

Minutes of the Board of Ward County Commissioners

March 15, 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 Vangsness, Dana Larsen, Emily Burkett, Jason Blowers, Kerriane Boetcher, Kristi Frederick, Kristin Kowalczyk, Marisa Haman, Noreen Barton, Robert Roed, Roza Larson, and Tammy Terras.

Moved by Comm. Fjeldahl, seconded by Comm. Weppler to approve the agenda with the following additions: Item 8.5, Start time to advertise and accept applications for returning right-of-way land; item 8.6, Shelter care/Youthworks; and item 10A, add correspondence from Project BEE. Roll call; all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Anderson to approve the minutes from the regular Commission Meeting on March 1, 2022. Roll call; all voted yes; motion carried.

Moved by Comm. Pietsch, seconded by Comm. Anderson to approve the regular bills totaling \$233,627.80 HS Zone Direct Cost Bills totaling \$23,723.63. Roll call; all voted yes; motion carried.

REGULAR COMMISSION MEETING 03/15/2022 BILL LIST

GENERAL BILLS			
CHECK #	VENDOR	DESCRIPTION	AMOUNT
DD	JP MORGAN	JP MORGAN--FEBRUARY 2022 TRANSACTIONS--SEE JP BILL LIST	\$ 78,544.45
188299	ACCURATE CONTROLS INC	3 TB HARD DRIVE	150.28
188299	ACCURATE CONTROLS INC	FIELD TECH / TRAVEL EXPENSES	1,296.00
DD	BARTON, NOREEN A	NDAAP WINTER WORKSHOP FARGO	307.60
DD	BJELLAND, ELLEN M	MILEAGE	109.06
DD	BURKETT, EMILY	MILEAGE	273.84
188300	CDW GOVERNMENT INC	PRINTER	438.38
188094	EIDE BAILLY LLP	PREPERATION AND FILE UPLOAD TO IRS OF 2021 ACA FORMS	3,960.00
188301	ENERBASE FARMERS UNION/CENEX	GAS FOR PICKUP	72.82
188302	FARGO GLASS & PAINT	REPLACEMENT OF SECURITY GLASS	5,591.00
188303	FIRST WESTERN BANK	DEPOSIT TICKETS	72.26
188304	FIRST WESTERN INSURANCE	NOTARY BOND J.O.	50.00
DD	HAMAN, MARISA M	MEAL PER DIEM	38.50
DD	HAUGAN, KELLY J	MILEAGE	31.59
DD	HESTER, MISTY L	MEAL PER DIEM	38.50
188305	HOFFARTH SANITATION	TRASH SERVICE	600.00
188306	INFORMATION TECHNOLOGY DEPT	ACTIVE DIRECTORY USER FEE	132.30
188306	INFORMATION TECHNOLOGY DEPT	AZURE AD PLAN 2	73.45
188306	INFORMATION TECHNOLOGY DEPT	SSL VPN CLIENT	290.00
188306	INFORMATION TECHNOLOGY DEPT	STATE EXCHANGE EMAIL	48.50
188306	INFORMATION TECHNOLOGY DEPT	WAN ACCESS	510.00
188306	INFORMATION TECHNOLOGY DEPT	AUDIO CONF.	16.75
188307	KEIL ENTERPRISES	TRAINING JACKSON/OSTRUM	498.00
188308	KLJ ENGINEERING LLC	KLJ ENGINEERING HOURS - 17.50	2,696.10
DD	KOSSAN, CONRAD P	ALTERATIONS TO UNIFORM - RE- IMBURSEMENT	60.00
188309	MAKOTI THRESHERS	ANNUAL PAYMENT	13,500.00
188310	MONSON DENTAL CENTER	INMATE DENTAL - CB	320.00
188310	MONSON DENTAL CENTER	INMATE DENTAL - KB	458.00
188310	MONSON DENTAL CENTER	INMATE DENTAL - SG	320.00
188310	MONSON DENTAL CENTER	INMATE DENTAL - AA	518.00
188311	MOUNTAIN PLAINS YOUTH SERVICES	MONTHLY SHELTER CONTRACT MARCH 2022	5,754.65
DD	OLTHOFF, PAUL J	MEAL PER DIEM	38.50

