

Minutes of the Board of Ward County Commissioners

August 3, 2021

The regular meeting of the Ward County Commission was called to order by Chairman Fjeldahl at 9:15 AM with Commissioners, Anderson, Pietsch, Rostad, and Weppler present. Also present were department heads Dana Larsen, Emily Burkett, Jason Blowers, Jennifer Wiechmann, Kristin Kowalczyk, Marisa Haman, Melissa Bliss, Noreen Barton, Robert Roed, Roza Larson, and Tammy Terras.

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

Moved by Comm. Weppler, seconded by Comm. Anderson to approve Commission Meeting Minutes from July 20, 2021. Roll call; all voted yes; motion carried.

Moved by Comm. Rostad, seconded by Comm. Weppler to approve the regular bills totaling \$366,831.82 and Human Service Zone direct cost bills totaling \$28,399.58. Roll call; all voted yes; motion carried.

Bill List - 08/03/2021

	VENDOR: GENERAL BILLS	DESCRIPTION/DEPT: GENERAL BILLS	
186261	CASTANEDA, FELICIANA	2021 SURREY SPECIAL ELECTION--POLL WORK--GENERAL	\$185.77
186262	QUIST, BRENDA	2021 SURREY SPECIAL ELECTION--POLL WORK--GENERAL	\$186.72
186263	QUIST, STEVE	2021 SURREY SPECIAL ELECTION--POLL WORK--GENERAL	\$184.71
186264	TRYHUS, LUANN M.	2021 SURREY SPECIAL ELECTION--POLL WORK--GENERAL	\$186.72
DD	ZIESKE, CONNIE R	2021 SURREY SPECIAL ELECTION--POLL WORK--GENERAL	\$189.52
186327	CLUTE OFFICE EQUIPMENT INC	FILE FOLDERS--STATES ATTORNEY	\$130.85
186328	DIGITAL OFFICE CENTRE	XEROX/7835 COPIER CONTRACT--IT	\$114.19
186328	DIGITAL OFFICE CENTRE	XEROX/7125 COPIER CONTRACT--JUVENILE DETENTION	\$151.58
186328	DIGITAL OFFICE CENTRE	XEROX/7120 COPIER CONTRACT--FACILITY MGMT	\$48.02
186329	EATON CORPORATION	UPS BATTERY REPLACEMENT--IT	\$12,689.00
186330	ENERBASE FARMERS UNION/CENEX	GAS FOR PICKUP--FACILITY MGMT	\$39.00
186331	FERGUSON ENTERPRISES INC #1657	COPPER UNION, PLUMBING PART--FACILITY MGMT	\$24.43
186332	FIRST DISTRICT HEALTH UNIT	INMATE MEDICAL APRIL - JUNE 2021--JAIL OPERATIONS	\$1,901.20
186333	GALLAGHER BENEFIT SERVICES, INC	COMP STUDY 07/20/21--HUMAN RESOURCES	\$5,138.75
186334	INFORMATION TECHNOLOGY DEPT	WAN ACCESS, AZURE AD PLAN 2, SSL VPN CLIENT--IT	\$971.05
186334	INFORMATION TECHNOLOGY DEPT	TC 381 - PEXIP VIRTUAL MEETING ROOM--IT	\$16.75
186335	INTERSTATE POWER SYSTEMS INC	CH GENERATOR WOULD'T SWITCH TO AUTO--FACILITY MGMT	\$969.00
DD	JOHNSON, JODI L	NDACS CONVENTION--SCHOOL SUPERINTENDENT	\$200.90
186336	KALIX	CONFIDENTIAL SHREDDING--HUMAN SERVICES	\$109.52
186337	KASSON, SEAN BRADLEY	CONTRACT ATTORNEY 03/12 - 04/12--STATES ATTORNEY	\$1,309.11
186338	KEVINS PLUMBING & HEATING INC	HP 59 SERVICE CALL - BLOWER WHEEL--FACILITY MGMT	\$85.00
186338	KEVINS PLUMBING & HEATING INC	CH - HP 210, WIRELESS COMMUNICATION--FACILITY MGMT	\$85.00
186339	MAIN ELECTRIC CONSTRUCTION INC	STATE ATT FRIDGE BREAKER/RECEPT. CONF ROOM--FACILITY MGMT	\$99.00
186340	MARCO TECHNOLOGIES, LLC NW7128	CISCO ASA URL BLOCKING--IT	\$150.00
186341	MARKETPLACE FOODS	BOTTLED WATER FOR WITNESSES/VICTIMS--STATES ATTORNEY	\$17.94
186342	MARQUART, ANDREW	MENTAL HEALTH ATTY FEES (SB)--GENERAL	\$288.00
186141	MDU - BISMARCK OFFICE	GAS COURTHOUSE--FACILITY MGMT	\$80.85
186141	MDU - BISMARCK OFFICE	GAS JAIL--FACILITY MGMT	\$402.59
186141	MDU - BISMARCK OFFICE	GAS ADMIN BLDG--FACILITY MGMT	\$117.43
186141	MDU - BISMARCK OFFICE	GAS 900 BLDG--FACILITY MGMT	\$68.16

186141	MDU - BISMARCK OFFICE	GAS 425 BLDG--FACILITY MGMT	\$52.57
186141	MDU - BISMARCK OFFICE	GAS JAIL--FACILITY MGMT	\$1,236.43
186142	MINOT CITY OF, WATER DEPT	WATER 425 BLDG--FACILITY MGMT	\$49.36
186343	MINOT DAILY NEWS INC	SURREY SPECIAL ELECTION - WARD 1 SAMPLE BALLOT--GENERAL	\$478.20
186343	MINOT DAILY NEWS INC	SURREY SPECIAL ELECTION NOTICE--GENERAL	\$22.12
186343	MINOT DAILY NEWS INC	NOTICE OF MH SALE 04/19/2021--GENERAL	\$246.24
186343	MINOT DAILY NEWS INC	SURREY SPECIAL ELECTION - WARD 2 SAMPLE BALLOT--GENERAL	\$478.20
186343	MINOT DAILY NEWS INC	REG COMMISSION MEETING 06/15/2021--GENERAL	\$206.19
186343	MINOT DAILY NEWS INC	SPECIAL COMMISSION MEETING 06/24/21--GENERAL	\$55.30
186344	MONSON DENTAL CENTER	INMATE DENTAL TQ--JAIL OPERATIONS	\$596.00
186344	MONSON DENTAL CENTER	INMATE DENTAL JW--JAIL OPERATIONS	\$716.00
186344	MONSON DENTAL CENTER	INMATE DENTAL TP--JAIL OPERATIONS	\$349.00
186345	ND DEPT OF ENVIRONMENTAL QUALITY	REGISTRATION FEES UNDERGROOUND TANK--FACILITY MGMT	\$100.00
186346	ND STATE RADIO COMM	TERMINAL FEES - 2ND QTR--STATES ATTORNEY	\$600.00
186347	ND STATES ATTORNEY ASSOC	NDSAA DUES--STATES ATTORNEY	\$1,500.00
186348	OTIS ELEVATOR CO INC	SERVICE CONTRACT (WITH INCREASE) --FACILITY MGMT	\$29,734.20
186349	PROFESSIONAL DEVELOPMENT ACADEMY, LLC	NACO CYBER LEADERSHIP TRAINING--IT	\$1,645.00
186350	QUADIENT LEASING USA, INC	QRTLTY CERTIFIED MAIL--GENERAL	\$351.00
186351	REHAB SERVICES, INC.	3RD QTR 2021 ALLOCATION--GENERAL	\$3,000.00
186352	SRT	TELEPHONES DETENTION CENTER--FACILITY MGMT	\$213.95
186352	SRT	TELEPHONES - LONG DISTANCE CHARGES--HUMAN SERVICES	\$649.39
186352	SRT	TELEPHONES --AUDITOR/TREAS.	\$1,762.96
186352	SRT	TELEPHONES --HUMAN SERVICES	\$950.51
186352	SRT	EMERGENCY MANAGEMENT TELEPHONE--FACILITY MGMT	\$44.84
186353	STEINS INC	55 - GALLON CWT - 26--FACILITY MGMT	\$863.94
186354	SUMMIT FOOD SERVICES LLC	JUNE 2021 INMATE MEALS--JAIL OPERATIONS	\$26,468.99
186354	SUMMIT FOOD SERVICES LLC	JUNE 2021 JUVENILE MEALS--JUVENILE DETENTION	\$463.61
186355	THOMAS FAMILY FUNERAL SVC INC	TRANSFER OF REMAINS TO STATE MEDICAL EXAMINER (AR)--GENERAL	\$500.00
186356	THOMAS LAW FIRM	AUGUST 2021 INDIGENT DEFENSE--GENERAL	\$2,000.00
186139	THOMAS LAW FIRM	JULY 2021 INDIGENT DEFENSE--GENERAL	\$2,000.00
186357	TRINITY HOSPITAL	CORONER 06/30/2021--GENERAL	\$3,755.34
186358	TRINITY MEDICAL GROUP	3RD QTR 2021 CORONER CONTRACT --GENERAL	\$10,000.00
186359	TURNKEY CORRECTIONS	INDIGENT PENCILS, PAPER, ENVELOPES, DEODORANT--COMMISSARY	\$50.55
186359	TURNKEY CORRECTIONS	DEBIT CARD FEES--COMMISSARY	\$79.00
186359	TURNKEY CORRECTIONS	LAW LIBRARY--COMMISSARY	\$128.00
186360	UNITED MAILING SERVICES INC	MAIL SERVICE--EXT. SERVICE	\$29.15
186360	UNITED MAILING SERVICES INC	MAIL PROCESSING--HUMAN SERVICES	\$345.37
186360	UNITED MAILING SERVICES INC	POSTAGE--GENERAL	\$139.39
186360	UNITED MAILING SERVICES INC	SERVICES--GENERAL	\$211.63
186360	UNITED MAILING SERVICES INC	POSTAGE--GENERAL	\$598.84
186360	UNITED MAILING SERVICES INC	SERVICES--GENERAL	\$236.75
186360	UNITED MAILING SERVICES INC	MAIL SERVICE JUNE 28 - JULY 9--EXT. SERVICE	\$64.95
186265	VERIZON WIRELESS - NJ PO	IT CELL PHONES--IT	\$142.77
186361	WILHELM TIM	AUGUST 2021 INDIGENT DEFENSE--GENERAL	\$2,000.00
186140	WILHELM TIM	JULY 2021 INDIGENT DEFENSE--GENERAL	\$2,000.00
		Total General Bills	\$123,256.50

	PARK BILLS	PARK BILLS	
186321	CIRCLE SANITATION	GARBAGE SERVICE	\$410.50
186252	CIRCLE SANITATION	SANITATION SERVICE - MAY	\$332.50
186252	CIRCLE SANITATION	SANITATION SERVICE - JUNE	\$332.50
186322	DIG IT UP BACKHOE SERVICE	BEACH REDESIGN - RL	\$45,423.00
186323	GOOSENECK IMPLEMENT COMPANY	MOWER BLADES	\$182.84
186324	KEVINS PLUMBING & HEATING INC	REPAIR TOILET - OS	\$285.63
186325	MENARDS - MINOT	DRILL BIT SET, SCREWS	\$35.98
186325	MENARDS - MINOT	SEAT, FAN	\$76.53
186325	MENARDS - MINOT	SPRINKLERS, WRENCH	\$132.95
186325	MENARDS - MINOT	SPRINKLERS, HOSE	\$178.90
186325	MENARDS - MINOT	TRASH CANS, CLEANERS	\$123.51
186326	SIGNSTODAY	MISC SIGNS	\$744.00
186253	VERENDRYE ELECTRIC	RICE LAKE SIREN/NC SECURITY	\$99.00
186254	XCEL ENERGY	PUMP, 401 PARK RD BURLINGTON	\$21.77
186254	XCEL ENERGY	8711 PROJECT RD N	\$323.23
		Total Park Board Bills	\$48,702.84

	ROAD BILLS	ROAD BILLS	
186293	A-1 EVANS SEPTIC TANK SERVICE	PORTABLE TOILET	\$120.00
186284	ACME ELECTRIC INC	POWER STUD	\$37.99
186295	ARAMARK	JANITORIAL SERVICE	\$683.54
186296	BASIN SERVICE COMPANY	BRINE SOLUTION	\$508.00
186296	BASIN SERVICE COMPANY	BRINE SOLUTION	\$1,555.75
186297	BOOTH, DOLORES	12-153-81; TEMP EASEMENT	\$330.00
186297	BOOTH, DOLORES	12-153-81; EASEMENT PERM	\$1,144.00
186298	BUTLER MACHINERY	BATTERY	\$117.97
186299	DEPT OF THE INTERIOR	EQUALIZATION PAYMENT COUNTY ROAD 09A	\$125.00
186300	DICKINSON TRUCK EQUIPMENT	PLOW TRUCK UNDER BODY	\$9,746.00
186301	ECOLAB PEST ELIMINATION INC	PEST ELIMINATION	\$102.85
186301	ECOLAB PEST ELIMINATION INC	PEST ELIMINATION	\$118.71
186302	FIBERGLASS SPECIALTIES	BRINE TANK REPAIR	\$1,025.00
186303	FINKE, TODD R	S2SW 3-154-86 WETLAND EASEMENT	\$225.00
186304	GERDAU	THREAD NUTS	\$42.13
186305	H&H CLAY INC	BENTONITE	\$38,905.65
186306	HANSON EXCAVATING	PROJECT FINAL - CR #16	\$10,812.86
186306	HANSON EXCAVATING	PROJECT FINAL - CR #14	\$6,169.63
186307	HOUSTON ENGINEERING INC	ENGINEERING SERVICE	\$34,022.25
186308	HYSTAD, JAMES L	GOVT LOT 1; 7-153-80 TEMP EASEMENT	\$330.00
186309	JOHNSTON, DOUGLAS	EASEMENT GOVT LOT 2; 7-153-80	\$1,067.22
186309	JOHNSTON, DOUGLAS	GOVT LOT 2; 7-153-80 TEMP EASEMENT	\$330.00
186310	KEVINS PLUMBING & HEATING INC	VALVE - CONNECTOR	\$147.92
186311	MARCO TECHNOLOGIES, LLC NW7128	WEBROOT	\$36.00
186311	MARCO TECHNOLOGIES, LLC NW7128	CISCO INSIGHTS	\$36.00
186312	MARSH, BRIAN	GOVT LOT 1; 7-153-80	\$330.00
186313	MDU - BISMARCK OFFICE	KENMARE SHOP	\$74.26
186313	MDU - BISMARCK OFFICE	IRON STORAGE WAREHOUSE	\$153.26

186313	MDU - BISMARCK OFFICE	200 72ND ST SE	\$86.82
186313	MDU - BISMARCK OFFICE	ADMIN BUILDING	\$149.53
186313	MDU - BISMARCK OFFICE	ADMIX WAREHOUSE	\$110.71
186313	MDU - BISMARCK OFFICE	ROC BUILDING	\$27.86
186255	MDU - BISMARCK OFFICE	201 72ND AVE NE	\$61.77
186314	MENARDS - MINOT	SCREWS	\$27.48
186314	MENARDS - MINOT	MATERIAL	\$11.21
186314	MENARDS - MINOT	MOUSE TRAPS, DOOR SWEEPS	\$72.97
186314	MENARDS - MINOT	DECK DRIVE, BATTERIES	\$36.16
186314	MENARDS - MINOT	FILTER	\$8.88
186314	MENARDS - MINOT	SCREWS	\$27.48
186315	ND DEPT OF TRANSPORTATION.	BRIDGE EST #2	\$51,101.93
186315	ND DEPT OF TRANSPORTATION.	BRIDGE EST #7	\$21,547.75
186316	NORTH DAKOTA ONE CALL	LOCATES	\$81.60
186256	OTTERTAIL POWER CO	DOUGLAS SHOP	\$97.24
186317	PRAXAIR	WIRE, STEEL	\$205.77
186318	PRAXAIR DISTRIBUTION, INC	SERVICE FEES	\$33.42
DD	ROSSLAND, KIM A	BLUE DEF DIESEL RE-IMBURSEMENT	\$21.92
186319	SRT	OFFICE TELEPHONE	\$546.72
186320	SWANSTON EQUIPMENT CO	BRUSHCUTTER UT42U	\$7,300.00
186257	VERENDRYE ELECTRIC	200 72ND ST SE	\$4,121.00
186257	VERENDRYE ELECTRIC	201 72ND AVE NE	\$40.00
186257	VERENDRYE ELECTRIC	2900 45TH AVE NE	\$34.00
186258	VERIZON CONNECT NWF INC	MONTHLY CHARGE	\$391.56
186259	VERIZON WIRELESS - NJ PO	CELL PHONE SERVICE	\$321.23
186260	XCEL ENERGY	BERTHOLD SHOP	\$29.40
186260	XCEL ENERGY	900 13TH ST SE	\$81.08
		Total Road Bills	\$194,872.48

GRAND TOTAL	\$366,831.82
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Mr. Doug Benjamin, Commander of Minot Disabled American Veterans Chapter 4 appeared before the Commission. At their most recent state convention, the Minot DAV Chapter 4 was named the Most Outstanding Chapter in the State and were presented with a plaque. Mr. Benjamin requested permission to display the plaque in the Veteran’s Room of the Administrative Building.

Moved by Comm. Weppler, seconded by Comm. Rostad to approving hanging the Most Outstanding Chapter in the State plaque received by the Minot DAV Chapter 4 in the Administration Building. Roll call; all voted yes; motion carried.

Human Resource Director Tammy Terras congratulated three Ward County employees who attended and graduated from the NACO High Performance Leadership Academy. Sarah Van Sickles, Noreen Barton, and Elizabeth Pietsch each presented what they learned during the 12-week academy to the Commission. The Commission then presented each employee with their graduation materials.

Noreen Barton, Tax Equalization Director, appeared regarding adjustments to Tax Roll Memorandum. Ms. Barton explained the three properties under #5 with the property owner of

Dominguez, Pasillas, Esteban Etal are actually owned by Little Flower Church and not the City and they have been sold by Little Flower Church.

- 1. Property Reassessed square footage of residence & basement was incorrect in the database:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Kupser, Kathleen	BT26005U040000 E2NENE & Olt 3 Less 1.30 A & ROW S26-155-84	2021	\$308,000	\$251,000	\$13,860	\$11,295
Kupser, Kathleen	BT26005U040000 E2NENE & Olt 3 Less 1.30 A & ROW S26-155-84	2020	\$294,000	\$251,000	\$13,230	\$11,295
Kupser, Kathleen	BT26005U040000 E2NENE & Olt 3 Less 1.30 A & ROW S26-155-84	2019	\$292,000	\$251,000	\$13,140	\$11,295

- 2. Recent review of property indicates a reduction to reflect market value:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Burckhard, Abby & Nathan	MI258930000150 Edgewood 12 th Addn. Lot 15	2021	\$586,000	\$467,000	\$26,370	\$21,015

- 3. Property sold to the City of Minot, values prorated:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
City of Minot	MI131520500062 Hendrecksons 2 nd Addn. S45' Lot 6 Block 5	2021	\$92,000	\$39,000	\$4,140	\$1,755
City of Minot	MI131520400110 Hendrecksons 2 nd Addn. Lot 11 Block 4	2021	\$85,000	\$35,000	\$3,825	\$1,575
City of Minot	MI231860000140 Kittelsons S/D Lot 14	2021	\$166,000	\$28,000	\$7,470	\$1,260
City of Minot	MI27B770000110 Brekke's S/D Lot 11	2021	\$12,000	\$5,000	\$600	\$250
City of Minot	MI27B77000120 Brekke's S/D Lot 12	2021	\$12,000	\$5,000	\$600	\$250
City of Minot	MI231860000170 Kittelsons S/D Lot 17	2021	\$18,000	\$3,000	\$900	\$150

4. Property sold to exempt entity, value prorated:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Minot Public Schools District #1	MI10D250200010 ING Addn. Lot 1 Block 2	2021	\$387,000	\$194,000	\$19,350	\$9,700
Minot Public Schools District #1	MI10D250300010 ING Addn. Lot 1 Block 3	2021	\$263,000	\$132,000	\$13,150	\$6,600

5. City Property sold no longer exempt, value prorated:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Egan, William	MI232870100100 Ottine Addn. Lot 10 Block 1	2021	\$0.00	\$1,000	\$0.00	\$50.00
Dominguez, Pasillas, Esteban Etal	MI142700100080 North Minot Addn. College S/D of Block 13 Lot 8 Block 1	2021	\$0.00	\$19,000	\$0.00	\$950
Dominguez, Pasillas, Esteban Etal	MI142700100070 North Minot Addn. College S/D of Block 13 Lot 7 Block 1	2021	\$0.00	\$19,000	\$0.00	\$950
Dominguez, Pasillas, Esteban Etal	MI142700100060 North Minot Addn. College S/D of Block 13 Lot 6 Block 1	2021	\$0.00	\$19,000	\$0.00	\$950

6. Property sold from City of Minot 11/12/2020, deed was recorded late:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
ST Croix, Colin	MI232940300070 Parkland Addn. Lot 7 Block 3	2021	\$0.00	\$2,000	\$0.00	\$100

7. Property Owner qualifies for Farm Exemption:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Bauch, Frances Trust	IF240030000000 SW S24-151-82	2020	\$198,000	\$80,000	\$9,310	\$4,000
Johnson, Clarence	HT250040000000 SE S25-152-84	2020	\$137,000	\$30,000	\$6,315	\$1,500
Wohlk, Gorlyn	CA350020000000 NW Less Hwy S35-151-85	2020	\$179,000	\$53,000	\$8,320	\$2,650

Dahl, Grant & Denise	WI280990000011 Lot A of Olt 1 of S2SE S28-153-82	2021	\$233,000	\$1,000	\$10,490	\$50
Rockeman, Brett	CD31005U010000 NESE S31-158-87	2021	\$124,000	\$25,000	\$5,705	\$1,250
Zeltinger, Delbert & Eunice	SB280020000000 NW S28-160-87	2021	\$189,000	\$114,000	\$9,075	\$5,700
Schaffer, Gerald & Jeanette	DS14005U030000 N2NE Less Por. Sold & Less Olt 6 & Por. Olt 3 S14-155-85	2021	\$294,000	\$24,000	\$13,350	\$1,200
Buechler, Ruben & Arlene	NM21005U030000 NENE S21-152-82	2021	\$191,000	\$10,000	\$8,645	\$500
Neshem, Roger	DL06005U040000 NE of Lot 2 S6-155-85	2021	\$83,000	\$3,000	\$3,735	\$150

8. Property value prorated to the date of the sale 5/25/21:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Souris River Joint Water Resource Board	BN020770000010 Lot 1 Parkway 6 th Addn. S2-155-84	2021	\$6,000	\$2,000	\$300	\$100

Moved by Comm. Weppler, seconded by Comm. Pietsch to approve adjustments to Tax Roll Memorandum with change of ownership to the three properties as noted above. Roll call; all voted yes; motion carried.

Chairman Fjeldahl addressed the shower installation issue in the 425 Building for Facility Management Director Leona Lochthowe. Some changes or eliminations of items were made to the original quote which brought the bid from \$21,280 down to \$14,224 plus price of the permit.

Moved by Comm. Rostad, seconded by Comm. Weppler to approve the bid of \$14,224 plus the price of the permit from Big M Construction. Roll call; all voted yes; motion carried.

Doug Diedrichsen, Planning and Zoning Administrator, appeared regarding an application for an Outlot Plat for Orlin Nelson for the following described property: Proposed Outlot 1 lying in the NE4NE4 & SE4NE4. The applicant is proposing to parcel Outlot 1 of 11.98 acres. This outlot is for future residential purposes. Ward County Zoning applies with the township recommending approval. The proposed outlot meets 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. Weppler, seconded by Comm. Anderson to approve the Outlot Plat Application for Orlin Nelson as recommended by Planning & Zoning Committee. Roll call; all voted yes; motion carried.

The application for Jerald Schoenwald was pulled from the agenda as it has not passed Recorder's review yet.

Mr. Diedrichsen continued with the Zoning Ordinance Amendment 2021-1. Mr. Diedrichsen is seeking approval to send this to publication. The changes include the stricken language from 1 e). "and including widths required in Article 24, Section 4, A, (12)." and the addition of 1. f) Outlot Plats are exempt from right-of-way dedications required in Article 24, Section 4, A, (12).

A discussion was held regarding whether or not to send this back to the Planning and Zoning Committee. State's Attorney Roza Larson stated the Planning and Zoning Committee does not have any authority to pass ordinances. Ms. Larson also recommends making a motion to pass and move forward to publishing as this issue needs to be addressed to avoid leaving the county open for lawsuits.

Moved by Comm. Pietsch, seconded by Comm. Anderson to approve sending the Zoning Ordinance Amendment 2021-1 back to the Planning and Zoning Committee. Roll call; all voted yes; motion carried.

Sheriff Robert Roed appeared to request approval to apply for a grant from the St. Joseph Community Health Foundation for \$3,000. The grant would be used for CPR mannequins and training units for existing and new employees.

Moved by Comm. Rostad, seconded by Comm. Pietsch to approve applying for St. Joseph Community Health Foundation Grant in the amount of \$3,000. Roll call; all voted yes; motion carried.

Human Resource Director Tammy Terras appeared and held a discussion on changes to the Annual Leave Policy.

Moved by Comm. Weppler, seconded by Comm. Pietsch to approve the new draft of the Annual Leave Policy. Roll call; all voted yes; motion carried.

Ms. Terras continued with discussion on NDPERS retirement authorized agents. Currently there are two commissioners as authorized agents. These agents are only able to answer billing questions.

Moved by Comm. Weppler, seconded by Comm. Pietsch to remove the two Commissioners as authorized agents on NDPERS retirement account. Roll call; all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Anderson to hold a special meeting on August 24, 2021 from 9:00 AM-11:00 AM to discuss health insurance and make a decision for the budget. Roll call; all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Rostad to leave the 2nd Amendment Resolution item tabled until next meeting. Roll call; all voted yes; motion carried.

Moved by Comm. Pietsch, seconded by Comm. Weppler to receive and file information received from Travis Zablotney. Roll call; all voted yes; motion carried.

Auditor/Treasurer Marisa Haman appeared.

Moved by Comm. Weppler, seconded by Comm. Anderson to authorize the ROW Easement for Reservation Telephone Company to be signed by the Chairman. Roll call; all voted yes; motion carried.

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

Discussion was held regarding the preliminary budget. Adjustments have been made from the July 27, 2021 meeting which shows a 10.03 mill levy increase. Regarding the American Rescue Plan Act funds, other counties have left these funds off their preliminary budget until decisions are made on how

money will be spent. Ms. Haman is recommending the same. Ms. Haman will request a breakdown from Linda Freeman of Ward County Council on Aging on how funds are dispersed for the different entities.

Moved by Comm. Weppler, seconded by Comm. Rostad to approve the preliminary budget as presented with the understanding that numbers can be reduced. Roll call; Comm. Weppler, Rostad, Pietsch, and Anderson voted yes; Chairman Fjeldahl voted no; motion carried.

Moved by Comm. Weppler, seconded by Comm. Rostad to hold a public hearing regarding the budget on September 23, 2021 at 7:00 PM. Roll call; all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Anderson to approve duplicate warrant to be issued to Lawgistic Partners in the amount of \$122.47. Roll call; all vote yes; motion carried.

Ms. Haman presented information regarding investment of the American Rescue Plan Act funds. Information was requested from five banks and only two responses were received. Ms. Haman recommends using First International Bank & Trust due to a higher APY.

Moved by Comm. Weppler, seconded by Comm. Anderson to approve investing the American Rescue Plan Act funds into the vehicle First International Bank & Trust has recommended at 0.3 APY. Roll call; all voted yes; motion carried.

Ms. Haman reached out to Merchant McIntyre & Associates, LLC and they will do a Grant Management presentation in a smaller meeting setting. Tammy Terras stated this meeting will only be informational and can give us an idea on the cost of using a firm for grant management.

Moved by Comm. Weppler, seconded by Comm. Rostad to have the Personnel Committee, with the assistance of HR Director Tammy Terras, select a time to have Merchant McIntyre & Associates, LLC present to the Personnel Committee regarding grant management. Roll call; all voted yes; motion carried.

Moved by Comm. Pietsch, seconded by Comm. Weppler to place an advertisement in the newspaper for a 2022/2023 Insurance Request for Proposal (RFP). Roll call; all voted yes; motion carried.

Ms. Haman presented regarding the vendor used to print tax estimate and statement printing. Presort Plus has been utilized for the past two years but our office has been contacted by Forum Communications Printing out of Fargo with a lower quote. Presort will continue to be used for absentee ballots as they pick up the ballots and deliver them to Bismarck. Ms. Haman is seeking permission to use Forum Communications Printing this year at a lower cost. She is also seeking permission to change vendors at any time at her discretion.

Moved by Comm. Rostad, seconded by Comm. Weppler to approve Ms. Haman handling the tax estimate and statement printing/mailing vendor as she sees fit and to make any changes to selection of vendor to use without bringing this issue up to the Commissioners in the future. Roll call; all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Anderson to approve the Liquor License for Superpumper, Inc. Roll call; all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Rostad to approve the gaming site authorizations for NDSF Carousel Bar, NDSF Flickertail Bar during DakJam August 11-14, 2021. Roll call; all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Pietsch to approve the gaming site authorization for Pheasants for the Future. Roll call; all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Pietsch to deny for better clarification the gaming site authorization for Pheasants for the Future. Roll call; all voted yes; motion carried.

Moved by Comm. Rostad, seconded by Comm. Pietsch to approve the NDSU Extension Service to move to the old highway building. Roll call; all voted yes; motion carried.

At 10:49 AM with no further business, the meeting was adjourned.

ACCEPTED AND APPROVED THIS 17TH DAY OF AUGUST, 2021

Chairman, Ward County Commission

ATTEST:
