

Minutes of the Board of Ward County Commissioners

November 16, 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, Brian Vangsness, Dana Larsen, Jason Blowers, Jennifer Wiechmann, Kerriane Boetcher, Marisa Haman, Melissa Bliss, Noreen Barton, Robert Roed, and Tammy Terras.

Moved by Comm. Weppler, seconded by Comm. Rostad to approve the agenda with the addition of Human Service Zone Board Opening to 6I, and the addition of 6J Emergency Covid Shelter Referral and 6K Interim pay and approval of Human Service Zone interim director. Roll call; all voted yes; motion carried.

Moved by Comm. Rostad, seconded by Comm. Anderson to approve Commission Meeting Minutes from the Regular Commission Meeting on November 2, 2021. Roll call; all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Pietsch to approve the regular bills totaling \$708,754.42 and HS Zone Direct Cost bills totaling \$14,063.60. Roll call; all voted yes; motion carried.

Bill List - 11/16/2021

	VENDOR: GENERAL BILLS	DESCRIPTION/DEPT: GENERAL BILLS	
DD	JP MORGAN	JP MORGAN--OCTOBER 2021--MISC ITEMS	\$81,029.11
187219	ACCURATE CONTROLS INC	JUVENILE PORTION--JAIL OPERATIONS	\$6,200.00
187219	ACCURATE CONTROLS INC	SERVICE AGREEMENT: 09/16/21 - 09/15/22--JAIL OPERATIONS	\$10,217.20
187220	BRUMMUND PAIGE	OCTOBER MONTHLY TRAVEL--EXTENSION SERVICE	\$320.88
187220	BRUMMUND PAIGE	4-H CONGRESS JUDGING CONTEST--EXTENSION SERVICE	\$185.60
187221	BURKETT, EMILY	4-H TRAVEL--EXTENSION SERVICE	\$8.24
187221	BURKETT, EMILY	4-H HORSE JUDGING TRIP--EXTENSION SERVICE	\$140.62
187221	BURKETT, EMILY	4-H TRAVEL--EXTENSION SERVICE	\$2.02
187222	CLUTE OFFICE EQUIPMENT INC	TYPEWRITER AND RIBBONS--RECORDER	\$371.49
187223	CSU EXTENSION	EMILY - WESTERN NATIONAL ROUNDUP--EXTENSION SERVICE	\$400.00
187223	CSU EXTENSION	PAIGE - WESTERN NATIONAL ROUNDUP--EXTENSION SERVICE	\$400.00
187224	DIGITAL OFFICE CENTRE	PLANNING AND ZONING USAGE--TAX EQUALIZATION	\$15.16
187224	DIGITAL OFFICE CENTRE	XEROX/7225 COPIER CONTRACT--TAX EQUALIZATION	\$134.63
187224	DIGITAL OFFICE CENTRE	XEROX/7835 COPIER CONTRACT--IT	\$49.32
187225	EATON CORPORATION	ADMINISTRATION BLDG POWER TRUST SERVICE PLAN--IT	\$7,907.00
187226	ECOLAB PEST ELIMINATION INC	JAIL PEST CONTROL--FACILITY MGMT	\$325.00
187227	ELWOOD STAFFING SERVICES INC	SHELTER SECURITY WK ENDING 09/05/21--GENERAL	\$1,916.20
187228	ENERBASE FARMERS UNION/CENEX	GAS FOR PICKUP--FACILITY MGMT	\$78.75
187229	ETSYSTEMS, INC	WIRELESS CONTROLLER NOT WORKING - SERVICE CALL--FACILITY MGMT	\$431.92
187229	ETSYSTEMS, INC	BRING NEW HP CONTROLLER ONLINE - SERVICE CALL--FACILITY MGMT	\$11.92
187230	FIRST WESTERN INSURANCE	ADD 2021 DODGE DURANGO #5923--INSURANCE	\$256.00
187230	FIRST WESTERN INSURANCE	ADD 2021 DOGDE DURANGO #5921--INSURANCE	\$229.00
187231	GALLAGHER BENEFIT SERVICES, INC	CONSULTING FEES: COMP STUDY--HUMAN RESOURCES	\$3,861.25
DD	GILSTAD, BROCK A	ANNUAL VSO CONFERENCE--VET SERVICES	\$168.70
187232	HARLEY'S SERVICE CENTER	OIL CHANGE FOR VAN--HUMAN SERVICES	\$45.38
187233	HOFFARTH SANITATION	OCT TRASH SERVICE--FACILITY MGMT	\$600.00

187234	INFORMATION TECHNOLOGY DEPT	WAN ACCESS, EMAIL, VPN CLIENT--IT	\$1,153.75
187234	INFORMATION TECHNOLOGY DEPT	TC 381 - PEXIP VIRTUAL MEETING ROOM--IT	\$16.75
187235	L&P CONTRACTING	CONCRETE WORK COUNTY E--SHERIFF	\$4,600.00
187236	MARCO TECHNOLOGIES, LLC NW7128	SERVICE 10/29/2021--IT	\$100.00
187236	MARCO TECHNOLOGIES, LLC NW7128	SERVICE 10/04/2021--IT	\$850.00
187236	MARCO TECHNOLOGIES, LLC NW7128	SERVICE 10/29/2021 --IT	\$50.00
187236	MARCO TECHNOLOGIES, LLC NW7128	SERVICE 11/01/2021--IT	\$100.00
187237	MDU - BISMARCK OFFICE	GAS COUNTY NORTH BLDG--FACILITY MGMT	\$114.16
187238	MOTOROLA SOLUTIONS, INC.	RADIOS--SHERIFF	\$374,053.15
187239	MOUNTAIN PLAINS YOUTH SERVICES	MONTHLY SHELTER CONTRACT--GENERAL	\$5,754.65
187240	NDAAEA	NDAAEA MEMBERSHIP DUES--EXTENSION SERVICE	\$75.00
187241	NDAE4 HWY	NDAE4-H NATIONAL & STATE MEMBERSHIP DUES--EXTENSION SERVICE	\$100.00
187241	NDAE4 HWY	NDAE4-H STATE DUES--EXTENSION SERVICE	\$20.00
187052	NDSDA	SHERIFF'S CONFERENCE--SHERIFF	\$100.00
187242	NORTH DAKOTA ONE CALL	JULY/AUG CALLS FOR UTILITY LOCATES--FACILITY MGMT	\$2.40
187243	OFFICE OF STATE AUDITOR	ANNUAL AUDIT 2020 RREPORT--GENERAL	\$405.00
DD	OLTHOFF, PAUL J	JAIL ADMIN MEETING--JAIL OPERATIONS	\$150.08
187244	RHI SUPPLY REFRIGERATION	NYLON CONNECTORS/HEX CLAMPS--FACILITY MGMT	\$4.75
187245	SCHOCKS SAFE & LOCK INC	CAM LOCKS--FACILITY MGMT	\$35.80
187245	SCHOCKS SAFE & LOCK INC	RETURN - CAM LOCKS--FACILITY MGMT	-\$35.80
187245	SCHOCKS SAFE & LOCK INC	EXTRA KEYS--FACILITY MGMT	\$30.00
187246	THORSRUD SUPPLY COMPANY INC	JAIL STORAGE ROOM DOOR LOCKING MECHANISM--FACILITY MGMT	\$764.00
187247	UNITED MAILING SERVICES INC	MAIL PROCESSING--HUMAN SERVICES	\$472.94
187247	UNITED MAILING SERVICES INC	MAIL SERVICE OCT 18 - 29 --EXTENSION SERVICE	\$250.00
187247	UNITED MAILING SERVICES INC	MAIL PROCESSING--HUMAN SERVICES	\$407.62
187247	UNITED MAILING SERVICES INC	POSTAGE--GENERAL	\$1,665.01
187247	UNITED MAILING SERVICES INC	SERVICES--GENERAL	\$468.75
187166	VERIZON WIRELESS - NJ PO	IT CELL PHONES--IT	\$142.50
187248	WARD COUNTY HIGHWAY DEPT	FLOOD PROPERTY MAINTENANCE--GENERAL	\$5,137.44
187249	WEX BANK	FSA MONTHLY FEES--HUMAN RESOURCES	\$168.00
DD	WILLIAMS, JAMIE L	TRAINING BISMARCK--SHERIFF	\$28.00
187250	XCEL ENERGY	ELECTRICITY ADMIN BLDG--FACILITY MGMT	\$7,201.30
187250	XCEL ENERGY	ELECTRICITY 425 BLDG--FACILITY MGMT	\$218.27
187250	XCEL ENERGY	ELECTRICITY COURTHOUSE--FACILITY MGMT	\$4,644.84
187250	XCEL ENERGY	ELECTRICITY JAIL--FACILITY MGMT	\$8,626.14
		Total General Bills	\$533,179.89
	VENDOR: PARK BILLS	PARK BILLS	
187213	BACHMEIER, DAVID	2 MEETINGS	\$100.00
187214	BAKER, MARVIN	2 MEETINGS	\$100.00
187215	MENARDS - MINOT	DOWEL, SCREWS	\$12.48
187216	RESERVATION TELEPHONE COOPERAT	INTERNET SERVICE N.C.	\$131.95
187217	VERENDRYE ELECTRIC	SIREN R.L., SECURITY N.C.	\$105.00
187218	WARD COUNTY HIGHWAY DEPT	PARK MAINTENANCE	\$10,050.60

		Total Park Board Bills	\$10,500.03
	VENDOR: ROAD BILLS	ROAD BILLS	
DD	JP MORGAN	JP MORGAN--SEPTEMBER 2021--MISC ITEMS	\$3,162.42
187185	A-1 EVANS SEPTIC TANK SERVICE	TOILET RENTAL	\$80.00
187186	ACME ELECTRIC INC	CHAINSAW OIL, LINE	\$42.88
187186	ACME ELECTRIC INC	METAL WHEELS	\$17.28
187186	ACME ELECTRIC INC	BITS, TAPE	\$128.45
187187	BERTHOLD CITY	BERTHOLD SHOP	\$116.60
187188	CENTRAL DAKOTA SPRINKLER	WINTERIZE SPRINKLERS	\$150.00
187189	DAKOTA FLUID POWER INC	HOSE	\$64.90
187190	FARMERS UNION OIL CO	AUTO BULB	\$1.99
187190	FARMERS UNION OIL CO	FUEL, GAS, OIL	\$2,712.03
187191	FARMERS UNION OIL CO - KENMARE	FUEL, GAS, OIL	\$3,139.27
187192	GERDAU	TUBING	\$256.75
187193	HOFFARTH SANITATION	SANITATION SERVICE	\$195.00
187194	KENMARE CITY OF	KENMARE SHOP	\$90.00
187195	KLJ ENGINEERING LLC	ENGINEERING SERVICE	\$275.71
187196	LAWSON PRODUCTS INC	WASHERS, NUTS	\$576.39
187197	MAINTENANCE PLUS INC	GENERAL CLEANING, SUPPLIES	\$1,420.31
187198	MARCO TECHNOLOGIES, LLC NW7128	WEBROOT SERVICE	\$72.00
187199	MDU - BISMARCK OFFICE	201 72ND AVE NE	\$361.12
187164	MDU - BISMARCK OFFICE	BERTHOLD SHOP	\$54.67
187200	MENARDS - MINOT	BATTERIES, HITCH, BLADES	\$50.97
187165	MINOT CITY OF, WATER DEPT	200 72ND ST SE	\$458.14
187201	NAPA AUTO PARTS	FILTERS, PARTS	\$1,868.55
187201	NAPA AUTO PARTS	PARTS	\$234.89
187202	NORTH DAKOTA ONE CALL	CALL LOCATES	\$52.65
187203	NORTH PRAIRIE RURAL WATER	DOUGLAS SHOP	\$67.94
187204	NORTHERN PLAINS EQUIPMENT CO I	CAB GLASS	\$257.25
187205	NORTHWEST TIRE & RETREAD INC	TIRES, REPAIRS	\$3,931.02
187206	OTTERTAIL POWER CO	SAWYER SHOP	\$53.35
DD	PATTERSON, KYLE D	HIGHWAY SAFETY REVIEW FOR ND 23	\$84.00
187207	RDO/POWERPLAN	EDGES	\$621.98
187207	RDO/POWERPLAN	REPAIR VALVES REPL SWITCH	\$313.62
187207	RDO/POWERPLAN	MOTOR, ORING	\$3,785.72
187208	TRI N PROPANE	SAWYER SHOP	\$536.25
187209	VERENDRYE ELECTRIC	200 72ND ST SE	\$4,237.00
187209	VERENDRYE ELECTRIC	201 72ND AVE NE	\$53.00
187209	VERENDRYE ELECTRIC	2900 46TH AVE NE	\$34.00
187210	VERIZON WIRELESS - NJ PO	CELL PHONE - HWY	\$297.52
187210	VERIZON WIRELESS - NJ PO	CELL PHONE - VZ	\$32.50
187211	WESTLIE MOTOR CO	SEAT, FILTERS, BELTS	\$2,744.29
187212	WESTMOR INDUSTRIES LLC	FUEL STATION EST. #2	\$132,442.09
		Total Road Bills	\$165,074.50

GRAND TOTAL	\$708,754.42
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Moved by Comm. Weppler, seconded by Comm. Pietsch to open a public hearing at 9:08 AM regarding the Right of Way Vacation request for Dakota Boys Ranch. Roll call; all voted yes; motion carried.

Steve Lutt of Pringle & Herigstad, P.C. appeared on behalf of Dakota Boys Ranch. He stated Dakota Boys Ranch wishes to withdraw the petition at this time and revisit it at a later date.

Moved by Comm. Pietsch, seconded by Comm. Rostad to close the public hearing at 9:10 AM. Roll call; all voted yes; motion carried.

Moved by Comm. Pietsch, seconded by Comm. Anderson to take no action on the Right of Way Vacation Request at this time. Roll call; all voted yes; motion carried.

Tammy Terras, Human Resources Director presented Melissa Bliss with a retirement plaque for her 38 years of service at the Ward County Human Service Zone.

Moved by Comm. Weppler, seconded by Comm. Anderson to hold the Department Head 2021 evaluations on Thursday, December 9, 2021 from 8:00 AM to 4:30 PM. Roll call; all voted yes; motion carried.

Moved by Comm. Rostad, seconded by Comm. Weppler to approve the following payroll amendments: B. Vangsness, Facilities Management and K. Norman, Jail. Roll call; all voted yes; motion carried.

Auditor/Treasurer Marisa Haman appeared.

Moved by Comm. Weppler, seconded by Comm. Rostad to receive and file the following correspondence: Economy at a Glance for November 2021. Roll call; all voted yes; motion carried.

Moved by Comm. Pietsch, seconded by Comm. Anderson to receive and file monthly reports including financials. Roll call; all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Rostad to approve the five (5) Duplicate Warrants request for Norman Livingston. Roll call; all voted yes; motion carried.

Moved by Comm. Anderson, seconded by Comm. Pietsch to approve the Quitclaim Deed on foreclosed property redeemed by owner and to have the Chairman sign. Roll call; all voted yes; motion carried.

Ms. Haman presented an update on the American Rescue Plan Act – Cornyn-Padilla Amendment request along with a letter to House leadership urging passage of the bill which will allow for using \$10 million of ARPA funds without having to place it under lost revenue.

Moved by Comm. Weppler, seconded by Comm. Anderson to authorize the chairman to sign and submit the House letters regarding the Cornyn-Padilla Amendment as presented. Roll call; all voted yes; motion carried.

Moved by Comm. Rostad, seconded by Comm. Weppler to approve the Court Facilities Improvement Grant Funds Application as presented. Roll call; all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Pietsch to approve Grant Management Request for Proposal once it has been reviewed and approved by our State's Attorney Roza Larson and with the proposed scheduled dates on page 7 being pushed back 1 month. Roll call; all voted yes; motion carried.

Ms. Haman presented the redistricting timeline to the Commissioners.

Moved by Comm. Wepler, seconded by Comm. Rostad to approve interviewing board member candidates following the December 7, 2021 and December 21, 2021 Commission meetings. The schedule is as follows: Ward County Weed Board, All Seasons Arena, and Minot City Planning interviews on December 7 and the Ward County Soil Committee and Ward County Resource Board interviews on December 21. Roll call; all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Pietsch to approve sending out a notice that Ward County is looking for a legislator to fill the 3-year Human Service Zone Board opening beginning January 1, 2022 and to email Ward County legislators regarding this opening. Roll call; all voted yes; motion carried.

A discussion was held regarding COVID shelter referral contact due to not having a Human Service Zone Director at the present time. Shelter referrals come from the hospital, First District Health, and the Department of Health. The funding for this program is 100% FEMA reimbursable. Ms. Wiechmann will look into the FEMA allowance for administrative services.

Moved by Comm. Wepler, seconded by Comm. Pietsch to approve changing the COVID shelter referral contact from the Human Service Zone to the Ward County Emergency Service Director, Jennifer Wiechmann in the absence of a Human Service Zone Director. Roll call; all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Rostad to approve the recommendation of the Human Service Zone Board to appoint Karen Schultz as the interim director until a new director has been hired. Roll call; all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Pietsch to reach out to the State of North Dakota to recommend an interim pay compensation piece for the interim director. Roll call; all voted yes; motion carried.

Moved by Comm. Rostad, seconded by Comm. Anderson to open an executive session regarding the opioid litigation/settlement. Roll call; all voted yes; motion carried.

The executive meeting was opened at 10:20 with Chairman Fjeldahl and Commissioners Anderson, Pietsch, Rostad, and Wepler present. Also present were Auditor/Treasurer Marisa Haman; Assistant State's Attorney Christopher Nelson; via telephone Attorney Matthew Daniel of Ferrer Poirot Wansbrough Feller Daniel, and Administrative Assistant Lynae Schroeder.

Attorney Matthew Daniel appeared by telephone.

State's Attorney Christopher Nelson appeared.

Moved by Comm. Rostad, seconded by Comm. Wepler to close the executive session at 10:35 AM. Roll call; all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Rostad to open the regular session at 10:36 AM. Roll call; all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Rostad to follow the advice of legal counsel provided in the opioid matter and place on agenda for final meeting of 2021. Roll call; all voted yes; motion carried.

Comm. Pietsch and Comm. Anderson attended the November 2, 2021 Building and Grounds Committee meeting. No final action was taken.

Comm. Anderson attended the November 15, 2021 Ward County Highway Committee meeting.
No final action was taken.

At 10:38 AM with no further business, the meeting was adjourned sine die.

ACCEPTED AND APPROVED THIS 7TH DAY OF DECEMBER, 2021

Chairman, Ward County Commission

ATTEST:
