
DATE: <i>5/30/2023</i>		HR DIRECTOR: <i>Holly Hounz</i>		
APPROVED BY WARD COUNTY DEPARTMENT HEAD:				
DATE:		DEPARTMENT HEAD:		
APPROVED BY WARD COUNTY COMMISSIONERS:				
DATE:		CHAIR:		

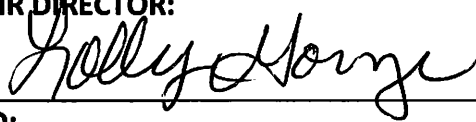
PAY AMENDMENT APPLICATION

Application is hereby made for a change in pay status for the employee and for the reasons show below.

Employee Name:	Nicole Warath			
Department:	Highway			
Position Title:	Office Manager			
Effective Date of Change:	6.1.2023			
Type of Change (check only one)				
New Hire ☐	Promotion ☒	Demotion ☐	Leave Without Pay ☐	Other ☐
CURRENT STATUS:				
FT ☒	PT ☐	Temporary ☐	Seasonal ☐	
Not on Payroll ☐		On Unpaid Leave ☐		
Rate/Hour: \$21.25		Rate/Semi-Monthly: \$ 1,841.47		
Grade 5	Step 1	Part Time %		
REQUESTED STATUS:				
FT ☒	PT ☐	Temporary ☐	Seasonal ☐	
Not on Payroll ☐		On Unpaid Leave ☐		
Rate/Hour: \$27.07		Rate/Semi-Monthly: \$2,345.99		
Grade 8	Step 1	Part Time %		
ADDITIONAL EXPLANATION (if necessary):				
Promotion to Office Manager				
APPROVED BY WARD COUNTY HR DIRECTOR:				
DATE: 5/31/2023		HR DIRECTOR: 		
APPROVED BY WARD COUNTY DEPARTMENT HEAD:				
DATE:		DEPARTMENT HEAD:		
APPROVED BY WARD COUNTY COMMISSIONERS:				
DATE:		CHAIR:		

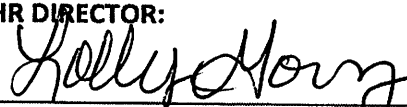
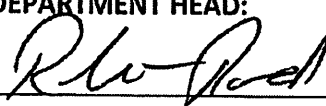
PAY AMENDMENT APPLICATION

Application is hereby made for a change in pay status for the employee and for the reasons show below.

Employee Name:	Tiffany Sorgen			
Department:	State's Attorney			
Position Title:	Deputy State's Attorney			
Effective Date of Change:	6.15.2023			
Type of Change (check only one)				
New Hire ☐	Promotion ☒	Demotion ☐	Leave Without Pay ☐	Other ☐
CURRENT STATUS:				
FT ☒	PT ☐	Temporary ☐	Seasonal ☐	
Not on Payroll ☐		On Unpaid Leave ☐		
Rate/Hour: \$45.33		Rate/Semi-Monthly: \$ 3,928.39		
Grade 17	Step 2	Part Time %		
REQUESTED STATUS:				
FT ☒	PT ☐	Temporary ☐	Seasonal ☐	
Not on Payroll ☐		On Unpaid Leave ☐		
Rate/Hour: \$48.72		Rate/Semi-Monthly: \$4,222.05		
Grade 19	Step 1	Part Time %		
ADDITIONAL EXPLANATION (if necessary):				
Promotion to Deputy State's Attorney				
APPROVED BY WARD COUNTY HR DIRECTOR:				
DATE: 5/31/2023		HR DIRECTOR: 		
APPROVED BY WARD COUNTY DEPARTMENT HEAD:				
DATE:		DEPARTMENT HEAD:		
APPROVED BY WARD COUNTY COMMISSIONERS:				
DATE:		CHAIR:		

PAY AMENDMENT APPLICATION

Application is hereby made for a change in pay status for the employee and for the reasons show below.

Employee Name:	Anthony Owens			
Department:	Jail			
Position Title:	Captain			
Effective Date of Change:	5.16.2023			
Type of Change (check only one)				
New Hire ☐	Promotion ☒	Demotion ☐	Leave Without Pay ☐	Other ☐
CURRENT STATUS:				
FT ☒	PT ☐	Temporary ☐	Seasonal ☐	
Not on Payroll ☐		On Unpaid Leave ☐		
Rate/Hour: \$30.58		Rate/Semi-Monthly: \$ 2,650.715		
Grade 9	Step 2	Part Time %		
REQUESTED STATUS:				
FT ☒	PT ☐	Temporary ☐	Seasonal ☐	
Not on Payroll ☐		On Unpaid Leave ☐		
Rate/Hour: \$36.87		Rate/Semi-Monthly: \$3,195.46		
Grade 13	Step 1	Part Time %		
ADDITIONAL EXPLANATION (if necessary):				
Promotion to Captain, Backfill for Chris Ray				
APPROVED BY WARD COUNTY HR DIRECTOR:				
DATE: 5/31/2023		HR DIRECTOR: 		
APPROVED BY WARD COUNTY DEPARTMENT HEAD:				
DATE: 5/31/2023		DEPARTMENT HEAD: 		
APPROVED BY WARD COUNTY COMMISSIONERS:				
DATE:		CHAIR:		

PAY AMENDMENT APPLICATION

Application is hereby made for a change in pay status for the employee and for the reasons show below.

Employee Name:	Roxanne Houim			
Department:	Jail			
Position Title:	Juvenile Detention Lieutenant			
Effective Date of Change:	5.16.2023			
Type of Change (check only one)				
New Hire ☐	Promotion ☐	Demotion ☐	Leave Without Pay ☐	Other ☒ <i>move Depts</i>
CURRENT STATUS:				
FT ☒	PT ☐	Temporary ☐	Seasonal ☐	
Not on Payroll ☐		On Unpaid Leave ☐		
Rate/Hour: \$32.54		Rate/Semi-Monthly: \$2,819.88		
Grade 9	Step 6	Part Time %		
REQUESTED STATUS:				
FT ☒	PT ☐	Temporary ☐	Seasonal ☐	
Not on Payroll ☐		On Unpaid Leave ☐		
Rate/Hour: \$32.54		Rate/Semi-Monthly: \$2,819.88		
Grade 9	Step 6	Part Time %		
ADDITIONAL EXPLANATION (if necessary):				
Position Title Change – Juvenile Detention Lieutenant, no change in pay. Backfill for Anthony Owens				
APPROVED BY WARD COUNTY HR DIRECTOR:				
DATE: 5/13/2023		HR DIRECTOR: <i>Rolly George</i>		
APPROVED BY WARD COUNTY DEPARTMENT HEAD:				
DATE:		DEPARTMENT HEAD:		
APPROVED BY WARD COUNTY COMMISSIONERS:				
DATE:		CHAIR:		

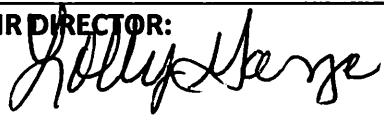
PAY AMENDMENT APPLICATION

Application is hereby made for a change in pay status for the employee and for the reasons show below.

Employee Name:	Danae Greek			
Department:	Human Resources			
Position Title:	Human Resources Generalist			
Effective Date of Change:	5.28.2023			
Type of Change (check only one)				
New Hire ☐	Promotion ☒	Demotion ☐	Leave Without Pay ☐	Other ☐
CURRENT STATUS:				
FT ☒		PT ☐		Temporary ☐
Not on Payroll ☐		On Unpaid Leave ☐		
Rate/Hour: \$26.39		Rate/Semi-Monthly: \$ 2,287.63		
Grade 7	Step 3	Part Time %		
REQUESTED STATUS:				
FT ☒		PT ☐		Temporary ☐
Not on Payroll ☐		On Unpaid Leave ☐		
Rate/Hour: \$29.11		Rate/Semi-Monthly: \$2,523.10		
Grade 9	Step 1	Part Time %		
ADDITIONAL EXPLANATION (if necessary):				
Promotion to HR Generalist Backfill for Ashley Perales				
APPROVED BY WARD COUNTY HR DIRECTOR:				
DATE: 5/31/2023		HR DIRECTOR: 		
APPROVED BY WARD COUNTY DEPARTMENT HEAD:				
DATE:		DEPARTMENT HEAD:		
APPROVED BY WARD COUNTY COMMISSIONERS:				
DATE:		CHAIR:		

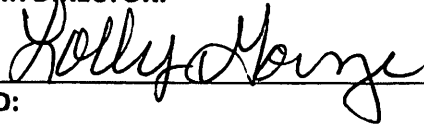
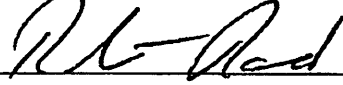
PAY AMENDMENT APPLICATION

Application is hereby made for a change in pay status for the employee and for the reasons show below.

Employee Name:	Misty Benjamin			
Department:	Jail			
Position Title:	Juvenile Detention Officer			
Effective Date of Change:	5.29.2023			
Type of Change (check only one)				
New Hire ☐	Promotion ☐	Demotion ☐	Leave Without Pay ☐	Other ☒
CURRENT STATUS:				
FT ☒	PT ☐	Temporary ☐	Seasonal ☐	
Not on Payroll ☐		On Unpaid Leave ☐		
Rate/Hour: \$23.23		Rate/Semi-Monthly: \$ 2,012.98		
Grade 6	Step 2	Part Time %		
REQUESTED STATUS:				
FT ☒	PT ☐	Temporary ☐	Seasonal ☐	
Not on Payroll ☐		On Unpaid Leave ☐		
Rate/Hour: \$23.23		Rate/Semi-Monthly: \$2,012.98		
Grade 6	Step 2	Part Time %		
ADDITIONAL EXPLANATION (if necessary):				
Position Title Change – Juvenile Detention Officer – no change in pay Backfill for Mara Cox				
APPROVED BY WARD COUNTY HR DIRECTOR:				
DATE: 5/31/2023		HR DIRECTOR: 		
APPROVED BY WARD COUNTY DEPARTMENT HEAD:				
DATE:		DEPARTMENT HEAD:		
APPROVED BY WARD COUNTY COMMISSIONERS:				
DATE:		CHAIR:		

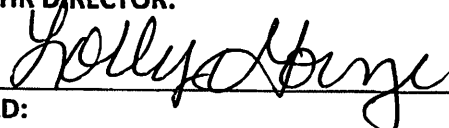
PAY AMENDMENT APPLICATION

Application is hereby made for a change in pay status for the employee and for the reasons show below.

Employee Name:	Gavin Weiland			
Department:	Jail			
Position Title:	Detention Lieutenant			
Effective Date of Change:	6.1.2023			
Type of Change (check only one)				
New Hire ☐	Promotion ☒	Demotion ☐	Leave Without Pay ☐	Other ☐
CURRENT STATUS:				
FT ☒	PT ☐	Temporary ☐	Seasonal ☐	
Not on Payroll ☐		On Unpaid Leave ☐		
Rate/Hour: \$28.41		Rate/Semi-Monthly: \$2,462.52		
Grade 8	Step 3	Part Time %		
REQUESTED STATUS:				
FT ☒	PT ☐	Temporary ☐	Seasonal ☐	
Not on Payroll ☐		On Unpaid Leave ☐		
Rate/Hour: \$29.83		Rate/Semi-Monthly: \$2,585.65		
Grade 9	Step 1	Part Time %		
ADDITIONAL EXPLANATION (if necessary):				
Promotion to Detention Lieutenant Backfill for Roxanne Houim				
APPROVED BY WARD COUNTY HR DIRECTOR:				
DATE: 5/31/2023		HR DIRECTOR: 		
APPROVED BY WARD COUNTY DEPARTMENT HEAD:				
DATE: 5/31/2023		DEPARTMENT HEAD: 		
APPROVED BY WARD COUNTY COMMISSIONERS:				
DATE:		CHAIR:		

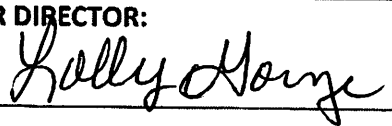
PAY AMENDMENT APPLICATION

Application is hereby made for a change in pay status for the employee and for the reasons show below.

Employee Name:	Keith Miller			
Department:	Sheriff			
Position Title:	Corporal			
Effective Date of Change:	6.1.2023			
Type of Change (check only one)				
New Hire ☐	Promotion ☒	Demotion ☐	Leave Without Pay ☐	Other ☐
CURRENT STATUS:				
FT ☒	PT ☐	Temporary ☐	Seasonal ☐	
Not on Payroll ☐		On Unpaid Leave ☐		
Rate/Hour: \$28.14		Rate/Semi-Monthly: \$2,438.96		
Grade 7	Step 7	Part Time %		
REQUESTED STATUS:				
FT ☒	PT ☐	Temporary ☐	Seasonal ☐	
Not on Payroll ☐		On Unpaid Leave ☐		
Rate/Hour: \$29.55		Rate/Semi-Monthly: \$2,560.91		
Grade 8	Step 4	Part Time %		
ADDITIONAL EXPLANATION (if necessary):				
Promotion to Corporal				
APPROVED BY WARD COUNTY HR DIRECTOR:				
DATE: 5/31/2023		HR DIRECTOR: 		
APPROVED BY WARD COUNTY DEPARTMENT HEAD:				
DATE: 5/31/2023		DEPARTMENT HEAD: 		
APPROVED BY WARD COUNTY COMMISSIONERS:				
DATE:		CHAIR:		

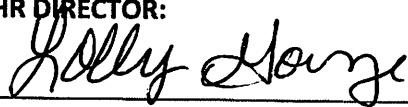
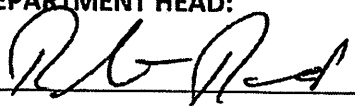
PAY AMENDMENT APPLICATION

Application is hereby made for a change in pay status for the employee and for the reasons show below.

Employee Name:	Habeeb Rafiu			
Department:	Sheriff			
Position Title:	Corporal			
Effective Date of Change:	6.1.2023			
Type of Change (check only one)				
New Hire ☐	Promotion ☒	Demotion ☐	Leave Without Pay ☐	Other ☐
CURRENT STATUS:				
FT ☒	PT ☐	Temporary ☐	Seasonal ☐	
Not on Payroll ☐		On Unpaid Leave ☐		
Rate/Hour: \$27.42		Rate/Semi-Monthly: \$2,376.21		
Grade 7	Step 5	Part Time %		
REQUESTED STATUS:				
FT ☒	PT ☐	Temporary ☐	Seasonal ☐	
Not on Payroll ☐		On Unpaid Leave ☐		
Rate/Hour: \$28.79		Rate/Semi-Monthly: \$2,495.02		
Grade 8	Step 3	Part Time %		
ADDITIONAL EXPLANATION (if necessary):				
Promotion to Corporal				
APPROVED BY WARD COUNTY HR DIRECTOR:				
DATE: 5/31/2023		HR DIRECTOR: 		
APPROVED BY WARD COUNTY DEPARTMENT HEAD:				
DATE: 5/31/2023		DEPARTMENT HEAD: 		
APPROVED BY WARD COUNTY COMMISSIONERS:				
DATE:		CHAIR:		

PAY AMENDMENT APPLICATION

Application is hereby made for a change in pay status for the employee and for the reasons show below.

Employee Name:	Amy Whitehead			
Department:	Sheriff			
Position Title:	Corporal			
Effective Date of Change:	6.1.2023			
Type of Change (check only one)				
New Hire ☐	Promotion ☒	Demotion ☐	Leave Without Pay ☐	Other ☐
CURRENT STATUS:				
FT ☒	PT ☐	Temporary ☐	Seasonal ☐	
Not on Payroll ☐		On Unpaid Leave ☐		
Rate/Hour: \$27.42		Rate/Semi-Monthly: \$2,376.21		
Grade 7	Step 5	Part Time %		
REQUESTED STATUS:				
FT ☒	PT ☐	Temporary ☐	Seasonal ☐	
Not on Payroll ☐		On Unpaid Leave ☐		
Rate/Hour: \$28.79		Rate/Semi-Monthly: \$2,495.02		
Grade 8	Step 3	Part Time %		
ADDITIONAL EXPLANATION (if necessary):				
Promotion to Corporal				
APPROVED BY WARD COUNTY HR DIRECTOR:				
DATE: 5/31/2023		HR DIRECTOR: 		
APPROVED BY WARD COUNTY DEPARTMENT HEAD:				
DATE: 5/31/2023		DEPARTMENT HEAD: 		
APPROVED BY WARD COUNTY COMMISSIONERS:				
DATE:		CHAIR:		

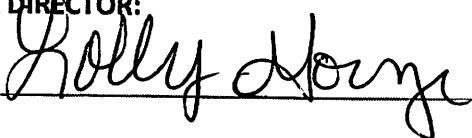
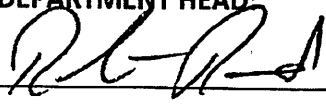
PAY AMENDMENT APPLICATION

Application is hereby made for a change in pay status for the employee and for the reasons show below.

Employee Name:	Andrew Mathieson			
Department:	Sheriff			
Position Title:	Corporal			
Effective Date of Change:	6.1.2023			
Type of Change (check only one)				
New Hire ☐	Promotion ☒	Demotion ☐	Leave Without Pay ☐	Other ☐
CURRENT STATUS:				
FT ☒	PT ☐	Temporary ☐	Seasonal ☐	
Not on Payroll ☐		On Unpaid Leave ☐		
Rate/Hour: \$27.42		Rate/Semi-Monthly: \$2,376.21		
Grade 7	Step 5	Part Time %		
REQUESTED STATUS:				
FT ☒	PT ☐	Temporary ☐	Seasonal ☐	
Not on Payroll ☐		On Unpaid Leave ☐		
Rate/Hour: \$28.79		Rate/Semi-Monthly: \$2,495.02		
Grade 8	Step 3	Part Time %		
ADDITIONAL EXPLANATION (if necessary):				
Promotion to Corporal				
APPROVED BY WARD COUNTY HR DIRECTOR:				
DATE: 5/31/2023		HR DIRECTOR: Kelly George		
APPROVED BY WARD COUNTY DEPARTMENT HEAD:				
DATE: 5/31/2023		DEPARTMENT HEAD: [Signature]		
APPROVED BY WARD COUNTY COMMISSIONERS:				
DATE:		CHAIR:		

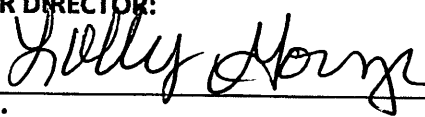
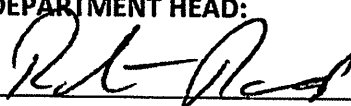
PAY AMENDMENT APPLICATION

Application is hereby made for a change in pay status for the employee and for the reasons show below.

Employee Name:	Joshua Lund			
Department:	Sheriff			
Position Title:	Corporal			
Effective Date of Change:	6.1.2023			
Type of Change (check only one)				
New Hire ☐	Promotion ☒	Demotion ☐	Leave Without Pay ☐	Other ☐
CURRENT STATUS:				
FT ☒	PT ☐	Temporary ☐	Seasonal ☐	
Not on Payroll ☐		On Unpaid Leave ☐		
Rate/Hour: \$25.12		Rate/Semi-Monthly: \$2,177.39		
Grade 7	Step 5	Part Time %		
REQUESTED STATUS:				
FT ☒	PT ☐	Temporary ☐	Seasonal ☐	
Not on Payroll ☐		On Unpaid Leave ☐		
Rate/Hour: \$27.07		Rate/Semi-Monthly: \$2,345.99		
Grade 8	Step 1	Part Time %		
ADDITIONAL EXPLANATION (if necessary):				
Promotion to Corporal				
APPROVED BY WARD COUNTY HR DIRECTOR:				
DATE: 5/31/2023		HR DIRECTOR: 		
APPROVED BY WARD COUNTY DEPARTMENT HEAD:				
DATE: 5/31/2023		DEPARTMENT HEAD: 		
APPROVED BY WARD COUNTY COMMISSIONERS:				
DATE:		CHAIR:		

PAY AMENDMENT APPLICATION

Application is hereby made for a change in pay status for the employee and for the reasons show below.

Employee Name:	Dustin Westerman			
Department:	Sheriff			
Position Title:	Corporal			
Effective Date of Change:	6.1.2023			
Type of Change (check only one)				
New Hire ☐	Promotion ☒	Demotion ☐	Leave Without Pay ☐	Other ☐
CURRENT STATUS:				
FT ☒	PT ☐	Temporary ☐	Seasonal ☐	
Not on Payroll ☐		On Unpaid Leave ☐		
Rate/Hour: \$27.42		Rate/Semi-Monthly: \$2,376.21		
Grade 7	Step 5	Part Time %		
REQUESTED STATUS:				
FT ☒	PT ☐	Temporary ☐	Seasonal ☐	
Not on Payroll ☐		On Unpaid Leave ☐		
Rate/Hour: \$28.79		Rate/Semi-Monthly: \$2,495.02		
Grade 8	Step 3	Part Time %		
ADDITIONAL EXPLANATION (if necessary):				
Promotion to Corporal				
APPROVED BY WARD COUNTY HR DIRECTOR:				
DATE: 5/31/2023		HR DIRECTOR: 		
APPROVED BY WARD COUNTY DEPARTMENT HEAD:				
DATE: 5/31/2023		DEPARTMENT HEAD: 		
APPROVED BY WARD COUNTY COMMISSIONERS:				
DATE:		CHAIR:		

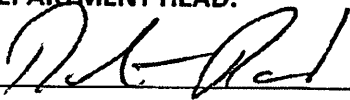
PAY AMENDMENT APPLICATION

Application is hereby made for a change in pay status for the employee and for the reasons show below.

Employee Name:	Casey Visocsky			
Department:	Sheriff			
Position Title:	Corporal			
Effective Date of Change:	6.1.2023			
Type of Change (check only one)				
New Hire ☐	Promotion ☒	Demotion ☐	Leave Without Pay ☐	Other ☐
CURRENT STATUS:				
FT ☒	PT ☐	Temporary ☐	Seasonal ☐	
Not on Payroll ☐		On Unpaid Leave ☐		
Rate/Hour: \$26.09		Rate/Semi-Monthly: \$2,260.90		
Grade 7	Step 3	Part Time %		
REQUESTED STATUS:				
FT ☒	PT ☐	Temporary ☐	Seasonal ☐	
Not on Payroll ☐		On Unpaid Leave ☐		
Rate/Hour: \$27.39		Rate/Semi-Monthly: \$2,373.94		
Grade 8	Step 1	Part Time %		
ADDITIONAL EXPLANATION (if necessary):				
Promotion to Corporal				
APPROVED BY WARD COUNTY HR DIRECTOR:				
DATE: 5/31/2023		HR DIRECTOR: Kelly Monroe		
APPROVED BY WARD COUNTY DEPARTMENT HEAD:				
DATE: 5/31/2023		DEPARTMENT HEAD: [Signature]		
APPROVED BY WARD COUNTY COMMISSIONERS:				
DATE:		CHAIR:		

PAY AMENDMENT APPLICATION

Application is hereby made for a change in pay status for the employee and for the reasons show below.

Employee Name:	Taylor Schiller			
Department:	Sheriff			
Position Title:	Corporal			
Effective Date of Change:	6.1.2023			
Type of Change (check only one)				
New Hire ☐	Promotion ☒	Demotion ☐	Leave Without Pay ☐	Other ☐
CURRENT STATUS:				
FT ☒	PT ☐	Temporary ☐	Seasonal ☐	
Not on Payroll ☐		On Unpaid Leave ☐		
Rate/Hour: \$26.76		Rate/Semi-Monthly: \$2,319.27		
Grade 7	Step 4	Part Time %		
REQUESTED STATUS:				
FT ☒	PT ☐	Temporary ☐	Seasonal ☐	
Not on Payroll ☐		On Unpaid Leave ☐		
Rate/Hour: \$28.10		Rate/Semi-Monthly: \$2,435.24		
Grade 8	Step 2	Part Time %		
ADDITIONAL EXPLANATION (if necessary):				
Promotion to Corporal				
APPROVED BY WARD COUNTY HR DIRECTOR:				
DATE:		HR DIRECTOR:		
APPROVED BY WARD COUNTY DEPARTMENT HEAD:				
DATE:		DEPARTMENT HEAD:		
5/31/2023				
APPROVED BY WARD COUNTY COMMISSIONERS:				
DATE:		CHAIR:		

2022-2023 ND School Immunization Survey Results

– First District Health Unit

- The NDHHS received a school immunization survey from 46 schools with kindergarteners in the First District Health Unit service area. Of these schools, 18 reached the Healthy People 2030 goal of 95 percent or higher vaccination rates for all required kindergarten vaccinations. School-specific kindergarten rates can be found on the following page.

Exemption Information

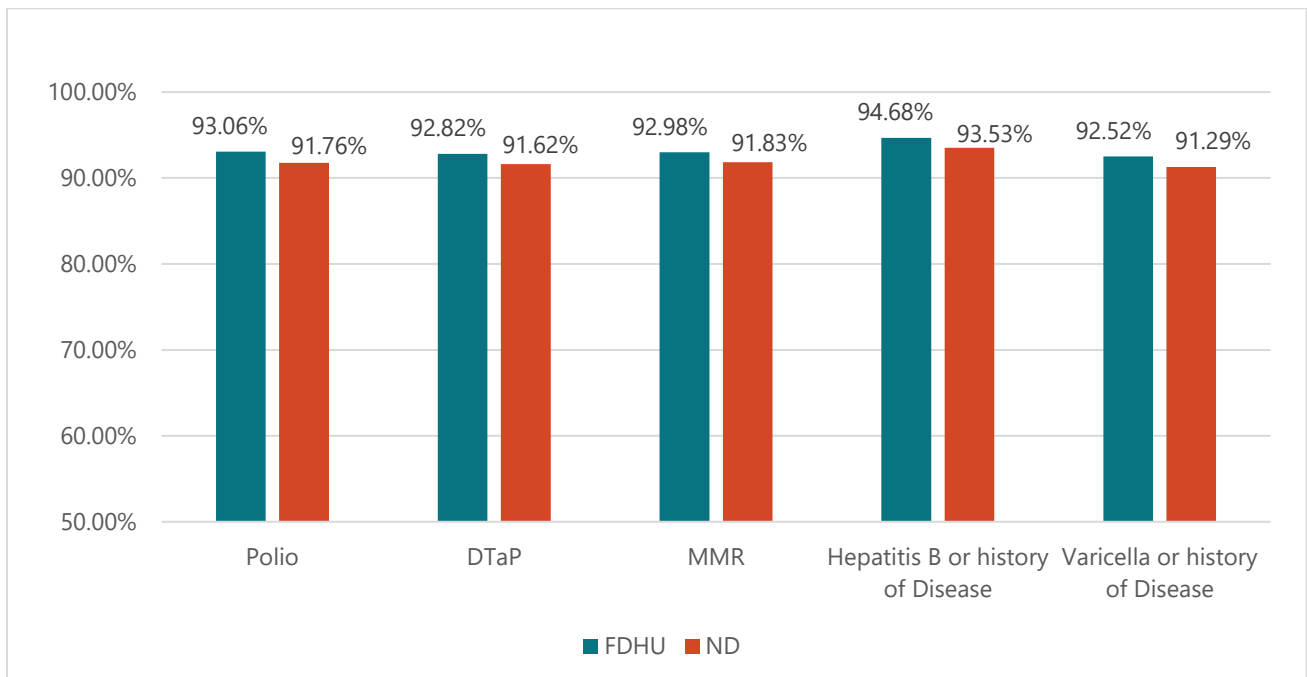
First District Health Unit

- Personal Belief Exemptions: 3.24%
- Religious Exemptions: 1.62%
- Medical Exemptions: 0.46%

North Dakota Schools

- Personal Belief Exemptions: 3.16%
- Religious Exemptions: 1.65%
- Medical Exemptions: 0.21%

First District Health Unit vs. North Dakota Schools



School	No Record	Personal Belief Exemption	Medical Exemption	Religious Exemption	Polio	DTaP	MMR	Hepatitis B	Varicella/ History
Anamoose Elem School	0.00%	15.38%	0.00%	0.00%	84.62%	84.62%	84.62%	100.00%	84.62%
Bel Air Elem School	0.00%	2.33%	2.33%	0.00%	95.35%	95.35%	95.35%	97.67%	95.35%
Bell Elem School	6.25%	6.25%	0.00%	0.00%	93.75%	93.75%	93.75%	93.75%	93.75%
Berthold Public School	0.00%	7.69%	0.00%	0.00%	92.31%	92.31%	92.31%	92.31%	92.31%
Berthold Public School Home School*									
Bishop Ryan Catholic School	0.00%	0.00%	0.00%	0.00%	100.00%	97.56%	97.56%	100.00%	100.00%
Bob Callies Elem School	0.00%	0.00%	0.00%	0.00%	100.00%	100.00%	100.00%	100.00%	100.00%
Bottineau Elem School	0.00%	0.00%	0.00%	13.33%	93.33%	91.11%	91.11%	93.33%	88.89%
Bowbells Public School	0.00%	0.00%	0.00%	0.00%	100.00%	100.00%	100.00%	100.00%	100.00%
Burke Central Public School	0.00%	0.00%	0.00%	0.00%	100.00%	100.00%	100.00%	100.00%	100.00%
Burlington-Des Lacs Elem School	0.00%	3.51%	0.00%	3.51%	96.49%	96.49%	94.74%	94.74%	92.98%
Dakota Elem School	0.00%	0.00%	0.00%	0.00%	98.48%	98.48%	98.48%	98.48%	98.48%
Edison Elem School	0.00%	6.15%	0.00%	0.00%	95.38%	96.92%	93.85%	95.38%	93.85%
Garrison High School	0.00%	0.00%	0.00%	0.00%	100.00%	100.00%	100.00%	100.00%	100.00%
Glenburn Public School	0.00%	10.53%	0.00%	0.00%	84.21%	84.21%	84.21%	89.47%	78.95%
John Hoeven Elem School	0.00%	0.00%	0.00%	1.47%	98.53%	98.53%	98.53%	100.00%	98.53%
Kenmare Elem School	0.00%	5.26%	0.00%	0.00%	94.74%	94.74%	94.74%	94.74%	94.74%
Lewis and Clark Elem School	0.00%	0.00%	0.00%	0.00%	100.00%	100.00%	100.00%	100.00%	100.00%
Longfellow Elem School	0.00%	3.08%	1.54%	1.54%	93.85%	93.85%	93.85%	98.46%	93.85%
Max Public School	12.50%	12.50%	0.00%	0.00%	87.50%	87.50%	100.00%	100.00%	87.50%
McClusky Elem School	0.00%	0.00%	0.00%	0.00%	52.38%	47.62%	52.38%	80.95%	52.38%
McClusky High School	6.25%	6.25%	0.00%	18.75%	68.75%	68.75%	68.75%	68.75%	75.00%
McKinley Elem School	14.29%	0.00%	0.00%	0.00%	85.71%	85.71%	85.71%	85.71%	85.71%
MLS-Mohall Public School	0.00%	5.00%	0.00%	0.00%	95.00%	95.00%	95.00%	95.00%	95.00%
Nedrose Elem School	0.00%	2.08%	0.00%	2.08%	95.83%	95.83%	95.83%	95.83%	95.83%
Newburg-United Public School	0.00%	0.00%	0.00%	0.00%	100.00%	100.00%	100.00%	100.00%	100.00%
North Plains Elem School	0.00%	0.00%	0.00%	2.22%	97.78%	97.78%	97.78%	97.78%	97.78%
Our Redeemer's Christian School	0.00%	10.71%	0.00%	3.57%	85.71%	85.71%	85.71%	89.29%	85.71%
Perkett Elem School	0.00%	6.35%	0.00%	1.59%	92.06%	92.06%	92.06%	92.06%	92.06%
Powers Lake Public School	5.26%	5.26%	5.26%	5.26%	73.68%	73.68%	73.68%	78.95%	73.68%
Roosevelt Elem School	0.00%	0.00%	0.00%	0.00%	100.00%	97.67%	100.00%	97.67%	100.00%
Sawyer Elem School*									
South Prairie Public School	0.00%	0.00%	0.00%	0.00%	92.31%	92.31%	94.87%	92.31%	94.87%
Sunnyside Elem School	0.00%	4.17%	4.17%	2.08%	89.58%	89.58%	89.58%	89.58%	89.58%
Surrey Public School	0.00%	4.35%	0.00%	0.00%	95.65%	95.65%	95.65%	95.65%	95.65%
TGU Granville Public School	0.00%	25.00%	0.00%	0.00%	75.00%	75.00%	75.00%	87.50%	75.00%
TGU Towner Public School	0.00%	0.00%	0.00%	0.00%	88.24%	88.24%	88.24%	94.12%	88.24%
Turtle Lake-Mercer Public School	0.00%	0.00%	0.00%	0.00%	90.00%	90.00%	95.00%	90.00%	85.00%
Underwood Public School	0.00%	8.33%	0.00%	0.00%	83.33%	83.33%	83.33%	83.33%	83.33%
Velva Public School	0.00%	5.88%	0.00%	2.94%	91.18%	91.18%	91.18%	91.18%	91.18%

Washburn 4*										
Washburn Public School	0.00%	11.11%	0.00%	0.00%	88.89%	88.89%	88.89%	92.59%	85.19%	
Washington Elem School	0.00%	3.23%	1.61%	0.00%	96.77%	96.77%	95.16%	96.77%	95.16%	
Westhope Public School	0.00%	0.00%	0.00%	0.00%	100.00%	100.00%	100.00%	100.00%	100.00%	
White Shield Public School	0.00%	0.00%	0.00%	0.00%	88.24%	88.24%	88.24%	94.12%	88.24%	
Wilton Public School	0.00%	0.00%	0.00%	0.00%	100.00%	100.00%	100.00%	100.00%	100.00%	
North Dakota Schools	1.55%	3.16%	0.21%	1.65%	91.76%	91.62%	91.83%	93.53%	91.29%	

*schools with fewer than 5 students are excluded from individual reports for confidentiality

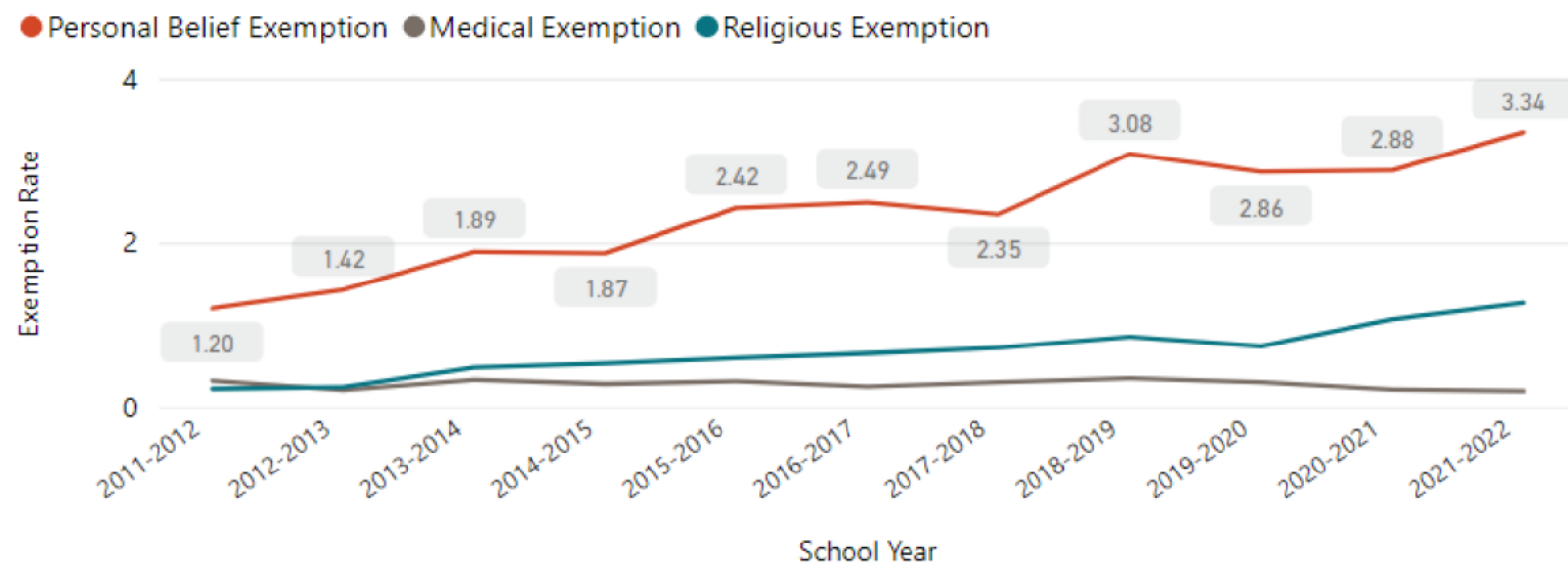
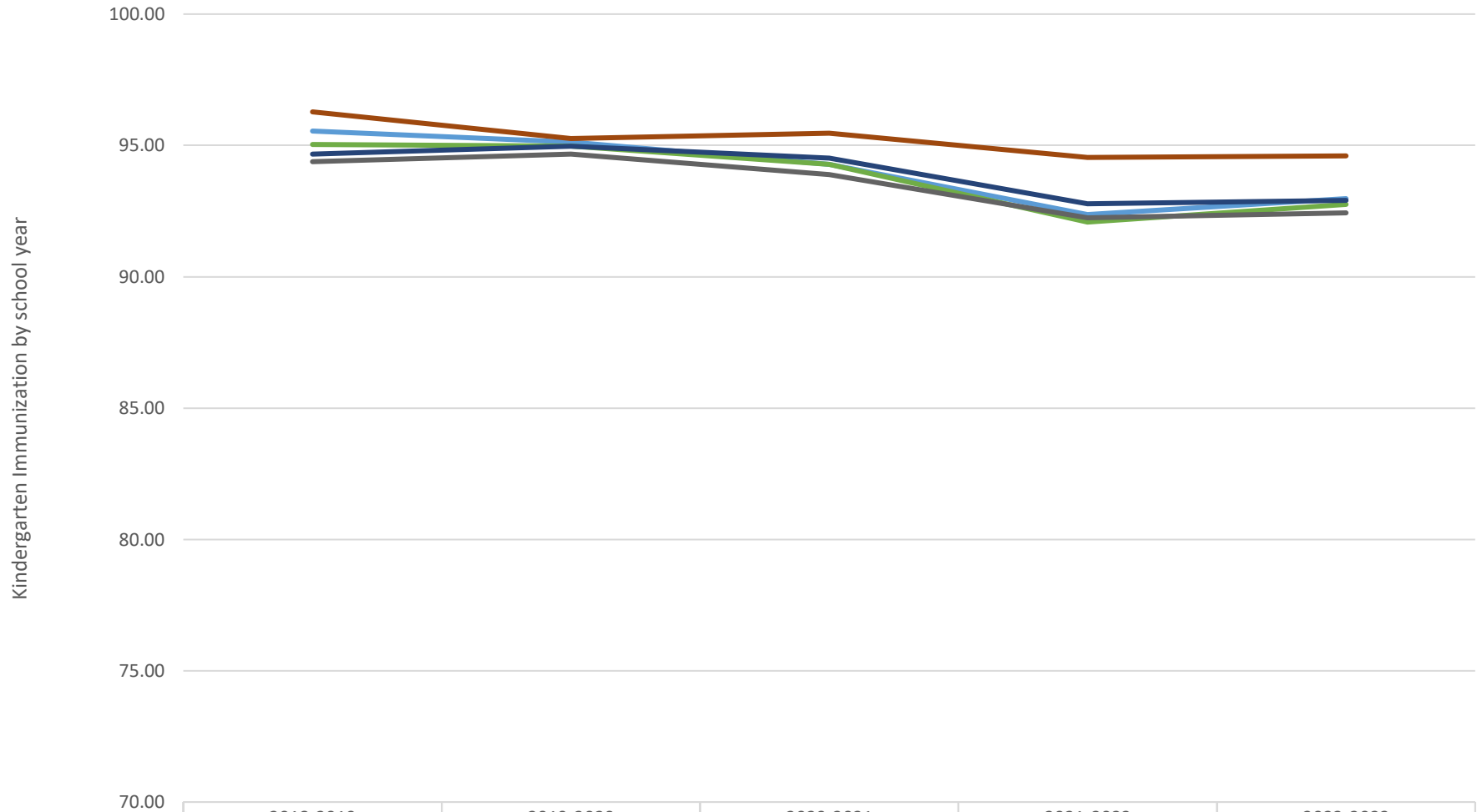


Figure 3. Exemption rates in North Dakota kindergartners by school year

Source: North Dakota Department of Health

FDHU Service Area School Immunization Rates, 2018-2022



	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
	K	K	K	K	K
%MMR	95.54744526	95.12	94.28794992	92.37	92.97839506
%Polio	95.03649635	94.97	94.28794992	92.08	92.74691358
%DTaP	94.67153285	94.97	94.52269171	92.78	92.90123457
%HepB	96.27737226	95.27	95.46165884	94.54	94.59876543
%Chickenpox	94.37956204	94.67	93.89671362	92.24	92.4382716

2023 January - March

****Data reflects number of client visits. *Minot numbers are included in Ward County totals.**

January - March 2023	Bottineau		Burke		McHenry		McLean		Renville		Sheridan		Ward		Minot	Total District	
	2022	2023	2022	2023	2022	2023	2022	2023	2022	2023	2022	2023	2022	2023	2023	2022	2023
ENVIRONMENTAL HEALTH																	
Body Art/Tanning Inspections						2							7	7	7	0	9
Childcare Inspections				2		4		1					11	8	8	0	18
Food Safety Training		17		2		1		17		1		3	106	102	102	0	147
Food/Lodging Inspections		21		14		18		30		7		3	151	129	129	0	244
Indoor Air Quality													3	3	3	0	3
Licenses - Environmental Health		41		7		22		37		10		7	227	212	212	0	351
Nuisances						1				1			8	7	7	0	10
Recreational Water Inspections													9	9	9	0	9
Septic System Permits																0	0
Water Tests																0	702
HEALTH PROMOTIONS																	
Beverage Server Training													91	91	91	0	91
Car Seats Distributed													1	1	1	0	1
Narcan distribution		7		17		44		73		14		7	387	369	369	0	549
Stepping On participants						13										0	13
Tobacco Cessation													19	19	19	0	19
NURSING																	
Adult Health Programs		35			5	53		3		1		2	2	24	8	7	118
Child Health Services		2				1	13	6				5	45	36	32	58	50
Family Planning, STI/HIV/AIDS													141	180	151	141	180
High Priority Infants													15	10	10	0	15
Immunizations given to adults	285	57	35	14	49	22	118	51	46	17	23	8	2192	782	635	2748	951
Immunizations given to children	276	184	15	11	31	91	26	23	13	27	14	27	760	291	203	1135	654
Jail Health													199	153	153	199	153
Optimal Pregnancy Outcome Program													1	2	1	1	2
Ryan White # enrolled													3	8		3	8
Syringe Service Program													23	44	NA	23	44
Tuberculosis - active, latent, testing	70	3			57					9			10	13	12	137	25
WIC/Nutrition	165	141	0	0	122	97	18	16	0	15	56	67	2877	3089	2279	3238	3425
TOTALS	796	508	50	67	264	369	175	257	59	102	93	129	6253	5657	4441	7690	7791

Adult Health - services for medical injections, FP (not contraceptives), general nursing services.

Child Health - screenings (preschool, vision, hearing, orthodontic), general nursing services. **Nuisances** - complaints received by EH.

****Immunizations**- number of vaccines given, includes COVID vaccines and vaccine titers.

May 19, 2023

Ward County Commissioners
225 3rd St SE
PO Box 5005
Minot, ND 58702

Dear Commissioner,

Ward County 4-H 2023 Achievement Days will be held Monday, June 19 through Thursday, June 22 at the North Dakota State Fairgrounds.

Achievement Days gives 4-H members an opportunity to showcase projects they have worked on this past year. The exhibits are open to the public, and we invite you to come; a Schedule for Guests is enclosed.

Also, you and a guest are invited to share an evening with Ward County 4-H on Thursday, June 22 for the:

- 4-H Friends and Family Barbeque beginning at 4:30 pm in FFA Hall at the North Dakota State Fair Center
- Awards Program beginning at 5:45 pm also in FFA Hall
- Livestock Premium Sale beginning at 7:30 pm in the Expo Building

Your attendance will give our 4-H members a chance to meet their County Commissioners. We greatly appreciate all your support for the Ward County 4-H program.

We look forward to seeing you there,



Emily Burkett
NDSU Extension Agent
4-H Youth Development

Enclosure: Guest Schedule of 2023 Achievement Days





NDSU

EXTENSION
WARD COUNTY

Ward County 4-H 2023 Achievement Days Guest Schedule



Monday, June 20

8 am to 6 pm

Horse Show – Arena II

Tuesday, June 21

8 am to 9:30 am

Dog Show – Expo Building

9:30 am

Cat and Small Pet Shows – Expo Building

Wednesday, June 22

8 am to 4 pm

Static Exhibits – FFA Hall

"

Swine Show – Expo Building

"

Sheep Show – Expo Building

"

Dairy Show – Expo Building

"

Goat Show – Expo Building

"

Beef Show – Expo Building

4 pm

Round Robin Showmanship – Expo Building

Thursday, June 23

8 am to 4 pm

Static Exhibits – FFA Hall

8 am to 12 pm

Livestock Skill-a-thon – Expo Building

8 am

Rabbit Show – Expo Building

8 am

Poultry Show – Expo Building

2 pm

Ag Olympics – Expo Building

4:30 pm to 6:30 pm

4-H Friends and Family BBQ – FFA Hall

5:45 pm

Awards Program – FFA Hall

7 pm

Pee Wee Pig Show – Expo Building

7:30 pm

Livestock Premium Sale – Expo Building

Friday, June 24

8 am

Ward County Shootout – Expo Building



NDSU is an equal opportunity educator, employer and provider. Visit ndsu.edu/equity or call 701-231-7708. This publication will be made available in alternative formats for people with disabilities upon request, (701) 231-7881. Requests for accommodations related to disability should be made to Shirrell Ott at 701-857-6450 or shirrell.ott@ndsu.edu by 06/15/2023.

May 19, 2023

Ward County Commissioners
225 3rd St SE
PO Box 5005
Minot, ND 58702

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Emily Burkett
NDSU Extension Agent
4-H Youth Development

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NDSU

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WARD COUNTY

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United States Department of the Interior

BUREAU OF RECLAMATION

Dakotas Area Office

304 East Broadway Avenue

Bismarck, ND 58501



IN REPLY REFER TO:

DK-5000-23-01
2.1.4.17

Subject: Bureau of Reclamation's Preparation of a Programmatic Environmental Assessment for the Design, Construction, Operation, Maintenance, and Replacement of Phase III Fort Berthold Rural Water System Projects

Dear Interested Party:

The Bureau of Reclamation Dakotas Area Office is preparing a Programmatic Environmental Assessment (EA) for the Design, Construction, Operation, Maintenance, Repair (OM&R) and/or Replacement of Phase III Fort Berthold Rural Water System (FBRWS) Projects. The FBRWS is a Congressionally authorized municipal, rural, and industrial water system on the Fort Berthold Indian Reservation, and adjacent areas, in North Dakota. Phase I construction was authorized under the Garrison Diversion Unit Reformulation Act of 1986 and has been completed. Phase II construction was authorized under the Dakota Water Resources Act of 2000 (DWRA) and will be completed in the next few years. FBRWS OM&R as authorized under the Reformulation Act and DWRA is ongoing. The proposed EA analyzes the construction and OM&R of new Phase III facilities and OM&R of existing FBRWS facilities. The Phase III infrastructure would expand the FBRWS, enhancing its capability to provide reliable and safe drinking water to the residents of the Fort Berthold Reservation into the foreseeable future.

Reclamation, as the owner of the FBRWS, is the lead Federal agency, responsible for ensuring compliance with the National Environmental Policy Act of 1969 (NEPA), the National Historic Preservation Act, and other laws and regulations. Reclamation will determine the terms and conditions under which the EA would be approved. We request your feedback regarding potential effects about Phase III (the Proposed Action). Your input would assist us in making our decision.

The FBRWS Phase III projects include continued expansion of the distribution system, installing water service connections, constructing new or increasing the capacity of water treatment plants, adding potable water storage tanks, working on Lake Sakakawea raw water intakes, installing water meters, adding booster stations, and constructing new FBRWS administration, shop and storage buildings. The proposed EA also includes a more comprehensive description of ongoing and future FBRWS OM&R activities.

Reclamation defines significance in accordance with 40 CFR Part 1508.27. If no significant issues are identified during scoping or preparation of the EA, Reclamation would issue a Finding of No Significant Impact (FONSI). Conversely, if significant issues are identified, Reclamation would consider whether to proceed with preparing an environmental impact statement.