DD	OLTHOFF, PAUL J	MILEAGE	126.36
188239	POST BOARD	EXAM KENNY	25.00
188240	POST BOARD	EXAM LEHNER	25.00
188241	POST BOARD	EXAM BLEDSOE	25.00
DD	RAY, CHRISTOPHER B	MEAL PER DIEM	38.50
DD	RIVERSIDE TECHNOLOGIES, INC	SOUND BAR SPEAKERS	396.00
188312	SECRETARY OF STATE	NOTARY J.O.	36.00
188091	THOMAS LAW FIRM	INDIGENT DEFENSE MARCH 2022	2,000.00
188313	THOMPSON LARSON FUNERAL HOME MNT	TRANSFER TO STATE MEDICAL EXAMINER W.G.	500.00
188313	THOMPSON LARSON FUNERAL HOME MNT	TRANSFER TO STATE MEDICAL EXAMINER E.Z.	500.00
188314	UNITED MAILING SERVICES INC	MAIL SERVICE 02/07 - 02/18	478.70
188314	UNITED MAILING SERVICES INC	POSTAGE	1,111.21
188314	UNITED MAILING SERVICES INC	SERVICES	199.48
188314	UNITED MAILING SERVICES INC	MAIL PROCESSING	541.32
188314	UNITED MAILING SERVICES INC	PESTISIDE MAILINGS	26.52
DD	WARATH, NICOLE R	MEAL PER DIEM	38.50
DD	WARATH, NICOLE R	MILEAGE	130.58
188190	WARD CO SHERIFF'S DEPT.	DEPOSIT SLIP ORDER FOR TRUST ACCT	81.00
188315	WCTOA	2022 ANNUAL DUES RUSHVILLE	200.00
188090	WEX HEALTH, INC.	FSA MONTHLY FEES	168.00
DD	WIECHMANN, JENNIFER A	MILEAGE	114.89
188092	WILHELM TIM	INDIGENT DEFENSE MARCH 2022	2,000.00
DD	WOOSTER, NICHOLAS H	MEAL PER DIEM	157.50
188316	ZUGER KIRMIS & SMITH, PLLP	CONF. RE: ROW QUESTIONS ROSTAD	240.00
Total General Bills:			\$ 125,968.09

PARK BOARD BILLS			
CHECK #	VENDOR	DESCRIPTION	AMOUNT
DD	JP MORGAN	JP MORGAN--FEBRUARY 2022 TRANSACTIONS--SEE JP BILL LIST	\$ -
188297	BACHMEIER, DAVID	MEETING DUES	50.00
188297	BACHMEIER, DAVID	SPECIAL MEETING 3/1/22	50.00
188298	BAKER, MARVIN	MEETING DUES	50.00
188298	BAKER, MARVIN	SPECIAL MEETING 3/1/22	50.00
188095	XCEL ENERGY	PUMP 401 PARK RD	62.33
188095	XCEL ENERGY	8711 PROJECT ROAD N	44.34
Total Park Board Bills:			\$ 306.67

ROAD/HIGHWAY BILLS			
CHECK #	VENDOR	DESCRIPTION	AMOUNT
DD	JP MORGAN	JP MORGAN--FEBRUARY 2022 TRANSACTIONS--SEE JP BILL LIST	\$ 5,549.73
188271	ACME TOOLS GRAND FORKS	PRESURE WAND, CPLR	195.92
188272	AMERICAN TRUCK & TRAILER	LIGHTS, PIGTAIL	74.80
188096	ARAMARK UNIFORM SERICES	JANITORIAL SERVICE	764.20
188181	BERTHOLD CITY	UTILITIES	125.40
188273	CAPITAL ONE TRADE CREDIT	HD TENSILE	141.97
188274	DAKOTA FLUID POWER INC	HOSE	55.36
188274	DAKOTA FLUID POWER INC	HOSE, SEAL, THREAD	23.67
188274	DAKOTA FLUID POWER INC	HOSE, SEAL, NUT	23.67
188275	ENERBASE FARMERS UNION/CENEX	DEF, GASOLINE	2,694.34
188276	FARMERS UNION HARDWARE	TOILET PARTS	45.45
188277	FARMERS UNION OIL CO	DIESEL, GASOLINE	2,692.06
188277	FARMERS UNION OIL CO	WHISK BROOM	6.49
188278	FARMERS UNION OIL CO - KENMARE	GASOLINE/PROPANE	581.05
188278	FARMERS UNION OIL CO - KENMARE	BOLTS	9.97
188278	FARMERS UNION OIL CO - KENMARE	LP HEATING	422.10

188279	FARSTAD OIL	GASOLINE/DIESEL	23,491.48
188279	FARSTAD OIL	DIESEL	26,468.72
188280	GERDAU	TUBING	34.46
188280	GERDAU	FLAT IRON	41.95
188182	HOFFARTH SANITATION	UTILITIES	195.00
188281	HOME OF ECONOMY INC	ELBOWS	39.99
188281	HOME OF ECONOMY INC	COUPLING	18.99
188281	HOME OF ECONOMY INC	COUPLINGS, NIPPLES	142.53
188281	HOME OF ECONOMY INC	COUPLER, NIPPLE	92.34
188281	HOME OF ECONOMY INC	CHAIN, HOSE	101.41
188282	JOHNSON CONTROLS	REPLACE IGNITOR & CABLE	499.36
188183	KENMARE CITY OF	WATER METERS	285.00
188183	KENMARE CITY OF	WATER & SEWER	57.50
DD	LARSEN, DANA G	MEAL PER DIEM	66.50
188283	LOCATORS AND SUPPLIES INC	SAFETY JACKETS/VESTS	535.10
188284	MAINTENANCE PLUS INC	GENERAL CLEANING	1,463.41
188285	MARCO TECHNOLOGIES, LLC NW7128	WEBROOT SVC.	72.00
188286	MCGEE, HANKLA & BACKES	LEGAL SVCS	1,369.50
188184	MDU - BISMARCK OFFICE	UTILITIES	371.12
188097	MDU - BISMARCK OFFICE	KENMARE SHOP	63.85
188097	MDU - BISMARCK OFFICE	IRON STORAGE WAREHOUSE	1,075.09
188097	MDU - BISMARCK OFFICE	200 72ND ST SE	1,903.87
188097	MDU - BISMARCK OFFICE	200 72ND ST SE ADMIN BLDG	592.91
188097	MDU - BISMARCK OFFICE	ADMIX WAREHOUSE	2,557.32
188097	MDU - BISMARCK OFFICE	ROC BUILDING	192.56
188287	MENARDS - MINOT	CHARGER, WAX	56.24
188287	MENARDS - MINOT	SPRAYER, LUBRICANT	97.91
188287	MENARDS - MINOT	POST MOUNT	19.56
188287	MENARDS - MINOT	HEATER	74.99
188287	MENARDS - MINOT	BRUSHES	9.97
188287	MENARDS - MINOT	ADAPTER	12.54
188287	MENARDS - MINOT	GLOVES, CONNECTORS, PLUGS	146.84
188185	MINOT CITY OF, WATER DEPT	UTILITIES	197.11
188288	NAPA AUTO PARTS	FILTER,BULBS,GLOVES,SOAP	322.13
188289	ND ASSOC OF COUNTIES	TESTING FEE	63.00
188186	NORTH PRAIRIE RURAL WATER	UTILITIES	55.68
188290	NORTHERN PLAINS EQUIPMENT CO I	WATER PUMP, SEAL	130.16
188290	NORTHERN PLAINS EQUIPMENT CO I	BEARINGS, SPIDER	294.85
188290	NORTHERN PLAINS EQUIPMENT CO I	YOKE	242.55
188291	NORTHWEST TIRE & RETREAD INC	MOUNTING & REPAIRS	161.98
188292	OTIS ELEVATOR CO INC	ELEVATOR CONTRACT	934.68
188187	OTTERTAIL POWER CO	UTILITIES	91.21
188098	OTTERTAIL POWER CO	DOUGLAS SHOP	759.45
188293	RDO/POWERPLAN	REPAIR COOLING EDGES	4,490.98
188188	SRT	UTILITIES	542.47
188294	SWANSTON EQUIPMENT CO	MOTOR	1,388.71
188099	TRI N PROPANE	DOUGLAS SHOP	358.05
188099	TRI N PROPANE	SAWYER SHOP	525.00
188189	TRI N PROPANE	UTILITIES	315.00
188100	VERIZON CONNECT NWF INC	MONTHLY CHARGE	391.56
DD	WALTER, BRIAN A	MEAL PER DIEM	56.00
188295	WESTLIE MOTOR CO	SPRING, LATCH	1,555.35
188296	WINTER EQUIPMENT COMPANY INC	CUTTING EDGES	19,176.77
188101	XCEL ENERGY	BERTHOLD SHOP	94.16
		Total Road/Highway Bills:	\$ 107,703.04

VISION ZERO BILLS			
CHECK #	VENDOR	DESCRIPTION	AMOUNT
DD	JP MORGAN	JP MORGAN--FEBRUARY 2022 TRANSACTIONS--SEE JP BILL LIST	\$ (350.00)
		Total Vision Zero Bills:	\$ (350.00)

GRAND TOTAL

\$

233,627.80

Tammy Terras, Human Resources Director, appeared and asked Kristi Frederick, Human Service Zone Director to present Kimberly Dyke with her 15-year Service Award and Carla Carlson with her 30-year Service Award.

Doug Diedrichsen, Planning and Zoning Administrator, appeared regarding second reading of the Zoning Ordinance Amendment 2022-1.

Moved by Comm. Wepler, seconded by Comm. Pietsch to open a public hearing at 9:10 AM. No one from the public came forward to speak.

Moved by Comm. Fjeldahl, seconded by Comm. Wepler to close the public hearing at 9:12 AM. Roll call; all voted yes; motion carried.

Moved by Comm. Pietsch, seconded by Comm. Fjeldahl to approve passage of the second reading on the Zoning Ordinance Amendment 2022-1 with the addition of the word “existing” added to item 12, which will state “Plats proposed along existing roads or statutory.....” Roll call; all voted yes; motion carried.

Mr. Diedrichsen presented an application from Kirt A. Sechrist requesting vacation of platted or statutory right of way located in the SW4NE4 12-157-86 consisting of 0.29 acre.

Moved by Comm. Wepler, seconded by Comm. Anderson to open a public hearing at 9:15 AM. No one from the public came forward to speak.

Moved by Comm. Pietsch, seconded by Comm. Anderson to close the public hearing at 9:17 AM. Roll call; all voted yes; motion carried.

Moved by Comm. Pietsch, seconded by Comm. Wepler to approve vacating the property as presented on the application from Kirt A. Sechrist. Roll call; all voted yes; motion carried.

Dana Larsen, Highway Engineer appeared regarding a Fence Ordinance along County roads. The ordinance establishes how close various types of fences can be to a Ward County road.

Moved by Comm. Pietsch, seconded by Comm. Anderson to approve the Fence Ordinance along County roads on first reading with the change of the word “sold” to “solid” and correction of the spelling of the word ordinance. Roll call; all voted yes; motion carried.

Mr. Larsen continued with seeking approval of annual materials, supplies, and services bids from the bid list dated March 8, 2022.

Moved by Comm. Wepler, seconded by Comm. Fjeldahl to approve the recommendation as shown on the March 8, 2022 Bid List which includes bids for both metal and concrete culvert, hot mix (HPP), cold mix, and equipment rental. Roll call; all voted yes; motion carried.

Lastly, Mr. Larsen presented bids for chip seal, micro surfacing, and striping on several county roads. Mayo Construction Company, Inc. had the low bid of \$1,111,770.30 for micro surfacing; Asphalt

Surface Technologies Corp. had the low bid of \$848,498.24 for chip seal; and J & J Striping came in with the low bid of \$62,461.69 for pavement striping.

Moved by Comm. Anderson, seconded by Comm. Pietsch to approve the low bids shown as presented. Roll call; all voted yes; motion carried.

Doug Diedrichsen reappeared with a Subdivision Plat Application submitted by St. Anthony's Cemetery for the following described property: Proposed Lot 1 of the Replat of St. Anthony's Cemetery. The applicant is proposing a single subdivision lot, proposed lot is 2.25 acres. This lot is an existing cemetery that requires a boundary adjustment. Carbondale Township zoning applies with the township recommending approval. The proposed lot meets minimum zoning requirements for Carbondale Township and Ward County. Planning Commission recommends approval based on findings of facts and staff recommendations.

Moved by Comm. Weppler, seconded by Comm. Fjeldahl to approve the Subdivision Plat Application for St. Anthony's Cemetery as recommended by Planning & Zoning Committee. Roll call; all voted yes; motion carried.

A Plat Application was submitted by Mike Washek for the following described property: Proposed Outlot 9 being all of Outlot 3 and a portion of the SW4 4-153-81. The applicant is proposing to parcel an outlot, proposed outlot 9 is 41.25 acres. This outlot is for future agricultural purposes. Ward County zoning applies with the township recommending approval. Planning Commission recommends approval based on findings of facts and staff recommendations.

Moved by Comm. Anderson, seconded by Comm. Pietsch to approve the Plat Application for Mike Washek as recommended by Planning & Zoning Committee. Roll call; all voted yes; motion carried.

Moved by Comm. Pietsch, seconded by Comm. Fjeldahl to allow the Ward County Recorder's staff, once they are ready, to advertise and accept applications for returning right-of-way land that was taken during the plotting process. This process shall remain open indefinitely. Roll call; all voted yes; motion carried.

Emily Yanish, Program Manager of Youthworks, appeared regarding shelter care/Youthworks. Youthworks provides short-term emergency shelter to youth and attendant care programs. Recently there were legislative adjustments made for certification of shelter space and in reviewing the current space utilized, it is not adequate to meet certification standards without significant adjustments. One additional certification rule that would need to be met is the expectation of meaningful separation of populations between delinquent youth and children in need of protection or children in need of services. Start-up grant funding of up to \$150,000 is available to help bring a space up to certification standards as long as there is a commitment to provide shelter care for at least a year upon receipt of the grant.

A discussion was held. Youthworks can possibly look for a building which would be along the lines of a lease option or lease to buy option. Ms. Yanish is seeking confirmation on whether Ward County or Youthworks should apply for the \$150,000.00 grant and look for a new location.

Moved by Comm. Weppler, seconded by Comm. Pietsch to have Ward County apply for the \$150,000.00 grant and to look for and purchase a temporary facility for Youthworks/shelter care. Roll call; Weppler and Pietsch voted yes; Anderson, Fjeldahl, and Rostad voted no. Motion failed.

Moved by Comm. Anderson, seconded by Comm. Pietsch to have Youthworks take the lead on finding a new location, to apply for the \$150,000.00 grant, and to utilize Ward County financially if needed. Roll call; all voted yes; motion carried.

Ms. Yanish continued with informing of the \$395.00 standard daily rate authorized by the State Department of Human Services. Ward County has a Memorandum of Understanding with Youthworks that any youth from a county other than Ward housed in the Minot facility are charged an additional \$50.00 per day.

Moved by Comm. Pietsch, seconded by Comm. Anderson to strike the additional \$50.00 per day fee from the MOU that Ward County requires for youth from another county until the current MOU contract ends. Roll call; all voted yes; motion carried.

Tammy Terras, Human Resources Director, appeared regarding a pay amendment.

Moved by Comm. Anderson, seconded by Comm. Fjeldahl to approve the following payroll amendment: A. Rust, Tax Equalization. Roll call; all voted yes; motion carried.

Marisa Haman, Auditor/Treasurer appeared.

Moved by Comm. Weppler, seconded by Comm. Anderson to receive and file the following correspondence: Vision Zero letter and Report to the Governments of the United States and Canada on Flooding and Water Supply in the Souris River Basin dated January 5, 2022. Roll call; all voted yes; motion carried.

The Project Bee correspondence was addressed. There have been various people loitering in the Ward County Administrative building which has caused some conflict and has led to arrests. Discussion on setting up a committee to handle further discussion on security of the building and report back to the Commission.

Liz Larsen, Executive Director of Project BEE appeared and spoke about the shelter. Project BEE opened up a warming shelter at night which provides a hot meal, use of the facilities, and a warm place to sleep. Due to limited funds, they have case managers during the day by appointments only, and do not have the staff to supervise 15-25 other people during the day. Ms. Larsen stated Project BEE is seeing positive results such as people getting jobs and housing. Ms. Larsen has addressed the clientele at the shelter and advised them to be good neighbors and that their actions in the Ward County building recently have been unacceptable.

A committee meeting has been set up to discuss this issue further for 4:00 PM on Thursday, March 17, 2022.

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. Fjeldahl to receive and file the 2021 Annual Report from the Ward County Sheriff's Department. Roll call; all voted yes; motion carried.

Item 10D was addressed above during Project BEE discussion.

Moved by Comm. Weppler, seconded by Comm. Pietsch to move forward with the additions to the Commissioner's desk including pencil drawers. Roll call; all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Pietsch to approve the Memorandum of Understanding regarding Magic City Discovery Center utilizing storage space in the County North Building. Roll call; all voted yes; motion carried.

Moved by Comm. Fjeldahl, seconded by Comm. Pietsch to approve a duplicate warrant to be issued to Harvest Properties in the amount of \$1,761.28. Roll call; all vote yes; motion carried

Moved by Comm. Weppler, seconded by Comm. Fjeldahl to approve the County Deed for sale of foreclosed property. Roll call; all voted yes; motion carried.

Moved by Comm. Anderson, seconded by Comm. Pietsch to approve the Raffle Permit for Souris River Basin Longbeards. Roll call; all voted yes; motion carried.

Moved by Comm. Fjeldahl, seconded by Comm. Anderson to approve Gaming Site Authorization for North Dakota State Fair Foundation. Roll call; all voted yes; motion carried.

At 10:36 AM with no further business, the meeting was adjourned.

ACCEPTED AND APPROVED THIS 5TH DAY OF APRIL, 2022

Chairman, Ward County Commission

ATTEST:
