

Minutes of the Board of Ward County Commissioners

December 7, 2021

The regular meeting of the Ward County Commission was called to order by Ward County Auditor Marisa Haman at 9:00 AM with Commissioners Anderson, Fjeldahl, Pietsch, Rostad, and Weppler present. Also present were department heads Bradley Starnes, Brian Vangsness, Dana Larsen, Emily Burkett, Jason Blowers, Jennifer Weichmann, Karen Schultz, Kerriane Boetcher, Kristin Kowalczyk, Noreen Barton, Robert Roed, Roza Larson, and Tammy Terras.

Ms. Haman opened the nominations for Chairperson. Comm. Weppler nominated Comm. Rostad, seconded by Comm. Anderson; Comm. Anderson nominated Comm. Fjeldahl, seconded by Comm. Rostad. Moved by Comm. Pietsch for nominations to cease. The commissioners cast their private ballots. Ms. Haman tallied 3 votes for Jim Rostad, 2 votes for John Fjeldahl. Ms. Haman passed the gavel to the new chairman, Jim Rostad.

Chairman Rostad opened nominations for Vice-Chairperson. Comm. Pietsch nominated Comm. Anderson, seconded by Comm. Weppler; Comm. Fjeldahl nominated Comm. Pietsch, seconded by Comm. Anderson. Moved by Comm. Weppler, seconded by Comm. Fjeldahl for nominations to cease with private ballot cast for Comm. Pietsch as Vice-Chairman.

Moved by Comm. Pietsch, seconded by Comm. Weppler to approve the agenda with the addition of 13C - 4th bid addition; 11C - Wide format printer/scanner replacement; and 14A - Mr. Rockeman is unavailable to interview. Roll call; all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Anderson to approve Commission Meeting minutes from November 16, 2021 and Special Meeting minutes from November 30, 2021. Roll call; all voted yes; motion carried.

Moved by Comm. Pietsch, seconded by Comm. Fjeldahl to approve the regular bills totaling \$298,490.19 and Human Service Zone direct cost bills totaling \$18,715.90. Roll call; all voted yes; motion carried.

Bill List - 12/07/2021

CHECK/DD	VENDOR: GENERAL BILLS	DESCRIPTION/DEPT: GENERAL BILLS	AMOUNT
187339	AVI SYSTEMS INC	3 YEAR CONTRACT - 24/7 FIRE ALARM MONITORING--FACILITY MGMT	\$600.00
187340	CDW GOVERNMENT INC	1500 LCD TOWER--JAIL OPERATIONS	\$520.24
187341	CENTURYLINK	PHONE LISTING KENMARE--SHERIFF	\$96.00
187342	CLUTE OFFICE EQUIPMENT INC	2022 CALENDARS--SHERIFF	\$134.44
187343	CONVERGINT TECHNOLOGIES	SERVICE CALL - DOOR 700 IN DETENTION--FACILITY MGMT	\$420.00
187343	CONVERGINT TECHNOLOGIES	REPLACEMENT OF ELECTRIFIED LEVER LOCK--FACILITY MGMT	\$1,424.83
DD	CROWE, THOMAS A	TRAINING GRAND FORKS ND--JAIL OPERATIONS	\$345.80
187344	DIGITAL OFFICE CENTRE	XEROX/7835 COPIER CONTRACT--IT	\$56.91
187344	DIGITAL OFFICE CENTRE	XEROX/7225 COPIER CONTRACT--PLANNING AND ZONING	\$31.80
187344	DIGITAL OFFICE CENTRE	XEROX/7225 COPIER CONTRACT--TAX EQUALIZATION	\$66.64
187345	ELWOOD STAFFING SERVICES INC	SHELTER SECURITY - WK ENDING 11/14/21--GENERAL	\$2,249.76
187346	ENERBASE FARMERS UNION/CENEX	GAS FOR PICKUP--FACILITY MGMT	\$58.42
187346	ENERBASE FARMERS UNION/CENEX	GAS FOR PICKUP--FACILITY MGMT	\$61.07
187346	ENERBASE FARMERS UNION/CENEX	DIESEL--FACILITY MGMT	\$151.57
187346	ENERBASE FARMERS UNION/CENEX	FUEL, GAS, OIL--SHERIFF	\$9,819.75
187346	ENERBASE FARMERS UNION/CENEX	MONTHLY GAS BILL --TAX EQUALIZATION	\$260.49

