

Minutes of the Board of Ward County Commissioners

March 2, 2021

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

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

Moved by Comm. Pietsch, seconded by Comm. Anderson to approve the regular Commission meeting minutes on February 16, 2021 and include the Commission requested corrections. Roll call; all voted yes; motion carried.

Moved by Comm. Rostad, seconded by Comm. Weppler, to approve the regular bills totaling \$6,229,844.11 and Human Service Zone direct cost bills totaling \$256.88. Roll call; all voted yes; motion carried.

Bill List - 03/02/2020

	VENDOR: GENERAL BILLS	DESCRIPTION/DEPT: GENERAL BILLS	
184828	ARROWHEAD ACE HARDWARE	BELTS & SCREWS--FACILITY MGMT	\$56.35
184829	AVI SYSTEMS INC	SERVICE TRAVEL, MICROPHONE WIRING, CEILING AND FLOOR BOX--IT	\$819.61
184830	CDW GOVERNMENT INC	MEETUP MICROPHONE, MEETUP MOUNT--IT	\$394.34
184831	CLUTE OFFICE EQUIPMENT INC	AUDITOR STICKY NOTE PADS--AUDITOR/TREAS.	\$37.53
184831	CLUTE OFFICE EQUIPMENT INC	HR - STICKY NOTE PADS--HUMAN RESOURCES	\$6.99
184832	DAKOTALAND AUTOGLASS	WINDSHIELD REPAIR--SHERIFF	\$595.00
184833	DIGITAL OFFICE CENTRE	XEROX/7835 COPIER CONTRACT--IT	\$46.37
184833	DIGITAL OFFICE CENTRE	XEROX/7120 COPIER CONTRACT--FACILITY MGMT	\$46.95
184833	DIGITAL OFFICE CENTRE	XEROX/5945 COPIER CONTRACT--EMERG. MGMT	\$4.55
184605	DISCOVERY BENEFITS (AF)	FSA MONTHLY ADMIN FEES 01/31/21--HUMAN RESOURCES	\$147.00
DD	DOMESTIC VIOLENCE CRISIS CENTE	RENT KENMARE OFFICE 09/2020 - 02/2021--HUMAN SERVICE	\$450.00
184834	EIDE BAILLY LLP	PREPERATION OF 2020 ACA FORMS--HUMAN RESOURCES	\$3,960.00
184835	ENERBASE FARMERS UNION/CENEX	GAS FOR PICKUP--FACILITY MGMT	\$42.28
184835	ENERBASE FARMERS UNION/CENEX	FUEL, GAS, OIL--SHERIFF	\$7,914.04
184836	FASTENAL COMPANY	HP FILTERS--FACILITY MGMT	\$854.10
184837	FIRE EXTINGUISHING SYSTEMS INC	KITCHEN FIRE SUPPRESSION SYSTEM--FACILITY MGMT	\$274.85
184838	FIRST WESTERN INSURANCE	POLICY BA000244701--HUMAN SERVICE	\$9,044.00
184838	FIRST WESTERN INSURANCE	POLICY GL000348401--HUMAN SERVICE	\$1,374.00
184839	GALLAGHER BENEFIT SERVICES, INC	CONSULTING FEES, KICK OFF AND INITIAL DISC.--HUMAN RESOURCES	\$2,088.75
DD	HAUGAN, KELLY J	ENBRIDGE TERMINAL BERTHOLD - ICE SLOTTING EXRCS--EMERG. MGMT	\$28.00
184840	HEIDE TRANSPORT LLC	GRANTS - SHELTER TRANSPORT JAN 2021--GENERAL	\$75.00
184841	HIGH POINT NETWORKS	GOVT WIN SERVER CAL 2019--IT	\$2,160.00
184842	INFORMATION TECHNOLOGY DEPT	NET MOTION--SHERIFF	\$457.10
184843	INTERSTATE POWER SYSTEMS INC	ADMIN GENERATOR RPLCD HOSES, ADDED COOLANT--FACILITY MGMT	\$1,760.45
184844	KALIX	CONFIDENTIAL SHREDDING--HUMAN SERVICE	\$429.20
184845	KASSON, SEAN BRADLEY	CONTRACT ATTORNEY 11/08/20 - 12/08/20--STATES ATTORNEY	\$1,328.93
184846	KEVINS PLUMBING & HEATING INC	PLUMBING REPAIRS SHERIFF'S CONFERENCE RM--FACILITY MGMT	\$1,414.13
184847	LIGHT AND SIREN	SHIPPING AND INSURANCE FEES FOR CAGES--SHERIFF	\$800.35
184848	MARCO TECHNOLOGIES, LLC NW7128	CISCO VG204XM VOICE GATEWAY--IT	\$832.64
184742	MDU - BISMARCK OFFICE	GAS COURTHOUSE--FACILITY MGMT	\$1,620.25