INTERIOR REGION 5 • MISSOURI BASIN

KANSAS, MONTANA*, NEBRASKA, NORTH DAKOTA, SOUTH DAKOTA

* PARTIAL

It is requested that any comments, concerns, or information regarding the preparation of the EA for the Proposed Action (Phase III) be directed to Ms. Ashley Persinger, Environmental Coordinator, at (701) 221-1282 or at APersinger@usbr.gov by July 1, 2023. Similarly, written correspondence should be sent to: Area Manager, Bureau of Reclamation, 304 E Broadway Avenue, Bismarck, North Dakota 58502. If you are deaf, hard of hearing, or have a speech disability, please dial 7-1-1 to access telecommunications relay services.

Sincerely,

SCOTT HETTINGER

Digitally signed by SCOTT
HETTINGER
Date: 2023.05.24 09:14:38 -05'00'

Joseph E. Hall
Area Manager

Enclosure

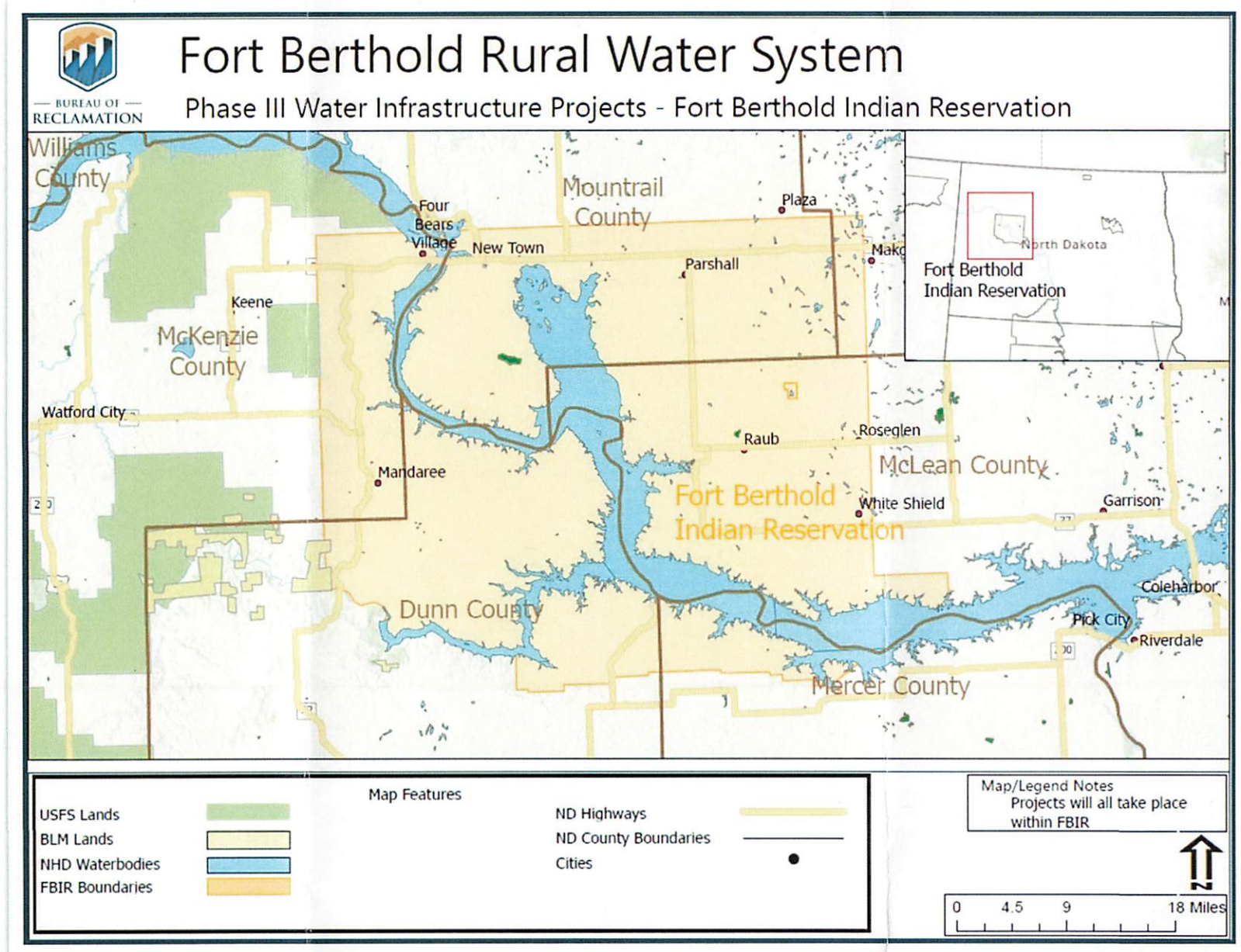


Figure 1. Proposed Action Location Map

Marisa Haman

From: Minot <Minot@minotchamberedc.com>
Sent: Wednesday, May 24, 2023 12:40 PM
Subject: Economy at a Glance May 2023
Attachments: Economy at a Glance May 2023.pdf

EXTERNAL email received. DO NOT open suspicious emails.

Member-Investors,

Earlier this month we sent you our Economy At a Glance report. Today we want to flag an inaccurate figure that was found in that report.

The May 2023 report showed a significant drop in Taxable Sales & Purchases for quarter one 2023 as reported by the Office of the North Dakota Tax Commissioner. This number was published by the State of North Dakota in error; not all companies had shared their data with the state at the time of this publishing.

This information should be corrected and updated fully by June 1. In the meantime, we've attached a corrected Economy at a Glance report, using the 2022 4th quarter numbers.

We apologize for sharing this incorrect data, and look forward to bringing you the corrected version once the state's data is made available to us.

Have a great day!



**MINOT AREA
CHAMBER EDC**

Minot Area Chamber EDC
1020 20th Avenue SW
P.O. Box 940 | Minot, ND 58702-0940
701.852.6000
minot@minotchamberedc.com

READ THE 2022 ANNUAL REPORT



Minot, ND and Ward County Economy at a Glance



May 2023

WORKFORCE (Job Service North Dakota)				
	March 2023	Feb 2023	March 2022	March 2021
Minot Unemployment Rate	2.6%	2.5%	2.9%	5.1%
Ward County Unemployment Rate	2.9%	3.0%	3.0%	5.3%
ND Unemployment Rate	2.5%	2.6%	2.7%	4.3%
US Unemployment Rate	3.6%	3.9%	3.8%	6.2%
SALES TAX COLLECTIONS (CITY OF MINOT, 1%, FINANCE)				
	March 2023	March 2022	YTD 2023	YTD 2022
Minot	\$889,547.65	\$876,350.29	\$3,111,568.36	\$3,048,113.29
TAXABLE SALES & PURCHASES (OFFICE OF ND STATE TAX COMMISSIONER)				
4th Quarter	2022	2021	2020	2019
Minot	\$325,206,530	\$293,455,526	\$261,528,547	\$286,218,293
Ward County	\$360,470,021	\$321,621,123	\$271,720,411	\$301,079,886
REAL ESTATE (MINOT MULTIPLE LISTING)				
	March 2023	March 2022	YTD 2023	YTD 2022
Number of single family homes sold in Minot	57	60	125	174
All Sold (Minot & rural surrounding area)	79	87	175	235
Average Sale Price for Minot	\$225,588	\$266,369	\$225,951	\$242,396
Average Sale Price All Market	\$227,040	\$249,824	\$227,040	\$235,325
TRANSPORTATION (MINOT INTERNATIONAL AIRPORT)				
	March 2023	March 2022	YTD 2023	YTD 2022
Passenger Boardings	13,439	13,097	35,234	33,887
BUILDING (CITY OF MINOT COMMUNITY DEVELOPMENT DEPARTMENT)				
	March 2023 Permits/Values	March 2022 Permits/Values	YTD 2023 Permits/Values	YTD 2022 Permits/Values
New Residential (Single Family, Townhouse & Condo)	1/\$174,000	8/\$1,385,000	1/\$174,000	8/\$1,385,000
New Commercial	0/\$0	\$1,200,000	\$65,372,000	\$1,847,000
Valuation of all permits	\$1,354,000	\$3,194,500	\$67,516,500	\$10,847,500
LODGING (VISIT MINOT)				
	March 2023	March 2022	YTD 2023	YTD 2022
Lodging Tax (2%)	\$47,907	\$32,971	\$198,990	\$103,983
Occupancy Rate	49%	51%	45%	46%



Auditor / Treasurer's Office

Marisa Haman
Auditor/Treasurer

Misty Hester
Deputy

To: Ward County Commissioners
From: Marisa Haman-Auditor/Treasurer
Date: June 6th, 2023
Re: 2024 Budget Inquiry/Input

Please see below inquires in regards to the 2024 budget:

- Would you like to increase the cash reserve at all? It has been set to \$1,045,000 the past couple of years.
- Would you like to keep commission contingency at \$250,000?
- Salary increases were discussed at the last Department Head Meeting. Department heads recommended a step increase (2.5%) and a 3.5% COLA.
- Are there any other board recommendations/priorities?



Auditor / Treasurer's Office

Marisa Haman
Auditor/Treasurer

Misty Hester
Deputy

To: Ward County Commissioners
From: Marisa Haman-Auditor/Treasurer
Date: June 6th, 2023
Re: Courtroom 100 ballistics panel- Building committee recommendation

The Building Committee met on May 24th, 2023 and reviewed the attached email regarding the addition of ballistics panels in the bench remodel. The committee recommended that the courts pursue a grant to fund the addition.

Marisa Haman

From: Marisa Haman
Sent: Wednesday, May 24, 2023 7:51 AM
To: John Fjeldahl
Subject: Fwd: Budget/Grant

Please see below email from Carolyn.

Get [Outlook for iOS](#)

From: Probst, Carolyn <CProbst@ndcourts.gov>
Sent: Thursday, May 18, 2023 9:54:58 AM
To: Marisa Haman <Marisa.Haman@co.ward.nd.us>
Subject: RE: Budget/Grant

***EXTERNAL** email received. DO NOT open suspicious emails.*

Thank you Marisa. Please keep me posted and I'll be sure I am there provided I'm in town. I am at a conference out of state all of next week but after I should be able to make it work if they meet. Thanks again! Carolyn

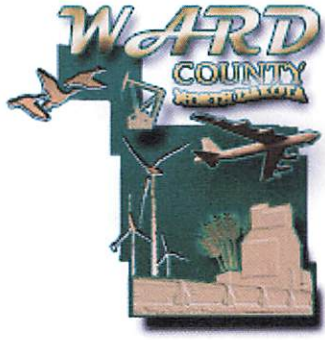
From: Marisa Haman <Marisa.Haman@co.ward.nd.us>
Sent: Wednesday, May 17, 2023 3:26 PM
To: Probst, Carolyn <CProbst@ndcourts.gov>
Cc: Brian Vangsness <Brian.Vangsness@co.ward.nd.us>
Subject: RE: Budget/Grant

*****CAUTION:** This email originated from an outside source. Do not click links or open attachments unless you know they are safe.***

Good afternoon,

I will have to wait and ask them at the next meeting, but that isn't until June 6th. We may have a special meeting before and if so I can tack it on to that agenda. Either way I think it would be beneficial for you to come and present.

Marisa Haman
Auditor/Treasurer
p:701.857.6417
f:701.857.6424
marisa.haman@wardnd.com



From: Probst, Carolyn [<mailto:CProbst@ndcourts.gov>]
Sent: Tuesday, May 16, 2023 1:50 PM
To: Marisa Haman <Marisa.Haman@co.ward.nd.us>
Cc: Brian Vangsness <Brian.Vangsness@co.ward.nd.us>
Subject: Budget/Grant
Importance: High

***EXTERNAL** email received. DO NOT open suspicious emails.*

Hi Marisa,

Minot Sash and Door are finalizing their redesign plans for Courtroom 100. It has come to our attention that they did not include the ballistics paneling for the bench to protect from gunfire. The estimated cost for the full bench is \$3,825. We could lower that cost at this time by alleviating the paneling in front of the witness stand. Each panel is approximately \$900. There are 4 panels (witness, judge, clerk, recorder). They are in that order from the far wall to the door. Therefore, alleviating the panels for either staff member means should an assault occur the judge would be protected in their seat but not through the remaining space to the door to escape..

I'm not sure who to ask so I'm starting with you. If the county has funds we could do this now as they are constructing the bench. Or, we could request another grant at the end of the year for these funds and install the panels next year after the courtroom is already finished. My understanding is that if they do it now it would be part of the bench and hidden, if they wait until next year it would be placed on the interior and seen from that angle. I'm not sure it matters to be honest as it's on the interior... But, they need an answer in the next two weeks so they can finalize the plan and move forward.

I do apologize I didn't even think of it until we were discussing the final designs. Can you let me know what the commissioners preference is? Or, if it's a hard "no". I can come and explain if need be but I'm out of the office all of next week for a conference.

Please let me know and I'll proceed accordingly. Thank you!!

Carolyn Probst
Court Administrator
Unit 4 – NCJD/NWJD
(701) 857-6625
cprobst@ndcourts.gov

MEMORANDUM

To: Ward County Commissioners
From: Sarah L Walker
Date: June 6, 2023
Subject: Foreclosed Property Bids

Please review the submitted bids for the following tax foreclosed property:

PARCEL #	KM270240200091
ADDRESS	0 *UNASSIGNED LAND, KENMARE
LEGAL DESCRIPTION	NIEDERRITER'S 4TH ADDITION LOT 9A BLOCK 2 KENMARE CITY S-28 A .077
MINIMUM SALE PRICE	\$386.10
BID PRICE SUBMITTED	\$395.00

PARCEL #	KM270240200092
ADDRESS	0 *UNASSIGNED LAND, KENMARE
LEGAL DESCRIPTION	NIEDERRITER'S 4TH ADDITION LOT 9B BLOCK 2 KENMARE CITY S-28 A .076
MINIMUM SALE PRICE	\$386.10
BID PRICE SUBMITTED	\$395.00

PARCEL #	KM270240200101
ADDRESS	0 *UNASSIGNED LAND, KENMARE
LEGAL DESCRIPTION	NIEDERRITER'S 4TH ADDITION LOT 10A BLOCK 2 KENMARE CITY S-28 A .076
MINIMUM SALE PRICE	\$386.10
BID PRICE SUBMITTED	\$395.00

PARCEL #	KM270240200102
ADDRESS	0 *UNASSIGNED LAND, KENMARE
LEGAL DESCRIPTION	NIEDERRITER'S 4TH ADDITION LOT 10B BLOCK 2 KENMARE CITY S-28 A .076
MINIMUM SALE PRICE	\$386.10
BID PRICE SUBMITTED	\$395.00

PARCEL #	KM270240200111
ADDRESS	0 *UNASSIGNED LAND, KENMARE
LEGAL DESCRIPTION	NIEDERRIER'S 4TH ADDITION LOT 11A BLOCK 2 KENMARE CITY S-28 A .076
MINIMUM SALE PRICE	\$386.10
BID PRICE SUBMITTED	\$395.00

PARCEL #	KM270240200112
ADDRESS	0 *UNASSIGNED LAND, KENMARE
LEGAL DESCRIPTION	NIEDERRITER'S 4TH ADDITION LOT 11B BLOCK 2 KENMARE CITY S-28 A .122
MINIMUM SALE PRICE	\$716.17
BID PRICE SUBMITTED	\$725.00

PARCEL #	KM270240200121
ADDRESS	0 *UNASSIGNED LAND, KENMARE
LEGAL DESCRIPTION	NIEDERRITER'S 4TH ADDITION LOT 12A BLOCK 2 KENMARE CITY S-28 A .127
MINIMUM SALE PRICE	\$716.17
BID PRICE SUBMITTED	\$725.00

Accepted and Approved:

Denied:

Chair

Ward County Commissioners

Chair

Ward County Commissioners

From: [cameron law](#)
To: [Sarah Walker](#)
Subject: Re: buy a couple parcels of land
Date: Tuesday, May 23, 2023 9:58:30 AM
Attachments: [image001.png](#)

EXTERNAL email received. DO NOT open suspicious emails.

Ok i was under the impression i had to pay today im new at this process, so i would like to add three more parcels to the list that i would like to purchase.

- 1.) Parcel # KM270240200101 - Im offering \$395.00
- 2.) Parcel # KM270240200092 - Im offering \$395.00
- 3.) Parcel # KM270240200091 - Im offering \$395.00

Thank you,
and i appreciate all the help!!

P.S. Please bare
with me through the process this is my first time and im trying not to make a mistake

On Tuesday, May 23, 2023 at 08:23:12 AM CDT, Sarah Walker <sarah.walker@co.ward.nd.us> wrote:

Thank you for the email. I will get everything ready to present to the County Commissioners at their next meeting (June 6). If approved, we will contact the prior owner and give them 30 days to redeem the taxes due. As I mentioned, this rarely happens.

I will keep you posted throughout the process.

Sarah L. Walker
Account Technician, Ward County
Auditor/Treasurer Department

Ward County Administrative Building
225 3rd St SE, PO Box 5005
Minot, ND 58702
P: 701.857.6418
F: 701.857.6424
sarah.walker@wardnd.com



From: cameron law [mailto:law_cameron@yahoo.com]
Sent: Tuesday, May 23, 2023 2:09 AM
To: Sarah Walker <Sarah.Walker@co.ward.nd.us>
Subject: buy a couple parcels of land

*EXTERNAL email received. **DO NOT** open suspicious emails.*

hello , my name is Cameron Law , here is the info for the parcels i would like to buy

- 1.) Parcel # KM270240200121 - Im offering \$725.00
- 2.) Parcel # KM270240200112 - Im offering \$725.00
- 3.) Parcel # KM270240200111 - Im offering \$395.00
- 4.) Parcel # KM270240200102 - Im offering \$395.00

The name i want the property under is -

Cameron Scott Law

email address - law_cameron@yahoo.com

contact info -

Cameron Law
820 5th ave NW
Minot,ND 58703

phone # 701-595-2777 cell

701-609-0505 work

THANK YOU

REQUEST FOR DUPLICATE WARRANT
(NDCC 21-06-03)

Applicant: RICHARD HALVORSON
Address: 129 18TH ST SW
MINOT ND 58701

Lost, mutilated, defaced or destroyed warrant information:

Check No: 188118 Date issued: 2/28/2022 Amount: \$30.57

AGREEMENT

The undersigned applicant hereby requests the Board of Ward County Commissioners to authorize the issuance of a duplicate warrant as set forth above, and agrees to hold Ward County harmless for all loss that may occur and all costs, damages, expenses that said Ward County may sustain by reason of the issuance of said duplicate warrant. Applicant further certifies that the original warrant was either lost, mutilated, defaced or destroyed, and has not been cashed or deposited to the benefit of the applicant, the applicant's heirs, executors or any person known to the applicant.

Signed by the applicant this 25 day of May, 2023

Applicant

STATE OF NORTH DAKOTA)
)
COUNTY OF WARD)

SS

On this 25 day of May, 2023, before me the undersigned, personally appeared Richard Halvorson, to me known to be the person described in and who executed the foregoing agreement.

Witnessed by Abby L Burckhard the day and year above written.
Notary Public
STATE OF NORTH DAKOTA
My Commission Expires
September 13, 2025

Notary Public, Ward County, North Dakota

My commission expires: _____

ABBY L BURCKHARD
Notary Public
STATE OF NORTH DAKOTA
My Commission Expires
September 13, 2025

Application approved this _____ day of _____, 20____.

Chair, Ward County Board

Ward County Auditor/Treasurer

Duplicate warrant issued this _____ day of _____, 20____.

Duplicate warrant number _____

APPLICATION FOR LICENSE TO SELL ALCOHOLIC BEVERAGES

STATE OF NORTH DAKOTA
COUNTY OF WARD

The undersigned, being the individual alcoholic beverage applicant, or the partners in an application by a partnership, or an officer or officers of the corporation in an application by a corporation duly authorized to make such application and representations, and being first duly sworn on oath, represent and state the following: (please type or print)

The license is to be issued to: Parkland USA Corporation d/b/a Superpumper
(indicate whether an individual, partnership, or corporation)

The license is to be mailed to: PO Box 1847 Minot, ND 58702
(mailing address)

The legal description of the proposed licensed premises is:

7141 US Hwy 2 Minot, ND 58701

Type of license applied for: (circle applicable fees)

LICENSE FEES	ON & OFF SALE	ON-SALE ONLY	OFF-SALE ONLY
Liquor (no beer)	\$1,000	\$1,000	<u>\$750</u>
Beer and Wine	\$500	\$500	<u>\$375</u>
Supper Club Alcoholic Beverage	n/a	\$750	n/a
Supper Club Beer & Wine	n/a	\$375	n/a
TOTAL FEE			
Sunday Event Permits (see separate application)			
GOLF COURSE LICENSE FEES	ON & OFF SALE	ON-SALE ONLY	OFF-SALE ONLY
Golf Course Alcoholic Beverage License (on-sale and off-sale)	\$1,000	\$750	n/a
Beer and Wine	\$500	\$375	n/a
TOTAL FEE			

The individual owner(s), all partners in a partnership, and all officers and shareholders in a corporation, whichever is applicable are applicants and are named as follows:

Donna Senker

Dimitre Marinov

Kelson Quasire

A personal information sheet is attached for each individual named above as well as a personal information sheet for the proposed manager or managers of the licensed premises.

The real estate taxes on the proposed licensed premises are paid and no taxes are due.

The applicant does hereby consent and agree that the Ward County Sheriff or any of his Deputies, the Ward County State's Attorney or any of his Assistants, and any of the Ward County Commissioners may enter upon the premises described in this application at any hour of the day or night and that they, or either, or any of them shall have free and unlimited access to the Premises for the purpose of inspecting the Premises and the records of this applicant relating to the purchase and sale of alcoholic beverages. Applicant further consents and agrees that the above ability to inspect includes any area subject to or adjacent to an Event Permit Premises or Sunday Permit Premises.

The applicant does hereby acknowledge that he has read the 1993 Resolution to Reform Alcoholic Beverage Retail Sale Licensure and Regulation in Ward County and Title 5 of the North Dakota Century Code and understands the nature and gravity of the responsibilities, duties, obligations, and limitations placed upon him by virtue of holding a Ward County license and selling alcoholic beverages to the public.

Signed *Dan Hlan*

Treasurer
Position, if corporation

Signed _____

Position, if corporation

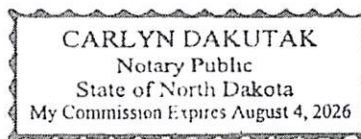
Signed _____

Position, if corporation

Subscribed and sworn to before me this 24th day of April, 2023.

Carlyn Dakutak
Notary Public, Ward County, North Dakota

My Commission Expires: August 4, 2026



Auditor/Treasurer's checklist:

Property Taxes Current?	<u>✓</u>
Personal Information Attachments	<u>✓</u>
Payment of Fee	<u>✓</u>
Township Board Consent (New applications only)	<u>✓</u>
Fire Marshall or Chief Approval	<u>✓</u>
1st District Health Unit Approval (existing Bldg. Only)	<u>✓</u>
Scale drawing of proposed licensed premises, Square footage	<u>✓</u>
Scale drawing of parking area, No. of spaces	<u>✓</u>

State's Attorney's Review (initial where appropriate)
DL comments attached _____ reviewed without comment

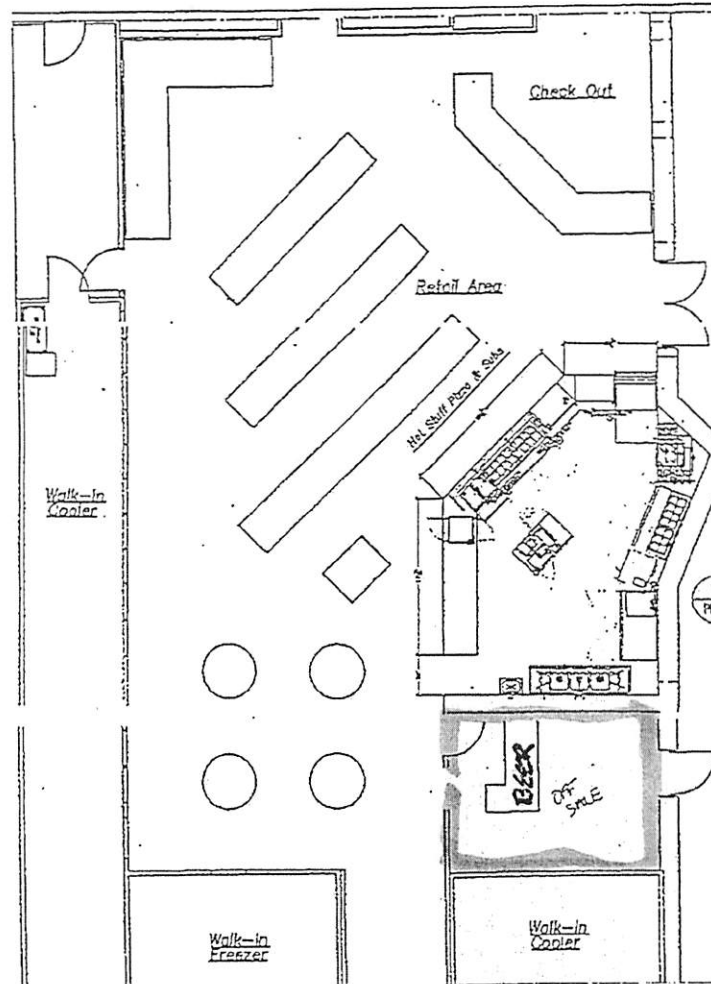
Sheriff's Review: (initial where appropriate)
DL comments attached _____ reviewed without comment

Upon Passing 1st District Health inspection,
Upon Passing 1st District Health insp. Rec

Superfumper #32
 Minot, ND 58701

North

WEST



Legend

-Demised Premises

East

State: N.D.		Franchisee Approval:	
START DATE: 06-05-12		HSF DBD Approval:	
REV 1: 06-12-12	REV 3:		
REV 2: 05-04-12	REV 4:		
	REV 5:		
	REV 6:		

South

**ASSEMBLY OCCUPANCY INSPECTION**

MINOT RURAL FIRE DEPARTMENT

400 31ST Ave SW

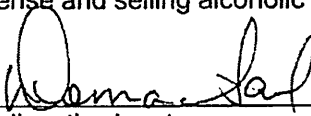
Minot, ND 58701

Facility On the Run (Parkland USA Corporation)				Date 5-12-2023											
Location 7141 Highway 2 East, Minot ND 58701				Type of Usage (bar, drinking/dining) Off Sale Liquor											
Inspector Darrin Mineke				Accompanied by Toni Johnson											
Occupant Load				Minimum Number of Exits		Exit Capacity									
The occupant load is the total number of persons that may occupy a building at any time. To calculate occupant load, determine the square footage for the concentrated use area (i.e. dance floor) and the square footage for the nonconcentrated area Concentrated Use Area: _____ sq ft ÷ 7 = Nonconcentrated Use Area: _____ sq ft ÷ 15 = Occupant Load				A minimum number of exits are required based on the occupant load. <table style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center;">Occupant Load</td> <td style="text-align: center;">Minimum Number of Exits</td> </tr> <tr> <td style="text-align: center;">50 – 599</td> <td style="text-align: center;">2</td> </tr> <tr> <td style="text-align: center;">600 – 699</td> <td style="text-align: center;">3</td> </tr> <tr> <td style="text-align: center;">1000 or more</td> <td style="text-align: center;">4</td> </tr> </table>		Occupant Load	Minimum Number of Exits	50 – 599	2	600 – 699	3	1000 or more	4	The Exit Capacity needs to be sufficient to accommodate the occupant load. To calculate the exit capacity, determine the total width in inches of all exits and divide by 0.2 Total Exit Width: 36 Exit Capacity: 108	
Occupant Load	Minimum Number of Exits														
50 – 599	2														
600 – 699	3														
1000 or more	4														
Inspection Point				Inspection Point											
	Yes	No	N/A		Yes	No	N/A								
1. The minimum number of exits are provided	X			14. Vertical openings are enclosed and have a door. (including basements)			X								
2. Exits are separated from each other	X			15. Storage area underneath an exit stairway is of 1 hour fire resistive construction.			X								
3. Exits are free of obstructions.	X			16. Hazardous rooms, i.e. furnace, storage rooms, are of 1 hour fire resistive construction. (excluding basement only)	X										
4. Exit doors are at least 28 inches in clear width.	X			17. Finishes on walls and ceilings are of noncombustible or fire rated materials (i.e. sheetrock)	X										
5. The Exit capacity is equal to or greater than the occupant load as calculated above.	X			18. Normal lighting is provided.	X										
6. The travel distance to any exit is less or equal to 200 feet.	X			19. Emergency lighting is provided.	X										
7. Front doors with deadbolt locks are unlocked and have a sign indicating that they are to be unlocked during business hours.	X			20. Exit signs are lighted externally or internally.	X										
8. Exits common with other occupancies within the same building are adequate for all.	X			21. Electrical extension cords/outlets are used properly and not overloaded.	X										
9. Exit signs are provided.	X			22. Food preparation areas producing grease laden vapors have a hood venting system protected by an automatic extinguishing system.	X										
10. Directional exit signs are provided, if needed.			X	23. The hood venting and extinguishing system is inspected on a regular basis. (minimum once a year)	X										
11. Corridors and aisles are 36 inches in clear width.	X			24. At least one 2A rated fire extinguisher is provided, and K Type for kitchen with hood systems.	X										
12. For more than 100 occupants, secondary exit doors are unlocked or are provided with panic hardware.	X			25. The extinguishers are maintained on a regular basis.	X										
13. All exit doors swing in the direction of travel (including screen/storm doors).	X			26. General housekeeping is consistent with good fire safety practices.	X										
Comments: No hazards noted at the time of inspection. Inspection completed due to name change. (From Superpumper to Parkland USA Corporation)															

Important: A plan of correction is to be submitted to the inspection agency within 90 days of the inspection date. The plan of correction is to address the intended method used to correct each inspection point checked "No".

Owner/Occupant Signature Toni Johnson	Date: 5-12-2023
---	-------------------------------

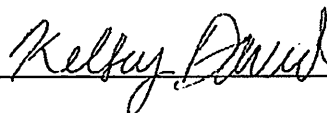
I hereby acknowledge that I have read the 1993 Resolution to Reform Alcoholic Beverage Retail Sale Licensure and Regulation in Ward County, North Dakota, and Title 5 of the North Dakota Century Code and understand the nature and gravity of the responsibilities, duties, obligations, and limitations placed upon me and the licensee by virtue of holding a Ward County license and selling alcoholic beverages to the public.


Applicant's signature

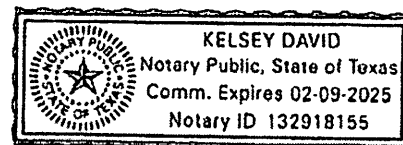
Donna Sanker
Applicant's printed name

832-547-0116
Applicant's daytime phone number

Subscribed and sworn to before me this 23 day of March, 2023.



My Commission expires: 02/09/2025





APPLICATION FOR A LOCAL PERMIT OR RESTRICTED EVENT PERMIT

NORTH DAKOTA OFFICE OF ATTORNEY GENERAL

GAMING DIVISION

SFN 9338 (2-2023)

Applying for (check one)

☒ Local Permit ☐ Restricted Event Permit*

Games to be conducted ☐ Raffle by a Political or Legislative District Party

☐ Bingo ☒ Raffle ☐ Raffle Board ☐ Calendar Raffle ☐ Sports Pool ☐ Poker* ☐ Twenty-One ☐ Paddlewheels*

*See Instruction 2 (f) on Page 2. Poker, Twenty-One, and Paddlewheels may be conducted Only with a Restricted Event Permit. Only one permit per year.

LOCAL PERMIT RAFFLES MAY NOT BE CONDUCTED ONLINE AND CREDIT CARDS MAY NOT BE USED FOR WAGERS

ORGANIZATION INFO

Name of Organization or Group <i>Souris Valley Amateur Radio Club</i>		Dates of Activity (Does not include dates for the sales of tickets) <i>7-15-2023</i>	
Organization or Group Contact Person <i>Ralph Fetting</i>		E-mail <i>fettingr@gmail.com</i>	Telephone Number <i>822-3467</i>
Business Address <i>201 149th Ave SW</i>		City <i>Minot</i>	State <i>ND</i> ZIP Code <i>58701</i>
Mailing Address (if different) <i>6650 Co Rd 12 W</i>		City <i>Minot</i>	State <i>ND</i> ZIP Code <i>58701</i>

SITE INFO

Site Name <i>SVARC Freedom Site</i>		County <i>Ward</i>	
Site Physical Address <i>201 149th Ave SW</i>		City <i>Minot</i>	State <i>ND</i> ZIP Code <i>58701</i>
Provide the exact date(s) & frequency of each event & type (Ex. Bingo every Friday 10/1-12/31, Raffle - 10/30, 11/30, 12/31, etc.) <i>7-15-2023 Raffle drawing</i>			

PRIZE / AWARD INFO (If More Prizes, Attach An Additional Sheet)

Game Type	Description of Prize	Exact Retail Value of Prize
Raffle	3 cash cards	300.00
Raffle	200 and pool park board passes	140.00
Raffle	Cash of Money	144.00
Total (limit \$40,000 per year)		\$ 684.00

Intended Uses of Gaming Proceeds

Non Profit to Support City of Minot and Ward Co. In Emergencies

Does the organization presently have a state gaming license? (If yes, the organization is not eligible for a local permit or restricted event permit and should call the Office of Attorney General at 1-800-326-9240)

☐ Yes ☒ No

Has the organization or group received a restricted event permit from any city or county for the fiscal year July 1 - June 30 (If yes, the organization or group does not qualify for a local permit or restricted event permit)

☐ Yes ☒ No

Has the organization or group received a local permit from an city or county for the fiscal year July 1 - June 30 (If yes, indicate the total retail value of all prizes previously awarded)

☒ No ☐ Yes - Total Retail Value: (This amount is part of the total prize limit for \$40,000 per fiscal year)

Is the organization or group a state political party or legislative district party? (If yes, the organization or group may only conduct a raffle and must complete SFN 52880 "Report on a Restricted Event Permit" within 30 days of the event. Net proceeds may be for political purposes.)

☐ Yes ☒ No

Name <i>Ralph Fetting</i>	Title <i>VP</i>	Telephone Number <i>701-822-3467</i>	E-mail Address <i>fettingr@gmail.com</i>
Signature of Organization or Group's Top Official <i>Ralph Fetting</i>		Title <i>VP</i>	Date <i>5-16-2023</i>

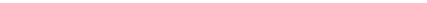


Name of Nonprofit Organization or group of people permit is issued to Minot Symphony Assn.		Date(s) of Activity 6/1/2023 to 8/9/2023		For a raffle, provide drawing date(s): 8-9-2023	
Person Responsible for the Gaming Operation and Disbursement of Net Income Ellen Fenner		Title Executive Dir		Business Phone Number (701) 858-4228	
Business Address 500 University Ave. W		City Minot		State ND	Zip Code 58707-0001
Mailing Address (if different)		City		State	Zip Code
Name of Site Where Game(s) will be Conducted ND State Fair Center - 4H Hall		Site Address 2005 Burdick Expy W			
City Minot		State ND	Zip Code 58701-0001	County Ward	
Check the Game(s) to be Conducted: * Poker, Twenty-one, and Paddlewheels may be Conducted only by a Restricted Event Permit. ☐ Bingo ☒ Raffle ☐ Raffle Board ☐ Calendar Raffle ☐ Sports Pool ☐ Poker * ☐ Twenty-one * ☐ Paddlewheels *					

Game Type	Description of Prize	Retail Value of Prize
Raffle	Glamping Getaway	\$2,610.00
	Grand Canyon trip	\$4,144.00
	Vegas VIP trip	\$6,219.00
	NY Mystery trip	\$6,631.00
	CHOICE OF ONE	

Game Type	Description of Prize	Retail Value of Prize
Total:		(Limit \$40,000 per year) \$ 6,631.00

Has the organization or group received a local permit from any city or county for the fiscal year July 1-June 30? ☐ No ☒ Yes-If "Yes," indicate the total value of all prizes previously awarded: \$ 4,630.00. *This amount is part of the total prize limit of \$40,000 per year.*

Signature of Organization or Group's Top Official 	Date 5/15/2023	Title Executive Director	Business Phone Number (701) 858-4228
---	-------------------	-----------------------------	---

WARD COUNTY LOCAL GAMING PERMIT
SUPPLEMENTARY APPLICATION
(please type or print)

1. The name of your organization: Minot Symphony Assn
2. Type of gaming applied for: circle one
Bingo Raffle(s) Sports Pool
3. Date of event(s): Aug. 9, 2023
4. Name of the event (if any): Great Tomato Festival
5. Person in charge of gaming event: Ellen Fenner
Weekday telephone number: 701-858-4228
6. Has your organization received a local gaming permit from Ward County in the past? yes
If not, please refer to the attached Ward County gaming resolution and provide with your application the following:
 - a. Evidence of the non-profit status of your organization. This may include a copy of your organization's Charter, constitution, by-laws, or articles of incorporation which is dated and signed by an officer of the organization attesting to the authenticity of the document and which clearly identifies the non-profit nature of your organization. A copy of an IRS determination on non-profit state may also be provided.
 - b. Evidence your organization serves a "public-spirited" role in the community. This would include documents related to the formation or operation of your organization which specifically state the purposes of your organization. Financial records which identify the way in which the organization's funds are spent and pamphlets or brochures may also be helpful in identifying the purposes of your organization.
7. Attach a permit fee of \$25.00. If a check is used, make it payable to the Ward County Auditor.
8. If different then shown on the application, to which name and address do you wish your permit to be mailed?

Name: _____

Address: _____



Board or Commission Application Form

Candidates must complete and sign this application to be considered for appointment or reappointment.

Name: Jost Arsla
Last First
 Home address: 510 Colton Ave Burlington ND 58722
Street City State Zip Code
 Telephone: Cell (701) 838-16059 Other () Fax (701) 852-1766
 Email address: jost@mtjost.com

Preferred method(s) of contact: ☐ Cell phone ☐ Other phone ☒ Email

Preference on which commission or committee you would like to serve? Burlington City Zoning

Have you previously served on a Ward County commission or committee? yes

If yes, please list the commission(s) or committee(s) and the date(s) of service: Planning & Zoning 2002 - Present

Have you applied for an appointment previously? ☐ Yes ☒ No Was appointed by City Mayor in 2002

If yes, are you reapplying for another term? ☒ Yes ☐ No

Briefly explain why you would like to be considered for a Ward County volunteer commission or committee and what you hope to accomplish if appointed: Improve our Community

Are you able to regularly attend the scheduled meetings of the appointed body? ☒ Yes ☐ No

Educational background: HS + College

Professional and employment background: Self Employed Masonry Contractor

Community volunteer experience: numerous city committees + boards

List below any additional skills or qualifications you feel you could bring to this Board or Commission if selected to serve:

55 years of living in the community

Please include a list of references: Jeanne Kabanuk City Mayor

Signature of applicant Arsla Jost Date 4-30-23



Board or Commission Application Form

Candidates must complete and sign this application to be considered for appointment or reappointment.

Name: Grosche Travis
Last First Preferred

Home address: 11340 19th Ave NW Burlington NO 58122
Street City State Zip Code

Telephone: Cell (701) 721-1325 Other () Fax ()

Email address: travis.g@slr.com

Preferred method(s) of contact: ☒ Cell phone ☐ Other phone ☐ Email

Preference on which commission or committee you would like to serve? Burlington City Zoning

Have you previously served on a Ward County commission or committee? yes

If yes, please list the commission(s) or committee(s) and the date(s) of service:

Burlington City Zoning 2005-2011 & 2015-Present

Have you applied for an appointment previously? ☐ Yes ☒ No appointed by City mayor

If yes, are you reapplying for another term? ☒ Yes ☐ No

Briefly explain why you would like to be considered for a Ward County volunteer commission or committee and what you hope to accomplish if appointed: Continue helping the City of

Burlington with rewriting of ordinances & providing
my knowledge to the public requesting plats, Variances Etc

Are you able to regularly attend the scheduled meetings of the appointed body? ☒ Yes ☐ No

Educational background: _____

Professional and employment background: business owner

Community volunteer experience: City of Burlington Zoning Commission

Helped City of Burlington during flood ; V's men member

List below any additional skills or qualifications you feel you could bring to this Board or Commission if selected to serve:

Knowledge received while being part of this Commission

Please include a list of references. Jeanine Kabanuk - 833-7405

Derek Lindholm - 701-578-0655

Darla Jost 701-240-3313

Signature of applicant [Signature] Date 5-25-2023



Board or Commission Application Form

Candidates must complete and sign this application to be considered for appointment or reappointment.

Name: St. Croix Rita
Last First Preferred
 Home address: 810 E Division St Kenmare N.D. 58746
Street City State Zip Code
 Telephone: Cell (701) 848-6506 Other (701) 385-4765 Fax () —
 Email address: rstcroix@restel.com

Preferred method(s) of contact: ☒ Cell phone ☐ Other phone ☒ Email

Preference on which commission or committee you would like to serve? Kenmare City Zoning (Planning) Commission

Have you previously served on a Ward County commission or committee? Yes

If yes, please list the commission(s) or committee(s) and the date(s) of service: Kenmare City Zoning (Planning) Commission
since before 1997 - because I worked with Attorney Glen Dill to develop 1997 ordinance til
present time

Have you applied for an appointment previously? ☒ Yes ☐ No

If yes, are you reapplying for another term? ☒ Yes ☐ No

Briefly explain why you would like to be considered for a Ward County volunteer commission or committee and what you hope to accomplish if appointed:

I enjoy volunteer work and try to make my
community a better place to live. I also enjoy working with
people & committees. I have time to serve on this Zoning Board
and have been secretary since appointed the first time.

Are you able to regularly attend the scheduled meetings of the appointed body? ☒ Yes ☐ No

Educational background: Graduate of NDSU College of Pharmacy

Professional and employment background: I have worked at Carlson Drug (now Kenmare Drug)
since I moved to Kenmare. Also Kenmare Community Hospital, Helped at
St Josephs Hospital, CVS, Stanley Drug etc.

Community volunteer experience: In July 2022 I was Co-Chairman of
Kenmares 125 Birthday (3 day celebration) and all School Reunion. I'm active in church,
PEO (Service) + very active in Jaycees local + State (past)

List below any additional skills or qualifications you feel you could bring to this Board or Commission if selected to serve:

We have been actively engaged in farming for 55 years and
buy most farm inputs in Kenmare.

Please include a list of references. Kenmare Mayor Arlen Gartner (701-217-0243)

Kenmare Planning Commission President & owner of Sandberg Redi-Mix Duane Sandberg (701-385-4038)

Retired Director of Nursing at Kenmare Com. Hospital & Business Owner Bev Heninger (701-385-4123)

Owner Gooseneck Implement - Kevin Boud (701-385-4227)

Signature of applicant Rita St. Croix

Date April 22, 2023

Marisa Haman

From: City of Kenmare <cityofkenmare@gmail.com>
Sent: Tuesday, May 23, 2023 2:02 PM
To: Marisa Haman
Cc: Arlen Gartner
Subject: Re: Planning Commission appointment recommendation request

EXTERNAL email received. DO NOT open suspicious emails.

Arlen spoke to me this afternoon and said that Rita St.Croix would be our recommendation for the position.

Thank you! And please let Arlen or I know if you need anything else. Have a great week!

Michelle Stark
Auditor



City of Kenmare
5 3rd St. NE
PO Box 816
Kenmare, ND 58746
Phone (701) 385-4232
Fax (701) 385-3292
www.kenmarend.com

On Mon, May 22, 2023 at 12:23 PM Marisa Haman <Marisa.Haman@co.ward.nd.us> wrote:

Will do, thank you!

Marisa Haman

Auditor/Treasurer

p:701.857.6417

f:701.857.6424

marisa.haman@wardnd.com



From: City of Kenmare ND [mailto:kenmarenodak@gmail.com]

Sent: Monday, May 22, 2023 12:20 PM

To: Marisa Haman <Marisa.Haman@co.ward.nd.us>; Michelle Stark <cityofkenmare@gmail.com>; Arlen Gartner <gartnershome1973@gmail.com>

Subject: Re: Planning Commission appointment recommendation request

EXTERNAL email received. DO NOT open suspicious emails.

Thank you, Marisa!

I will forward this to Arlen here.

For future emails, please email me at CityofKenmare@gmail.com. This was Kinzie's email and it is not working well to forward the emails over to me, we don't always remember to check this email.

I appreciate the help! Hope you are having a good Monday!

Michelle Stark

Auditor

On Fri, May 19, 2023 at 4:24 PM Marisa Haman <Marisa.Haman@co.ward.nd.us> wrote:

Good afternoon,

Ward County will be interviewing the attached applicant for City Planning/Zoning Commission position (residing outside corporate limits of city) as described below. The board asked that I reach out for a recommendation of appointment from your city council. Please let me know if you have any questions.

40-48-03. Planning commission - Creation - Members - Ex officio members.

The governing body of any city may create, by ordinance, a planning commission to consist of not more than ten members to be appointed by the executive officer of the city with the approval of its governing body. In addition to the members appointed by the city, the planning commission shall include at least one person residing outside of the corporate limits of a city having a population of less than five thousand, two persons residing outside the corporate limits of a city having a population of five thousand or more, but less than twenty-five thousand, or three persons residing outside the corporate limits of a city having a population of twenty-five thousand or more if zoning authority is exercised pursuant to section 40-47-01.1. Such persons shall be appointed by the board or boards of county commissioners of the county or counties within which such subdivision authority is to be exercised and shall reside within the territorial limits of the subdivision regulation authority exercised by the city, if such persons are available and will serve on the planning commission. Of the members of the commission appointed by a board or boards of county commissioners pursuant to this section, the first member appointed shall hold office for five years, the second member appointed shall hold office for three years, and the third member appointed shall hold office for one year. Thereafter, the members shall be appointed for terms of five years. The executive officer, the engineer, and the attorney of the city shall be ex officio members of the commission.

Marisa Haman

Auditor/Treasurer

p:701.857.6417

f:701.857.6424

marisa.haman@wardnd.com



--

City of Kenmare



CONTACT US

PO Box 816 | Kenmare, ND 58746

P (701) 385-4232 F (701) 385-3292

www.kenmarend.com



Board or Commission Application Form

Candidates must complete and sign this application to be considered for appointment or reappointment.

Name: Nelson Kevin
Last First
Home address: 9840 Highway 2 E Surrey ND 58785
Street City State Zip Code
Telephone: Cell (701) 720-8439 Other (701) 838-4713 Fax (701) 837-8885
Email address: Kevin.s.ab@sr4.com

Preferred method(s) of contact: ☒ Cell phone ☐ Other phone ☐ Email

Preference on which commission or committee you would like to serve? Surrey City Zoning Commission

Have you previously served on a Ward County commission or committee? yes

If yes, please list the commission(s) or committee(s) and the date(s) of service: Surrey City ~~council~~ ^{council}
Surrey city Zoning Commission 2007 - Present

Have you applied for an appointment previously? ☒ Yes ☐ No

If yes, are you reapplying for another term? ☒ Yes ☐ No

Briefly explain why you would like to be considered for a Ward County volunteer commission or committee and what you hope to accomplish if appointed: have Experience & am fair in my Decisions

Are you able to regularly attend the scheduled meetings of the appointed body? ☒ Yes ☐ No

Educational background: College Bismark N.Dak

Professional and employment background: own Auto body Shop & teach auto collision
at Minot High School

Community volunteer experience: _____

List below any additional skills or qualifications you feel you could bring to this Board or Commission if selected to serve:

Please include a list of references: _____

Signature of applicant Kevin R Nelson Date _____



Board or Commission Application Form

Candidates must complete and sign this application to be considered for appointment or reappointment.

Name: Wiltse Christy
Last First Preferred

Home address: 8200 Co Rd 15 W Minot ND 58703
Street City State Zip Code

Telephone: Cell (701) 240 2783 Other () na Fax () na

Email address: cjwiltse@gmail.com

Preferred method(s) of contact: ☒ Cell phone ☐ Other phone ☐ Email

Preference on which commission or committee you would like to serve? Special Assessment Commision

Have you previously served on a Ward County commission or committee? yes

If yes, please list the commission(s) or committee(s) and the date(s) of service: Special assessment commision
5/17 - present

Have you applied for an appointment previously? ☒ Yes ☐ No

If yes, are you reapplying for another term? ☒ Yes ☐ No

Briefly explain why you would like to be considered for a Ward County volunteer commission or committee and what you hope to accomplish if appointed: I have served on the commision for 6 years now
I enjoy the commision. Also have worked with special assessment
related projects in my employment.

Are you able to regularly attend the scheduled meetings of the appointed body? ☒ Yes ☐ No

Educational background: Bachelor's Science - Agriculture Business

Professional and employment background: USDA Rural Development - Loan Specialist & Environmental
Specialist = 2001 to present

Community volunteer experience: 4H volunteer, Secretary of Gasman Carlee Cruisers non profit,
Secretary/treasurer of Garrison Boat & Camp Club - non profit.

List below any additional skills or qualifications you feel you could bring to this Board or Commission if selected to serve:
enjoy serving others.

Please include a list of references: Terry Bogden - President - Garrison Boat & Camp Club - 701-833-593
Candy Schenberg - Board member - Garrison Boat & Camp Club - 701 720-9697
Diane Meek - USDA Rural Development - 701-626-1225

Signature of applicant: [Signature] Date 5/20/23