187347	FARGO GLASS & PAINT	REPAIR OF FRONT COURTHOUSE DOORS--FACILITY MGMT	\$698.45
187347	FARGO GLASS & PAINT	REPAIR/REPLACEMENT OF LIBRARY WINDOW--FACILITY MGMT	\$5,702.68
187348	FASTENAL COMPANY	SCREWS--FACILITY MGMT	\$41.53
187348	FASTENAL COMPANY	JAIL CIRCULATING PUMP PART--FACILITY MGMT	\$20.61
187349	FIRST WESTERN INSURANCE	ADDED 200 72ND ST SE TO BOILER/MACHINERY POLICY--INSURANCE	\$1,052.00
187350	GRAND HOTEL	SHELTER 11/09/21 - 11/15/21--GENERAL	\$1,094.50
DD	HAUGAN, KELLY J	LEPC REVIEW OF THE ANHYDROUS FACILITY MAKOTI--EMERGENCY MGMT	\$48.72
187351	INFORMATION TECHNOLOGY DEPT	NET MOTION --SHERIFF	\$334.65
187352	KASSON, SEAN BRADLEY	CONTRACT ATTORNEY 07/16 - 08/16--STATES ATTORNEY	\$1,100.51
187352	KASSON, SEAN BRADLEY	CONTRACT ATTORNEY 08/17 - 09/17--STATES ATTORNEY	\$1,139.06
187352	KASSON, SEAN BRADLEY	CONTRACT ATTORNEY 09/18 - 10/18--STATES ATTORNEY	\$963.89
187352	KASSON, SEAN BRADLEY	CONTRACT ATTORNEY - 10/19 - 11/19--STATES ATTORNEY	\$1,131.38
187352	KASSON, SEAN BRADLEY	CONTRACT ATTORNEY 06/15/21 TO 07/15/2021--STATES ATTORNEY	\$957.15
187353	LOWES PRINTING	BOND ENVELOPES--SHERIFF	\$453.45
187353	LOWES PRINTING	NOTARY SEAL - KRISTIN--RECORDER	\$30.00
187354	M J MCGUIRE COMPANY	2021 DODGE DURANGO 695921--SHERIFF	\$32,411.00
187355	MARCO TECHNOLOGIES, LLC NW7128	SUPPORT CONTRACT--IT	\$1,836.00
187356	MARQUART, ANDREW	MENTAL HEALTH ATTY FEES M.B. 11/02 - 11/04--GENERAL	\$243.00
187284	MDU - BISMARCK OFFICE	GAS COURTHOUSE--FACILITY MGMT	\$1,077.09
187284	MDU - BISMARCK OFFICE	GAS ADMIN BLDG--FACILITY MGMT	\$611.21
187284	MDU - BISMARCK OFFICE	GAS 900 BLDG--FACILITY MGMT	\$606.24
187284	MDU - BISMARCK OFFICE	GAS 425 BLDG--FACILITY MGMT	\$113.33
187357	MONSON DENTAL CENTER	INMATE DENTAL - S.D.--JAIL OPERATIONS	\$685.00
187358	ND ASSOC OF COUNTIES	ILG TRAINING CLASS--RECORDER	\$30.00
187358	ND ASSOC OF COUNTIES	ELIZABETH PIETSCH 2021 NDACO --RECORDER	\$205.00
187358	ND ASSOC OF COUNTIES	JIM ROSTAD 2021 NDACO --COMMISSIONERS	\$240.00
187358	ND ASSOC OF COUNTIES	JOHN FJELDAHL 2021 NDACO --COMMISSIONERS	\$260.00
187358	ND ASSOC OF COUNTIES	KRISTEN KOWALCZYK 2021 NDACO --RECORDER	\$205.00
187358	ND ASSOC OF COUNTIES	MARISA HAMAN 2021 NDACO --AUDITOR/TREAS.	\$345.00
187358	ND ASSOC OF COUNTIES	NOREEN BARTON 2021 NDACO --TAX EQUALIZATION	\$310.00
187358	ND ASSOC OF COUNTIES	SHELLY WEPPLER 2021 NDACO --COMMISSIONERS	\$35.00
187289	ND DEPT HUM SERV	INMATE MEDICAL - JUNE 2021--JAIL OPERATIONS	\$4,290.32
187289	ND DEPT HUM SERV	INMATE MEDICAL - JULY 2021--JAIL OPERATIONS	\$2,605.26
187289	ND DEPT HUM SERV	INMATE MEDICAL - AUGUST 2021--JAIL OPERATIONS	\$3,754.09
187359	NDEAFCS	RENEW MEMBERSHIP DUES HOLLY ARNOLD--EXTENSION SERVICE	\$115.00
187360	NDSU DEPT 3110	COST SHARE - PROJECTOR--EXTENSION SERVICE	\$404.47
187361	NORTHWEST TIRE & RETREAD INC	TIRES--SHERIFF	\$3,332.98
187362	OLE OLSON'S TOWING & RECOVERY	TOW PATROL VEHICLE--SHERIFF	\$832.20
187251	POST BOARD	LICENSE KENNY--SHERIFF	\$45.00
DD	RAY, CHRISTOPHER B	TRAINING GRAND FORKS ND--JAIL OPERATIONS	\$345.80

187363	ROCHESTER ARMORED CAR CO INC	ARMORED CAR SERVICE--AUDITOR/TREAS.	\$493.97
187167	STATE BOARD OF LAW EXAMINERS	BAR LICENSE FEES FOR BREEZY SCHMIDT--STATES ATTORNEY	\$380.00
187167	STATE BOARD OF LAW EXAMINERS	BAR LICENSE FEE FOR CHRISTOPHER NELSON--STATES ATTORNEY	\$350.00
187167	STATE BOARD OF LAW EXAMINERS	BAR LICENSE FEES FOR ETHAN LEE--STATES ATTORNEY	\$350.00
187167	STATE BOARD OF LAW EXAMINERS	BAR LICENSE FEES FOR LEAH VISTE--STATES ATTORNEY	\$380.00
187167	STATE BOARD OF LAW EXAMINERS	BAR LICENSE FEES FOR ROZANNA LARSON--STATES ATTORNEY	\$380.00
187167	STATE BOARD OF LAW EXAMINERS	BAR LICENSE FEES FOR TIFFANY SORGEN--STATES ATTORNEY	\$350.00
187167	STATE BOARD OF LAW EXAMINERS	BAR LICENSE FEES FOR TINA SNELLING--STATES ATTORNEY	\$350.00
187364	STEINS INC	EXHAUST FILTER --FACILITY MGMT	\$35.52
187365	SUMMIT FOOD SERVICES LLC	OCTOBER MEALS FOR JUVENILES--JUVENILE DETENTION	\$516.29
187365	SUMMIT FOOD SERVICES LLC	INMATE MEALS, OCTOBER 2021--JAIL OPERATIONS	\$28,322.72
187285	THOMAS LAW FIRM	2021 INDIGENT DEFENSE - DECEMBER 2021--GENERAL	\$2,000.00
187366	THOMPSON LARSON FUNERAL HOME MNT	TRANSFER TO STATE MEDICAL EXAMINER V.W.--GENERAL	\$500.00
187366	THOMPSON LARSON FUNERAL HOME MNT	TRANSFER TO STATE MEDICAL EXAMINER S.L.--GENERAL	\$500.00
187366	THOMPSON LARSON FUNERAL HOME MNT	TRANSFER TO STATE MEDICAL EXAMINER T.R.--GENERAL	\$500.00
187366	THOMPSON LARSON FUNERAL HOME MNT	TRANSFER TO STATE MEDICAL EXAMINER D.A.--GENERAL	\$500.00
187366	THOMPSON LARSON FUNERAL HOME MNT	TRANSFER TO MEDICAL EXAMINER M.F.--GENERAL	\$500.00
187367	THORSRUD SUPPLY COMPANY INC	HINGE PLATES, STRIKE PLATES, AND SCREWS--FACILITY MGMT	\$36.62
187368	TIRES PLUS INC	TIRES--SHERIFF	\$297.84
187369	TRINITY MEDICAL GROUP	WORKERS COMP PHYSICALS--SHERIFF	\$661.52
187370	TURNKEY CORRECTIONS	FASTCASE LAW LIBRARY--JAIL OPERATIONS	\$132.00
187371	UNIFORM CENTER	UNIFORMS--SHERIFF	\$1,130.70
187371	UNIFORM CENTER	VEST - LUND--SHERIFF	\$823.00
187372	UNITED MAILING SERVICES INC	MAIL SERVICE FOR NOV 15 - 26 2021--EXTENSION SERVICE	\$306.92
187372	UNITED MAILING SERVICES INC	POSTAGE--GENERAL	\$783.71
187372	UNITED MAILING SERVICES INC	SERVICES--GENERAL	\$123.07
187372	UNITED MAILING SERVICES INC	MAIL PROCESSING--HUMAN SERVICES	\$443.45
187372	UNITED MAILING SERVICES INC	MAIL SERVICE NOV 1 - NOV 12--EXTENSION SERVICE	\$200.00
187372	UNITED MAILING SERVICES INC	POSTAGE--GENERAL	\$1,436.28
187372	UNITED MAILING SERVICES INC	SERVICE--GENERAL	\$175.74
187169	US POSTAL SERVICE	POSTAGE--GENERAL	\$200.00
187373	VALVOLINE INSTANT OIL CHANGE	TIRES--SHERIFF	\$394.23
187374	VANGUARD APPRAISALS INC	YEARLY SERVICE CONTRACT FOR SOFTWARE--TAX EQUALIZATION	\$14,250.00
187374	VANGUARD APPRAISALS INC	YEARLY SERVICE CONTRACT FOR WEBSITE--TAX EQUALIZATION	\$5,500.00
187260	VERIZON WIRELESS - NJ PO	IT CELL PHONES--IT	\$142.50
187375	WARD CO SHERIFF'S DEPT.	SERVICE EVICTION NOTICE--GENERAL	\$32.56
187375	WARD CO SHERIFF'S DEPT.	SERVICE EVICTION NOTICE--GENERAL	\$33.12
187375	WARD CO SHERIFF'S DEPT.	SERVICE EVICTION NOTICE--GENERAL	\$34.24
187375	WARD CO SHERIFF'S DEPT.	SERVICE EVICTION NOTICE--GENERAL	\$32.56
187375	WARD CO SHERIFF'S DEPT.	SERVICE EVICTION NOTICE--GENERAL	\$80.16

187375	WARD CO SHERIFF'S DEPT.	SERVICE EVICTION NOTICE--GENERAL	\$90.80
187375	WARD CO SHERIFF'S DEPT.	SERVICE EVICTION NOTICE--GENERAL	\$90.80
187375	WARD CO SHERIFF'S DEPT.	SERVICE EVICTION NOTICE--GENERAL	\$90.80
187375	WARD CO SHERIFF'S DEPT.	SERVICE EVICTION NOTICE--GENERAL	\$90.24
187375	WARD CO SHERIFF'S DEPT.	SERVICE EVICTION NOTICE--GENERAL	\$2.00
187375	WARD CO SHERIFF'S DEPT.	SERVICE EVICTION NOTICE--GENERAL	\$139.52
187375	WARD CO SHERIFF'S DEPT.	SERVICE EVICTION NOTICE--GENERAL	\$33.12
187376	WESTERN STEEL & PLUMBING INC	FLUSH VALVE REPAIR KITS/ O-RINGS JAIL--FACILITY MGMT	\$341.70
187377	WESTLIE MOTOR CO	TRANSMISSION COOLER--SHERIFF CALL/RESEARCH REGARDING ARPA REV. LOSS SPENDING--GENERAL	\$1,924.69
187378	WIDMER ROEL PC	ALERRT CONFERENCE NASHVILLE--EMERGENCY MGMT	\$300.00
DD	WIECHMANN, JENNIFER A	2021 INDIGENT DEFENSE - DECEMBER 2021--FACILITY MGMT	\$327.80
187286	WILHELM TIM	ELECTRICITY 900 BLDG--FACILITY MGMT	\$2,000.00
187287	XCEL ENERGY	ELECTRICITY COURTHOUSE--FACILITY MGMT	\$29.95
187287	XCEL ENERGY	ELECTRICITY 900 BLDG--FACILITY MGMT	\$43.34
187287	XCEL ENERGY	ELECTRICITY 900 BLDG--FACILITY MGMT	\$407.01
Total General Bills			\$155,574.78

CHECK/DD	VENDOR: PARK BILLS	DESCRIPTION/DEPT: PARK BILLS	AMOUNT
187338	BURLINGTON CITY	OLD SETTLERS PARK WATER	\$161.85
187270	CIRCLE SANITATION	SEPTEMBER GARBAGE FEE	\$332.50
187270	CIRCLE SANITATION	OCTOBER GARBAGE FEE	\$332.50
187271	XCEL ENERGY	PUMP 401 PARK RD	\$27.19
Total Park Board Bills			\$854.04

CHECK/DD	VENDOR: HIGHWAY (ROAD) BILLS	DESCRIPTION/DEPT: HIGHWAY (ROAD) BILLS	AMOUNT
187312	ACME ELECTRIC INC	TRIMMERS	\$339.98
187312	ACME ELECTRIC INC	FILTER, BULBS	\$5.78
187312	ACME ELECTRIC INC	COMPRESSION SPRING	\$1.91
187313	ARAMARK UNIFORM SERICES	JANITORIAL SERVICE	\$606.06
187314	B & G ELECTRIC LLC	PROGRAMMING	\$145.00
187315	BUTLER MACHINERY	BATTERIES, RINGS, SEALS	\$1,334.95
187316	CAPITAL ONE TRADE CREDIT	TUBING, HINGES	\$37.89
187317	ECOLAB PEST ELIMINATION INC	PEST ELIMINATION	\$118.71
187317	ECOLAB PEST ELIMINATION INC	PEST ELIMINATION	\$275.00
187318	ENERBASE FARMERS UNION/CENEX	FUEL, GAS, OIL	\$6,328.29
187318	ENERBASE FARMERS UNION/CENEX	PROPANE	\$27.65
187319	FIRST WESTERN INSURANCE	EXCAVATOR INSURANCE	\$101.00
187319	FIRST WESTERN INSURANCE	RENTAL INSURANCE	\$77.00
187320	FORTERRA PIPE & PRECAST	CULVERTS	\$19,638.68
187320	FORTERRA PIPE & PRECAST	CULVERTS	\$23,144.68
187320	FORTERRA PIPE & PRECAST	COLVERT	\$7,438.32

187320	FORTERRA PIPE & PRECAST	CULVERT	\$9,529.96
187321	GENERAL TRADING CO	CLEANERS, PARTS	\$647.05
187322	KEVINS PLUMBING & HEATING INC	REPAIR WATER HEATER	\$102.56
187323	LAWSON PRODUCTS INC	SCREWS, FITTINGS. PAINT	\$1,133.05
187324	MCGEE, HANKLA & BACKES	LEGAL SERVICES	\$2,538.00
187272	MDU - BISMARCK OFFICE	KENMARE SHOP	\$87.58
187272	MDU - BISMARCK OFFICE	IRON STORAGE WAREHOUSE	\$699.15
187272	MDU - BISMARCK OFFICE	200 72ND ST SE	\$511.33
187272	MDU - BISMARCK OFFICE	200 72ND ST SE ADMIN BLDG	\$408.91
187272	MDU - BISMARCK OFFICE	ADMIX WAREHOUSE	\$762.74
187272	MDU - BISMARCK OFFICE	ROC BUILDING	\$144.37
187325	MENARDS - MINOT	CLEANERS, TOWELS, MISC	\$98.92
187326	MINOT CITY OF, LANDFILL	DUMPING FEE	\$5.00
187327	MINOT DAILY NEWS INC	PROJECT AD 10/29/2021	\$107.44
187328	ND ASSOC OF COUNTIES	DANA LARSEN 2021 NDACO	\$345.00
187329	ND DEPT OF TRANSPORTATION	DRIVERS LICENSE CHECK	\$39.00
187330	ND DEPT OF TRANSPORTATION.	PROGRESS EST 3 - 5	\$17,608.71
187331	ND LTAP	WORK ZONE TRAINING	\$750.00
187332	ND SURPLUS PROPERTY	TOOLS	\$1,500.00
187333	NORTHERN PLAINS EQUIPMENT CO I	OIL	\$510.00
187273	OTTERTAIL POWER CO	DOUGLAS SHOP	\$313.71
187334	RDO/POWERPLAN	EDGES	\$4,518.88
187334	RDO/POWERPLAN	MONITOR, CUSHION	\$344.34
187335	RHI SUPPLY REFRIGERATION	PROPYLENE GLYCOL	\$882.42
187336	SUNDRE SAND & GRAVEL INC	SALT SAND	\$16,118.19
187337	SWANSTON EQUIPMENT CO	SEALS, RINGS, PINS	\$178.86
187337	SWANSTON EQUIPMENT CO	BOLTS, BLADES	\$207.58
187337	SWANSTON EQUIPMENT CO	REPLACED FUEL FILTER	\$419.07
187274	TRI N PROPANE	DOUGLAS SHOP	\$318.60
187274	TRI N PROPANE	SAWYER SHOP	\$228.00
187275	VERIZON CONNECT NWF INC	MONTHLY CHARGE	\$310.61
DD-1787	WEX BANK	FUEL, GAS, OIL	\$21,039.41
187276	XCEL ENERGY	BERTHOLD SHOP	\$32.03
Total Road Bills			\$142,061.37

GRAND TOTAL

\$298,490.19

Tammy Terras, Human Resource Director, appeared and asked Dana Larsen to present Travis Schmitt with his 10-year Service Award.

Kerrienne Boetcher, Library Administrator, appeared for approval of an Angel Tree in the Employee Lounge to support a local organization with participation being voluntary.

Moved by Comm. Weppler, seconded by Comm. Anderson to approve placing an Angel Tree in the employee lounge. Roll call; all voted yes; motion carried.

Ms. Boetcher informed the Commission that North Dakota State Librarian Mary Soucie presented the Ward County Bookmobile the 2020 Wheelie Award. This is the 4th year in a row the Ward County

Bookmobile has received this award. The Wheelie Award is based on total circulation per capita, the amount of stops made, and the mileage the bookmobile travels.

Robert Roed, Ward County Sheriff, appeared to request bids for four (4) new police specific vehicles which have been budgeted. Mr. Roed also requested a bid for a new van. The van would be purchased through the Inmate Veteran Fund.

Moved by Pietsch, seconded by Comm. Weppler to authorize Sheriff Roed to get bids on the vehicles referenced above. Roll call; all voted yes; motion carried.

Jason Blowers, Information Technology, appeared and spoke regarding the UPC Capacitor Replacement for the administrative building. There have been errors on the UPS and once the system switches to generator power, there is no way to switch back. The capacitors are recommended to be replaced every 7 years.

Moved by Fjeldahl, seconded by Weppler to approve \$5,742.80 for replacement of UPS capacitors using monies from the PC Fund to pay for the replacement, but to first explore switching to newer style capacitors that are good for the life of the system prior to doing the replacement. Roll call; all voted yes; motion carried.