184742	MDU - BISMARCK OFFICE	GAS JAIL--FACILITY MGMT	\$1,457.37
184742	MDU - BISMARCK OFFICE	GAS ADMIN BLDG--FACILITY MGMT	\$1,283.25
184742	MDU - BISMARCK OFFICE	GAS 425 BLDG--FACILITY MGMT	\$233.70
184742	MDU - BISMARCK OFFICE	GAS JAIL--FACILITY MGMT	\$1,685.68
184606	MDU - BISMARCK OFFICE	GAS COUNTY NORTH BLDG--FACILITY MGMT	\$425.28
184849	MINOT DAILY NEWS INC	NOTICE OF PLANNING COMM. BOARD OPENINGS--GENERAL	\$17.48
18489	MINOT DAILY NEWS INC	REG COMMISSION MEETING MINUTES 01/19/21--GENERAL	\$242.44
184850	MONSON DENTAL CENTER	INMATE DENTAL A.P.--JAIL OPERATIONS	\$1,175.00
184850	MONSON DENTAL CENTER	INMATE DENTAL D.T.--JAIL OPERATIONS	\$854.00
184851	MUNICIPAY LLC	CREDIT CARD READER--RECORDER	\$185.00
184851	MUNICIPAY LLC	CREDIT CARD READER--RECORDER	\$190.00
184852	NDCCAA	NDCCAA ANNUAL FEE--JAIL OPERATIONS	\$100.00
184853	NORTHWEST TIRE & RETREAD INC	TIRE INSTALL--SHERIFF	\$182.28
184853	NORTHWEST TIRE & RETREAD INC	FLAT REPAIR--SHERIFF	\$23.74
184854	OLE OLSON'S TOWING & RECOVERY	TOW BILLS--SHERIFF	\$690.00
184855	ROCHESTER ARMORED CAR CO INC	ARMORED CAR SERVICE--AUDITOR/TREAS.	\$454.64
184856	RUNGE, GREGORY	INVOLUNTARY COMMITMENT CASE--AUDITOR/TREAS.	\$493.20
184857	SCHOCKS SAFE & LOCK INC	10 KEYS--FACILITY MGMT	\$35.00
184858	SOURIS BASIN PLANNING COUNCIL	SOURIS BASIN PLANNING 2021 JPA ALLOCATION--GENERAL	\$38,000.00
184743	SRT	TELEPHONES--SHERIFF	\$447.44
184859	STEINS INC	HIGH SPEED BUFFER PART--FACILITY MGMT	\$6.75
184859	STEINS INC	BUFFER & SCRUBBER PARTS--FACILITY MGMT	\$32.05
184860	SUMMIT FOOD SERVICES LLC	PRISONER BOARD/MEALS JAN 2021--JAIL OPERATIONS	\$28,739.05
184860	SUMMIT FOOD SERVICES LLC	JUVENILE MEALS JAN 2021--JUVENILE DET.	\$629.83
184861	TRINITY HEALTH	BAC TESTS--SHERIFF	\$10.00
184861	TRINITY HOSPITAL	BODY TRANSPORT (K.M. 12/13/20)--GENERAL	\$372.52
184863	UNIFORM CENTER	RADIO/UNIFORM--SHERIFF	\$633.99
184864	UNITED MAILING SERVICES INC	POSTAGE--AUDITOR/TREAS.	\$1,640.59
184864	UNITED MAILING SERVICES INC	SERVICES--AUDITOR/TREAS.	\$205.31
184864	UNITED MAILING SERVICES INC	MAIL PROCESSING--HUMAN SERVICE	\$550.56
184864	UNITED MAILING SERVICES INC	MAIL PROCESSING--HUMAN SERVICE	\$529.99
184865	US BANK CM-9705	SALES TAX BOND PAYMENT 2017--BOND	\$145,200.00
484865	US BANK CM-9705	SALES TAX BOND PAYMENT SERIES 2020--BOND	\$5,893,675.00
184866	VALVOLINE INSTANT OIL CHANGE	OIL CHANGES--SHERIFF	\$267.23
184750	VERIZON WIRELESS - NJ PO	CELL PHONES--IT	\$156.33
184749	VERIZON WIRELESS - NJ PO	CELL PHONE BILL--EMERG. MGMT	\$131.91
184607	VERIZON WIRELESS - NJ PO	BLDG INSPECTOR CELL PHONE--TAX EQUALIZATION	\$42.59
184867	VOICE PRODUCTS INC	INTERVIEW ROOM SERVER MAINT. AGREEMENT--SHERIFF	\$1,488.00
184868	WHEELER CONSTRUCTION INC	THERMOSTATS CONNECTION ISSUES, LOOSE WIRES--FACILITY MGMT	\$250.00
DD	WOOSTER, NICHOLAS H	TRADEHOME UNIFORM ALLOWANCE--SHERIFF	\$55.99
		Total General Bills	\$6,161,855.95

	PARK BILLS	PARK BILLS	
184826	BACHMEIER, DAVID	MEETING DUES 02/02/2021	\$50.00
184827	VERENDRYE ELECTRIC	SIREN RICE LAKE	\$40.00
		Total Park Board Bills	\$90.00

	ROAD BILLS	ROAD BILLS	
184797	3-D SPECIALTIES INC	TELESPAR POSTS	\$4,128.40

184798	B & G ELECTRIC LLC	ELECTRIC WORK	\$588.60
184799	BADGER DAYLIGHTING CORP	WASH PIT HYDROVAC	\$3,771.62
184800	BLUETARP FINANCIAL INC	BRUSHES, FOAM	\$25.94
184800	BLUETARP FINANCIAL INC	PLIERS	\$22.99
184801	BUTLER MACHINERY	EDGES, FLUIDS	\$4,353.76
184802	CIVICPLUS	WEBSITE DESIGN	\$263.00
184803	DAKOTA FLUID POWER INC	HOSE	\$32.24
184803	DAKOTALAND AUTOGLASS	PAINT, SUPPLIES	\$361.59
184803	DAKOTALAND AUTOGLASS	PAINT, SOLVENT	\$262.49
184805	ENERBASE FARMERS UNION/CENEX	FUEL, GAS, OIL	\$5,118.12
184806	FERGUSON ENTERPRISES INC #1657	COUPLERS	\$71.69
184807	GENERAL EQUIPMENT & SUPPLIES	ADAPTOR, NIPPLE	\$85.02
184808	GENERAL TRADING CO	RIVETS	\$7.95
184808	GENERAL TRADING CO	TOWELS, WHEEL, FLUIDS	\$730.59
184809	GERDAU	FLAT IRON	\$25.38
184810	HOME OF ECONOMY INC	PAINT, CORD	\$50.97
184810	HOME OF ECONOMY INC	HOSES, BRUSHES	\$40.75
184810	HOME OF ECONOMY INC	DUST CAP, EPOXY	\$42.96
184811	JOHNSON CONTROLS FIRE PROTECTION, LP	ANNUAL FIRE SERVICE	\$844.00
184812	MAGIC CITY GARAGE DOOR INC	DOOR SECTION REPLACED	\$975.00
184813	MAINTENANCE PLUS INC	GENERAL CLEANING	\$1,591.21
184814	MARCO TECHNOLOGIES, LLC NW7128	WEBROOT SERVICE	\$72.00
184733	MDU - BISMARCK OFFICE	900 13TH ST SE MINOT	\$1,246.29
184733	MDU - BISMARCK OFFICE	201 72ND AVE NE MINOT	\$871.48
184815	MENARDS - MINOT	LUMBER, ANCHORS	\$55.24
184815	MENARDS - MINOT	BRUSHES	\$58.72
184815	MENARDS - MINOT	GRINDERS	\$39.66
184815	MENARDS - MINOT	BLEACH, CORDS, TOILET TISSUE	\$67.12
184815	MENARDS - MINOT	WAX, RAGS	\$53.45
184815	MENARDS - MINOT	SCRAPER, SCISSORS, 1" NUMBERS/LETTERS	\$38.23
184815	MENARDS - MINOT	RETURNED SCRAPER & 1" NUMBERS/LETTERS	-\$24.78
184815	MENARDS - MINOT	SPRAYER, BLADES, 2" LETTERS	\$40.99
184815	MENARDS - MINOT	HOSE, WAX, TOWELS	\$66.12
184815	MENARDS - MINOT	CABLE, FUSE	\$19.93
184816	MINOT AUTO SUPPLY	RADIATOR & CAP	\$247.90
184817	NEWMAN TRAFFIC SIGNS	SIGNS	\$2,340.74
184818	OTTERTAIL POWER CO	DOUGLAS SHOP	\$496.84
184819	PRAXAIR DISTRIBUTION, INC	DISCS, BRUSHES	\$47.80
184820	PRAXAIR DISTRIBUTION, INC	BRUSHES	\$33.36
184820	SHERWIN-WILLIAMS	PAINT, ROLLERS	\$236.72
184820	SHERWIN-WILLIAMS	PAINT, ROLLERS	\$310.09
184820	SHERWIN-WILLIAMS	PAINT	\$104.22
184820	SHERWIN-WILLIAMS	FOAM	\$22.99
184820	SHERWIN-WILLIAMS	PAINT	\$104.22
184821	SIGNSTODAY	SIGNS	\$220.90
184822	SWANSTON EQUIPMENT CO	HYDRAULIC FLUID	\$90.74
184823	TRI N PROPANE	OLD SHOP IN MINOT	\$1,207.85
184823	TRI N PROPANE	SAWYER SHOP 02/02/2021	\$369.74
184823	TRI N PROPANE	DOUGLAS SHOP	\$353.85
184823	TRI N PROPANE	SAWYER SHOP 02/12/2021	\$407.70
184734	VERENDRYE ELECTRIC	200 72ND ST SE MINOT	\$5,051.00
184734	VERENDRYE ELECTRIC	201 72ND AVE NE MINOT	\$141.00
184734	VERENDRYE ELECTRIC	2900 46TH AVE NE MINOT	\$34.00

184824	VERIZON NETWORKFLEET INC	MONTHLY SERVICE	\$391.56
DD-1092	WEX BANK	FUEL, GAS, OIL	\$19,581.32
184825	WHITING SYSTEMS INC	WASH UNIT FLUIDS	\$4,537.50
184825	WHITING SYSTEMS INC	WASH STALL REPAIRS	\$4,600.00
184735	XCEL ENERGY	900 13TH ST SE	\$86.57
184735	XCEL ENERGY	900 13TH ST SE - FIRE ALARM/SHOP/MNSHOP/GARAGE	\$729.10
184735	XCEL ENERGY	900 13TH ST SE COLD STORAGE	\$97.71
184735	XCEL ENERGY	17 CENTRAL AVE E BERTHOLD	\$54.02
		Total Road Bills	\$67,898.16

GRAND TOTAL	<u>\$6,229,844.11</u>
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Chairman of Trinity Health Foundation Dr. Verhey appeared and gave the Commission a presentation reintroducing Trinity Health. The presentation included the history of the hospital and the building of the future hospital set to open the Spring of 2023.

Jail Commander Major Paul Olthoff appeared with an agreement between Ward County and Trinity Health to provide inmate health services for Ward County Jail and Juvenile Health Services for Ward County Juvenile Detention Center.

Moved by Comm. Weppler, seconded by Comm. Anderson to approve and sign the Agreement for Providing Inmate Health Service for Ward County Jail and Juvenile Health Services for Ward County Juvenile Detention. Roll call; all voted yes; motion carried.

State's Attorney Roza Larson appeared with a request to spend \$8,200.00 from Asset Forfeiture funds to bring an instructor to Minot for multi-personnel disciplinary training for law enforcement and the attorneys in the State's Attorney's Office. The County Sheriff's Department, the Minot Police Department and the Task Force will have personnel attend the training as will all attorneys in her department.

Moved by Comm. Weppler, seconded by Comm. Rostad to approve Ms. Larson's request. Roll call; all voted yes; motion carried.

Ms. Larson continued by informing the Commission the medical examiner has sent samples to private labs for upcoming court cases. She will have expenses for these services as well as travel expenses if the experts need to testify in court.

Director of Tax Equalization Noreen Barton appeared with a memorandum of tax roll adjustments for the Commission approval. She requested page 5 of the memorandum be removed as the valuations are incorrect and asked the Commission to approve pages 1-4.

Moved by Comm. Rostad, seconded by Comm. Weppler to approve pages 1-4 of the Tax Roll Adjustments. Roll call; all voted yes; motion carried.

Planning and Zoning Administrator Doug Diedrichsen appeared with a variance and several plats for the Commission's consideration.

Shane Soltis submitted a variance application for the following described property: 118 Rice Lake Road S. Douglas, ND; Nesson's plat lot 18 and W 70' of outlot 1 of lot 5; section 10-152-85 Rice Lake. The applicant is requesting a variance for the side yard setback off the east property line for a garage to be constructed. The owner is requesting to build 7 feet from the property line with a 13 feet setback

1. MH removed without a Moving Permit:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Hilzendager, Donna	MI5104682 Holiday Village Lot 517	2021	\$5,000	\$0.00	\$225	\$0.00
Thiel, Nicole	MI5104000 Woodridge MHP Lot 903	2021	\$16,000	\$0.00	\$720	\$0.00
Cabana, Daniel	MI5105308 Wheatland Village MHP Lot 174	2021	\$8,000	\$0.00	\$360	\$0.00
Wutzke, Josie	MI5100969 Jefferson MHP Lot A42	2021	\$1,000	\$0.00	\$45	\$0.00

2. MH was moved to the landfill:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Forschen, Dillon & Katie	TA5101972 Parkway Estates MHP Lot 76	2021	\$2,000	\$0.00	\$90	\$0.00
Smith, Patrick	TA5102945 Parkway Estates MHP Lot 77	2021	\$1,000	\$0.00	\$45	\$0.00

3. Property Owner is Tax Exempt:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
City of Burlington	BN02005U030000 Por NWSE Lying E of Hwy 2 & 52 S2-155-84	2020	\$5,000	\$0.00	\$250	\$0.00

4. MH was moved to a different MHP without a Moving Permit:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Dean, Jessica	MI5100078 Gold Nugget MHP Lot D25	MH 2021	\$0.00	\$1,000	\$0.00	\$45

5. Entire Parcel was Platted into Westridge Estates:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Castleman, Vance & Arlene	HA16005U010000 SESW Less Westridge Estates S16-155-83	2020	\$2,000	\$0.00	\$100	\$0.00
Castleman, Vance & Arlene	HA16005U010000 SESW Less Westridge Estates S16-155-83	2019	\$2,000	\$0.00	\$100	\$0.00

6. Recent review of residence indicated a reduction of T & F Value:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Urban, Augustus & Meggan	AF090220100040 Lot 4 Block 1 Beaver Creek Estates	2020	\$620,000	\$555,000	\$27,900	\$24,975
Dahl, Vanessa	MI265990001824 The Georgian Condos on Lot 3 Breckenridge S/D Unit 1824	2020	\$85,000	\$71,000	\$3,825	\$3,195
Domres, Marlene	MI265990001826 The Georgian Condos on Lot 3 Breckenridge S/D Unit 1826	2020	\$86,000	\$78,000	\$3,870	\$3,510

7. Value prorated 3/20 because of a Fire:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Rose Properties LLC	KK350020000040 Herzig Addn. Lot 4	2020	\$182,000	\$63,000	\$9,100	\$3,150

8. Property qualifies for Property Exemption:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Apostolic Faith Church	MI15E610000010 Apostolic Faith 3 rd Addn. Lot 1	2020	\$2,809,000	\$0.00	\$140,450	\$0.00

9. Property sold to Exempt Entity value prorated:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
U.S. Small Business Admin.	MI240720700061 Eastwood Park Addn. W ½ Lots 5 & 6 Block 7	2020	\$216,000	\$180,000	\$9,720	\$8,100

10. Property purchased by the City of Minot, value prorated:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
City of Minot	MI1301600001610 Belmont Addn. Lot 161	2020	\$56,000	\$51,000	\$2,520	\$2,295
City of Minot	MI130160001620 Belmont Addn. Lot 162	2002	\$7,000	\$6,000	\$350	\$300

11. Property has numerous deferred maintenance items:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Ehman, John	MI28B740000220 Plainview 2 nd Addn. Lot 22	2020	\$101,000	\$50,000	\$4,545	\$2,250

12. New Manufactured Home added to tax roll:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Anderson, Jacob	SU5105975 NW Less Rd & Olt 1 S14-155-81	2021	\$0.00	\$51,000	\$0.00	\$2,295

13. Property Owner qualifies for Farm Exemption:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Zablotney, Richard	NE15005U040000 N2NW S15-155-82	2020	\$238,000	\$0.00	\$10,710	\$0.00
Christensen, Walter	BA310010000000 S31-159-88	2020	\$186,000	\$0.00	\$8,370	\$0.00
Schepp, Kristen & Melissa	KK040990000051 Sblot A of Olt 5 S4-156-84	2020	\$248,000	\$0.00	\$11,160	\$0.00
Spalla, Marion & Raymond	LU140030000000 SW S14-153-87	2020	\$213,000	\$0.00	\$9,585	\$0.00
Alber, Ernest	SA030020000000 NW S3-157-84	2020	\$302,000	\$0.00	\$13,590	\$0.00

requirement. Planning Commission recommends approval of the variance application based on finding of facts and staff recommendations.

Moved by Comm. Rostad, seconded by Comm. Pietsch to open the public hearing regarding Shane Soltis' variance application at 9:48 AM. Roll call; all voted yes; motion carried.

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

Moved by Comm. Rostad, seconded by Comm. Pietsch to close the public hearing. Roll call; all voted yes; motion carried.

Moved by Comm. Pietsch, seconded by Comm. Anderson to approve the variance application for Shane Soltis due to the following hardships: the shape and size of the property; exiting structures on the property and adjacent land owners enjoying the same level of setback. Roll call; all voted yes; motion carried.

Dakota Valley Addition submitted an application for a subdivision plat for the following described property: proposes Dakota Valley Addition, section 15-156-81. The applicant is proposing to parcel five lots. Proposed lot 1 is 32.54 acres, proposed lot 2 is 8.66 acres, proposed lot 3 is 9.07 acres, proposed lot 4 is 18.70 acres and proposed lot 5 is 81.12 acres. Ward County zoning applies with Kirkelie Township recommending approval. The proposed lots meet the minimum zoning requirements for Ward County. Planning Commission recommends approval of the subdivision plat application based on finding of facts and staff recommendations.

Moved by Comm. Pietsch, seconded by Comm. Rostad to approve the subdivision plat application for Dakota Valley Addition and to include staff recommendations. Roll call; all voted yes; motion carried.

Robin Novak submitted an application for a plat for the following described property: proposed outlot 5 lying in Government lot 6, section 6-153-83. The applicant is proposing to parcel Outlot 1 a 10.0-acre parcel. The outlot is for future residential purposes. Freedom Township zoning applies with the township recommendation pending. The proposed outlot meets minimum zoning requirements for Freedom Township and Ward County. Planning Commission recommends approval of the plat application based on finding of facts and staff recommendations.

Moved by Comm. Weppeler, seconded by Comm. Anderson to approve the plat application for Robin Novak pending Freedom Townships recommendation. Roll call; all voted yes; motion carried.

Tyler Mickelson submitted a plat application for the following described property: proposed outlot 1 SESE, section 15-157-82. The applicant is proposing to parcel Outlot 1 a 6.71-acre parcel. The outlot is for future residential purposes. Ward County Zoning applies with Tatman Township recommending approval. The proposed outlot meets minimum zoning requirements for Ward County. Planning Commission recommends approval of the plat application based on finding of facts and staff recommendations.

Moved by Comm. Rostad, seconded by Comm. Pietsch to approve the plat application for Tyler Mickelson. Roll call; all voted yes; motion carried.

Sandra Grebin submitted a plat application for the following described property: proposed outlot 1 lying in unplatted portion of the NE of section 15-151-82. The applicant is proposing to parcel Outlot 1, a 38.36-acre parcel. The outlot is for future residential purposes. Ward County zoning applies with Iota Flat Township recommending approval. The proposed outlot meets minimum zoning requirements for Ward

Count. Planning Commission recommends approval of the plat application based on finding of facts and staff recommendations.

Moved by Comm. Rostad, seconded by Comm. Pietsch to approve the plat application for Sandra Grebin. Roll call; all voted yes; motion carried.

Joni Haner submitted a plat application for the following described property: proposed outlot 3 being all of Outlot 2 and a portion of Government lot 2. The applicant is proposing to parcel Outlot 3 an 8.12-acre parcel. The outlot is for future residential purposes. Gasman Township zoning applies with the township recommending approval. The proposed outlot meets minimum zoning requirements for Gasman Township and Ward County. Planning Commission recommends approval of the plat application based on finding of facts and staff recommendations.

Moved by Comm. Pietsch, seconded by Comm. Weppler to approve the plat application for Joni Haner. Roll call; all voted yes; motion carried.

Craig Cole submitted a plat application for the following described property: proposed outlot 1 lying in N2NW NW (N2 Government lot 4). The applicant is proposing to parcel Outlot 1, 3.98-acre parcel. The outlot is for future residential purposes. Mandan Township zoning applies with the township recommending approval. The proposed outlot meets minimum zoning requirements for Mandan Township and Ward County. Planning Commission recommends approval of the plat application based on finding of facts and staff recommendations.

Moved by Comm. Anderson, seconded by Comm. Rostad to approve the plat application for Craig Cole. Roll call; all voted yes; motion carried.

Human Resources Director Tammy Terras appeared with four options for the Commission to consider regarding who will review the Department Head Position Description Questionnaires (PDQ). The first option is the whole Commission will review the PDQ with the Department head; second option is the departments appointed Commissioner will review the PDQ; third option is the Personnel Committee will review the PDQ and the fourth option is the department's appointed Commission and a member of the Personnel Committee will review the PDQ.

Moved by Comm. Weppler, seconded by Comm. Rostad to approve option 4 and have the Department's appointed Commissioner and a member of the Personnel Committee review the Department Head PDQs. Roll call; all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Pietsch to approve the payroll amendments for T.Ness-Auditor/Treasurer and B. Sloboden-Facilities Management. Roll call; all voted yes; motion carried.

Auditor/Treasurer Marisa Haman appeared.

Moved by Comm. Weppler, seconded by Comm. Anderson to receive and file the following correspondence Court Facilities Improvement Grant-Grant Award Notification; Ackerman Estvold – Magic City Discovery Center-Children's Museum. Roll call; all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Rostad to receive and file the 2020 Annual Report for the Ward County Recorder and Ward County Library. Roll call; all voted yes; motion carried.

Ms. Haman reviewed a memorandum she prepared for the Commission regarding the Library funding shortfall. The Library cash on hand was over estimated in 2020 and 2021 budget calculations. The overestimation caused the mill levy to be lower than it should have been in both years which resulted in the library being short funded in taxes. She discussed a couple options with the Commission to help resolve the negative balance.

Moved by Comm. Pietsch, seconded by Comm. Rostad to table the decision regarding the Library funding shortfall until more information can be reviewed. Roll call; all voted yes; motion carried.

Chairman Fjeldahl requested Emergency Management Director Jennifer Wiechmann appear to discuss COVID rapid antibody tests. The tests are free from the state, but the cost to process the test is estimated at \$21 per test.

A discussion was held regarding if the County should continue with a request to obtain tests from the state. The County would pay Trinity Health to process the tests using funds received from the Cares Act.

Moved by Comm. Rostad, seconded by Comm. Anderson to approve spending funds to process up to 2,500 tests. Roll call; Commissioners Rostad, Anderson and Fjeldahl voted yes, Commissioners Weppler and Pietsch voted no; motion carried.

Ms. Haman gave the Commission recommendations from the foreclosed property meeting regarding two offers received on foreclosed property the County had listed for sale.

Moved by Comm. Pietsch, seconded by Comm. Anderson to approve the recommendations to accept offer of \$10,000 for parcel MI31D930400090 aka The Bluffs Second Addition lot 9 Block 4 and to counter offer \$32,000 plus \$20 recording fee for parcel MI0181900000050 aka 225 45th Ave NE Minot.

A discussion was held. Comm. Pietsch and Comm. Anderson withdrew the motion.

Moved by Comm. Anderson, seconded by Comm. Rostad to approve accepting the \$10,000 plus \$20 recoding fee offer to purchase parcel MI31D930400090 aka The Bluffs Second Addition lot 9 Block 4. Roll call; all voted yes; motion carried.

Moved by Comm. Anderson, seconded Pietsch to approve the Foreclosure Committee's recommendation and submit a counter offer of \$32,000 plus \$20 recording fee for the purchase of parcel MI0181900000050 aka 225 45th Ave NE Minot, ND. Roll call; all voted yes; motion carried.

Moved by Comm. Pietsch, seconded by Comm. Weppler to approve the offer to purchase parcel KM20062400032 aka 302 Division St Kenmare, ND for the selling price of \$12,500 plus a \$20 recording fee. Roll call; all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Anderson to approve the amendment to the purchase agreement for parcel MI150181200100 aka 439 17th St NW, Minot from the original offer of \$57,500 to the amended offer of \$37,500. Roll call; all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Anderson to approve the quit claim deeds for the following foreclosed properties redeemed by owner: Pheasant Run subdivision lot 9 block 1-city of Minot and Pheasant Run subdivision lot 10 block 6-city of Minot. Roll call; all voted yes; motion carried.

Moved by Comm. Rostad, seconded by Comm. Weppler to approve the raffle permit for Souris Valley Amateur Radio Club. Roll call; all voted yes; motion carried.

Moved by Comm. Pietsch, seconded by Comm. Rostad to set up interviews for the applicants to the County Planning and Zoning Commission.

A discussion was held. Comm. Pietsch and Comm. Rostad withdrew the motion.

Moved by Comm. Weppler, seconded by Comm. Anderson to appoint Crystal Hendrickson, Robert Kibler and Marvin Heller to the County Planning and Zoning Commission. Roll call;

Commissioners Weppler, Pietsch and Anderson voted yes, Commissioners Rostad and Fjeldahl voted no; motion carried.

Moved by Comm. Weppler, seconded by Comm. Pietsch to review procedures for appointing and advertising board openings. Roll call; all voted yes, except Comm. Anderson who voted no; motion carried.

Comm. Pietsch attended the February 18, 2021 County Planning and Zoning Commission meeting and observed. No final action was taken.

Comm. Rostad and Comm. Weppler attended the February 23, 2021 Foreclosure Committee meeting and observed. No final action was taken.

At 11:00 AM with no further business, the meeting was adjourned.

ACCEPTED AND APPROVED THIS 16th DAY OF MARCH, 2021

Chairman, Ward County Commission

ATTEST:
