

Minutes of the Board of Ward County Commissioners

January 18, 2022

The regular meeting of the Ward County Commission was called to order by Chairman Rostad at 9:00 AM with Commissioners Anderson, Fjeldahl, Pietsch, and Weppler present. Also present were department heads Bradley Starnes, Brian Vangness, Dana Larsen, Emily Burkett, Jason Blowers, Jennifer Wiechmann, Kerrienne Boetcher, Kristin Kowalczyk, Kristi Frederick, Marisa Haman, Noreen Barton, Robert Roed, and Tammy Terras.

Moved by Comm. Anderson, seconded by Comm. Weppler to approve the agenda with the addition of items 10L – liability renewal and 10M – American Rescue Plan Act. Roll call; all voted yes; motion carried.

Moved by Comm. Pietsch, seconded by Comm. Fjeldahl to approve Commission Meeting minutes from January 4, 2022, with addition of court case reference added to page 2, and on page 4, add recommendation from Planning and Zoning Committee regarding giving the land back to landowners and approve Special Commission Meeting minutes from January 7, 2022. Roll call; all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Pietsch to approve the regular bills totaling \$415,252.99 and HS Zone Direct Cost bills totaling \$4,922.79. Roll call; all voted yes; motion carried.

Bill List - 01/18/2022

	VENDOR: GENERAL BILLS	DESCRIPTION/DEPT: GENERAL BILLS	
DD	JP MORGAN	JP MORGAN--REMAINING DECEMBER 2021--MISC ITEMS	\$17,033.43
187740	BERTHOLD DEVELOPMENT CORP	ECONOMIC DEVELOPMENT CORPORATIONS--GENERAL	\$22,500.00
187741	BURKETT, EMILY	4-H PLANNING & FACILITATOR TRAINING--EXTENSION SERVICE	\$264.63
187741	BURKETT, EMILY	MONTHLY TRAVEL MILELAGE DEC 21--EXTENSION SERVICE	\$31.76
DD	DOMESTIC VIOLENCE CRISIS CENTE	DOMESTIC VIOLENCE CRISIS CENTER--GENERAL	\$43,756.00
187742	ENERBASE FARMERS UNION/CENEX	FUEL, GAS, OIL--SHERIFF	\$9,096.40
187742	ENERBASE FARMERS UNION/CENEX	GAS FOR SNOW REMOVAL--FACILITY MGMT	\$45.35
187743	FIRST WESTERN INSURANCE	EQUIPMENT BREAKDOWN COVERAGE--INSURANCE	\$2,311.00
DD	HAUGAN, KELLY J	SAWYER CITY COUNCIL MEETING--EMERGENCY MGMT	\$18.72
187744	HOFFARTH SANITATION	TRASH SERVICE--FACILITY MGMT	\$600.00
187745	INFORMATION TECHNOLOGY DEPT	NET MOTION--SHERIFF	\$343.90
DD	JOB SERVICE NORTH DAKOTA	UNEMPLOYMENT CLAIMS --HUMAN RESOURCES	\$5,654.00
187746	KASSON, SEAN BRADLEY	CONTRACT ATTORNEY 11/20/21 - 12/30/21--STATES ATTORNEY	\$1,125.43
187747	KENMARE COMMUNITY DEVELOPMENT	ECONOMIC DEVELOPMENT CORPORATIONS--GENERAL	\$24,300.00
187748	LAKE CO HISTORICAL SOCIETY	HISTORICAL SOCIETY--GENERAL	\$14,400.00
DD	MAHONEY, ROBERT D	HUNTSVILLE ALABAMA TRAINING--SHERIFF	\$258.00
187749	MARCO TECHNOLOGIES, LLC NW7128	ARPA - PROJECTOR - NDSU 900 BUILDING MEETING ROOM--AUDITOR/TREAS.	\$1,500.00
187750	MINOT AREA DEVELOPMENT CORP	ECONOMIC DEVELOPMENT CORPORATIONS--GENERAL	\$56,700.00
187751	ND COUNTY RECORDERS ASSOC	MEMBERSHIP DUES 2022--RECORDER	\$200.00
187752	ND COUNTY TREASURER ASSOC	2022 DUES--AUDITOR/TREAS.	\$375.00
187753	ND STATE RADIO COMM	TERMINAL FEES--SHERIFF	\$600.00
187754	RUNGE, GREGORY	INVOLUNTARY COMMITMENT CASE --GENERAL	\$87.20
187755	RYDER HISTORICAL SOCIETY	HISTORICAL SOCIETY--GENERAL	\$5,697.00

187666	THOMAS LAW FIRM	INDIGENT DEFENSE JANUARY 2022--GENERAL	\$2,000.00
187756	UNITED MAILING SERVICES INC	POSTAGE--GENERAL	\$517.62
187756	UNITED MAILING SERVICES INC	SERVICE--GENERAL	\$298.84
187756	UNITED MAILING SERVICES INC	MAIL SERVICE DEC 13 - DEC 24--EXTENSION SERVICE	\$45.84
187757	WARD CO DIVE RESCUE	ENBRIDGE GRANT - COMMUNITY IMPACT--AUDITOR/TREAS.	\$4,500.00
187757	WARD CO DIVE RESCUE	2022 DIVE TEAM BUDGET--EMERGENCY MGMT	\$10,500.00
187758	WARD CO HISTORICAL SOCIETY	HISTORICAL SOCIETY--GENERAL	\$42,300.00
185759	WARD COUNTY HIGHWAY DEPT	HAULING VOTING MACHINES, MPS SPECIAL ELECTION --GENERAL	\$109.83
187676	WEX HEALTH, INC.	FSA MONTHLY FEES DECEMBER 2021--HUMAN RESOURCES	\$168.00
DD	WIECHMANN, JENNIFER A	BURLINGTON CITY COUNCIL MEETING--EMERGENCY MGMT	\$14.86
187667	WILHELM TIM	INDIGENT DEFENSE JANUARY 2022--GENERAL	\$2,000.00
187650	XCEL ENERGY	ELECTRICITY JAIL--FACILITY MGMT	\$8,644.21
187650	XCEL ENERGY	ELECTRICITY ADMIN BLDG--FACILITY MGMT	\$8,714.47
		Total General Bills	\$286,711.49
	VENDOR: PARK BILLS	PARK BILLS	
187737	SIGN SOLUTIONS USA	SIGNS - RICE LAKE	\$166.90
187738	WARD CO AUDITOR	SPECIALS - RICE LAKE	\$1,682.78
187738	WARD CO AUDITOR	SPECIALS - RICE LAKE	\$1,147.37
187738	WARD CO AUDITOR	SPECIALS - RICE LAKE	\$1,147.37
187738	WARD CO AUDITOR	SPECIALS - RICE LAKE	\$1,147.37
187739	WARD COUNTY HIGHWAY DEPT	PARK MAINTENANCE	\$903.12
187663	XCEL ENERGY	8711 PROJECT RD N	\$1.58
		Total Park Board Bills	\$6,196.49
	VENDOR: ROAD BILLS	ROAD BILLS	
DD	JP MORGAN	JP MORGAN--REMAINING DECEMBER 2021--MISC ITEMS	\$80.00
187712	ACME ELECTRIC INC	SNOW BLOWER	\$2,949.00
187713	ENERBASE FARMERS UNION/CENEX	FUEL, GAS, OIL	\$29,123.15
187714	FARMERS UNION OIL CO	FUEL, GAS, OIL	\$2,884.12
187715	FARMERS UNION OIL CO - KENMARE	FLOOR DRY	\$24.58
187715	FARMERS UNION OIL CO - KENMARE	FUEL, GAS, OIL	\$634.73
187715	FARMERS UNION OIL CO - KENMARE	TIRES	\$1,440.96
187716	GENERAL TRADING CO	FLUIDS, SUPPLIES, CLEANERS	\$645.73
187717	GERDAU	FLAT, ANGLE IRON	\$317.50
187659	HOFFARTH SANITATION	SANITATION SERVICE	\$195.00
187718	HOME OF ECONOMY INC	PLUMBING SUPPLIES	\$85.96
187719	HOUSTON ENGINEERING INC	ENG. SVC. - BRIDGE	\$338.75
187719	HOUSTON ENGINEERING INC	ENG. SVC. - CULVERT REPORT, CR #12	\$1,924.75
DD	JOB SERVICE NORTH DAKOTA	UNEMPLOYMENT	\$1,300.29
187720	JOHNSON CONTROLS	BUILDING REPAIRS	\$1,549.79

187721	LAWSON PRODUCTS INC	SCREWS, NUTS, WASHERS	\$1,166.99
187722	MAINTENANCE PLUS INC	GENERAL CLEANING, SUPPLIES	\$1,574.85
187723	MARCO TECHNOLOGIES, LLC NW7128	WEBROOT SERVICE	\$72.00
187660	MDU - BISMARCK OFFICE	BERTHOLD SHOP	\$306.56
187724	MENARDS - MINOT	TOWELS, WAX, CHISELS	\$63.92
187724	MENARDS - MINOT	BATTERIES, TAPE, TOWELS	\$129.77
187725	NAPA AUTO PARTS	FILTERS, TRANSFER, CONNECT SUPPLIES	\$2,811.78
187725	NAPA AUTO PARTS	REPAIRS & MAINTENANCE	\$859.90
187726	ND DEPT OF ENVIRONMENTAL QUALITY	TANK REGISTRATION 2022	\$200.00
187727	ND DEPT OF TRANSPORTATION.	BRIDGE INSPECTIONS	\$36,939.26
187727	ND DEPT OF TRANSPORTATION.	BRIDGE ESTIMATE	\$11,956.52
187727	ND DEPT OF TRANSPORTATION.	BRIDGE ESTIMATE	\$2,625.05
187728	NORTHWEST TIRE & RETREAD INC	TIRES, REPAIRS	\$8,898.04
187729	O'DAY EQUIPMENT	DIESEL NOZZLE	\$161.86
187661	OTTERTAIL POWER CO	SAWYER SHOP	\$65.74
187730	RDO/POWERPLAN	EDGES	\$1,611.69
187730	RDO/POWERPLAN	CAP	\$27.27
187730	RDO/POWERPLAN	GASKET, THERMOSTAT	\$20.27
187731	SCHOCKS SAFE & LOCK INC	LOCKS	\$169.75
187732	SIGN SOLUTIONS USA	SIGNS	\$275.39
187733	SWANSTON EQUIPMENT CO	FILTERS	\$264.44
187733	SWANSTON EQUIPMENT CO	PAINT, PRIMER	\$93.20
187733	SWANSTON EQUIPMENT CO	FUEL CAP	\$9.95
187662	TRI N PROPANE	SAWYER SHOP	\$760.19
187734	UPPER GREAT PLAINS TRANSPORTATION INT	REGISTRATION	\$300.00
187735	VERIZON WIRELESS - NJ PO	CELL PHONE SERVICE	\$237.56
187735	VERIZON WIRELESS - NJ PO	VISION ZERO CELL PHONE SERVICE	\$42.50
187736	WESTLIE MOTOR CO	REPLACED COOLING SYSTEM, CATALYTIC CONVERTER	\$7,206.25
		Total Road Bills	\$122,345.01

GRAND TOTAL	\$415,252.99
-------------	--------------

Ryan Ackerman, Administrator for Souris River Joint Board, appeared and gave a Souris River Joint Board update and progress report on projects in the area. Based on International Souris River Study, Mr. Ackerman shared the following findings to improve upon: 1. Modify the Winter Drawdown Elevation Targets. 2. Extend the Winter Drawdown Date from February 1 to March 1. 3. Lower the Spring Maximum Flow Limits. 4. Establish a Summer Operating Plan. 5. Shift the Apportionment rule calculations to Water Year (November to October) from the current Calendar Year (January to December).

Tammy Terras, Human Resources Director, appeared to present the NACO Leadership Graduates Jason Blowers, IT Director and Roxanne Houim, Jail Lieutenant, who each gave a presentation on the program.

Paul Olthoff, Jail Commander, appeared regarding Joint Powers Agreements for Burke County, McHenry County, and Renville County which have been approved by our State’s Attorney, Roza Larson.

Moved by Comm. Weppler, seconded by Comm. Fjeldahl to approve the Joint Powers Agreements for Burke County, McHenry County, and Renville County as presented. Roll call; all voted yes; motion carried.

Mr. Olthoff continued with the Contracts approved by Ms. Larson for Boarding Inmates for the City of Burlington and the City of Garrison.

Moved by Comm. Pietsch, seconded by Comm. Anderson to approve the Contracts for Boarding Inmates for Burlington and Garrison as presented. Roll call; all voted yes; motion carried.

Noreen Barton, Tax Equalization Director, appeared regarding adjustments to Tax Roll Memorandum. Ms. Barton explained that #6 has been paid and therefore has been removed from this memorandum.

1. New MH moved on this Lot added to tax roll:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Mohs, Nancy & Chelsie	NE5106057 Sunrise MHP Lot 8	2022	\$0.00	\$41,000	\$0.00	\$1,845

2. Property Owner qualifies for Surviving Spouse of Wheelchair Exemption:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Webb, Elizabeth	NE320210100030 Wolf's S/D Lot 3 Block 1	2021	\$211,000	\$32,000	\$9,495	\$1,440

3. MH will be taxed on Real Estate for 2022:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Hauser, Linda	FO5104269 Riverside Plat Lots 1-3 Block 7	2022	\$4,000	\$0.00	\$180	\$0.00
Thomas, William	KM5101377 Kenmare Original Lot 8 Block 17	2022	\$7,000	\$0.00	\$315	\$0.00

4. MH removed from Park without a moving permit, taken to landfill remove from tax roll:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Decent, Crystal	MI5102554 Jefferson MHP Lot D1	2022	\$1,000	\$0.00	\$45	\$0.00

5. MH moved to another park without moving permit, remove from tax roll for 2022:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Taylor, Randy	MI5105824 Holiday Village Lot 1012	2022	\$40,000	\$0.00	\$1,800	\$0.00

6. MH taken to the Landfill, replaced with new MH, remove from tax roll:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Mohs, Nancy & Chelsie	NE5101765 Sunrise MHP Lot 8	2022	\$1,000	\$0.00	\$45	\$0.00

7. HSC Exemption has been removed, the Property Owner qualifies for Farm Exemption:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Hauser, Lawrence & Marlys	SA33005U050000 SWNW W2SW Less Hwy	2021	\$84,000	\$84,000	\$4,200	\$4,200

8. Property Owner is exempt, removed value from tax roll:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Souris River Joint Water Resource District	HA211600000010 Lot 1 Swenson's Addn. S21-155-83	2021	\$4,000	\$0.00	\$200	\$0.00
Souris River Joint Water Resource District	HA210240000110 Tierrecita Vallejo 1 st S/D Lot 11	2021	\$26,000	\$0.00	\$1,300	\$0.00
Souris River Joint Water Resource District	HA070690000040 Talbott's S/D Lot 4	2021	\$223,000	\$0.00	\$11,150	\$0.00
Souris River Joint Water Resource District	HA070690000030 Talbott's S/D Lot 3	2021	\$18,000	\$0.00	\$900	\$0.00
Souris River Joint Water Resource District	HA070690000020 Talbotts S/D Lot 2	2021	\$293,000	\$0.00	\$14,650	\$0.00
Souris River Joint Water Resource District	HA070690000010 Talbott's S/D Lot 1	2021	\$244,000	\$0.00	\$12,200	\$0.00
Souris River Joint Water Resource District	BT12099000002A Lot H of Olt 2 S12-155-84	2021	\$2,000	\$0.00	\$100	\$0.00
Souris River Joint Water Resource District	HA210990000161 Lot A of Olt 16 SESW S21-155-83	2021	\$3,000	\$0.00	\$150	\$0.00

9. Property Owner qualifies for Farm Exemption:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Novak, Richard	BU010040000000 SE Less CO RD S1-154-84	2021	\$349,000	\$84,000	\$16,125	\$4,200

10. Value of Building reduced, data was inputted incorrectly for 2021:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
RAH Properties LLC	NE290990000540 Olts 53 & 54 Of NWSW Less RD S29-155-82	2021	\$628,000	\$489,000	\$31,400	\$24,450

11. Property qualifies for Public Hospital, only paying on the portion of the property that they are not using:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Trinity Health	MI242381400140 Original Minot Addn. Lots 10, 11,12,13 & 14 Block 14	2021	\$2,740,000	\$87,000	\$137,000	\$4,350

12. MH destroyed by Fire, remove from tax roll:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Ellis, Kerry	MI5105867 Northland MHP Lot 83	2022	\$5,000	\$0.00	\$225	\$0.00
Ellis, Kerry	MI5105867 Northland MHP Lot 83	2021	\$4,000	\$0.00	\$180	\$0.00

13. MH is not livable remove from tax roll:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Pledger, Larry	TA5100841 Parkway Estates Lot 32	2022	\$1,000	\$0.00	\$45	\$0.00
Pledger, Larry	TA5100841 Parkway Estates Lot 32	2021	\$1,000	\$0.00	\$45	\$0.00
Pledger, Larry	TA5100841 Parkway Estates Lot 32	2020	\$1,000	\$0.00	\$45	\$0.00
Laverdure, Rebecca	MI5101970 Northland MHP Lot 47	2022	\$1,000	\$0.00	\$45	\$0.00
Laverdure, Rebecca	MI5101970 Northland MHP Lot 47	2021	\$1,000	\$0.00	\$45	\$0.00
Laverdure, Rebecca	MI5101970 Northland MHP Lot 47	2020	\$1,000	\$0.00	\$45	\$0.00
Laverdure, Rebecca	MI5101970 Northland MHP Lot 47	2019	\$1,000	\$0.00	\$45	\$0.00
Laverdure, Rebecca	MI5101970 Northland MHP Lot 47	2018	\$1,000	\$0.00	\$45	\$0.00
Laverdure, Rebecca	MI5101970 Northland MHP Lot 47	2017	\$4,000	\$0.00	\$180	\$0.00

14. MH removed from Park without a moving permit:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
----------------	-------------	----------------	-----------------	-----------------	-------------------	-------------------

Albers, Terry	MI5105331 Holiday Village MHP Lot 617	2022	\$11,000	\$0.00	\$495	\$0.00
---------------	---	------	----------	--------	-------	--------

Moved by Comm. Weppler, seconded by Comm. Anderson to approve adjustments to Tax Roll Memorandum with the removal of #6 as presented. Roll call; all voted yes; motion carried.

Ms. Barton continued with the 2022 Ag Land Valuations. The Ward County Soils Committee met and recommended the adoption of the Ward County’s Average Agricultural Value per Acre set at 94% of the State Tax Commissioners Certified Value (\$567.95).

Moved by Comm. Fjeldahl, seconded by Comm. Pietsch to approve and adopt the recommendation from the Ward County Soils Committee. Roll call; all voted yes; motion carried.

Moved by Comm. Fjeldahl, seconded by Comm. Pietsch to adopt an average valuation of \$567.95 representing a tolerance level of 94% which meets the allowed tolerance level set by the State Board of Equalization. Roll call; all voted yes; motion carried.

Ms. Barton gave an update on building inspections in Ward County. A Joint Powers Agreement has been sent to the City of Donnybrook for building inspections which has not been received back as of yet. The City of Kenmare is planning on having Ward County do permitting as well as building inspections. A few details are still being worked out with Kenmare.

Kristin Kowalczyk, Ward County Recorder, appeared and proposed a procedure the Recorder’s Office has developed in order to begin the reversal of dedicated right-of-way. A discussion was held in regard to moving forward and to have the State’s Attorney do research on a blank affidavit that may be able to be used regarding dedication of this land. A Special Meeting will be held to discuss this matter further.

Tammy Terras appeared regarding pay amendments.

Moved by Comm. Weppler, seconded by Comm. Anderson to approve the following payroll amendments: A. Perales, HR; B. Gilstad, Veteran’s Service; C. Hurteau, Sheriff’s Dept. Roll call; all voted yes; motion carried.

Auditor/Treasurer Marisa Haman appeared.

Moved by Comm. Fjeldahl, seconded by Comm. Weppler to receive and file the following correspondence: Economy at a Glance, NDSU Extension Narrative Quarterly Report Oct-Dec 2021, and Memo from Dana Larsen, Highway Engineer. Roll call; all voted yes; motion carried.

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

Moved by Comm. Weppler, seconded by Comm. Fjeldahl to receive and file the Year-End Report for Rushville Township. Roll call; all voted yes; motion carried.

Moved by Comm. Anderson, seconded by Comm. Pietsch to approve the 2021 Budget Amendment as presented. Roll call; all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Anderson to approve First International Bank and Trust as the main depository for Ward County in 2022 and acknowledge that there are two certificates of deposit held with United Community Bank. Roll call; all voted yes; motion carried.

Moved by Comm. Pietsch, seconded by Comm. Weppler to approve signing the following contracts: DeSour Valley Development Corporation and Makoti Development Corporation. Roll call; all voted yes; motion carried.

Ms. Haman stated there were no responses on the ND Environment Quality letter which has a deadline of comments/responses on January 25, 2022.

Moved by Comm. Anderson to table the review of real estate broker proposals but motion died due to lack of a second.

Moved by Comm. Weppler, seconded by Comm. Fjeldahl to go without a realtor this year and to let those who submitted proposals know their proposals were incomplete and the county will be going without a real estate agent for the year of 2022. Roll call; all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Anderson to approve the County Deeds for foreclosed property sold and have the Chairman sign. Roll call; all voted yes; motion carried.

Moved by Comm. Anderson, seconded by Comm. Pietsch to approve the Special Event Permit for The Hunter's Den. Roll call; all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Fjeldahl to approve Raffle Permit for Firefighters Local 1157. Roll call; all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Fjeldahl to approve the liability renewal policy through Western Agency with a \$4-million-dollar liability at a cost of \$296,298.00. Roll call; all voted yes; motion carried.

Discussion on American Rescue Plan Act Fund disbursement. The committee formed to review this process is still working on ideas and will bring these ideas to an upcoming Commission meeting.

A Special Meeting will be held on Wednesday, January 26, 2022, to address the language to be used regarding the elimination of right-of-way and procedure on how to get Ward County property back to the landowners. The Home Rule may need to be reviewed as well. The goal is to be able to set a public hearing on this issue soon.

Comm. Rostad attended the Liaison Committee meeting on January 13, 2022. No action was taken.

At 10:39 AM with no further business, the meeting was adjourned.

ACCEPTED AND APPROVED THIS 1ST DAY OF FEBRUARY, 2022

Chairman, Ward County Commission

ATTEST:
