

AGENDA FOR THE BOARD OF WARD COUNTY COMMISSIONERS

Tuesday, August 1, 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 July 18, 2023
3. Review and approve the regular bills totaling \$4,538,996.83 and HS Zone direct cost bills totaling \$2,358.92
4. Public Hearing – Doug Diedrichsen
 - A.) Variance
5. Noreen Wilkie – Director of Tax Equalization
 - A.) Tax Roll adjustments and items for consideration
6. Doug Diedrichsen – Planning and Zoning Administrator
 - A.) Plats
7. Dana Larsen – Highway Engineer
 - A.) Building C Addition
8. Lolly Gorze – Human Resources Director
 - A.) Pay Amendments
 - B.) Highway Department proposal
9. Marisa Haman – Auditor/Treasurer
 - A.) Receive and file the following correspondence: NDSU Quarterly Report April-June, 2023; Personnel Committee minutes January 30, 2023; February 9, 2023; April 26, 2023; and June 6, 2023
 - B.) County Deed for tax sale
 - C.) Request for duplicate warrant – Tibbals, Tammi
 - D.) Approval of Raffle Permits – 791 MSFS Dark Horse Association and Brian Duncan Benefit
 - E.) Board openings update
 - F.) Review/approve 2024 Preliminary Budget
 - G.) Set Budget Hearing date/time (between September 7- October 7, 2023)

Minutes of the Board of Ward County Commissioners

July 18, 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 Bradley Starnes, Brian Vangsness, Dana Larson, Emily Burkett, Jason Blowers, Lolly Gorze, Marisa Haman, Noreen Barton, Robert Roed, and Roza Larson.

Moved by Comm. Weppler, seconded by Comm. Olson to approve the agenda with the following change: Add item 4B, Salary proposal. Roll call; all voted yes; motion carried.

Moved by Comm. Olson, seconded by Comm. Anderson to approve the minutes from the Regular Commission Meeting on July 6, 2023. Roll call; all voted yes; motion carried.

Moved by Comm. Rostad, seconded by Comm. Weppler to approve the regular bills totaling \$1,138,160.28 and HS Zone direct cost bills totaling \$20,280.63. Roll call; all voted yes; motion carried.

Major Paul Olthoff, Ward County Detention Center, appeared with a 2023 Service Agreement between Ward County Jail and First District Health Unit. The only change was the hourly rate going up from \$75.00/hour to \$78.00/hour.

Moved by Comm. Weppler, seconded by Comm. Olson to approve the 2023 Service Agreement as presented. Roll call; all voted yes; motion carried.

Major Olthoff then discussed the struggles with hiring at the Detention Center. At the present moment they are down 5 staff members. One reason they are leaving is due to the stress of the job. Average daily resident population for June was 181 with staffing normally for 150. This past weekend the population hit 200. Major Olthoff is proposing a 3% raise effective immediately which would also allow the rate of hire to go up.

Moved by Comm. Weppler, seconded by Comm. Rostad to approve the 3% raise increase as presented. Roll call; all voted yes; motion carried.

Lolly Gorze, Human Resources Director, appeared with the following pay amendments: W. McDonald, Highway and H. Humphreys, Jail.

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

Ms. Gorze also updated the Commission regarding posted job openings.

Auditor/Treasurer Marisa Haman appeared.

Moved by Comm. Weppler, seconded by Comm. Rostad to receive and file the following correspondence: Economy at a Glance July 2023. Roll call; all voted yes; motion carried.

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

Ms. Haman presented eight (8) County Deeds to be approved for tax sale.

Moved by Comm. Weppler, seconded by Comm. Rostad to approve the County Deeds as presented for tax sale. Roll call; all voted yes; motion carried.

Moved by Comm. Anderson, seconded by Comm. Olson to approve the request for a Duplicate Warrant to be issued to Martin James Mattson for \$419.32. Roll call; all voted yes; motion carried.

Ms. Haman presented a request to cancel stale-dated checks. On the list presented, there are three (3) which need to come off: Check #190640, #1990803, and #190826.

Moved by Comm. Rostad, seconded by Comm. Weppler to cancel stale-dated checks as presented with the removal of the three (3) mentioned above. Roll call; all voted yes; motion carried.

Moved by Comm. Olson, seconded by Comm. Anderson to approve the Raffle Permit for Nodak Speedway Hall of Fame. Roll call; all voted yes; motion carried.

Moved by Comm. Olson, seconded by Comm. Weppler to recess until entity budget presentations. Roll call; all voted yes; motion carried.

Meeting reconvened at 10:20 AM.

Holly Brekhus, Executive Director of First District Health Unit appeared. Ms. Brekhus stated they are using the same programming and that they have just begun utilizing a mobile unit. First District is also doing new things with physical activity and park board. They are requesting the full mill for a total of \$877,505.00.

Stephanie Schoenrock, Executive Director of Visit Minot, appeared with a budget request of \$120,000.00 to continue promoting and cultivating relationships for the City of Minot.

Minot Area Chamber EDC's President/CEO Brekka Kramer appeared to speak to their \$66,150.00 budget request. The Minot Area Chamber does strategic planning based on five key pillars: Economic Development, Community Development, Workforce Development, Member Investor Services, and Military Support. Their budget is up 5% from last year.

John Warner, President of the Ryder Historical Society, presented their budget request of \$8,125.00. A project on their agenda is restoring the iconic gazebo in the park.

Makoti Threshers Association Vice President Chris Huus appeared to present a \$27,000.00 budget request to include shingles for an old church and handicap camping pedestals. Mr. Huus also inquired about tree planting.

Kenny Rogers from Assiniboine River Basin Initiative (ARBI) presented a budget request report from Wanda McFadyen, Executive Director. ARBI is asking for \$7,500.00 which is the same as last year. ARBI has been asked to be a panel member on the International Water Management at the upcoming National Water Resource Association 2023 Western Water Seminar in Medora. In August ARBI is hosting an August Board Meeting in Minot and all Ward County Commissioners are invited to attend.

Emily Yanish, Development Director of Mountain Plain Youth Services, spoke to their requested budget of \$69,600.00 to help pay for a coordinator who handles overall operations of the shelter. Ms. Yanish gave an update on the house recently purchased. Minor renovations have been made and a garden has been planted. The house has 6 beds available. Ms. Yanish states to date in 2023 there have been 59 placements of youth for a total of 411 days of shelter in the region. The average length of stay for these youth was 6.9 days. Law enforcement has made 6 placements into attendant care.

Briselda Hernandez, Executive Director of Souris Basin Planning Council, presented a budget of \$38,972.00 which is slightly down from last year. The Souris Basin Planning Council serves a 7-county area including Ward County and has the responsibility of developing plans for the region and allocating resources to this area. Two key services are the business financing program and AmeriCorps program. Souris Basin Planning Council offers a variety of resources for startup businesses, expanding businesses, and entrepreneurship. In the last 10 years, Ms. Hernandez stated 38.6 million in funding has been secured for the region and that rural communities are most in need of services.

Ward County Water Resource representative Jason Zimmerman spoke to their budget request of \$990,000.00 to levy, which equates to approximately 3 mills. WCWR is in the process of doing engineering and preconstruction on low head dams in Ward County. Mr. Zimmerman states they have developed and established a 5-year cash flow projection based on potential levies from the county which is used as a planning prospective. Costs are increased across the board for projects.

Jim Rostad presented the Kenmare Community Development Corporation budget request of \$60,000.00. Mr. Rostad states there is a great mix of Kenmare involved with the KCDC and that the corporation is conservative and does a lot of good for the community.

At 12:42 PM with no further business, the meeting was adjourned.

REGULAR COMMISSION MEETING 08/01/2023 BILL LIST

GENERAL BILLS			
CHECK #	VENDOR	DESCRIPTION	AMOUNT
	BARTON, NOREEN A	DAY TRIP 7.19.23 RENVILLE COUNTY--TAX EQUALIZATION	\$83.84
	BURKETT, EMILY	DAY TRIPS 6.1.23-6.29.23 JUNE DAILY TRAVEL--EXTENSION SERVICE	\$485.05
	DACOTAH PAPER CO	HOLDER FLAT MOP EASY SCRUB--FACILITY MANAGEMENT	\$396.36
	DAKOTA SUPPLY GROUP	VALVE REPAIR KIT, COUPLINGS--FACILITY MANAGEMENT	\$255.47
	EATON CORPORATION	BATTERY SERVICES--JAIL OPERATIONS	\$28,495.40
	EISENBRAUN, JULIE A	DAY TRIP 06/20/23 MOHALL--EMERGENCY MANAGEMENT	\$67.79
	ELECTRO WATCHMAN INC	ARPA PROJ #27 - MOVE BREAKROOM DOOR READER--FACILITY MANAGEMENT	\$245.40
DD	ENTERPRISE FM TRUST	JULY LEASE - 23 CHEVY SILVERADO UNIT #26NTGF--FACILITY MANAGEMENT	\$871.88
DD	ENTERPRISE FM TRUST	JULY LEASE - 23 DODGE DURANGO - UNIT 26LTBB--SHERIFF	\$998.89
DD	ENTERPRISE FM TRUST	JULY LEASE - 23 DODGE DURANGO - UNIT 26LTBF--SHERIFF	\$997.78
DD	ENTERPRISE FM TRUST	JULY LEASE - 23 DODGE DURANGO - UNIT 26LTBL--SHERIFF	\$998.89
DD	ENTERPRISE FM TRUST	JULY LEASE - 23 DODGE DURANGO - UNIT 26LTBM--SHERIFF	\$998.89
DD	ENTERPRISE FM TRUST	JULY LEASE - 23 CHEVY TRAVERSE - UNIT 26QW23 (KRAFT)--SHERIFF	\$714.13
DD	ENTERPRISE FM TRUST	JULY LEASE - 23 CHEVY TRAVERSE - UNIT #26QW3K (WOOSTER)--SHERIFF	\$714.13
	FERGUSON ENTERPRISES INC #1657	TRANSFER PUMP, HOSE--FACILITY MANAGEMENT	\$325.71
	HAMAN, MARISA M	OVERNIGHT 7.11.23-7.13.23 BISMARCK--AUDITOR AND TREASURER	\$158.14
	HOW, EMILY	DAY TRIPS 5.5.23-5.24.23 MAY DAILY TRAVEL--EXTENSION SERVICE	\$279.30
	HOW, EMILY	DAY TRIPS 6.1.23-6.28.23 JUNE DAILY TRAVEL--EXTENSION SERVICE	\$171.33
	INFORMATION TECHNOLOGY DEPT	DP 521 - WAN ACCESS--IT	\$510.00
	INFORMATION TECHNOLOGY DEPT	DP 602 - AZURE AD PLAN 2--IT	\$56.50
	INFORMATION TECHNOLOGY DEPT	DP 608 & 609 - OFFICE 365--IT	\$35.25
	INFORMATION TECHNOLOGY DEPT	DP 618 - INTUNE--IT	\$30.00
	INFORMATION TECHNOLOGY DEPT	DP 630 - ADOBE ACROBAT PRO--IT	\$105.00
	INFORMATION TECHNOLOGY DEPT	DP 650 - SSL VPN CLIENT--IT	\$300.00
	INFORMATION TECHNOLOGY DEPT	DP 853 - ACTIVE DIRECTORY USER FEE--IT	\$147.15
	INFORMATION TECHNOLOGY DEPT	TC 381 - PEXIP VIRTUAL MEETING ROOM (AUDIO CONFERENCE)--IT	\$16.75
191948	INFORMATION TECHNOLOGY DEPT	DP 650 - SSL VPN CLIENT--IT	\$5.00
	KOSSAN, KENTON	OVERNIGHT 07/11/23-07/13/23--EMERGENCY MANAGEMENT	\$140.18
191949	MDU - BISMARCK OFFICE	GAS COURTHOUSE--FACILITY MANAGEMENT	\$117.68
191949	MDU - BISMARCK OFFICE	GAS JAIL--FACILITY MANAGEMENT	\$331.11
191949	MDU - BISMARCK OFFICE	GAS ADMIN BLDG--FACILITY MANAGEMENT	\$94.55
191949	MDU - BISMARCK OFFICE	GAS 900 BLDG--FACILITY MANAGEMENT	\$243.47
191949	MDU - BISMARCK OFFICE	GAS COURTHOUSE--FACILITY MANAGEMENT	\$21.75
191949	MDU - BISMARCK OFFICE	GAS JAIL--FACILITY MANAGEMENT	\$1,028.91
	MINNESOTA CHEMICAL CO	LINT SCREENS FOR DRYER IN JAIL--FACILITY MANAGEMENT	\$103.94
	ND ASSOC OF COUNTIES	ILG CLASSES AT RECORDER CONVENTION--RECORDER	\$60.00
191959	ND DEPT OF ENVIRONMENTAL QUALITY	900 BLDG TANK--FACILITY MANAGEMENT	\$150.00
191959	ND DEPT OF ENVIRONMENTAL QUALITY	COURTHOUSE TANK--FACILITY MANAGEMENT	\$300.00
	NDBOA SECRETARY/TREASURER	BLDG INSPECTOR TRAINING CONFERENCE - AARON RUST--TAX EQUALIZATION	\$215.00
	PROJECT BEE	ARPA PROJ #97 BROADWAY CIRCLE COMPLETION #2--COMMISSIONERS	\$675,753.83
	REHAB SERVICES, INC.	2023 ALLOCATION - 1ST QTR--GENERAL	\$3,125.00
	REHAB SERVICES, INC.	2023 ALLOCATION - 2ND QTR--GENERAL	\$3,125.00
	REHAB SERVICES, INC.	2023 ALLOCATION - 3RD QTR--GENERAL	\$3,125.00
	ROCHESTER ARMORED CAR CO INC	ARMORED CAR SERVICE - JULY--AUDITOR AND TREASURER	\$501.20
	SIGNSTODAY	WINDOW LOGO/HOURS - CREATION & INSTALL--EXTENSION SERVICE	\$94.50
	SUMMIT FOOD SERVICES LLC	INMATE MEALS - JUNE 2023--JAIL OPERATIONS	\$41,991.58
	THE SIDWELL COMPANY	GIS CADASTRAL MAP MAINTENANCE SERVICES 7.1.23-6.30.24--GENERAL	\$15,505.00
191951	THOMAS LAW FIRM	2023 INDIGENT DEFENSE - AUGUST 2023--GENERAL	\$2,000.00
	TYLER TECHNOLOGIES INC	2023/2024 IVEE NKA SCHOOL ERP ANNUAL FEE - TREASURY APPLICATIONS 9.1.23/8.31.24--	\$281.43
	TYLER TECHNOLOGIES INC	FIXED ASSET CERTIFICATION TRAINING - APRIL MINDT 6.29.23--AUDITOR AND TREASURER	\$300.00
191952	UNITED MAILING SERVICES INC	POSTAGE--EXTENSION SERVICE	\$76.23
191952	UNITED MAILING SERVICES INC	SERVICES--EXTENSION SERVICE	\$27.88
191952	UNITED MAILING SERVICES INC	POSTAGE--GENERAL	\$615.92
191952	UNITED MAILING SERVICES INC	SERVICES--GENERAL	\$154.33
191952	UNITED MAILING SERVICES INC	POSTAGE--EXTENSION SERVICE	\$124.61
191952	UNITED MAILING SERVICES INC	SERVICES--EXTENSION SERVICE	\$30.63
	VISIT MINOT	ARPA PROJ #99 PROGRAM DEVELOPMENT FOR SURROUNDING AREA PMT #1--COMMISSIO	\$70,497.33
191930	WASHOE CO HONORARY DEPUTY SHERIFFS AS	TRAINING 2023 NW SHUTTLE CONFERENCE 9.10.23-9.13.23 EISENZIMMER--SHERIFF	\$300.00
191953	WEX HEALTH, INC.	FSA MONTHLY FEES - JUNE 2023--HUMAN RESOURCES	\$157.50
	WIDMER ROEL PC	ANNUAL AUDIT 2022 - SERVICES RENDERED 6.30.23--GENERAL	\$3,900.00
	WIDMER ROEL PC	RESEARCH REGARDING SUPERVISION OF GRANTS--GENERAL	\$300.00

191954	WILHELM TIM	2023 INDIGENT DEFENSE - AUGUST 2023--GENERAL	\$2,000.00
191955	XCEL ENERGY	ELECTRICITY FOR SOO LINE PARKING LOT--FACILITY MANAGEMENT	\$37.08
191955	XCEL ENERGY	ELECTRICITY 900 COLD STORAGE--FACILITY MANAGEMENT	\$27.58
191955	XCEL ENERGY	ELECTRICITY 900 BLDG--FACILITY MANAGEMENT	\$1,151.47
Total General Bills:			\$866,473.72

PARK BOARD BILLS			
CHECK #	VENDOR	DESCRIPTION	AMOUNT
	BURLINGTON ELECTRIC INC	REPLACED BROKEN LIGHT IN WOMENS BATHROOM - OLD SETTLERS PARK	\$275.00
191947	CIRCLE SANITATION	UTILITIES - 4-2 YD & 1-3YD DUMPSTERS - OLD SETTLERS PARK	\$209.50
	GOOSENECK IMPLEMENT COMPANY	GAGE WHEEL KIT #410; AXLES & WHEEL #404 & #410	\$192.46
	GOOSENECK IMPLEMENT COMPANY	BLADES #404 & #410	\$160.38
	GOOSENECK IMPLEMENT COMPANY	ARMS #403 & #411	\$167.56
	GOOSENECK IMPLEMENT COMPANY	LOCK NUTS & BOLTS #403 & #411	\$24.84
	LGK HOLDINGS LLC	RICE LAKE PAVILION 6.13.23-7.18-23	\$38,000.00
	MENARDS - MINOT	TOILET PAPER, GLOVES, SOAP, CLEANING SUPPLIES	\$118.43
	MENARDS - MINOT	CLAMPS, GLOVES, AIR FRESHENER	\$29.25
	MINOT RESTAURANT SUPPLY	60 GALLON CAN LINERS	\$61.10
	MINOT RESTAURANT SUPPLY	SINGLE FOLD TOWELS	\$38.25
191958	XCEL ENERGY	UTILITIES - ELECTRIC - OLD SETTLERS PARK	\$370.43
191958	XCEL ENERGY	UTILITIES - ELECTRIC - OLD SETTLERS PARK	\$34.72
Total Park Board Bills:			\$39,681.92

ROAD/HIGHWAY BILLS			
CHECK #	VENDOR	DESCRIPTION	AMOUNT
	A-1 EVANS SEPTIC TANK SERVICE	PORTABLE TOILET - PROJECT 2209	\$180.00
	ACME TOOLS GRAND FORKS	CHAINSAW & OIL	\$565.20
	ASTECH INC	CP 5100(23) CRACK SEAL, SEAL COAT, MIRCROSURFACING 86.65 MILES 4.4.23-7.22.23	\$3,569,606.93
	B & G ELECTRIC LLC	FAN MOTOR - OIL CHANGE	\$889.77
	CAPITAL ONE TRADE CREDIT	TARP STRAPS/BOLTS, NUTS, WASHERS	\$34.43
	DAKOTA FLUID POWER INC	GATE HOSE ASSY, ELBOW #42h	\$78.43
	DAKOTA FLUID POWER INC	CLUTCH #2112	\$3,252.26
	DAKOTA FLUID POWER INC	GATE HOSE ASSY, ELBOW, ADAPTERS #34	\$112.75
	DAKOTA FLUID POWER INC	GATE HOSE ASSY #2112	\$753.38
	DAKOTA FLUID POWER INC	RETURN TEE #2111 - ORIG INV 7095191 7.11.23	-\$17.14
	DAKOTA FLUID POWER INC	EBLOWS, BUSHINGS #2112	\$188.81
	DAKOTA FLUID POWER INC	GATE HOSE ASSY #2111	\$753.38
	DAKOTA FLUID POWER INC	COIL, SOLENOID VALVE #27	\$127.36
	DAKOTA FLUID POWER INC	VALVE BANK #2111 & #2112	\$2,128.47
	DAKOTA FLUID POWER INC	SOCKETS #2111	\$38.94
	DAKOTA FLUID POWER INC	GATE HOSE ASSY, NIPPLE, ELBOW, TEE, BUSHING, O-RING BOSS #2111	\$277.46
	DUCKS UNLIMITED INC	WETLAND MITIGATION	\$20,250.00
	EAPC ARCHITECTS ENGINEERS	PROJ #20223651 ADDN RE-DESIGN BLDG C SVCS FROM 5.28.23-6.24.23	\$25,500.00
191943	FARMERS UNION OIL CO - KENMARE	GAS	\$345.89
191943	FARMERS UNION OIL CO - KENMARE	UTILITIES - BULK PROPANE - KENMARE	\$630.00
	LOWES PRINTING	#10 WINDOW ENVELOPES - JOB S-171790	\$137.25
	MATERIAL TESTING SERVICES LLC	CP-1500(23) MICROSURFACING CR #20, 13 & 5W RICE LAKE	\$1,032.00
	MCGEE, HANKLA & BACKES	LEGAL FEES - BRIDGE	\$1,392.00
191957	MDU - BISMARCK OFFICE	UTILITIES - ELECTRIC - KENMARE	\$46.46
191957	MDU - BISMARCK OFFICE	UTILITIES - GAS - BLDG D	\$166.60
191957	MDU - BISMARCK OFFICE	UTILITIES - GAS - BLDG B	\$157.46
191957	MDU - BISMARCK OFFICE	UTILITIES - GAS - BLDG A	\$178.97
191957	MDU - BISMARCK OFFICE	UTILITIES - GAS - BLDG C	\$78.97
191957	MDU - BISMARCK OFFICE	UTILITIES - GAS - BLDG E	\$25.69
191944	MDU - BISMARCK OFFICE	UTILITIES - GAS - SHOP	\$61.77
191944	MDU - BISMARCK OFFICE	UTILITIES - GAS - WEST BLDG	\$22.32
	MENARDS - MINOT	2 TANK SPRAYERS	\$31.38
	MENARDS - MINOT	TAMPER & CONCRETE MIX	\$86.48
	MENARDS - MINOT	EAR PLUGS, SAFETY GLASSES & ACCESSORIES, WD-40, JB80 LUBRICANT, PENETRANT	\$154.76
	NORTH DAKOTA ONE CALL	LOCATES - 2ND QTR	\$41.60
191945	OTTERTAIL POWER CO	UTILITIES - ELECTRIC - DOUGLAS SHOP	\$105.35
	PARKLAND USA CORP DBA FARSTAD OIL	MOBIL 1 GREASE	\$1,255.68
	PROLAWN	SUMMER WEED/FEED	\$278.00
	RYAN CHEVROLET	TRANSMISSION RANGE SELECTOR LEVER CABLES #4	\$89.22
	SAFETY KLEEN	SOLVENT	\$201.64
	SIGNSTODAY	2 ROAD SIGNS - ROUGH PATH	\$290.00
	TECTA AMERICA	CAULING FOR LEAK IN ROOF - ADMIN BLDG	\$723.11
	WALLWORK TRUCK CENTER	ELECTRICAL CABLE ASSY'S/POLE SOCKETS #2111 & #2112	\$469.08
191946	XCEL ENERGY	UTILITIES - ELECTRIC - BERTHOLD	\$27.24
191946	XCEL ENERGY	UTILITIES - ELECTRIC - HIGHWAY ST LIGHTS	\$62.36
Total Road/Highway Bills:			\$3,632,811.71

VISION ZERO BILLS			
CHECK #	VENDOR	DESCRIPTION	AMOUNT
	PATTERSON, KYLE D	DAY TRIP 7/10/23 US83/ND23 INTERSECTION	\$29.48

		Total Vision Zero Bills:	\$29.48
		GRAND TOTAL	\$4,538,996.83

WARD COUNTY HUMAN SERVICE ZONE

LISTING OF BILLS

BILLS PAID - August 1, 2023

ZONE BOARD REVIEW- August 15, 2023

HUMAN SERVICE ZONE

VENDOR	DESCRIPTION	AMOUNT
Terrance Bjorgen	Employee Travel	151.96
Tiutana Davis	FHRR-Sustain Placement	1000.00
Nicole Domres	Employee Travel	305.23
Kristi Frederick	Employee-Travel/Meals	227.20
Kory Gartner	Employee Travel	99.56
Kimberly Harris	FHRR-Sustain Placement	200.00
Celia Johnson	S&P-Bus Ticket	35.00
Marissa Mutschler	Employee-Travel	312.97
Sanford Health	Non-covered Medical Exp	27.00
TOTAL		2,358.92



DIRECTOR OF TAX EQUALIZATION

Noreen Wilkie
 Ward County Tax Director
 PO Box 5005
 Minot, ND 58702-5005
 (701) 857-6430
noreen.barton@wardnd.com
www.wardnd.com

MEMO

DATE: 8/1/2023

TO: Ward County Commissioners

FROM: Noreen Wilkie Director of Tax Equalization

RE: Tax Roll Adjustments & Items for Consideration and Action on August 1, 2023

1. MH was moved to Landfill without a Moving Permit:

Property Owner	Description	Physical Address	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Hamilton, Gary	MI5102131 Woodridge MHP Lot 98	405 31 st Ave SE Lot 98 Minot, ND 58701	2023	\$7,000	\$0.00	\$315	\$0.00

2. Easement of 1/3 of Lot

Property Owner	Description	Physical Address	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
SJS Properties LLC	MI22D620000020 Oak Park Place Addn. Lot 2	29 16 th St NW Minot, ND 58703	2023	\$190,000	\$180,000	\$8,550	\$8,100
SJS Properties LLC	MI22D620000030 Oak Park Place Addn. Lot 3	103 16 th St NW Minot, ND 58703	2023	\$193,000	\$182,000	\$8,685	\$8,190
SJS Properties LLC	MI22D620000040 Oak Park Place Addn. Lot 4	107 16 th St NW Minot, ND 58703	2023	\$191,000	\$181,000	\$8,595	\$8,145

3. Correction needed to set assessment at agreed upon minimum assessment per TIF agreement:

Property Owner	Description	Physical Address	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Big M Minot LLC	MI242380600150 Original Minot Addn... Lots 13,14,15 & S3.2' of Lot 16 Block 6	123 1 ST ST SW Minot, ND 58701	2023	\$649,000	\$14,766,000	\$29,205	\$664,470

4. Recent Inspection indicated a reduction is needed to reflect market value:

Property Owner	Description	Physical Address	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Ortorro LLC C4D to B3B Properties LLC	MI230870000080 Ekrem's Addn. Shirleys S/D of Block Lots 6,7 & 8	700 Western Ave. Minot, ND 58701	2023	\$809,000	\$716,000	\$40,450	\$35,800
Southwest Properties LLC	MI34F040100020 Southwest Business Park Addn. Lot 2 Block 1	1800 36 th Ave SW Minot, ND 58701	2023	\$1,002,000	\$694,000	\$50,100	\$34,700
Southwest Properties LLC	MI34F040200010 Southwest Business Park Addn. Lot 1 Block 2	Unassigned Minot, ND 58701	2023	\$1,960,000	\$1,437,000	\$98,000	\$71,850
Southwest Properties LLC	MI34F040100010 Southwest Business Park Addn. Lot 1 Block 1	Unassigned Minot, ND 58701	2023	\$1,146,000	\$881,000	\$57,300	\$44,050
Southwest Properties LLC	MI34F040100030 Southwest Business Park Addn. Lot 3 Block 1	1700 36 th Ave SW Minot, ND 58701	2023	\$968,000	\$670,000	\$48,400	\$33,500
Southwest Properties LLC	MI34F160100010 Southwest Business Park 2 nd Addn. Lot 1 Block 1	1715 36 th Ave SW Minot, ND 58701	2023	\$1,486,000	\$1,258,000	\$74,300	\$62,900
Bartsch, Jennifer	MI264060000040 Southdale Manor Addn. Lot 4	1530 10 th St SW Minot, ND 58701	2023	\$289,000	\$273,000	\$13,005	\$12,285
Kraft, Patrick & Dianne	MI34F040100050 Southwest Business Park Addn. Lot 5 Block 1	1604 36 th Ave SW Minot, ND 58701	2023	\$1,130,000	\$829,000	\$56,500	\$41,450
Pearson Realty LLC	MI34F040100040 Southwest Business Park Addn. Lot 4 Block 1	1620 36 th AVE SW Minot, ND 58701	2023	\$708,000	\$490,000	\$35,400	\$24,500

5. Property sold form Ward Co. 3/23, prorate value 9 months, exempt for 3 months:

Property Owner	Description	Physical Address	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Capricorn Property Management LLC Chitolie, Jamie & Olson, Angela	MI142590400112 North Minot Addn. E ½ Lot 11 Block 4	313 6 th Ave NW Minot, ND 58703	2023	\$0.00	\$16,000	\$0.00	\$8,000

6. Prorate exemption based on 55% rental space and ownership of 9 months from 3/23:

Property Owner	Description	Physical Address	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Minot Area Homeless Coalition	MI150181300011 Blaisdell Bird Addn. E 53' of Lots 1 & 2 Block 13	1800 4 th Ave NW Minot, ND 58703	2023	\$156,000	\$103,000	\$7,800	\$5,150



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

DATE: July 26, 2023
TO: Ward County Board of Commissioners
FROM: Doug Diedrichsen, Planning and Zoning Administrator
SUBJECT: Planning and Zoning Items from Planning Commission

MEMORANDUM

Variance

Public Hearing:

1. Dave Kohlman

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

Dakota Ridge Estates 4th Addition Lot 2 5-153-81

The applicant is requesting a relief of side yard and front yard setback requirements due to topographical conditions unique to their property. Ward County zoning applies with the Township recommending approval.

Planning Commission recommends Approval of the Variance Application based on finding of facts.

Plats

2. Byron Kerbaugh

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

Proposed Outlot 1 being a portion of Gov't Lot 1 5-159-87

The applicant is proposing to parcel an outlot, proposed outlot 1 is 12.23 acres. This outlot is for future residential purposes. Ward County zoning applies with the township recommending approval

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

3. Linda Laumb

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

Proposed Outlot 25 being a portion of an unplatted portion of the SE4NE4 and the NE4SE4

The applicant is proposing to parcel an outlot, proposed outlot 25 is 44.66 acres. This outlot is for future residential/agricultural purposes. Ward County zoning and City of Carpio zoning applies with the township recommending approval and the City recommending approval.

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

This plat will also have to be approved by the City of Carpio.

4. Steve Streitz

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

Proposed Outlot 1 being a portion of Unplatted Portions of NW4, SW4 & SE4

The applicant is proposing to parcel an outlot, proposed outlot 1 is 191.13 acres. This outlot is for future agricultural purposes. Ward County zoning applies with the township recommendation pending.

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



Planning & Zoning Administrator
PO Box 5005
Minot, ND 58702-5005
(701) 857-6405

VARIANCE APPLICATION \$100**APPLICANT INFORMATION**

Name: Dave Kohlman
Email Address: ddKohlman@gmail.com Phone: 701-720-3058
Current Address: 12560 Dakota Ridge Road
City: Minot State: ND ZIP Code: 58701
Legal description of subject property: Dakota Ridge Estates 4th Addn Lot 2
55-153-81 Sawyer A 3.52

REASON* FOR VARIANCE

- ☐ Exceptional shallowness of parcel ☐ Oddly shaped parcel ☒ Exceptional topographical conditions
☐ Reasonable use of parcel is not possible ☐ Unique preexisting circumstances ☐ Other: _____

*Financial inconvenience is NOT an exceptional hardship, thus does not qualify as a reason for a variance.

DESCRIBE THE PROPOSED PROJECT

- 15' side yard setback, 65' Front yard Setback
Requested

VARIANCE TO WHAT ORDINANCE

- ☒ Set back requirements ☐ Building height ☐ Square footage
☐ Parking ☐ Landscaping ☐ Other: _____

SIGNATURES

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

Signature of applicant: Dave Kohlman Date: 5/30/23

OFFICIAL USE

Date Received by Staff: <u>5/30/23</u>	Received by: <u>[Signature]</u>	Paid: ☒ Yes No; Type: <u>Check</u>
Staff Check List: ☐ PHN to MDN ☐ PHN to Ntfn Area ☐ Comment Received Y____ N____ ☐ Staff report written	PC Action:	CC Action:



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

Item #: 1

Planning Commission Staff Report

1st Reading Meeting Date: June 15th, 2023

2nd Reading Meeting Date: July 20th, 2023

Applicant: Dave Kohlman

12560 Dakota Ridge Rd, Minot, ND 58701
701.720.3058

Owner: Dave & Mindee Kohlman

Current legal description: Dakota Ridge Estates 4th Addition Lot 2 5-153-81

Address: (if applicable) N/A

Township Sawyer Township

Current Zoning: Ward County Rural

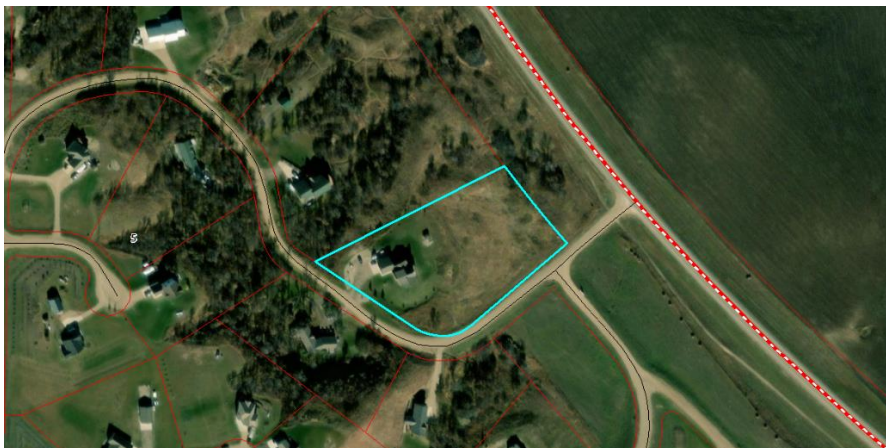
Zoning Ordinance Reference: Ward County Zoning Dist. 2

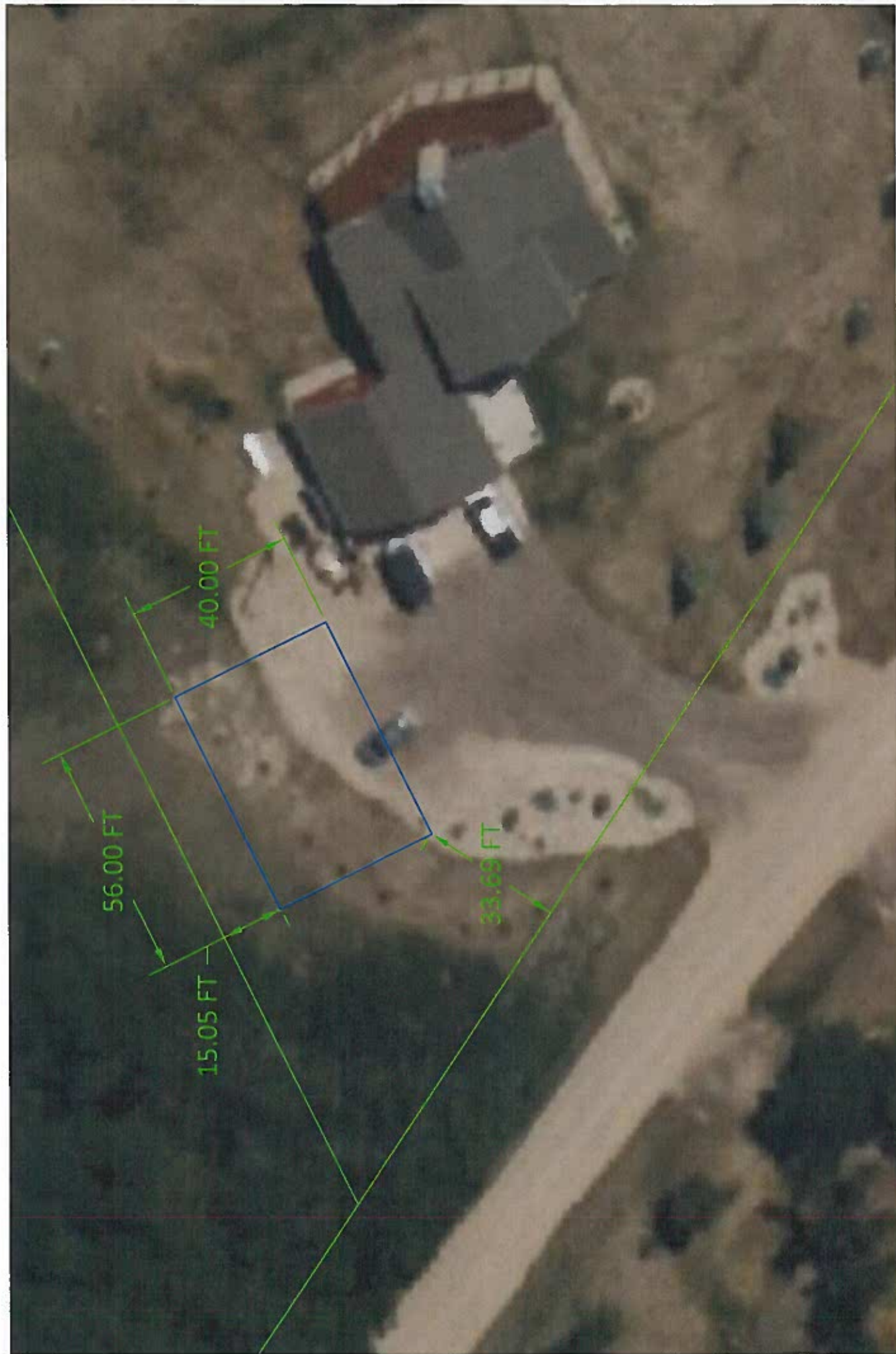
PROJECT DESCRIPTION:

The applicant is requesting a setback variance for both front and side yard.

FINDINGS OF FACT:

1. Proposed shop setback of 65 ft. front yard from township road and 15 ft. side yard setback
2. The land is currently residential and will be used for residential purposes.



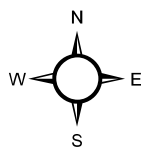
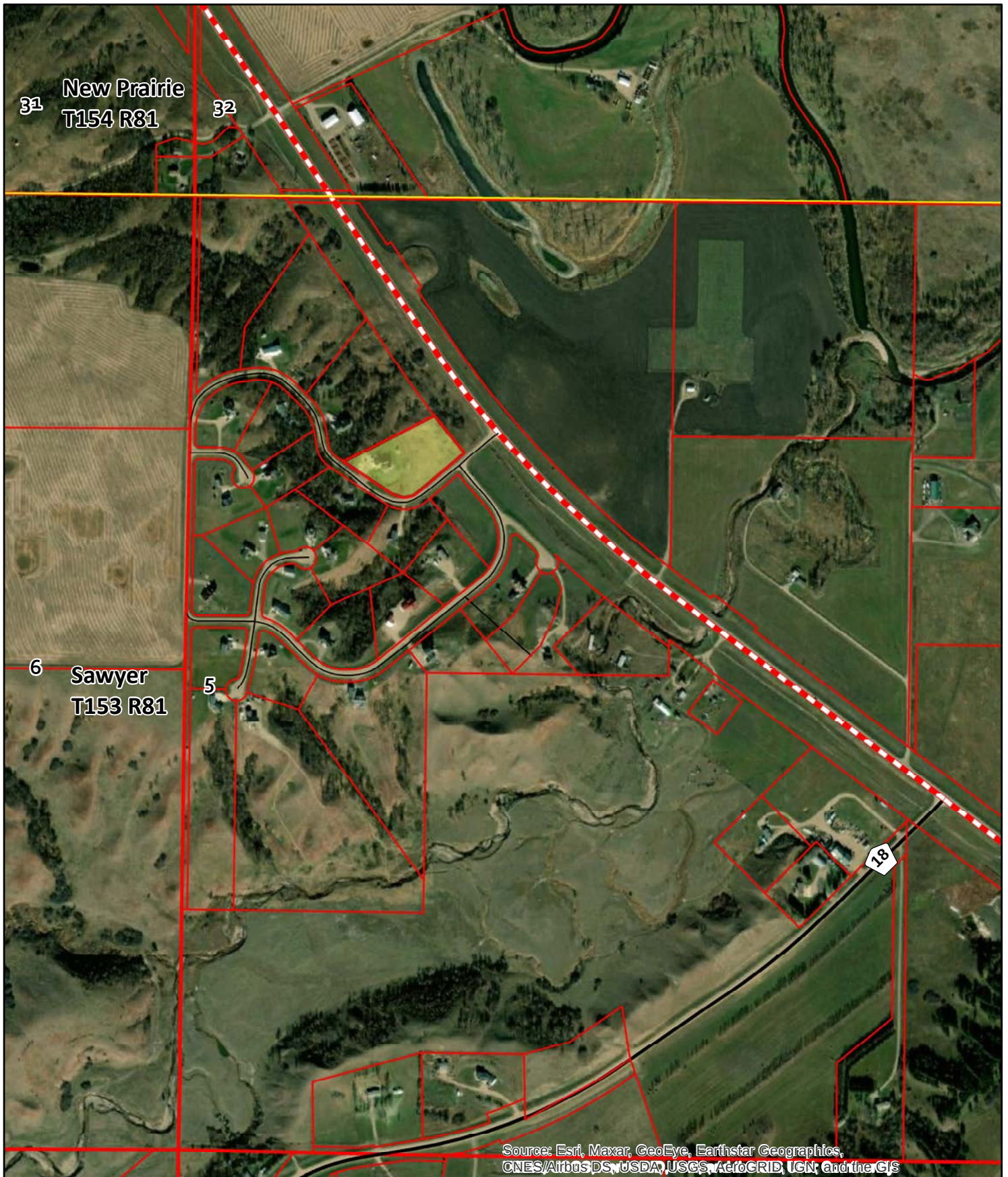


40.00 FT

33.63 FT

56.00 FT

15.05 FT



Dave Kohlman
Variance Application
5-153-81
Sawyer Township

- Ward County Parcels
- Varince Application

0 345 690 1,380 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: Ed Rintamaki - 49th Latitude Land Survey, LLC

Phone: 701 580 2651

Email Address: erintamaki@49latitudelandsurvey.com

Mailing Address: 13046 74th Street NW, Alamo, ND 58830

SUBJECT PROPERTY INFORMATION

Proposed Name of Plat(s): Outlot 1

Legal Description: Gov't Lot 1, Section 5, T159N, R87W, 5th P.M., Ward County, ND

Address: (If Applicable) 37901 408th Street NW, Kenmare, ND

Proposed use: Homestead

Existing Use: Homestead/AG

Number of Lots Proposed: 1

OWNER OF RECORD INFORMATION

Name: Byron P. Kerbaugh

Phone: 701 340 4394

Address: PO Box 652 / 810 1st Avenue NE, Kenmare, ND 58746

Email Address: N/A

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

Professional Land Surveyor of record

SIGNATURE

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


Signature of applicant: Edward J Rintamaki

Digitally signed by Edward J Rintamaki
Date: 2023.05.24 13:33:44 -05'00'

Date: 5/24/23

**** 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:

- ☐ 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 #: 4

Recommendations

Staff: Approval w/ Conditions

Township: Approval w/o conditions

Water Board: Approval w/conditions

Meeting Date: July 20th, 2023

Applicant: Ed Rintamaki – 49 Latitude Land Survey LLC
13046 74th St. Alamo, ND 58830
701.580.2651

Owner: Byron Kerbaugh

Current legal description: Gov't Lot 1 5-159-87

Proposed legal description: Outlot 1 being a portion of Gov't Lot 1 5-159-87

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 outlot for a future residential use.

RECOMMENDATION:

Staff recommends approval based on the findings of fact, recommendations from the township, Water Board and County Highway Department.

FINDINGS OF FACT:

1. Proposed Outlot 1 is 12.23 acres
2. The land is currently residential/agricultural and will be used for residential purposes.
3. The outlot 1 has access from CR 5 on the east side of the proposed outlot.



PLANNING AND ZONING CONSIDERATIONS:

The applicant is proposing to parcel an outlot for an residential purpose. Outlot 1 is 12.23 acres. The proposed outlot meets the 2.00 acre Ward County minimum.

HIGHWAY ENGINEERING CONSIDERATIONS:

Proposed Outlot accesses County Road 5. No additional access points will be permitted as part of this Outlot. Any modification in access to be permitted with Ward County Highway Department.

TOWNSHIP RECOMMENDATION:

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

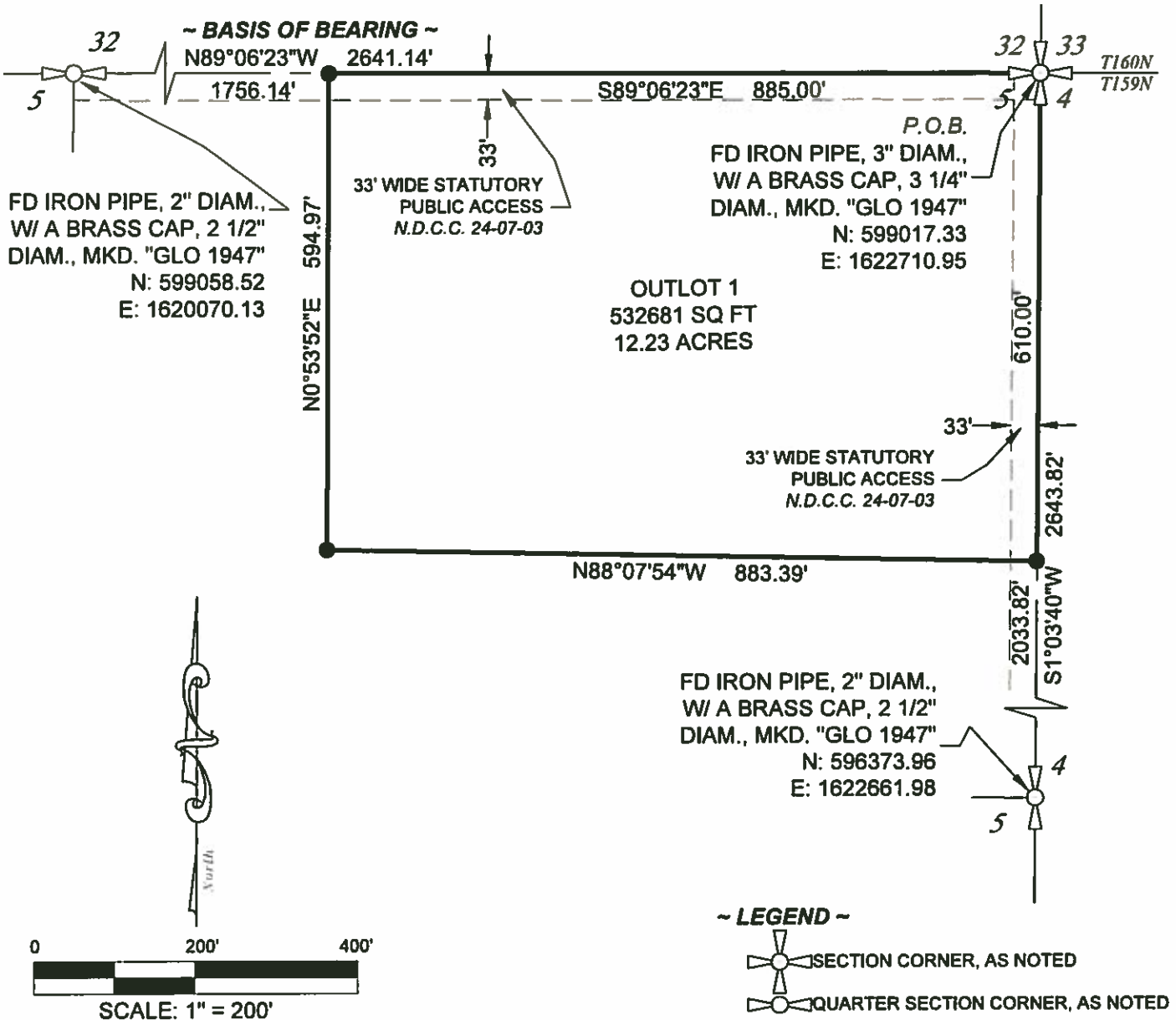
WATERBOARD RECOMMENDATION:

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.

OUTLOT 1

SITUATE IN GOV'T LOT 1, SEC. 5, T159N, R87W, 5TH P.M.,
WARD COUNTY, NORTH DAKOTA



~ BASIS OF BEARING ~

THE BASIS OF BEARING FOR THIS SURVEY IS NAD 83, NORTH DAKOTA STATE PLANE COORDINATES, NORTH ZONE 3301
POINT OF ORIGIN: NDKenmare
LATITUDE: 48°40'24.01912"N;
LONGITUDE: 102°04'13.78625"W
ELLIPSOID HT: 1907.494'
ELEVATION: 1971.53' NAVD88
COMBINED SCALE FACTOR: 0.999891341

~ SURVEYOR'S CERTIFICATE ~

I DO HEREBY CERTIFY THAT THIS SURVEY WAS PERFORMED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF NORTH DAKOTA.


EDWARD J RINTAMAKI
REGISTERED LAND SURVEYOR NO. LS-7664
STATE OF NORTH DAKOTA
49TH LATITUDE LAND SURVEY, LLC
5/24/23
DATE

~ LEGEND ~

 SECTION CORNER, AS NOTED
 QUARTER SECTION CORNER, AS NOTED

FD MONUMENT, AS NOTED

● SET REBAR, 5/8" DIAM., 24" LONG, W/ PLASTIC CAP MKD. "EJR LS-7664"

P.O.B. POINT OF BEGINNING

———— BOUNDARY LINE, SURVEYED

----- SECTION LINE/ALIQUOT PART LINE

----- EASEMENT LINE, EXISTING




LATITUDELANDSURVEY®
13046 74th Street NW
Alamo, ND 58830
Contact: 701.580.2651
www.49latitudelandsurvey.net

Prepared for: Byron Kerbaugh

FILE NAME
23_037 Kerbaugh Boundary_SURVEY.DWG

SCALE 200 Ft/in	DATE 05/24/23	DRAWN BY EJR
JOB 23_037	REVISION 1/1	SHEET 1/2

OUTLOT 1

SITUATE IN GOV'T LOT 1, SEC. 5, T159N, R87W, 5TH P.M.,
WARD COUNTY, NORTH DAKOTA

~ BOUNDARY DESCRIPTION ~

A TRACT OF LAND, SITUATED IN GOV'T LOT 1, SECTION 5, TOWNSHIP 159 NORTH, RANGE 87 WEST, 5TH PRINCIPAL MERIDIAN, WARD COUNTY, NORTH DAKOTA, MORE PARTICULARLY DESCRIBED AS FOLLOWS;

BEGINNING AT THE NORTHEAST CORNER OF SAID SECTION 5, MONUMENTED WITH AN IRON PIPE, 3 INCH DIAMETER, WITH A BRASS CAP, 3 1/4 INCH DIAMETER, MARKED "GLO 1947", FROM WHICH THE EAST QUARTER CORNER OF SAID SECTION 5, MONUMENTED WITH A IRON PIPE, 1 INCH DIAMETER, WITH A BRASS CAP, 2 1/2 INCH DIAMETER, MARKED "GLO 1947", BEARS SOUTH 01°03'40" WEST, A DISTANCE OF 2643.82 FEET;

THENCE AROUND THE SUBJECT PARCEL, IN A CLOCKWISE MANNER, THE FOLLOWING FOUR (4) COURSES;

1. ALONG THE EAST SECTION LINE, SOUTH 01°03'40" WEST, A DISTANCE OF 610.00 FEET, TO A REBAR, 5/8 INCH DIAMETER, 24 INCHES LONG, WITH A PLASTIC CAP, MARKED "EJR LS-7664";
2. THENCE LEAVING SAID EAST SECTION LINE, NORTH 88°07'54" WEST, A DISTANCE OF 883.39 FEET, TO A REBAR, 5/8 INCH DIAMETER, 24 INCHES LONG, WITH A PLASTIC CAP, MARKED "EJR LS-7664";
3. THENCE NORTH 00°53'52" EAST, A DISTANCE OF 594.97 FEET, TO A REBAR, 5/8 INCH DIAMETER, WITH A PLASTIC CAP, MARKED "EJR LS-7664", ON THE NORTH SECTION LINE;
4. THENCE ALONG THE SAID NORTH SECTION LINE, SOUTH 89°06'23" EAST, A DISTANCE OF 885.00 FEET, TO THE POINT OF BEGINNING, CONTAINING 12.23 ACRES OF LAND, MORE OR LESS;

SAID TRACT TO HEREAFTER BE KNOWN AS OUTLOT 1, SITUATE IN GOV'T LOT 1, SECTION 5, T159N, R87W, WARD COUNTY, NORTH DAKOTA.

~ OWNER'S CERTIFICATION ~

THE UNDERSIGNED, OWNER OF THE WITHIN DESCRIBED PROPERTY, IN ACCORDANCE WITH THE PROVISIONS OF THE NORTH DAKOTA CENTURY CODE AND THE WARD COUNTY, NORTH DAKOTA SUBDIVISION REGULATIONS, HAS CAUSED TO BE MADE THE WITHIN AND FOREGOING PLAT OF SAID LAND, WITH THE LOT AS HEREIN DESCRIBED, AND HAS CAUSED THE SAME TO BE PLACED ON RECORD, AS PROVIDED BY LAW.

IN TESTIMONY WHEREOF, THE SAID OWNER HAS HEREUNTO SET HIS HAND AND SEAL THIS 25th DAY OF May, IN THE YEAR 2023.

SIGNED IN THE PRESENCE OF

Byron P. Kerbaugh 3-23-23
BYRON P. KERBAUGH DATE

BE IT KNOWN ON THIS ____ DAY OF _____, IN THE YEAR 20____, BEFORE ME PERSONALLY APPEARED BYRON P. KERBAUGH, KNOWN TO ME TO BE THE PERSON WHO IS DESCRIBED IN THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME AND WHO EXECUTED THE SAME.

STATE OF NORTH DAKOTA)
);SS
COUNTY OF WARD)

MY COMMISSION EXPIRES: Aug 23, 2024

Edward J. Rintamaki

EDWARD J. RINTAMAKI
Notary Public
State of North Dakota
My Commission Expires Aug. 23, 2026

~ WARD COUNTY ~

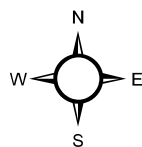



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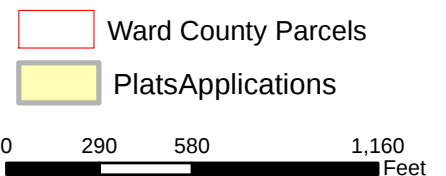
Prepared for: Byron Kerbaugh

FILE NAME
23_037 Kerbaugh Boundary_SURVEY.DWG

SCALE 200 Ft/In	DATE 05/24/23	DRAWN BY EJR
JOB 23_037	REVISION 1/1	SHEET 2/2



Byron Kerbaugh
Outlot Plat Application
5-159-87
Sauk Prairie Township





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: Linda Laumb Phone: 701-720-4080
Email Address: _____
Mailing Address: 14101 282nd St. NW Berthold, ND 58718

SUBJECT PROPERTY INFORMATION

Proposed Name of Plat(s): Outlot 25
Legal Description: 12-157-86
Address: (If Applicable) _____
Proposed use: _____ Existing Use: _____ Number of Lots Proposed: 1

OWNER OF RECORD INFORMATION

Name: Linda Laumb Phone: 701-720-4080
Address: 14101 282nd St. NW Berthold, ND 58718
Email Address: _____

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

SIGNATURE

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

Signature of applicant: Linda M. Laumb Date: May 26, 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:	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 #: 5

Recommendations

Staff: **Approval w/ Conditions**

Township: **Approval w/o conditions**

City: **Approval w/o conditions**

Water Board: **Approval w/conditions**

Meeting Date: July 20th, 2023

Applicant: Linda Laumb

14101 282nd St. NW, Berthold, ND 58718

701.720.4080

Owner: Linda Laumb

Current legal description: Unplatted portion of the SE4NE4 and the NE4SE4

Proposed legal description: Outlot 25 being a portion of an unplatted portion of the SE4NE4 and the NE4SE4

Address: (if applicable) N/A

Township: Carpio Township

Current Zoning: Ward County Rural/ City of Carpio

Zoning Ordinance Reference: Ward County Zoning Dist. 2

PROJECT DESCRIPTION:

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

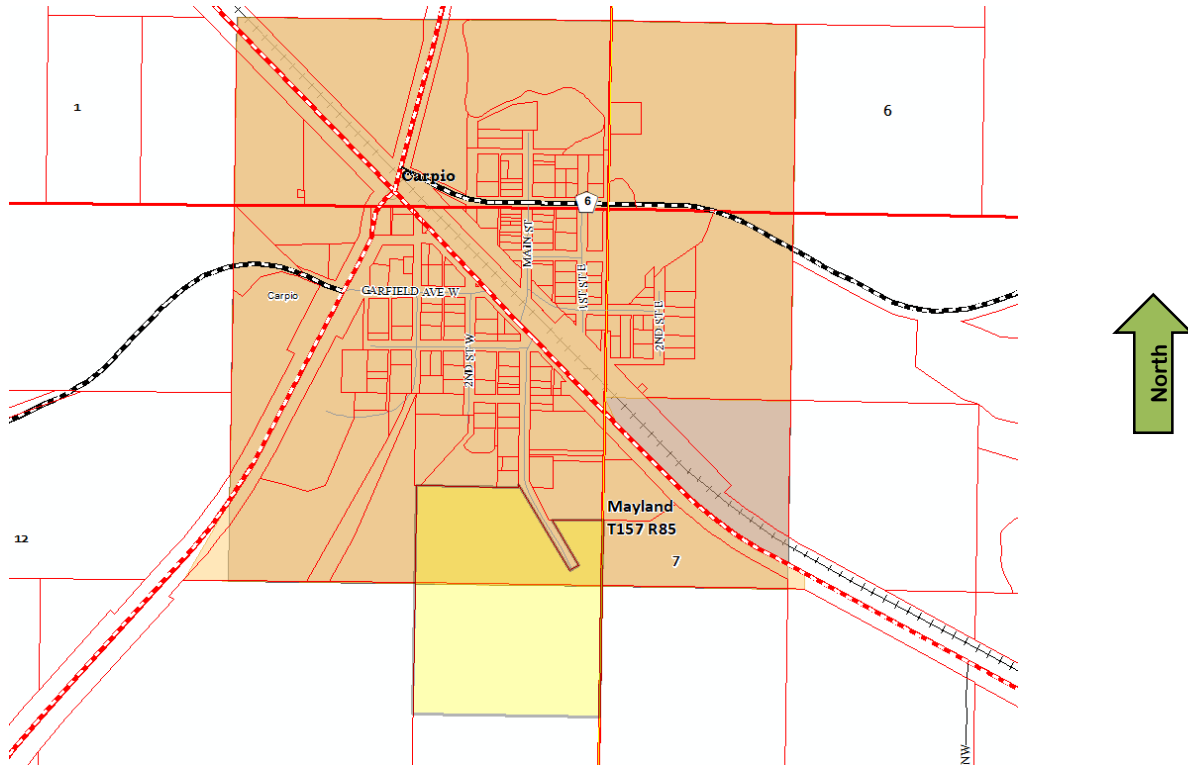
This plat would also have to be approved by the City of Carpio.

RECOMMENDATION:

Staff recommends approval based on the findings of fact, recommendations from the City of Carpio (PENDING), township, Water Board and County Highway Department.

FINDINGS OF FACT:

1. Proposed Outlot 25 is 44.66 acres
2. The land is currently residential/agricultural and will be used for residential/agricultural purposes.
3. Outlot 25 has access from Main St. on the northeast side of the proposed outlot.



PLANNING AND ZONING CONSIDERATIONS:

The applicant is proposing to parcel an outlot for an residential/agricultural purpose. Outlot 25 is 44.66 acres. The proposed outlot meets the 2.00 acre Ward County minimum.

HIGHWAY ENGINEERING CONSIDERATIONS:

No comment as this accesses a City level roadway.

CITY RECOMMENDATION:

Based upon review the City of Carpio has responded and the City of Carpio City Council has recommended the plat be approved without comment or objection.

TOWNSHIP RECOMMENDATION:

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

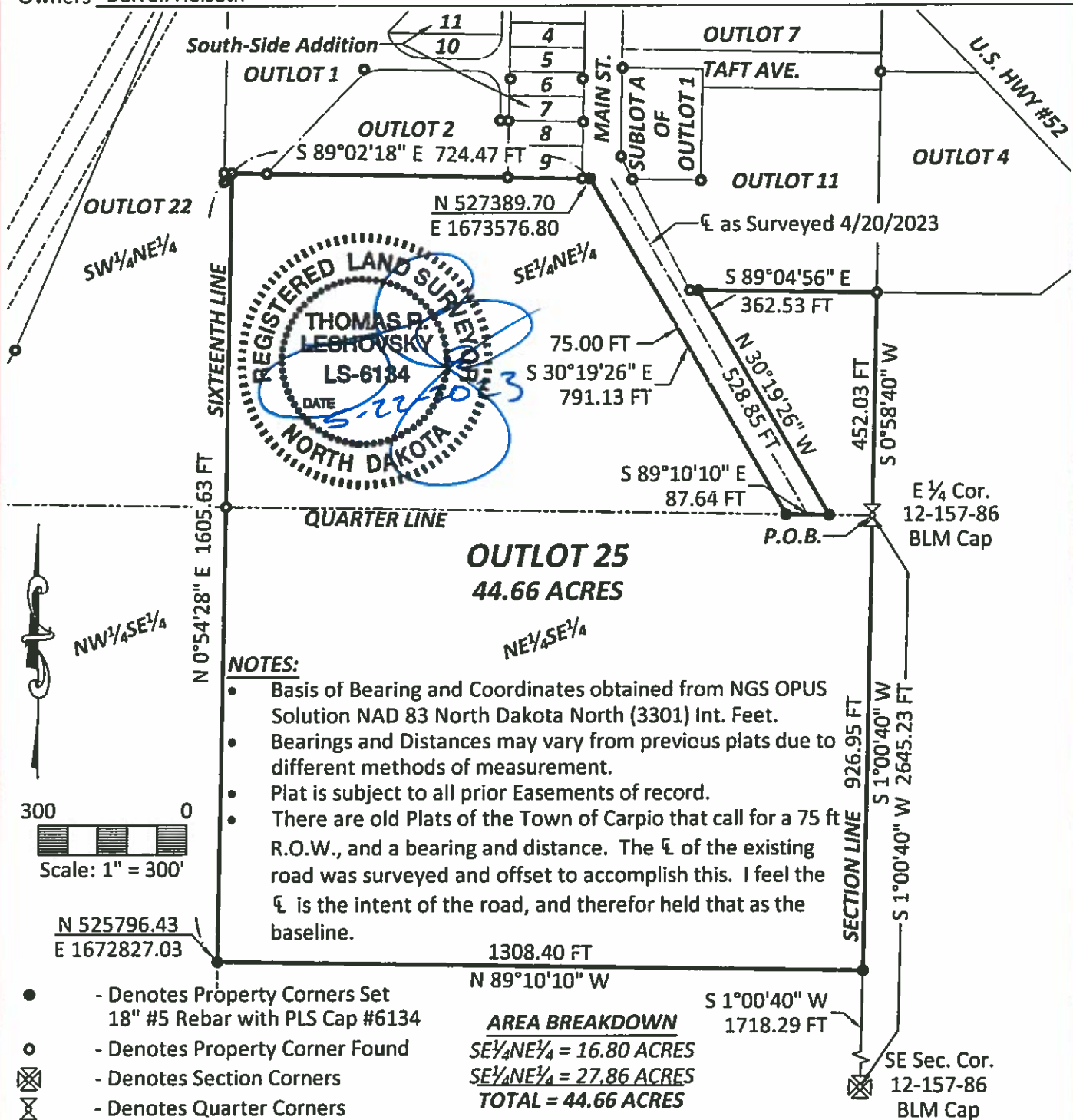
WATERBOARD RECOMMENDATION:

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.

being an Unplatted
Portion of the SE $\frac{1}{4}$ NE $\frac{1}{4}$
of _____ and the NE $\frac{1}{4}$ SE $\frac{1}{4}$, Section _____ 12 _____, Township _____ 157 N _____, Range _____ 86 W

Owners Darrell Helseth



being an Unplatted
Portion of the SE $\frac{1}{4}$ NE $\frac{1}{4}$
Outlot 22 of _____ and the NE $\frac{1}{4}$ SE $\frac{1}{4}$, Section 12, Township 157 N, Range 86 W described as follows:

Beginning at the East Quarter Corner of Section 12, Township 157 N, Range 86 W, of the 5th Principal Meridian, Ward County, North Dakota; Thence S 1°00'40" W, on the East Line, of said Section 12, a distance of 926.95 FT; Thence N 89°10'10" W, being Parallel with the East-West Quarter Line, of said Section 12, a distance of 1308.40 FT, to a Point being on the West Line of the Northeast Quarter of the Southeast Quarter, of said Section 12; Thence N 0°54'28" E, on the West Line of the Northeast Quarter of the Southeast Quarter, and the West Line of the Southeast Quarter of the Northeast Quarter, of said Section 12, a distance of 1605.63 FT; Thence S 89°02'18" E, a distance of 724.47 FT; Thence S 30°19'26" E, a distance of 791.13 FT, to a Point being on the South Line of the Southeast Quarter of the Northeast Quarter, of said Section 12; Thence S 89°10'10" E, on the South Line of the Southeast Quarter of the Northeast Quarter, of said Section 12, a distance of 87.64 FT; Thence N 30°19'26" W, a distance of 528.85 FT, to a Point being on the South Line, of Outlot 11, a Plat being on file at the Ward County Recorder's Office; Thence S 89°04'56" E, on the South Line, of said Outlot 11, a distance of 362.53 FT, to a Point being on the East Line of the Northeast Quarter, of said Section 12; Thence S 0°58'40" W, a distance of 452.03 FT, to the Point of Beginning.

Said described tract of land contains 44.66 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 her hand and seal this 26th day of may, 2023.

Signed in the presence of Linda M. Laumb P.O.A.
(Seal) Darrell L. Helseth

(Seal)

(Seal)

STATE OF NORTH DAKOTA }ss
County of Ward

On this 26th day of may in the year 2023, before me, a Notary Public in and for said County and State, personally appeared

Linda M. Laumb P.O.A. Darrell L. Helseth
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, 2027

[Signature]
Notary Public

SURVEYOR'S CERTIFICATE

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

STATE OF NORTH DAKOTA }ss
County of Ward

THOMAS R. LESHOVSKY
Registered Land Surveyor
LS-6134
DATE 5-22-2023
NORTH DAKOTA

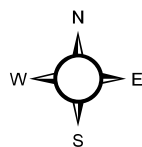
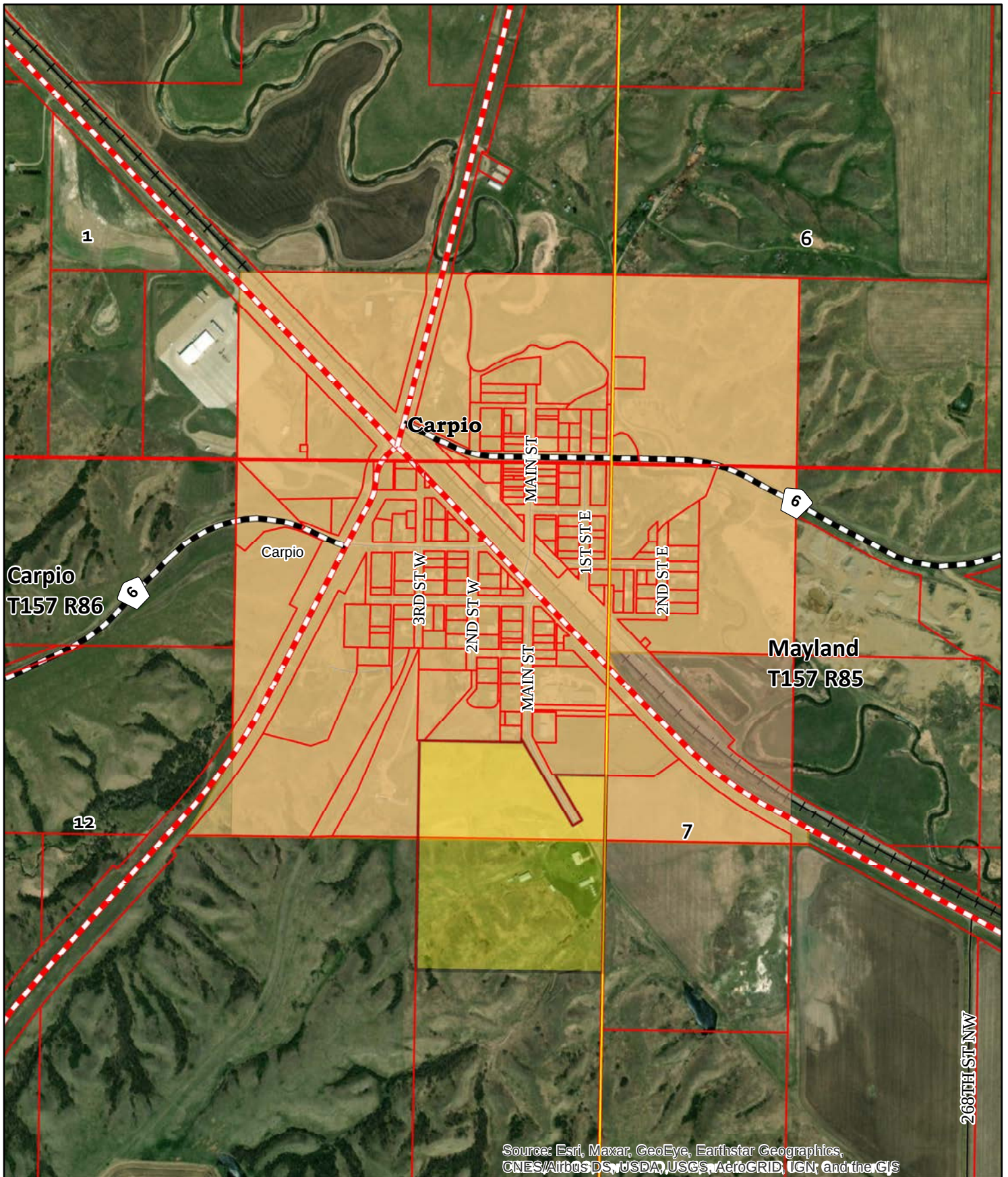
Subscribed and sworn to before me this 22nd day of may, 2023.

KIMBERLY J P FLATEN
Notary Public
State of North Dakota
My Commission Expires May 31, 2027

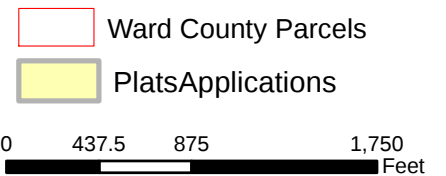
[Signature]
Notary Public
My Commission Expires: _____

Approved _____, 20____

Approved _____, 20____



Linda Laumb
Outlot Plat Application
12-157-86
Carpio Township, City of Carpio





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: Steve Streitz

Phone: 701-441-4492

Email Address:

Mailing Address: 220 28th Ave SE, Minot, ND 58701

SUBJECT PROPERTY INFORMATION

Proposed Name of Plat(s): Outlot 1

Legal Description: Section 12, Township 156 North, Range 85 West, Ward County, ND

Address: (If Applicable)

Proposed use:

Existing Use:

Number of Lots Proposed: 1

OWNER OF RECORD INFORMATION

Name: DGS Holdings LLP

Phone: 701-441-4492

Address: 220 28th Ave SE, Minot, ND 58701

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: Steve F. Streitz, General Manager

Date: 6-8-23

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

OFFICIAL USE

Current Zoning:	Paid: Yes / No	Amount Paid:	Payment method/date:
Date Received:	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 #: 6

Recommendations

Staff: Approval w/ Conditions

Township: Pending

Water Board: Approval w/conditions

Meeting Date: July 20th, 2023

Applicant: Steve Streitz
220 28th Ave SE Minot, ND 58701
701.441.4492

Owner: DGS Holdings LLP

Current legal description: Unplatted Portions of NW4, SW4 & SE4

Proposed legal description: Outlot 1 being a portion of Unplatted Portions of NW4, SW4 & SE4

Address: (if applicable) N/A

Township: Foxholm Township

Current Zoning: Ward County Rural

Zoning Ordinance Reference: Ward County Zoning Dist. 2

PROJECT DESCRIPTION:

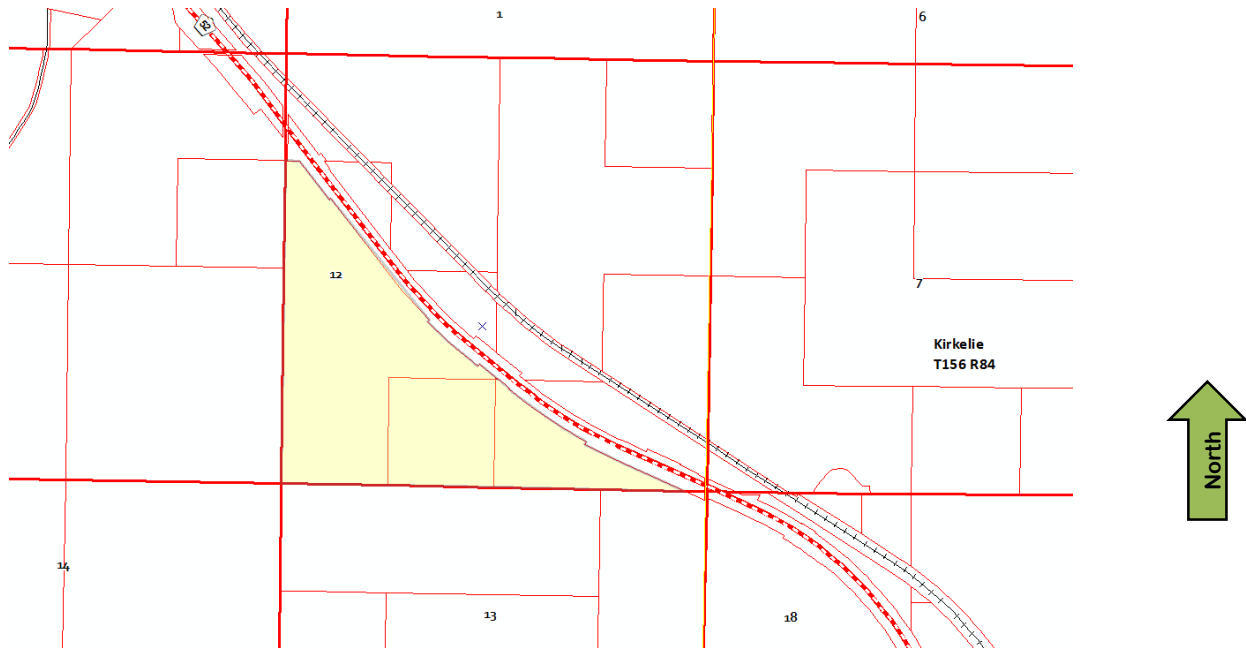
The applicant is requesting to outlot for a future agricultural use.

RECOMMENDATION:

Staff recommends approval based on the findings of fact, recommendations from the township (pending), Water Board and County Highway Department.

FINDINGS OF FACT:

1. Proposed Outlot 1 is 191.13 acres.
2. The land is currently agricultural and will be used for agricultural purposes.
3. The outlot 1 has access from HWY 52 on the northeast side of the proposed outlot.



PLANNING AND ZONING CONSIDERATIONS:

The applicant is proposing to parcel an outlot for an agricultural purpose. Outlot 1 is 191.13 acres. The proposed outlots meet the 2.00 acre Ward County minimum.

HIGHWAY ENGINEERING CONSIDERATIONS:

Access to be coordinated with NDDOT.

TOWNSHIP RECOMMENDATION:

Pending

WATERBOARD RECOMMENDATION:

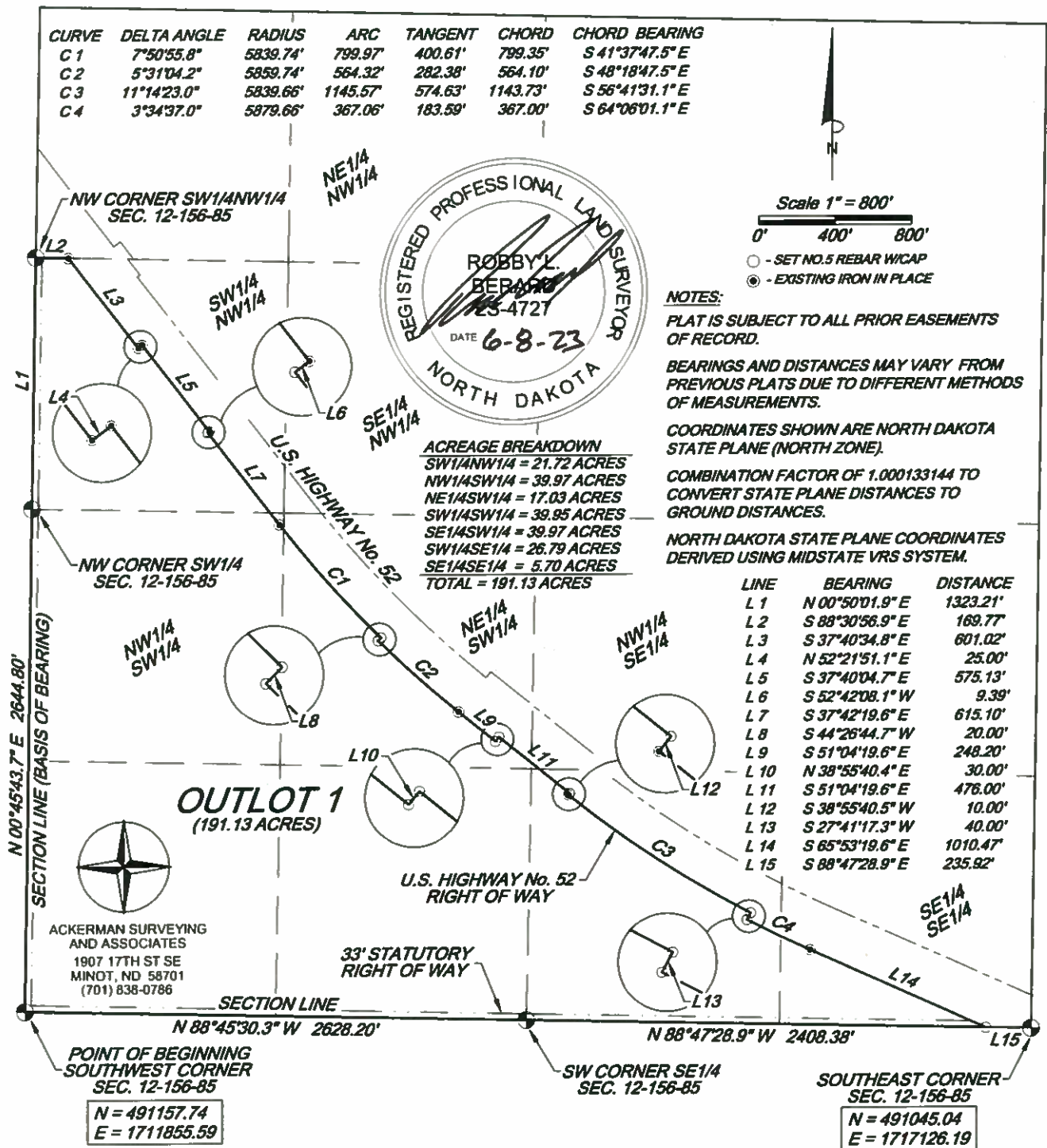
Based upon review and recommendation of the Water Resource Board Engineer, the plat is returned without objection but with the following recommendations:

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, UPLATTED PORTIONS OF NW1/4, SW1/4 & SE1/4, Section 12, Township 156 North, Range 85 West

Owners: DGS HOLDINGS LLP



OUTLOT 1, Of PORTIONS OF NW1/4, SW1/4 & SE1/4, Section 12, Township 156 North, Range 85 West
Described as follows:

Beginning at the Southwest corner of Section 12, Township 156 North, Range 85 West, Ward County, North Dakota; Thence N 00°45'43.7" E, along the West boundary of Section 12, a distance of 2644.80 feet to the Northwest corner of the SW1/4; Thence N 00°50'01.9" E, along the West boundary of Section 12, a distance of 1323.21 feet to the Northwest corner of the SW1/4NW1/4; Thence S 88°30'56.9" E, along the North boundary of the SW1/4NW1/4 of Section 12, a distance of 169.77 feet to the Westerly right of way of U.S. Highway No. 52; Thence S 37°40'34.8" E, along the Westerly right of way of U.S. Highway No. 52, a distance of 601.02 feet; Thence N 52°21'51.1" E, a distance of 25.00 feet; Thence S 37°40'04.7" E, a distance of 575.13 feet; Thence S 52°42'08.1" W, a distance of 9.39 feet; Thence S 37°42'19.6" E, a distance of 615.10 feet; Thence along a curve to the left a distance of 799.97 feet, said curve having a radius of 5839.74 feet and a chord of 799.35 feet which bears S 41°37'47.5" E; Thence S 44°26'44.7" W, a distance of 20.00 feet; Thence along a curve to the left a distance of 564.32 feet, said curve having a radius of 5859.74 feet and a chord of 564.10 feet which bears S 48°18'47.5" E; Thence S 51°04'19.6" E, a distance of 248.20 feet; Thence N 38°55'40.4" E, a distance of 30.00 feet; Thence S 51°04'19.6" E, a distance of 476.00 feet; Thence S 38°55'40.5" W, a distance of 10.00 feet; Thence along a curve to the left a distance of 1145.57 feet, said curve having a radius of 5839.66 feet and a chord of 1143.73 feet which bears S 56°41'31.1" E; Thence S 27°41'17.3" W, a distance of 40.00 feet; Thence along a curve to the left a distance of 367.06 feet, said curve having a radius of 5879.66 feet and a chord of 367.00 feet which bears S 64°06'01.1" E; Thence S 65°53'19.6" E, a distance of 1010.47 feet to the South boundary of said Section 12; Thence N 88°47'28.9" W, along the South boundary of Section 12, a distance of 2408.38 feet to the Southwest corner of the SE1/4; Thence N 88°45'30.3" W, along the South boundary of Section 12, a distance of 2628.20 feet to the point of beginning. Tract contains 191.13 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 Ward 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 owner__ has hereunto set his hand__ and seal this 8th day of June, 2023.

Steven F. Streitz, General Partner (Seal)
DGS Holdings LLP
Steven F. Streitz (General Partner)

STATE OF North Dakota } ss.
County of Ward

On this 8th day of June in the year 2023, before me, a Notary Public in and for said County and State, personally appeared Steven F. Streitz (General Partner)

known to me to be the person__ who is described in, and who executed the foregoing instrument and acknowledged that __he__ executed the same.

My Commission Expires: [Signature]
Notary Public

CHAD ATTERTON
Notary Public
State of North Dakota
My Commission Expires Nov. 11, 2024

SURVEYOR'S CERTIFICATE

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

[Signature]
Robby L. Berard Registered Land Surveyor #4727
Professional Land Surveyor
Robby L. Berard
LS-4727
DATE 6-8-23
NORTH DAKOTA

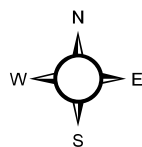
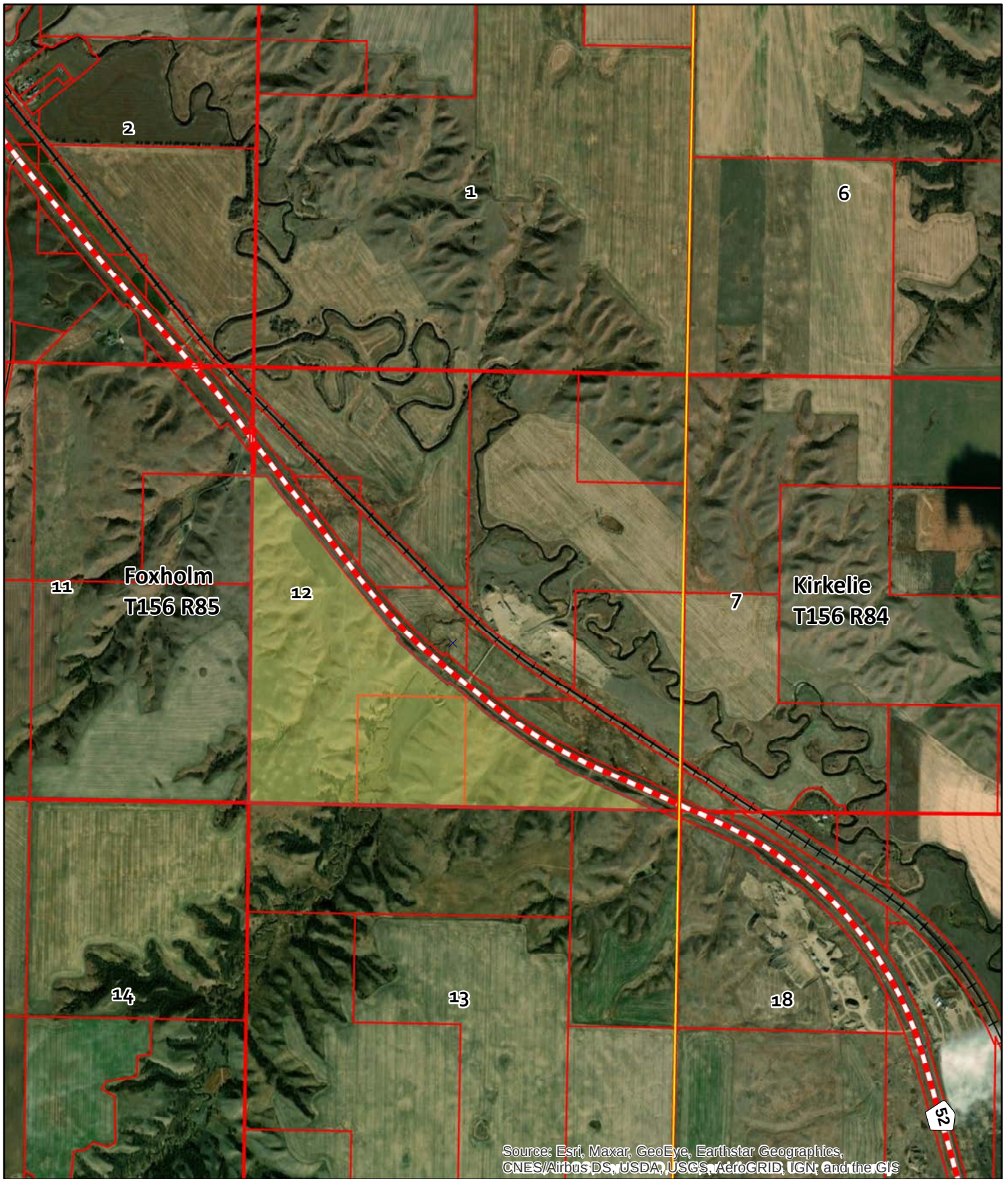
Subscribed and sworn to before me this 8th day of June, 2023.

My Commission Expires: [Signature]
Notary Public

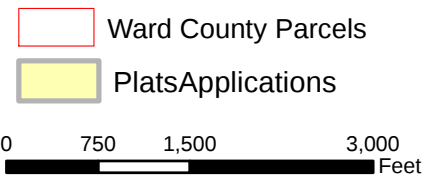
CHAD ATTERTON
Notary Public
State of North Dakota
My Commission Expires Nov. 11, 2024

Approved _____, 20____

Approved _____, 20____



Steve Streitz
Outlot Plat Application
12-156-85
Foxholm Township





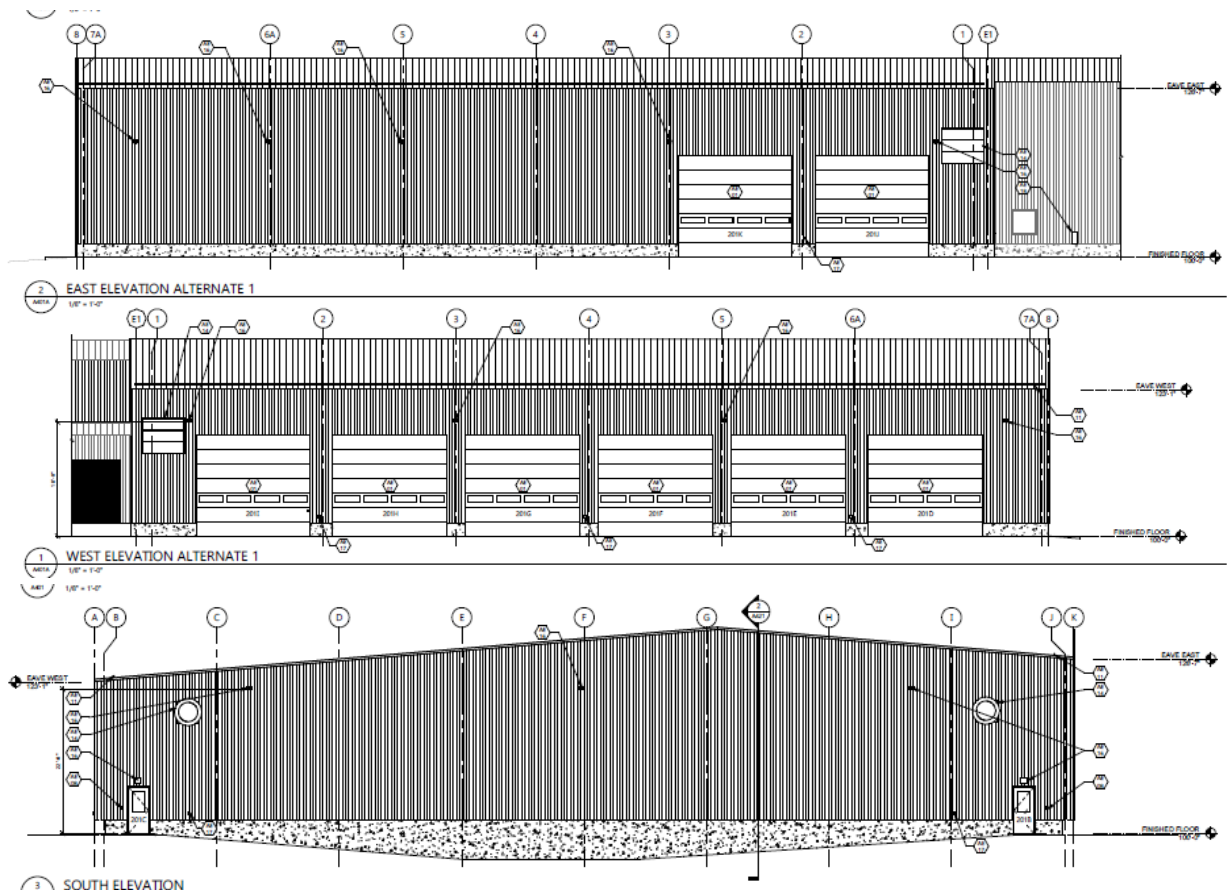
Ward County Highway Department

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

Ward County Agenda Items August 1, 2023

A. Highway Department – Building C Addition

The bid opening for our Building C Addition was on Tuesday, July 25. I have attached the Architect's Bid Recommendation and Bid Tabulation. We had previously bid the project in November of 2022 but the bids were too high and some of the cost were inflated. We worked with the Architect and trimmed out a few items such as floor heat, a seventh bay and the outside grading and concrete aprons. The six bay option will be a little smaller than the area we currently store equipment in the north shop, but with the additional doors should be more efficient. We will also self-perform the final grading work outside and have done some of the demo work, removing old piping, conduit, and other items for Halliburton's old frack tank storage area prior to bidding. Below is a view of the south, east and west side of the building. The height of the building is set to match the existing roof line of Building C.



There were four prime bidders on the project. The low bid for Alternate 1 (six bay layout, with six west doors and two east doors) was \$2,863,700 and was from Rolac Contracting, Inc. Alternate 3, add four additional shop doors to the east side of the building. The cost to add the additional shop doors is \$67,700 (around \$16,925/door).

Previously the commission had award \$2,000,000 from ARPA funding for the project and there is \$300,000 in the 2023 highway budget for the building. I have included \$600,000 in the 2024 budget for the project and with the 2023 funds and ARPA funding we can fund the project. The project has a fall 2024 completion date; however, the contractor is proposing to start on some of the work this fall. Our goal was to have the project awarded prior to the end of 2023 and the project completed before the end of 2024 to make sure we meet the ARPA deadlines.

I would need a motion to award the Building C Addition to Rolac Contracting for their bid of \$2,863,700 for Alternate 1, the construction of a six bay addition on to the South side of Building C

July 25, 2023

Ward County Highway Dept.
Dana Larsen
200 72nd St SE
Minot, ND 58702

Re: Building C Addition

Subject: Bid Recommendation

Dear Dana,

Bids on the above referenced project were opened on July 25, 2023 at 2:00 PM. A total of 6 bids were received: 4 Single Combined Prime Bids, 1 General Contract Bids, 1 Electrical Contract Bids. The bids were checked for mathematical accuracy and no discrepancies were found. A complete tabulation of the bids received is attached.

The following contractor is the low bidder, taking into consideration the acceptance of the following alternates, this will be the construction cost:

Single Prime Contract: Rolac Contracting, Inc.

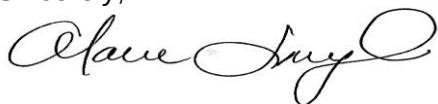
Base Bid	\$ 2,572,900
Alternate No. 1- Six Bay Layout	\$ 290,800
Total Construction Contract	\$ 2,863,700

The project was previously bid on November 8th, 2022, comparatively, the same 6 bay layout option resulted in a bid of \$3,600,000. (I have attached the previous bid to this document). Therefore, I feel confident that this cost is appropriate, reflects our CD estimate and it is not inflated as it was last time.

We will prepare a Notice of Award once the County Commissioners have approved the bid and are ready to proceed.

Please feel free to contact me at 701-839-4547 with any questions.

Sincerely,



Gloria Larsgaard

Enclosure(s): Bid Tabulation 07.25.2023, Bid Tabulation 11.08.2022



BID TABULATION FORM

PROJECT: Building C Addition
LOCATION: Minot, ND
PROJ. NO.: 20223651
BID DATE: Tuesday, July 25, 2023

EAPC Architects-Engineers, P.C.
2080 36th Ave SW, Suite 210
Minot, ND 58701
701-839-4547

ALTERNATES

UNIT PRICES

					1		2		3		1		2		3	
	LIC. NO.	BID SEC.	ADDE NDUM #	BASE BID	SIX BAY LAYOUT		INSULATED SECTIONAL DOORS TO EAST WALL, BASE BID LAYOUT		INSULATED SECTIONAL DOORS TO EAST WALL, ALTERNATE #1 LAYOUT		REMOVE AND REPLACE SOIL		GEOGRID AGGREGATE SURFACE		INTERIOR GRANULAR ENGINEERED FILL	
Combined Bid					Price	Days	Price	Days	Price	Days	Price	Days	Price	Days	Price	Days
Mattson Construction Co.	A68	✓	✓	\$2,721,000.00	\$571,455.00	40	\$51,420.00	10	\$84,000.00	10	\$187,200.00	15	\$7,500.00	3	\$316,800.00	15
Northstar Steel, Inc.	A1265	✓	✓	\$2,728,000.00	\$301,000.00	0	\$61,800.00	0	\$80,000.00	0	\$50.00/CY	1day/200CY	\$25.00/SY	1day/500SY	\$50.00/CY	1day/300CY
Roers Construction Joint Venture LLC	A000042385	✓	✓	\$3,305,280.00	\$320,000.00	30	\$43,000.00	-	\$57,260.00	-	\$48.00/CY	-	\$10.00/SY	-	\$88.00/CY	-
Rolac Contracting, Inc.	A1292	✓	✓	\$2,572,900.00	\$290,800.00	20	\$50,700.00	0	\$65,700.00	0	\$45.00/CY	5day/1,000CY	\$30.00/SY	0	\$40.00/CY	3day/1,000CY
General Contractor					Price	Days	Price	Days	Price	Days	Price	Days	Price	Days	Price	Days
Roers Construction Joint Venture LLC	A000042385	✓	✓	\$2,580,590.00	\$285,265.00	30	\$43,000.00	-	\$57,260.00	-	\$48.00/CY	-	\$10.00/SY	-	\$88.00/CY	-
Electrical Contractors					Price	Days	Price	Days	Price	Days	Price	Days	Price	Days	Price	Days
Gefroh Electric, Inc,	A34791	✓	✓	\$157,725.00	\$17,275.00	-	\$2,365.00	-	\$3,125.00	-	N/A	-	N/A	-	N/A	-

The undersigned certifies this Bid Tabulation

Signed: 

Gloria Larsgaard, AIA



BID TABULATION FORM

PROJECT: Building C Addition
LOCATION: Minot, ND
PROJ. NO.: 20223650
BID DATE: Tuesday, November 8, 2022

EAPC Architects-Engineers, P.C.
2080 36th Ave SW, Suite 210
Minot, ND 58701
701-839-4547

ALTERNATES																										UNIT PRICES									
					1		2		3		4		5		6		7		8		9		10		1		2		3		4				
	LIC. NO.	BID SEC.	ADDE NDUM #	BASE BID	METAL ROOF PANELS CONSTRUCTION-BASE BID LAYOUT	Days	METAL AND ROOF PANELS CONSTRUCTION-ALTERNATE 5 LAYOUT	Days	SECTIONAL DOORS	Days	WEST CONCRETE APRON AND FINAL SITE GRADING	Days	DELETE ONE VEHICLE BAY	Days	RADIANT HEAT	Days	EAST CONCRETE APRON AND FINAL SITE GRADING	Days	SANITARY SEWER REPLACEMENT	Days	DELETE FLOOR HEAT	Days	DELETE FLOOR HEAT	Days	REMOVE AND REPLACE SOIL	Days	GEOGRID AGGREGATE SURFACE	Days	GRANULAR ENGINEERED FILL	Days	18FT SECTIONAL DOORS	Days			
Combined Bid					Price	Days	Price	Days	Price	Days	Price	Days	Price	Days	Price	Days	Price	Days	Price	Days	Price	Days	Price	Days	Price	Days	Price	Days	Price	Days	Price	Days			
Northstar Steel Inc	A1265	✓	✓	\$4,790,000.00	-\$490,000.00	0	-\$441,000.00	0	\$120,000.00	0	\$38,100.00	5	-\$271,000.00	0	\$74,000.00	0	\$58,420.00	5	\$86,800.00	0	-\$308,000.00	0	\$32,820.00	0	\$45.00/CY	1 Day/200CY	\$25.00/SY	1 DAY/500 SY	\$40.00/CY	1 Day/300 CY	\$1,100.00	0			
Rolac Contracting	A1292	✓	✓	\$4,647,000.00	-\$430,000.00	0	-\$384,000.00	0	\$102,500.00	0	\$33,000.00	0	-\$245,000.00	0	\$81,000.00	0	\$53,000.00	0	\$87,000.00	0	-\$338,000.00	0	\$38,000.00	0	\$40.00/CY	1 Day/200CY	\$21.77/SY	1 day/500 SY	\$35.00/CY	1 day/300 CY	\$1,000.00	0			
Roers Construction Joint Venture, LLC	A000042385	✓	✓	\$4,880,660.00	-\$400,000.00	0	-\$73,000.00	0	\$86,300.00	0	\$56,000.00	0	-\$191,300.00	0	\$71,100.00	0	\$53,650.00	0	\$75,650.00	0	-\$297,400.00	0	\$38,000.00	0	\$41.00/CY	0	\$8.00/SY	0	\$35.00/CY	0	\$1,000.00	0			
General Contractor					Price	Days	Price	Days	Price	Days	Price	Days	Price	Days	Price	Days	Price	Days	Price	Days	Price	Days	Price	Days	Price	Days	Price	Days	Price	Days	Price	Days			
Roers Construction Joint Venture, LLC	A000042385	✓	✓	\$3,418,410.00	(\$400,000.00)	0	(\$73,000.00)	0	\$86,300.00	0	\$53,650.00	0	(\$189,000.00)	0	N/A	N/A	\$53,650.00	0	\$75,650.00	0	N/A	N/A	\$6,856.00	0	\$41.00/CY	0	\$8.00/SY	0	\$35.00/CY	0	\$1,000.00	0			
Electrical Contractors					Price	Days	Price	Days	Price	Days	Price	Days	Price	Days	Price	Days	Price	Days	Price	Days	Price	Days	Price	Days	Price	Days	Price	Days	Price	Days	Price	Days			
B & G Electric, LLC	A53777	✓	✓	\$155,467.00	-	-	-	-	\$5,068.95	ADD days determined by General	-	-	-\$1,731.70	0	\$328.00	ADD Days determined by General	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
Gefroh Electric, Inc.	A34791	✓	✓	\$167,632.00	-	-	-	-	-\$4,000.00	-	-	-	-\$2,000.00	-	No Change	-	-	-	-	-	\$500.00	-	-	-	-	-	-	-	-	-	-				
Jesse Braun Electric LLC	A52874	✓	✓	\$179,500.00	-	-	-	-	-\$5,000.00	0	-	-	-\$5,000.00	-	-\$1,250.00	0	-	-	-	-	\$3,000.00	0	-	-	-	-	-	-	-	-	-				
Main Electric Construction, Inc.	A1141	✓	✓	\$204,165.00	-	-	-	-	-\$11,210.00	-	-	-	-\$2,635.00	-	\$1,910.00	-	-	-	-	-	\$1,950.00	-	-	-	-	-	-	-	-	-	-				
Mayer Electric, Inc.	A20018	✓	✓	\$176,650.00	-	-	-	-	-\$810.00	-	-	-	-\$950.00	-	-\$375.00	-	-	-	-	-	\$695.00	-	-	-	-	-	-	-	-	-	-				
Northwestern Electric, Inc.	2151458	✓	✓	\$354,000.00	-	-	-	-	-	-	-	-	-\$250.00	-	\$3,400.00	-	-	-	-	-	-\$900.00	-	-	-	-	-	-	-	-	-	-				

The undersigned certifies this Bid Tabulation

Signed: 

Gloria Larsgaard, AIA



WARD COUNTY HUMAN RESOURCES DEPARTMENT

LOLLY GORZE, SHRM-CP
DIRECTOR

HUMAN RESOURCE GENERALISTS:
MYRNA MOBERG
DANAE GREEK

Memorandum

To: Commissioners

From: Lolly Gorze, Human Resources Director

Date: August 1, 2023

Re: Human Resource's Agenda Items for August 1, 2023 Commission Meeting

Human Resources Office's Agenda items for the August 1, 2023 Commission Meeting are as follows:

1. Pay Amendments
2. Highway Department Proposal

Pay Amendments 8.1.23**New Hires/Rehires**

Name	Dept	Title	FT/PT	Pay	Start Date
Lauren Jensen	State's Attorney	Victim Witness Coordinator	FT	\$22.58 hr	7.17.23
Michelle Redmer	Library	Librarian II - Kenmare Branch	PT	\$19.31 hr	8.3.23

Promotions

Name	Dept	Title	FT/PT	Pay	Start Date
Jennifer Berg	Jail	Sergeant	FT	\$29.11 hr	6.18.23

Terminations

Brian Duncan	State's Attorney	Legal Case Clerk	FT		7.10.23
Julian Degenstein	Equipment Opera	Highway	FT		7.20.23
Tyler Allers	Juvenile	Juvenile Detention Officer	FT		7.30.23
Habeeb Rafiu	Sheriff	Patrol Deputy	FT		8.2.23
David Zietlow	Highway		FT		8.3.23

Featured Job Opportunities

Assistant State's Attorney

Posted July 20, 2023 8:30 AM | Closes August 15, 2023 11:59 PM

You can find the Online Ward County Application: [HERE](#) Assistant State's Attorney The Ward County Human Resource Department will be accepting... [Full Description](#)

Correctional Officer

Posted June 28, 2023 11:45 AM | Closes August 1, 2023 4:30 PM

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

Equipment Operator II - With Underfill

Posted June 28, 2023 11:45 AM | Closes August 1, 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 June 28, 2023 11:45 AM | Closes August 1, 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 July 14, 2023 11:24 AM | Closes July 28, 2023 4:30 PM

Juvenile Detention Officer Starting Salary: \$23.25 - \$25.67 per hour depending on experience Type of Recruitment: Internal/External GENERAL DESCRIPTION OF... [Full Description](#)

Librarian II/Bookmobile Driver

Posted July 5, 2023 7:30 PM | Closes July 26, 2023 11:59 PM

Ward County Library is accepting applications for the position of Librarian I/Bookmobile Driver! Applications must be received and postmarked, on or before July 26, 2023. ... [Full Description](#)

[Apply Online](#)

Patrol Deputy

Posted July 21, 2023 1:30 PM | Closes August 16, 2023 11:59 PM

Online Ward County Application The Ward County Sheriff's Department is currently taking applications for the position of Sheriff's Deputy. Applications must be... [Full Description](#)

[Apply Online](#)

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osition of Deputy



Memorandum

To: Ward County Personal Committee
From: Dana G. Larsen, PE
Date: 07/26/2023
Re: Highway Department Salaries

The highway department will have 4 open equipment operator positions starting next week. We have had a number of open positions due to retirements and we have not been able to fill any positions since May. We have had a total of six retirements since the beginning of the year, one more next week and one in October. We will need to hire 5 equipment operator positions before winter, including at least one motorgrader operator. We have been advertising for both an operator II and III positions up to a step 5 and we have only had three applications and two did not have a Class A license or any experience.

Our hiring range is the following and our employees with less than 5 years are still in the hiring range so in the past when we did get applications, we were limited in what we could offer and many applicants turned down the position when offered the positions.

Equipment Operator I - \$20.94 to \$23.12 (1-2 year of experience and a Class A CDL)

Equipment Operator II - \$22.58 to \$24.92 (3-4 year of experience and a Class A CDL)

Equipment Operator III - \$24.62 to \$27.17 (10 year of experience including heavy equipment and a Class A CDL)

The current salary scale is not comparable to market and we need to make adjustments. This was a concern that I brought up during many of our meetings with Gallagher. Their Decision Band Method of job evaluation did not take into account skilled labor which I brought up many times. I had informed Gallagher many times that our positions were at least one grade lower than market showed. Currently, most companies are advertising between \$26/hr and \$30/hr for workers with a CDL and \$28/hr to \$32/hr for heavy equipment. For example, the ND DOT who has similar benefits is currently advertising across the state for an Equipment Operator II which requires two years of experience and a CLD license, which is comparable to our Equipment Operator I. The DOT starts their Operator II position at \$4,699/month (\$27.10/hour) and we are advertising at \$20.94 to \$23.12 which is a \$4-\$6 more per hour. The DOT is also advertising for an Equipment Operator III and the starting wage is \$5,377/month (\$31.02/hr). I have attach copies of the DOTs current advertisements for reference.

I am proposing to bring all of the Equipment Operator and working Foremen positions, who are below mid-point to between Steps 5(top of the hiring range) and step 9 (the midpoint of the scale) based on the number of years

with the Highway Department and their skill level. I also propose to give the rest of the staff a 1.5% increase to reduce compression. The adjustment would not apply to the Office Manager position, since it is tied to other positions in the county or to the County Engineer position. The positions do not meet market but this would be a short term fix to allow me to hopefully attract qualified applicants. I would also request the ability advertise and hire staff at steps 5-7 which would be an increase from steps 1-5. We would still be behind market but this adjustment would be within my existing salary line item. This is due to the number of retirements that have occurred this year. Comparing the monthly salaries paid out in January to December of this year, after having 7 retirements this year, and we fill all the open positions, we would be paying around \$1000 less each month. This reduction does not include underrun in the budget due to the positions being open.

New Hiring range (Steps 5-7)

- Equipment Operator I - \$23.12 to \$24.29
- Equipment Operator II - \$24.92 to \$26.18
- Equipment Operator III \$27.17 to \$28.55
- Highway Maintenance Foremen \$29.88 to 31.39

I am requesting support on my recommendation to adjust the step and salary of the attached list of equipment operators and working foremen who are below midpoint, hiring between steps 5-7 and an increase of 1.5% to the remainder of the highway department staff, with the exception of the County Engineer and Office Manager positions.

FIRST	LAST	#	Current Hr Rate	Grade	New Step	Proposed Hr Rate
STEVE	HAMMER	8382	\$29.97	8	8	\$32.18
CORY	HAMMER	6657	\$27.18	8	6	\$30.63
CORY	WILLIAMS	8390	\$27.46	7	9	\$30.00
PAUL	BRAATEN	1657	\$26.11	7	7	\$28.55
JOE	SKOVGARD	1280	\$26.07	7	7	\$28.55
SCHAD	PRELLWITZ		\$24.62	7	5	\$27.17
BRENT	DICKINSON	8386	\$26.83	6	9	\$27.51
DAREN	SCHILLING	8388	\$26.51	6	9	\$27.51
TROY	JOHNSON	8394	\$25.63	6	9	\$27.51
ADAM	PETERSON	0451	\$25.42	6	8	\$26.83
JUSTIN	MEDLER	8688	\$25.42	6	8	\$26.83
ROBERT	NEUMILLER	4291	\$24.22	6	7	\$26.18
SETH	ESLINGER	0830	\$23.65	5	8	\$24.89
DAN	ESLINGER	0564	\$23.07	5	8	\$24.89
WILLIAM	OSBORN	7432	\$22.51	5	8	\$24.89

[Apply for Job](#)

Job ID 3025658
Location Edgeley, ND
Salary Range From 4699.00 To 4699.00 Monthly

Full/Part Time Full-Time
Regular/Temporary Regular
Closing Date 8/02/2023

[☆ Add to Favorite Jobs](#)[✉ Email this Job](#)

Valley City District, Edgeley, ND

If you take P.R.I.D.E in displaying values of professionalism, respect, integrity, dedication, and excellence, you have come to the right place. As the number one Department of Transportation (DOT) in highway performance and cost-effectiveness in the nation, we are looking for a candidate who takes P.R.I.D.E in what the NDDOT stands for.

At the North Dakota Department of Transportation, we offer rewarding work opportunities with a competitive employee benefits package including a fully paid family health insurance plan, paid leave, retirement plan options, work-life balance/flexibility, tuition reimbursement, and more!

NDDOT **Starting Salary: \$4,699 per month***

*An alternate classification may be considered; salary is dependent on experience.

Summary of Work

- **Highway, Roadway, and Structure Maintenance**
 - Operate heavy equipment to perform required maintenance duties.
 - Perform highway maintenance duties.
 - Perform basic snow and ice control/removal.
 - Assist in installing, repairing, and maintaining highway signs and guardrails.
 - Operate power tools and other equipment to perform maintenance duties.
 - Keep roadways clear of any hazards; litter, waste, debris, garbage, and carcass.
- **Building and Grounds Maintenance**
 - Perform building and ground maintenance duties.
- **Information Technology Equipment Maintenance**
 - Perform general routine maintenance of the roadway and radio system equipment.
- **Equipment and Vehicle Maintenance**
 - Perform minor preventive and repair maintenance on vehicles and equipment.
- **Record Keeping**
 - Maintain necessary paperwork, including time records, activity reporting, daily diary, road reports, etc.
- **Highway Construction Project Duties**
 - Receive training and perform construction project duties under close supervision.
- **Maintain a Safe Working Environment**

Minimum Qualifications

- Valid North Dakota **Class A drivers** license with air brakes with a cargo tanker endorsement by the first day of work.
- **Two years of relevant experience.**
- Requires reporting to work within 30 minutes, after hours, on weekends, and on holidays during emergency events.

*Equipment Operator I level may be considered, salary dependent on experience:

- Valid North Dakota Class A drivers permit by the first day of work. The employee will have 12 months to obtain a North Dakota Class A driver's license with air brakes and cargo-tanker endorsement.
- Requires reporting to work within 30 minutes, after hours, on weekends, and holidays during emergency events.

Employment of the selected candidate will be contingent on satisfactorily completing the interview process and the required drug test, medical screening, reference check, and driving records check with current and previous employers within the past three years.

[Apply for Job](#)Job ID **3025515**Full/Part Time **Full-Time**Location **Pekin, ND**Regular/Temporary **Regular**Salary Range **From 5377.00 To 5377.00 Monthly**Closing Date **7/27/2023**[☆ Add to Favorite Jobs](#)[✉ Email this Job](#)

Devils Lake District, Pekin, ND

If you take P.R.I.D.E in displaying values of professionalism, respect, integrity, dedication, and excellence, you have come to the right place. As the number one Department of Transportation (DOT) in highway performance and cost-effectiveness in the nation, we are looking for a candidate who takes P.R.I.D.E in what the NDDOT stands for.

At the North Dakota Department of Transportation, we offer rewarding work opportunities with a competitive employee benefits package including a fully paid family health insurance plan, paid leave, retirement plan options, work-life balance/flexibility, tuition reimbursement, and more!

NDDOT Starting Salary: **\$5,377** per month*

About Team ND

"Far and away the best prize life offers is the chance to work hard at work worth doing." - Theodore Roosevelt

More than 7,500 talented, hard-working people across sixty-three agencies have come together as Team North Dakota. At Team ND, we are driven to succeed through gratitude, humility, curiosity and courage. Our purpose is to empower people, improve lives, and inspire success. Join us in being legendary.

Total Rewards: The State of North Dakota is committed to providing team members with a strong and competitive [rewards](#) package that support you, your health and your family.

Considering a new position on Team ND? How does your current position stack up? Use our [Total Rewards Calculator](#) to estimate.

Equal Employment Opportunity

The State of North Dakota and this hiring agency do not discriminate on the basis of race, color, national origin, sex, genetics, religion, age or disability in employment or the provisions of services and complies with the provisions of the North Dakota Human Rights Act.

As an employer, the State of North Dakota prohibits smoking in all places of state employment in accordance with N.D.C.C. § 23-12-10.

QUARTERLY NARRATIVE REPORT

NDSU

EXTENSION WARD COUNTY



HOLLY ARNOLD, Parent Family Educator
Holly.Arnold@ndsu.edu



ELLEN BJELLAND, Family & Community Wellness
Ellen.Bjelland@ndsu.edu



PAIGE BRUMMUND, Ag & Natural Resources



EMILY BURKETT, 4-H & Youth Development
Emily.Burkett@ndsu.edu



EMILY HOW, Horticulture
Emily.How@ndsu.edu



TRISHA JESSEN, Family Nutrition



NICOLE KAYLOR, Administrative Assistant
Nicole.Kaylor@ndsu.edu



LAURA MORELLI, Administrative Assistant
Laura.Morelli@ndsu.edu



SHIRRELL OTT, Administrative Assistant

County commissions, North Dakota State University and U.S. Department of Agriculture cooperating. NDSU does not discriminate in its programs and activities on the basis of age, color, gender expression/identity, genetic information, marital status, national origin, participation in lawful off-campus activity, physical or mental disability, pregnancy, public assistance status, race, religion, sex, sexual orientation, spousal relationship to current employee, or veteran status, as applicable. Direct inquiries to Vice Provost, Title IX/ADA Coordinator, Old Main 201, (701) 231-7708, ndsu.eoaa@ndsu.edu.

"What Retirees Want" Presentation

Along with NDSU Extension gerontologist Jane Strommen, **Ellen Bjelland** presented "What Retirees Want" during the Family and Community Wellness Spring Professional Conference. The presentation centered on how Baby Boomers are changing what retirement looks like and how Extension can address their needs.

Retirement Celebration

On Syttende Mai (May 17th), we celebrated **Ellen** as she retired from NDSU Extension after 36 years of service. We wish her all the best and will miss her in the office.



Stepping On Fall Prevention

Ellen completed her Extension career by finishing up a *Stepping On* fall prevention workshop in conjunction with community partners. Twelve of fourteen attendees completed the seven-week course.

Walk Minot - Spring/Summer 2023

Trisha Jessen belongs to Minot Area Team Wellness. This coalition focuses on promoting wellness activities in the community. Each spring/summer the group hosts weekly walks on Wednesday evenings. *Walk Minot* highlights different walking paths in the Minot area from early May through the end of July. In addition, each walk has an educational component. Walks during this quarter were held at Oak Park, Optimist Soccer Complex, Scandinavian Visitor's Center, Leech Park, Woodland Trail, and the Roughrider Golf Course.



Create Better Health and Pinchin' Pennie\$ for Adults

Trisha continues to teach healthy eating on a budget to adults using the *Create Better Health* and *Pinchin' Pennie\$* curriculums. She teaches adults on a monthly basis at Milton Young Towers and Parker Senior Center (public housing sites), Second Story (center for people with disabilities), and North Central Human Services. Sessions include a recipe demonstration and food samples.

On The Move Junior

In April, **Trisha** completed the final four weekly sessions of *On the Move Junior* to two second-grade classrooms. This curriculum aims to improve the variety of healthy foods that children consume and their fitness habits. Students track weekly nutrition and parents receive newsletters and other family-based activities.



Kids Cooking School

This summer, **Trisha** is teaching *On the Move to Better Health Kids Cooking School* at Perkett and Washington Elementary Schools. This curriculum teaches children about nutrition and health as they explore hands-on food preparation. During the first visit, **Trisha** taught the 4th and 5th graders about MyPlate and how to read recipes. They practiced measuring skills and made muffins. The second visit focused on food safety skills and the children learned about various kitchen tools and equipment. They practiced knife skills and used an electric fry pan. Each school will receive two more lessons this summer and the children earn kitchen incentive items.



Junior Master Gardener - Youth Garden

Trisha and **Emily How** partnered with the Washington Elementary Summer Community Learning Center (CLC) to offer a gardening program to youth in 4th and 5th grades. This program focuses on teaching the process of gardening and how gardens can provide healthy food. **Trisha** teaches lessons from the *Gardening is Fun* curriculum, which incorporates nutrition education and tasting of garden produce. **Emily H.** teaches topics such as how to plant seeds, how plants grow, and how to tend to a garden. This program was funded by the North Dakota State University Extension Junior Master Gardener grant program.



Grafting and Pruning Grapes Workshop

Emily H., together with Chris Asmundson, Research Technician at the NDSU North Central Research Extension Center, and Jeff Peterson, Owner of Pointe of View Winery (Burlington) hosted a workshop about



pruning and grafting grapevines. The workshop featured Raul Rodriguez III, a professional grafter in California, Oregon, and Washington. He discussed different pruning techniques as well as the importance of pruning in

commercial vineyards. Participants then had the opportunity to graft a grapevine to take home and plant.

Participants met at Pointe of View Winery after the grafting demonstrations where they learned about the importance of pruning grapevines and tried their hand at pruning as well. This workshop was well-attended, with around 30 participants.



Horticulture-related Speaking Engagements

During the quarter, **Emily H.** spoke at several conferences and other events including the Williams County Spring Tree and Garden Workshop, the Dakota Expo, and North Dakota Farmers Market Association's Growing ND Workshop. At these events, **Emily H.** spoke on soil health, composting, and other various horticultural topics to growers of all different backgrounds.

Gardening with Kids: Growing Relationships



Emily H. and **Holly Arnold** teamed up to create the *Gardening with Kids: Growing Relationships* program. This program focused on growing relationships between caregivers and children through various gardening activities, such as building a miniature garden.

During this program, **Emily H.** taught how to build/create a miniature garden in a coffee cup and care for potted plants. **Holly** discussed strengthening relationships and building memories. This program was a huge success! **Emily H.** and **Holly** plan to work together on additional new programs throughout the year.



Parent Education Programming: * All numbers are unduplicated-each participant counted once.

- Active Parenting for Parents of 5-12 Year Olds (1 series/5 sessions/3 participants)
- Nurturing Parenting Program (1 series/15 sessions/5 participants)
- Active Parenting First Five Years (1 series/4 sessions/6 participants) via Zoom
- Whole Brain Child Book Study (1 series/6 sessions/20 participants) via Zoom
- Understanding Brain Development for Optimal Parenting (for NDSU Extension employees), (1 session, 11 participants)
- Gardening with Kids: Growing Relationships (1 series/1 session/10 adult participants/18 children)
- co-taught with **Emily H.** and **Laura Morelli** assisted
- Preparing for Your Future - Magic City Campus (7 sessions/51 students)
- co-led with **Emily Burkett**
- It Takes a Village Community Behavioral Resource Event - Oak Park, Minot (17 adults/11 children)

Overall, 72 adults benefitted from parent education and 80 youth participated in events during the quarter. Also, 18 foster parents received training hours for their licensing by attending Parent and Family Resource Center (PFRC) classes.



Prevent Child Abuse Month

Holly applied for and received a Prevent Child Abuse ND (PCAND) grant which was used for activities and materials during April in an effort to educate the public about child abuse and/or neglect prevention.

160 "Welcome Baby Bags" were delivered to parents of newborns at Trinity Hospital during April. The bags contained a variety of information for parents including topics of post-partum depression, safe sleep, traumatic brain injury, positive discipline, Prevent Child Abuse swag, PFRC info, etc.



Coffee sleeves displaying the PCAND logo were purchased using grant funds. PFRC Region II partnered with Prairie Sky Breads to use coffee sleeves on their hot drink cups. Prairie Sky Breads is interested in joining with us again next year in our child abuse prevention efforts.

Holly set up a PCAND display containing information and prevent child abuse items at the Ward County Library.

The PCAND grant funds paid for all expenses (books and facilitator fee) for the *Whole Brain* book study offered by PFRC Region II in April.

Attendees of *Active Parenting for Parents of 5-12 Year Olds* and *The Nurturing Parenting Program* received Prevent Child Abuse information and incentives.

To encourage positive interactions, parent/child activity "Make and Take" bags were distributed to Minot Head Start (135 bags) and Domestic Violence Crisis Center (22 bags).

Emily H. distributed 50 PCAND pinwheels to an afterschool program where she did a lesson on insects and tied in a message about the importance of kindness.

Laura created daily Facebook posts to promote Child Abuse Prevention Month and positive parenting techniques.

Professional Development

Holly attended ND Nurturing Parenting Program training, Family and Community Wellness Spring Development Training, and the annual North Dakota Department of Human Services and Parent and Family Resource meeting. She also attended the North Dakota Social Welfare Conference via Zoom.

Turning Points Program

Holly completed training for the *Turning Points* program. She is certified to teach the program which was developed for incarcerated parents.

Transition from High School to College Program

Holly and **Emily B.** taught *Transition from High School to College* to 51 Minot High School juniors and seniors. During the lesson, **Emily B.** and **Holly** discussed the opportunities and risks associated for first-year college students. The students performed an exercise using pipe cleaners to determine the best way to utilize 24 hours during a weekend in college. The lesson was well-received and thought-provoking.



Farm Safety Camp

The NDSU Extension Farm Safety Camp covers the basics of safe tractor and machinery operation, general farm hazards, livestock handling, use of personal protective equipment, and basic first-aid and first-response procedures.

Federal law under the Hazardous Occupations Order for Agriculture requires that youth under the age of 16 receive certification of training prior to employment on farms operated by anyone other than a parent or guardian.

Paige Brummund taught at camp about the Public Land Survey System and emergency communication skills.

Grassland Recovery and Grazing Readiness Program

Paige conducted the *Grassland Recovery and Grazing Readiness*

County: Ward
Date: 5/19/23
Use: Full
Plant Species: Smooth Brome
Growth Stage: 3.5
Height: 11.5"



program in Ward County. This program determines the impact of grazing management on grasslands by documenting the utilization level at the end of the grazing season and documenting the effect on grass development, growth and production in the next growing season. Due to significant droughts in previous years, the grasslands in Ward County were mostly categorized at close to full use with the average production being around 2,000 lbs./acre.

Spring Blizzards and Flooding Preparation and Recovery

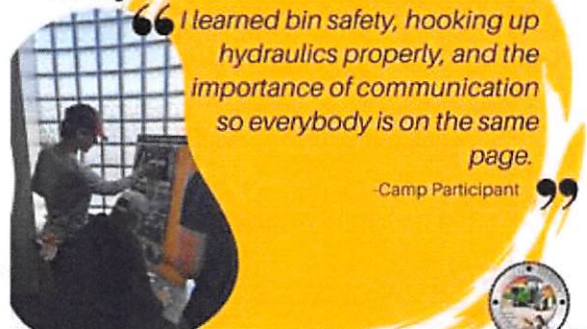
In April, Ward County livestock producers once again battled a late spring blizzard. **Paige** conducted a survey of ranchers to gather data on the impacts of the longer, colder, and snowier-than-average winter. Data gathered was reported back to the ND Department of Agriculture and other state agencies. During and following those weather events, **Paige** provided resources and consultation on recovery, cow and calf management, and mortality management along with sharing information from partner organizations about potential for financial assistance and recovery.

Paige also serves on the statewide Extension Disaster Education Network Team. During the rapid spring melt which resulted in overland flooding across the county and state, the team provided Extension resources and educational updates on flooding.



TRACTOR SAFETY CAMP

What skills did you gain after attending the tractor safety camp?



"I learned bin safety, hooking up hydraulics properly, and the importance of communication so everybody is on the same page."

-Camp Participant

NDSU

EXTENSION

EXTENDING KNOWLEDGE >> CHANGING LIVES

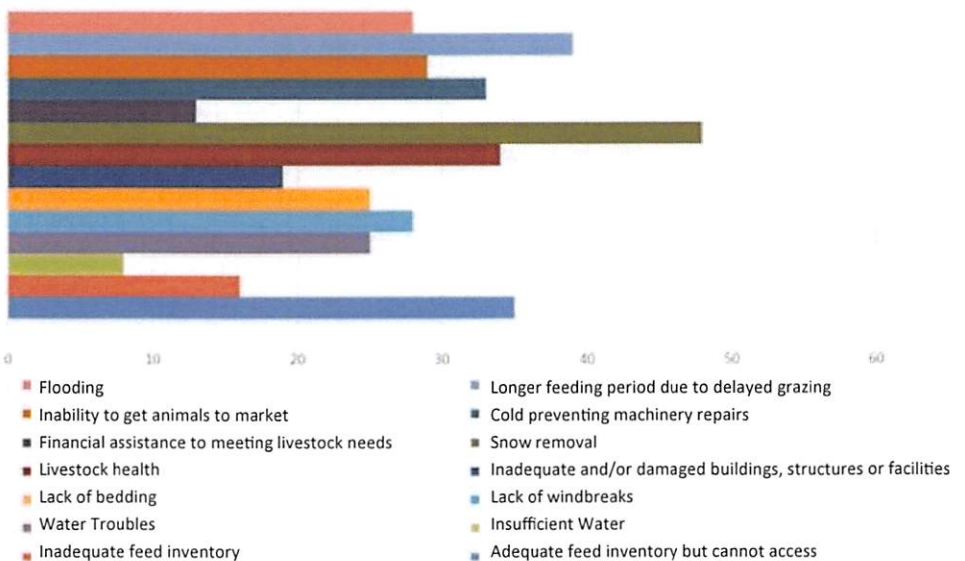
Verendrye Electric Annual Meeting booth

Paige and **Emily H.** offered information about pesticide safety in home landscapes at a booth during the Verendrye Electric Annual Meeting.

Master Gardener Pesticide Training

Paige and **Emily H.** provided training to the Ward County Master Gardeners about pesticide safety in home landscapes. The training included hands-on application at the Carnegie Center Pollinator Garden.

Winter Related Challenges



NDSU | EXTENSION

*As reported by NDSU Extension County Agents

Youth for the Quality Care of Animals (YQCA)

Emily B. and **Paige** hosted a *Youth for the Quality Care of Animals (YQCA)* certification course. Eight individuals participated. YQCA certification is required for youth to compete at the state 4-H livestock shows. **Paige** and **Emily B.** plan on hosting an additional certification course in July.



4-H STEM

Emily B. led 15 sessions of 4-H STEM at nine elementary schools and one middle school in Minot. She taught *Explorers of the Deep* and *Hack Your Harvest*, two STEM curriculums developed by 4-H's National Youth Science Day. In addition, **Emily B.** led *Explorers of the Deep* to a homeschool group in Minot. In total, 215 youth were taught STEM curriculum during April and May.

4-H Practice Days

In preparation of Ward County 4-H Achievement Days, **Emily B.** encouraged several volunteers to create opportunities for youth to learn how to show dogs, horses, livestock, and small animals. To see so many Ward County 4-H alums give back to their community by teaching and helping current Ward County 4-H members was very heartwarming.

4-H Contests



During this quarter, Minot hosted several 4-H contests, including the state 4-H Archery Match. 281 youth from around the state, including 35 archers from Ward County participated in the state match.

Minot also hosted the State 4-H Livestock Quiz Bowl contest in which Ward County had a Senior team compete. **Emily B.** and **Paige** assisted in various aspects of the contest.

Emily B. and Lynnette Vachal, Mountrail County Extension agent teamed up to put on the 4-H Communication Arts contest in Minot. Overall, 16 contestants participated.

Emily B. assisted in judging during District 4-H Communication Arts contest in Towner.

Ward County 4-H Achievement Days

Ward County 4-H Achievement Days was a blur of fun and excitement! 4-H members proudly presented their animals and static exhibits and competed fiercely in Ag Olympics. In all, 232 members came from across the county and gave their best efforts in showcasing the projects they worked so hard on.



Horsemanship Clinic

To help youth prepare for county fairs and the ND State Fair, **Emily B.** taught a 4-H horsemanship clinic in Grant County.



4-H County Fairs

Emily B. assisted McHenry and Renville Counties by judging static exhibits at their respective county fairs.



Overall, **Emily B.** is grateful for the fantastic weather and warm friendships during the final two weeks of June.

Personnel Committee Meeting

January 30th, 2023

A meeting of the Ward County Personnel Committee was held at 1:00 p.m. on January 30th, 2023, with Commissioners Fjeldahl and Weppler present. Also present were department heads Jason Blowers, Dana Larsen, Robert Roed, Lolly Gorze, and Marisa Haman. Roza Larson joined the meeting around 2:00 p.m.

Comm. Weppler moved to receive and file minutes from November 23rd, 2022 minutes.

Ms. Gorze provided a list of current position openings and provided a status update on filling these openings.

Ms. Gorze outlined current Assistant States Attorney salaries. She advised that both Cass and Burleigh counties also have two Assistant States Attorney openings. She also presented the starting salary for Assistant States Attorney positions in other counties.

Mr. Blowers appeared and outlined the amount of applications received for the IT Specialist I position opening.

He recommended the following changes:

- Brad Fettig be promoted internally to IT Specialist II which would be a change from salary grade from a grade seven to grade nine.
- John Pitner salary be increased one step (2.5%) within his current salary grade.

Mr. Blowers stated the above changes would allow the option of hiring of an IT Specialist I above a step one without causing compaction.

Discussion was held.

Mr. Blowers assured he would still stay within his 2023 budget due to the current vacancy.

The committee agreed that this decision ultimately needs to be made to by full Commission and should be presented to the board as a pay amendment.

Mr. Olthoff appeared and discussed employee turnover within detention. He explained in 2021 the department lost six employees and in 2022 they lost 16 employees. He stated they currently have 5 open positions and minimum staffing has been difficult to maintain within the last month.

Mr. Olthoff presented an incentive program to provide \$75.00 for employees who sign up for extra shifts. He advised employees are not signing up for extra shifts even though they receive overtime pay to do so. This incentive program is something Grand Forks County had implemented approximately six months ago and it seems to be working for them.

The Committee recommended that the presented options make sense and should be presented to the full commission.

Dana Larsen appeared and provided an overview highway department open positions as well as upcoming retirements. He expressed concern regarding current hiring salary ranges. He provided an

example where a potential candidate in the Douglas area contacted the department and was interested in the open Blade Operator position. Currently this candidate works in another county in the same position with almost identical benefits and is making a more than the high end of the hiring salary. Mr. Larsen's concern was compaction within the salary ranges and difficulty hiring within the hiring salary range. Mr. Larsen advised he wanted to bring this to the committee's attention so they are aware he may be needing to make salary change requests in the future due to these challenges.

Discussion was held regarding why the compaction is happening and what should be done if it occurs.

Mr. Larsen advised he'd have a better idea if this is an actual issue closer to March or April when there will be more openings due to retirements.

Ms. Larson appeared and gave a brief overview of Assistant States Attorney turnover and current starting salary ranges she has seen for the same or comparable positions. She described some of the hiring and retention problems the department has been facing.

With no further business the meeting was adjourned at 2:12 pm

Personnel Committee Meeting

February 9th, 2023

A meeting of the Ward County Personnel Committee was held at 9:00 a.m. on February 9th, 2023, with Commissioners Fjeldahl and Wepler present. Also present were department heads Jason Blowers, Robert Roed, Lolly Gorze, and Marisa Haman.

Mr. Blowers appeared and advised that he had went through interview process and found a qualified candidate who would not accept the offer given. Mr. Blowers is asking permission to offer the candidate grade 7 step 6 at \$57,935.81. Mr. Blowers did talk with candidate, who tentatively accepted the offer pending board approval.

Discussion was held regarding the candidate's experience.

The committee was in agreement with Mr. Blowers and approved he move forward with the offer.

Ms. Gorze presented Paul Olthoff's salary and how there was a discrepancy from what was approved in the budget and what Mr. Olthoff was being compensated.

Mr. Roed provided additional details.

Ms. Gorze stated she believed this was an oversight with the transition of HR Directors.

The committee supported the change in salary and recommended it be presented as a pay amendment at the next commission meeting.

With no further business the meeting was adjourned at 9:11 a.m.

Personnel Committee Meeting

April 26th, 2023

A meeting of the Ward County Personnel Committee was held at 3:30 p.m. on April, 9th, 2023, with Commissioners Fjeldahl and Wepler present. Also present were department heads Roza Larson, Robert Roed, Lolly Gorze, Brian Vangsness and Marisa Haman.

Ms. Gorze provided an overview of the agenda.

Ms. Larson appeared requesting to reinstate her deputy position that had been replaced with two lead positions. She discussed current staffing struggles. Ms. Gorze presented deputy states attorney position salary information. Ms. Larson clarified she would not be adding a position as she would remove a vacant lead position and change one of the lead positions to the deputy position.

The committee supported the request and stated a recommendation should be brought to the full Commission.

Sheriff Roed appeared and described a restructuring plan for his department. The vacant warrant clerk position duties have been absorbed by the three other clerks within the department. Roed would like to provide a step increase to the 3 clerks who took on additional duties.

Secondly, Roed would like to create an evidence technician position. This position would manage the evidence four days a week and work one day a week as court security. Currently the department employs two fulltime court security officers and one part-time however, the part time position will be vacated later this year.

Lastly, he stated they would like to add a corporal position at a salary grade 8 which is one grade above a deputy position. Anyone with at least 4 years of law enforcement experience, with the most recent year being employed with Ward County, may apply for the corporal position.

Overall, all of the restructuring will reduce the salary expense in 2023 & 2024 budgets.

The committee recommended the changes to the commission.

Mr. Vangsness appeared and advised when he started position he had decided not to hire an assistant. He explained he as an employee who has stepped up and is assisting with the time system along with contacting vendors to obtain quotes. Mr. Vangsness requested the committee to consider a pay raise for this employee due to the additional tasks.

Ms. Gorze and Mr. Vangsness explained the salary request along with prior changes that had been made when prior assistant position was eliminated.

The committee directed Ms. Gorze and Mr. Vangsness work together and compare desired job duties for an assistant position to the prior foreman position duties and bring a salary grade/position title recommendation to the next commission meeting.

With no further business the meeting was adjourned at 4:36 pm

Personnel Committee Meeting

June 6th, 2023

A meeting of the Ward County Personnel Committee was held at 11:15 a.m. on June 6th, 2023, with Commissioners Fjeldahl and Wepler present. Also present were Comm. Anderson, Comm. Olson and Comm. Rostad and department heads Roza Larson, Lolly Gorze, and Marisa Haman.

Roza Larson presented concerns with salary levels in her department and positions not being able to be filled.

Ms. Larson and Ms. Gorze presented attorney salary levels for open positions in various other counties.

Discussion was held.

Ms. Larson asked that the salary levels be increased in the 2024 budget to be more in line with the presented openings.

Ms. Gorze stated she would get a proposal together before next meeting so the board can review and include changes in the budget to move forward.

Meeting recessed at 11:30 a.m.

Meeting reconvened 11:42 a.m.

Ms. Gorze and Ms. Haman explained a concern with the open Acct Tech I position starting salary range and the fact that it is the same rate as a current Acct Tech I position employee who has 3 years of experience in the position and has been in the office for five years.

Discussion was held.

Decision was to hold off on any changes until an offer is made to an applicant for the current opening and revisit.

With no further business the meeting was adjourned at 12:10 p.m.

(County Deed to Purchase at Private Sale) – NDCC 57-28-16-18 (Parcel # KM000011300080)

COUNTY DEED

THIS INDENTURE, made this 18th day of July, 2023, between the County of Ward, North Dakota, party of the first part whose address is PO Box 5005, Minot ND 58702, and Capricorn Property Management LLC whose address is PO Box 155, Minot, ND 58702 party of the second part, witnesseth:

WHEREAS, the real property hereinafter described was acquired by the County through tax deed proceedings for the nonpayment of taxes levied and extended against said property for the years of 2020 to 2022 inclusive, with interest and penalties, accrued pursuant to law and thereafter foreclosed upon according to North Dakota Law for nonpayment:

WHEREAS, the real property was offered for sale, and sold pursuant to authority of law, on the ____ day of _____, _____, and at the sale, the second party became the purchaser of the whole thereof for the sum of Five Thousand Seven Hundred Forty Nine and 15/100---(\$5,749.15)---Dollars, which sum has been paid in full;

NOW, THEREFORE, the said County as party of the first part, in consideration of the premises, and pursuant to authority of law, hereby does grant, bargain, sell and convey to the second party, the second party’s heirs and assigns, that certain real property situated in said County of Ward, North Dakota, described as follows, to-wit:

ORIG KENMARE L8 B13 KENMARE CITY

TO HAVE AND TO HOLD, the above described real property with all of the appurtenances thereunto belonging to the said party of the second part, their heirs and assigns forever, except that said property is conveyed subject to installments of special assessments certified or to be certified to the County Auditor or what may become due subsequent to the time of service of the notice of expiration of the period of redemption.

IN WITNESS WHEREOF John Fjeldahl and Marisa Haman, as Chair of the Board of County Commissioners and County Auditor/Treasurer, respectively, of said County, hereby do set their hands the day and year first above written, and do cause the seal of said County to be affixed thereto.

I certify that the requirement for this statement
Of full consideration does not apply as is
Exempted by ____ of NDCC11-18-02.2(6)
Signed _____ Dated _____
Grantee or Agent

WARD COUNTY, NORTH DAKOTA

Chair, Ward County Commissioners

County Auditor/Treasurer

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

On this 18th day of July, 2023 personally appeared before me, a Notary Public within the aforesaid County and State, John Fjeldahl and Marisa Haman to me personally known to be the Chair of the Board of County Commissioners and the Auditor/Treasurer, respectively, of the said County, and acknowledged to me that they executed the foregoing deed for and on behalf of said County.

Notary Public
Ward County, North Dakota
My Commission Expires: _____

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

Applicant: TIBBALS, TAMMI
Address: PO BOX 186
SAWYER, ND 58781

Lost, mutilated, defaced or destroyed warrant information:

Check No: 183113

Date issued: 10/05/2020

Amount: \$25.00

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 18 day of July, 2023.

Tammilynn Tibbals
Applicant

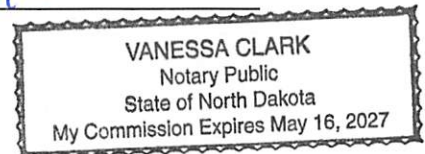
STATE OF NORTH DAKOTA)
) SS
COUNTY OF WARD)

On this 18 day of July, 2023, before me the undersigned, personally appeared Tammilynn Tibbals, to me known to be the person described in and who executed the foregoing agreement.

Witness my hand and seal the day and year above written.

Vanessa Clark
Notary Public

My commission expires: May 16, 2027



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 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:
☐ 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 741MFS Dark horse association		Dates of Activity (Does not include dates for the sales of tickets) 11-13 August 2023	
Organization or Group Contact Person Cody Baker	E-mail Codybaker188@gmail.com	Telephone Number 717-855-7159	
Business Address 547 Tanker Tr	City Minot AFB	State ND	ZIP Code 58704
Mailing Address (if different)	City	State	ZIP Code

SITE INFO

Site Name Minot AFB Softball fields		County Ward	
Site Physical Address	City Minot AFB	State ND	ZIP Code 58704
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.) Raffle 11-13 August 2023			

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

Game Type	Description of Prize	Exact Retail Value of Prize
Raffle	Softball bat	350
Raffle	Softball bat	350
Raffle	Ht tots memorabilia	unknown
Total (limit \$40,000 per year)		\$ 700

Intended Uses of Gaming Proceeds

All proceeds going to special needs classrooms for needed equipment

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 1-800-328-9240)
☐ 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 Cody Baker	Title POC	Telephone Number 717-855-7159	E-mail Address Codybaker188@gmail.com
Signature of Organization or Group's Top Official 		Title Police services	Date 11 July 2023

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

1. The name of your organization: All MSFS Dark Horse Association
2. Type of gaming applied for: circle one
Bingo Raffle(s) Sports Pool
3. Date of event(s): 11-13 August 2023
4. Name of the event (if any): Softball Tournament
5. Person in charge of gaming event: Cody Baker
Weekday telephone number: 712-855-7159
6. Has your organization received a local gaming permit from Ward County in the past? No
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: Cody Baker

Address: 1410 30th Ave NW Apt 7105

Minot ND 58703



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 Brian Duncan Benefit		Dates of Activity (Does not include dates for the sales of tickets) 9-23-2023	
Organization or Group Contact Person LeAnn Westereng		E-mail lwestereng@gmail.com	Telephone Number (701) 721-5679
Business Address 16 Shirley Crt		City Minot	State ND ZIP Code 58703
Mailing Address (if different)		City	State ND ZIP Code

SITE INFO

Site Name Wildwood Golf Course		County Ward	
Site Physical Address 8401 County Rd 15 W		City Burlington	State ND ZIP Code 58722
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.) 9-23-2023 - one time			

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

Game Type	Description of Prize	Exact Retail Value of Prize
50/50 Raffle	Cash	unknown
Total (limit \$40,000 per year)		\$

Intended Uses of Gaming Proceeds

Benefit Donation to Brian Duncan family	
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 LeAnn Westereng	Title	Telephone Number (701) 721-5679	E-mail Address lwestereng@gmail.com
Signature of Organization or Group's Top Official [Signature]		Title	Date 7/19/2023

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

1. The name of your organization: Brian Duncan Benefit
2. Type of gaming applied for: circle one
Bingo Raffle(s) Sports Pool
3. Date of event(s): 9-23-2023
4. Name of the event (if any): Brian Duncan Benefit
5. Person in charge of gaming event: LeAnn Westereng/Lynnae Rudland
Weekday telephone number: (701) 721-5679
6. Has your organization received a local gaming permit from Ward County in the past? NO
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 or 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: _____

Updated 2023 vs 2024 Comparisons	2023 Adopted	2024 Preliminary	Incr/Decr Amount	Incr/Decr Percent
Total Budget	56,875,829	61,661,007	4,785,178	8.41%
Value of a mill	356,140	371,330	15,190	4.27%
Overall levy	59.36	64.85	5.49	9.25%
Estimated Cash On Hand	17,786,408	20,238,557	2,452,149.00	13.79%
Cash Reserve	9,590,554	12,461,299	2,870,745.00	29.93%
Other Income	28,314,731	30,485,898	2,171,167.00	7.67%
Dollars Levied	20,365,244	23,397,851	\$3,032,607.00	14.89%
Average Assessed Home Value	225,000	225,000	0	0.00%
Assessed Value (50%)	112,500	112,500	0	0.00%
Taxable Value (9%)	10,125	10,125	0	0.00%
Total County Mills	59.36	64.85	5.49	9.25%
Property Tax	\$601.02	\$656.61	\$55.59	9.25%
Average Assessed Value per Acre	568	606	38.00	6.69%
Assessed Value per Quarter (50%)	45,440	48,480	3,040.00	6.69%
Taxable Value (10%)	4,544	4,848	304.00	6.69%
Total County Mills	59.36	64.85	5.49	9.25%
Property Tax per Quarter	\$269.73	\$314.39	\$44.66	16.56%

FUND	BUDGET	CASH RESERVE	C.O.H.	OTHER INCOME	LEVY	ACTUAL MILLS	ESTIMATED MAXIMUM
GENERAL	13,193,701	1,250,000	5,000,500	6,254,181	3,189,020		0.00859 * 0.06000
JAIL OPERATIONS	5,299,702	0	0	0	5,299,702		0.01427 *
INSURANCE	540,000	0	0	0	540,000		0.00145 *
PARK	185,000	0	0	0	185,000		0.00050 *
STABILIZATION FUND	0	0	0	0	0		0.00000
SOC. SEC. / MEDICARE	844,009	0	0	0	844,009		0.00227 *
COMP. HEALTH CARE	3,507,092	0	0	0	3,507,092		0.00944 *
HUMAN SERVICE ZONE	7,536,935	0	0	7,536,935	0		0.00000
24/7 PROGRAM	262,847	24,153	114,000	173,000	0		0.00000 *
COUNTY AGENT- EXTENSION	348,328	0	0	0	348,328		0.00094 0.00200
VETERAN SERVICES	292,206	0	0	0	292,206		0.00079 0.00200
HISTORICAL SOCIETY	80,500	0	0	0	80,500		0.00022 0.00025
ADVERT. & PROMOTION	215,500	0	0	0	215,500		0.00058 0.00400
ROAD OPERATIONS	12,451,136	0	3,500,000	5,239,000	3,712,136		0.01000 0.01000
VISION ZERO	119,645	0	0	119,645	0		0.00000
DISTRICT HEALTH	877,505	0	0	82,500	795,005		0.00214 0.00500
WEED CONTROL	412,431	30,000	88,000	95,900	258,531		0.00070 0.00400
EMERGENCY	700,000	34,746	734,746	0	0		0.00000 0.00200
TAX REVENUE BONDS	5,395,475	9,597,400	7,992,875	7,000,000	0		0.00000
TAX BONDS SINKING FUND	0	0	0	0	0		0.00000
E911/COMMUNICATIONS	3,146,388	0	0	2,390,000	756,388		0.00204
Subtotal	55,408,400	10,936,299	17,430,121	28,891,161	20,023,417		0.05392 0.05392

* Part of General

LIBRARY	544,716	5,000	67,500	97,498	384,718		0.00288 0.00400
BOOKMOBILE REPLACEMENT	120,000	20,000	105,000	35,000	0		0.00000 0.00400
Subtotal	664,716	25,000	172,500	132,498	384,718		0.00288

Subtotal	56,073,116	10,961,299	17,602,621	29,023,659	20,408,135		0.05680
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OTHER COUNTY							
FUND	BUDGET	INTERIM	C.O.H.	OTHER INCOME	LEVY	ACTUAL MILLS	ESTIMATED MAXIMUM
ASSINIBOINE RIVER BASIN	7,500	0	0	0	7,500		0.00002
GARRISON DIVERSION	371,558	0	0	0	371,558		0.00100 0.00100
ND STATE FAIR	400,000	0	0	0	400,000		0.00108 0.00200
SENIOR CITIZENS	371,558	0	0	0	371,558		0.00100 0.00100
SOIL CONSERVATION	394,300	0	80,000	95,200	219,100		0.00059 0.00250
SOURIS RIVER JOINT BD	670,000	0	0	0	670,000		0.00180 0.00200
WATER RESOURCES	3,372,975	1,500,000	2,555,936	1,367,039	950,000		0.00256 0.00400
Subtotal	5,587,891	1,500,000	2,635,936	1,462,239	2,989,716		0.00805

GRAND TOTALS	61,661,007	12,461,299	20,238,557	30,485,898	23,397,851		0.06485
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7/27/2023

DEPARTMENT OR AGENCY	2024 PRELIMINARY	HEALTH INS.	MEDICARE & SOC. SEC	TOTAL
COMMISSIONERS	504,056	99,533	9,414	395,109
AUDITOR/TREASURER	828,373	199,066	38,085	591,222
DIRECTOR OF TAX EQUAL	787,431	159,593	35,682	592,156
STATES ATTORNEY W/ CONTINGENCY	2,553,068	435,007	130,873	1,987,188
COUNTY RECORDER	395,953	99,533	18,193	278,227
FACILITIES MANAGEMENT	1,030,115	235,942	49,231	744,942
UTILITIES	1,129,820			1,129,820
PLANNING & ZONING	153,541	24,884	6,790	121,867
DISTRICT COURT	94,690			94,690
HS ZONE INDIRECT COSTS	0			0
PUBLIC ADMINISTRATOR	0			0
HUMAN RESOURCES	385,940	60,060	17,330	308,550
INFORMATION TECHNOLOGY	817,843	99,533	22,383	695,927
ANNUAL AUDIT	50,000			50,000
ELECTIONS	150,000			150,000
PUBLISHING & PRINTING	15,000			15,000
OFFICE SUPPLIES & EQUIP	10,000			10,000
POSTAGE	99,000			99,000
MISCELLANEOUS GENERAL	120,745			120,745
TOTAL GENERAL GOV'T.	9,125,575	1,413,151	327,981	7,384,443
SHERIFF	5,286,388	872,612	209,628	4,204,148
JAIL OPERATIONS	6,520,152	977,242	243,208	5,299,702
JUVENILE DET. CENTER	1,020,874	171,585	45,693	803,596
ATTEND CARE	69,600			69,600
24/7 PROGRAM	262,847			262,847
EMERGENCY MANAGEMENT	338,801	60,060	14,759	263,982
CORONER	160,000			160,000
INSURANCE (PROP/ LIAB/WSI)	540,000			540,000
DOMESTIC VIOLENCE	47,259			47,259
E911/COMMUNICATIONS	3,146,388			3,146,388
REHAB SERVICES-COMM SERVICE	12,500			12,500
TOTAL PUBLIC SAFETY	17,404,809	2,081,499	513,288	14,810,022
SALES TAX REVENUE BOND REFUNDED	1,881,375	0	0	1,881,375
GO TAX REVENUE BOND 2017	3,514,100	0	0	3,514,100
TAX REVENUE BOND PAYMENT	5,395,475	0	0	5,395,475
SALES TAX SINKING FUND	0	0	0	0
TOTAL HIGHWAYS	12,451,136	0	0	12,451,136
VISION ZERO	119,645	0	0	119,645

				0
TOTAL HEALTH (FDHU)	877,505	0	0	877,505
				0
TOTAL HUMAN SERVICES	7,536,935	0	0	7,536,935
				0
COUNTY PARK	185,000	0	0	185,000
LIBRARY	544,716			544,716
BOOKMOBILE REPLACEMENT	120,000	0	0	120,000
HISTORICAL SOCIETY	80,500		0	80,500
TOTAL CULTURE & REC.	930,216			930,216
EXTENSION AGENT	348,328	0	0	348,328
SOURIS BASIN PLANNING	39,000	0	0	39,000
WEED CONTROL	412,431			412,431
TOTAL CONS. OF NAT. RES.	799,759			799,759
TOTAL AD/PROMOTION - EDC	215,500	0	0	215,500
TOTAL EDUCATION	59,105	12,442	2,740	43,923
VETERANS SERVICE	292,206			292,206
EMERGENCY FUND	700,000	0	0	700,000
TECHNOLOGY PURCHASE/MAINT.	105,400	0	0	105,400
TOWNSHIP OIL ROAD PAYMENTS	0	0	0	0
NUISANCE ABATEMENTS	2,000		0	2,000
TAX PROPERTY MAINTENANCE	23,000		0	23,000
PROJECT BEE	34,850			34,850
TOTAL MISCELLANEOUS	1,157,456	0	0	1,157,456
STABILIZATION FUND	0	0	0	0
SUBTOTAL	56,073,116	3,507,092	844,009	51,722,015
	48,536,181			
OTHER COUNTY CONNECTED				
ASSINIBOINE RIVER BASIN INITIATIVE	7,500			7,500
COUNCIL ON AGING	371,558			371,558
GARRISON DIVERSION	371,558			371,558
ND STATE FAIR	400,000			400,000
SOIL CONSERVATION	394,300			394,300
SOURIS RIVER JOINT BOARD	670,000			670,000
WATER RESOURCE BOARD	3,372,975			3,372,975
TOTAL OTHER FUNDS	5,587,891			5,587,891
GRAND TOTAL	61,661,007	3,507,092	844,009	57,309,906