Noreen Barton, Tax Equalization Director, appeared regarding adjustments to Tax Roll Memorandum.

1. Removed from tax roll, MH is no longer liveable:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Goodman, Diana	SR5100523	2021	\$1000	\$0.00	\$45	\$0.00
Goodman, Diana	SR5100523	2020	\$1,000	\$0.00	\$45	\$0.00
Goodman, Diana	SR5100522	2021	\$1,000	\$0.00	\$45	\$0.00
Goodman, Diana	SR5100522	2020	\$2,000	\$0.00	\$90	\$0.00

2. MH was demolished by the City of Sawyer:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Heintz, Geraldine	SW5102764 Cassedy's Addn. All except E140' of Lots 1 & 2 and Lot 15	2021	\$5,000	\$0.00	\$225	\$0.00

3. MH was taken to the landfill:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Buxton, Jessica	EE5100745 Battleground Addn. Lot 24	2021	\$9,000	\$0.00	\$405	\$0.00

4. Per Sheriff, this MH has been removed from the park, removed without a moving permit:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Barr, Emily	MI5102290 Dakota Park S Lot 124	2021	\$5,000	\$0.00	\$225	\$0.00

5. Per Sheriff, this MH is not hooked to utilities, and is not liveable:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Feldman, Gordon	BA5103081 NE S22-159-88	2021	\$4,000	\$0.00	\$180	\$0.00

6. Property Owner qualifies for Farm Residence Exemption:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Herzig, Karla	FO260990000010 Olt 1 of NE S26-156-85	2021	\$249,000	\$1,000	\$11,210	\$50

7. Property was purchased from and Exempt Entity, value added for 2021:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Burkett, Brian	CO12005U110000 Olt 11 Less N 37.5' of SENE Less Sblot A of Olt 11	2021	\$0.00	\$22,000	\$0.00	\$1,100

8. Property was estimated as part of the 2020 review area, needs a reduction to reflect market value:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Jundt, Leo & Ramona	MI254210700050 South Park Terrace Addn. Lot 5 Block 7	2021	\$152,000	\$136,000	\$6,840	\$61,20

9. Hanger not leased at this time, remove from taxable value:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
City of Minot	MI37A680500060 Minot International Airport 2 nd Addn. Lot 6 Block 5 Hangar #2	2021	\$18,000	\$0.00	\$900	\$0.00

10. Property qualified for exemption form turned in late:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Salvation Army	MI230211900200 Brooklyn Addn. Lots 18-20 Block 19	2021	\$176,000	\$0.00	\$8,800	\$0.00

11. Property purchased by 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	MI27B780000030 Leite's S/D Lot 3	2021	\$89,000	\$74,000	\$4,005	\$3,330
City of Minot	MI27B780000041 Leite's S/D Lot 4 N70'	2021	\$12,000	\$10,000	\$600	\$500

12. Property Owned by the City, but rents a portion of the building to a restaurant:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
City of Minot	MI252882530070 Olts S25-155-83 Olts 4,6,7 SWSW Less Parcel 1-7A	2021	\$870,000	\$224,000	\$43,500	\$11,200

13. Property sold to 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	MI130160001300 Belmont Addn. Lot 130	2021	\$15,000	\$10,000	\$750	\$500
City of Minot	MI1301600001310 Belmont Addn. Lot 131 & E 20' Lot 132	2021	\$113,000	\$75,000	\$5,085	\$3,375
City of Minot	MI133510500080 Roachs 2 nd Addn. Lot 8 Block 5	2021	\$79,000	\$52,000	\$3,555	\$2,340

14. Property given to the City of Minot, has water, sewer and infrastructure on lot (pump station):

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
City of Minot	MI15F050100090 Northridge Villas 2 nd Addn. Lot 9 Block 1	2021	\$10,000	\$8,000	\$500	\$400

15. Owner provided Income / Expense data that showed a low occupancy rate due to the pandemic in 2020:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Swenson, Joanne & Swenson's Valley View RV Park	MI30A290000020 Hacienda Hills 5 th Addn. Lot 2	2021	\$2,325,000	\$2,138,000	\$116,250	\$106,900

16. MH moved out of the County, value was approved by the Commissioners, the value needs to be added Minot Guaranty paid after the correction was processed:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Shafer, Sherry	MI5103913 Woodridge MHP Lot 504	2021	\$0.00	\$24,000	\$0.00	\$1,080
Wild, George	MI5104302 Woodridge MHP Lot 443	2021	\$0.00	\$31,000	\$0.00	\$1,395

17. Property is no longer exempt:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Valley St. LLC	BD000010700060 Lots 5 & 6 Plus ½ Vac. St. Block 7	2021	\$0.00	\$22,000	\$0.00	\$1,100
Valley St. LLC	BD000010700080 Lots 7 & 8 Plus ½ Vac. St. Block 7	2021	\$0.00	\$26,000	\$0.00	\$1,300
Valley St. LLC	BD000010700090 Lot 9 Block 7	2021	\$0.00	\$7,000	\$0.00	\$350
Valley St. LLC	BD000011100040 Lot 1 Plus Vac. St. Lots 2-4 Block 11	2021	\$0.00	\$38,000	\$0.00	\$1,900
Valley St. LLC	BD000011100070 Lot 7 Plus ½ Vac.	2021	\$0.00	\$14,000	\$0.00	\$700

	St Block 11					
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Moved by Comm. Weppler, seconded by Comm. Pietsch to approve adjustments to Tax Roll Memorandum as presented. Roll call; all voted yes; motion carried.

Doug Diedrichsen, Planning and Zoning Administrator, appeared regarding a Plat Application for Dan Neshem for the following described property: Proposed Outlot 2 lying in the SE4SW4 27-153-85. The applicant is proposing to parcel Outlot 2, proposed outlot 2 is 10.00 acres. This outlot is for future Agricultural/Residential purposes. The proposed outlot meets minimum zoning requirements for Ward County. Ward County zoning applies with the township recommending approval. Planning Commission recommends approval based on findings of facts and staff recommendations.

A discussion was held on being compliant with our Planning and Zoning Ordinances. It was confirmed approval of this plat will be out of compliance with these ordinances.

Moved by Comm. Fjeldahl, seconded by Comm. Pietsch to approve the Plat Application for Dan Neshem as presented. Roll call; all voted yes except Comm. Weppler, who voted no; motion carried.

A plat application was submitted by Cassey & Tammy Tompkins for the following described property: Proposed Outlots 3 & 4 lying in the SW4SW4 2-155-81. The applicant is proposing to parcel two outlots, proposed outlot 3 is 4.42 acres; proposed outlot 4 is 5.58 acres. These outlots are for future residential purposes. The proposed outlot meets minimum zoning requirements for Ward County. Ward County zoning applies with the township recommending approval. Planning Commission recommends approval based on findings of facts and staff recommendations.

It was confirmed approval of this plat will be out of compliance with the Planning and Zoning Ordinances.

Moved by Comm. Anderson, seconded by Comm. Fjeldahl to approve the Plat Application for Cassey & Tammy Tompkin as presented. Roll call; all voted yes except Comm. Weppler, who voted no; motion carried.

A plat application was submitted by Clayton Fegley for the following described property: Proposed Outlots 1 & 2 lying lying in the NW4 10-156-85. The applicant is proposing to parcel two outlots, proposed outlot 1 is 10.00 acres; proposed outlot 2 is 54.00 acres. These outlots are for future Agricultural/Residential purposes. The proposed outlots meet minimum zoning requirements for Ward County. Ward County zoning applies with the township recommending approval. Planning Commission recommends approval based on findings of facts and staff recommendations.

It was confirmed approval of this plat will be out of compliance with the Planning and Zoning Ordinances.

Moved by Comm. Pietsch, seconded by Comm. Fjeldahl to approve the Plat Application for Clayton Fegley as presented. Roll call; all voted yes except Comm. Weppler, who voted no; motion carried.

A plat application was submitted by Jason Burkhart for the following described property: Proposed Outlot 2 lying in the SW4SW4 35-156-85. The applicant is proposing to parcel Outlot 2, proposed outlot 2 is 17.80 acres. This outlot is for future Agricultural/Residential purposes. The proposed outlot meets minimum zoning requirements for Ward County. Ward County zoning applies with the township recommending approval. Planning Commission recommends approval based on findings of facts and staff recommendations.

It was confirmed approval of this plat will be out of compliance with the Planning and Zoning Ordinances.

Moved by Comm. Fjeldahl, seconded by Comm. Pietsch to approve the Plat Application for Jason Burkhart as presented. Roll call; all voted yes except Comm. Weppler, who voted no; motion carried.

Dana Larsen, Highway Engineer, appeared regarding Resolution of Award for the Sawyer/Velva Township bridge replacement. The low bid was for \$1,983,854.30 by Swingen Construction.

Moved by Comm. Weppler, seconded by Comm. Anderson to approve the attached Resolution, awarding the contract to Swingen Construction for Project BRO-0051(055), the construction of bridge number 51-156-49.1, and authorizing the Chairman to sign the construction contracts. Roll call; all voted yes; motion carried.

Mr. Larsen presented a proposal for a new scissor lift to reach the ceilings in our new facility. This would possibly involve trading in the old scissor lift.

Moved by Comm. Anderson, seconded by Comm. Pietsch to approve the highway department to purchase the 2011 JLG 3246ES scissor lift from ACME Tools as presented and to keep the old scissor lift. Roll call; all voted yes; motion carried.

Mr. Larsen asked for approval to purchase a new wide format printer/scanner as the previous printer has stopped working. Mr. Larsen researched and found that these printers are in limited supply and the price will be going up 12-15% the first of the year. He received a quote of \$11,235.00 to purchase this printer/scanner.

Moved by Comm. Pietsch, seconded by Comm. Weppler to approve the highway department to spend \$11,235.00 to replace the wide format printer/scanner. Roll call; all voted yes; motion carried.

Human Resource Director Tammy Terras appeared and spoke to interim pay/bonus pay for the facilities staff. Ms. Terras praised the facilities staff for stepping up and keeping things operating smoothly. Through the months of October – December, Ms. Terras is recommending a \$1.00 per hour raise, which would amount to approximately \$500 a piece for employees, with the total being approximately \$6,000.

Moved by Comm. Fjeldahl, seconded by Comm. Weppler to approve the October-December \$1.00 per hour raise and to provide approximately \$500 to each employee for interim pay/bonus pay during the above months. Roll call; all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Anderson to approve the following payroll amendments: L. Eide, Jail; R. Morales, State's Attorney; G. Blesdoe, Sheriff; M. Lehner, Patrol Deputy; T. Costello, Juvenile Detention. Roll call; all voted yes; motion carried.

Comm. Fjeldahl and Comm. Anderson left the meeting at 10:00 AM.

Auditor/Treasurer Marisa Haman appeared.

Moved by Comm. Weppler, seconded by Comm. Pietsch to receive and file the following correspondence: Letter from WBI Energy Transmission; letter from North Dakota Division of Waste Management; Letter from North Dakota Division of Air Quality; Department Head minutes October 20, 2021.

Moved by Comm. Pietsch, seconded by Comm. Wepler to approve the Quitclaim Deeds on foreclosed properties sold at auction and to have the Chairman sign. Roll call; all voted yes; motion carried.

Ms. Haman presented the Commission with four bids to purchase foreclosed property. The first two bids were for Parcel #MI150181200100. Minimum sale price for this property is \$23,420.87. Bid #1 amount was \$23,420.87 and bid #2 amount was \$24,000.00.

Moved by Comm. Pietsch, seconded by Comm. Wepler to approve bid #2 in the amount of \$24,000.00. Roll call; all voted yes; motion carried.

Ms. Haman presented bid #3 for six (6) parcels: Parcel #KM180120000090, #RD000013500080, #KM270240100010, #RD000010200040, #RD000013500090, and FO020005U100000. The minimum sales prices are, respectively, \$836.41, \$375.86, \$1,086.88, \$518.66, \$372.32, and \$456.49. The bid was for minimum sales price on all six parcels.

Moved by Comm. Wepler, seconded by Comm. Pietsch to approve bid #3 for the minimum sales price on all six (6) parcels as listed above. Roll call; all voted yes; motion carried.

Ms. Haman presented bid #4 for Parcel #KM200062100270. Minimum sale price for this property is \$5,776.28. The bid amount presented was \$6,000.00. There was a discussion on the address of the property but it was confirmed to be correct as stated in our records.

Moved by Comm. Pietsch, seconded by Comm. Wepler to approve bid #4 in the amount of \$6,000.00. Roll call; all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Pietsch to approve a duplicate warrant to be issued to Kristain Shaide. Roll call; all voted yes; motion carried.

Moved by Comm. Pietsch, seconded by Comm. Wepler to approve cancelling 13 outstanding checks as presented. Roll call; all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Pietsch to approve the 2-year Contract for Coroner Services and authorize the Chairman to sign. Roll call; all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Pietsch to set the Special Meeting date for final 2021 bill approval on December 29, 2021 at 9:00 AM. Roll call; all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Pietsch to approve all applicants who have applied for the board openings which expire in December 2021. These positions are as follows: Ward County Weed Board – Lee Novak and Christopher Rockeman; All Seasons Arena Board – Nathan Amick; Minot City Planning – Robert Kibler and Aaron Faken; Ward County Soil Committee – James Mostad, David King, and Brian Keller; Ward County Water Board – Jason Zimmerman and Loren Johnson. Roll call; all voted yes; motion carried.

Recess at 10:13 AM.

Meeting reconvened at 11:20 with Chairman Rostad, Comm. Wepler, and Comm. Pietsch present.

Interviews were conducted for Ward County Board openings as follows: 11:20 AM – Nathan Amick, 11:40 AM – Brian Keller, 12:00 PM – David King, 12:20 PM – Aaron Faken, and 12:40 PM – Robert Kibler.

Comm. Pietsch and Comm. Anderson attended the November 17, 2021 Redistricting Committee meeting. No final action was taken.

At 1:00 PM with no further business, the meeting was adjourned.

ACCEPTED AND APPROVED THIS 21ST DAY OF DECEMBER, 2021

Chairman, Ward County Commission

ATTEST:
