

Minutes of the Board of Ward County Commissioners
June 7, 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 Brian Vangsness, Dana Larsen, Emily Burkett, Jennifer Wiechmann, Kristin Kowalczyk, Marisa Haman, Noreen Barton, Robert Roed, and Tammy Terras.

Moved by Comm. Fjeldahl, seconded by Comm. Weppler to approve the agenda with the following change: Item 3, regular bill total is \$417,731.23 and the following additions: Item 10B, American Rescue Plan Agreement; item 10C, Summary of ARPA funds; item 14A, addition of NDSU Extension Achievement Days letter and NACo Newsletter; and item 14J, Courthouse tour. Roll call; all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Anderson to approve the minutes from the Special Meeting on May 12, 2022, the regular Commission Meeting on May 17, 2022, and Special Meeting on May 20, 2022. Roll call; all voted yes; motion carried.

Moved by Comm. Pietsch, seconded by Comm. Fjeldahl to approve the regular bills totaling \$417,731.23 and HS Zone direct cost bills totaling \$34,811.82. Roll call; all voted yes; motion carried.

Bill List - 06/07/2022

	VENDOR: GENERAL BILLS	DESCRIPTION/DEPT: GENERAL BILLS	
188822	AMERICAN RESOURCE CONSULTANTS	SECURITY BALLOT BAGS--GENERAL	\$215.44
188657	AMERICAN WORKING DOGS LLC	DETECOR DOG CERTIFICATION/MEMBERSHIP--SHERIFF	\$150.00
188823	ARROWHEAD ACE HARDWARE	BELTS--FACILITY MANAGEMENT	\$31.98
DD	BREWER, ERICA H	OVERNIGHT TRAVEL 05/08/22-05/13/22 BISMARCK ND--TAX EQUAL	\$140.00
DD	BURKETT, EMILY	DAY TRIPS 05/05, 05/06, 05/27, 05/31--EXTENSION SERVICE	\$185.74
188824	CANADIAN PACIFIC RAILWAY COMPANY	PARKING LOT RENT 06/01/22 - 05/31/22--FACILITY MANAGEMENT	\$18,525.94
188825	DACOTA PAPER CO	TP & WOMENS PRODUCTS FOR THE JAIL--FACILITY MANAGEMENT	\$4,943.36
188826	EATON CORPORATION	EATON 9390 ADMIN BUILDING UPS CAPACITOR REPLACEMENT--IT	\$5,742.80
188747	ENERBASE FARMERS UNION/CENEX	FUEL--SHERIFF	\$10,090.33
188827	FIRST WESTERN INSURANCE	NOTATRY BOND/M MILLER--SHERIFF	\$50.00
188828	GEFROH ELECTRIC	ARPA PROJECT #1 - WIRING 900 BUILDING KITCHEN--GENERAL	\$1,325.00
DD	HAMAN, MARISA M	DAY TRIP 05/19/22 BISMARCK ND--AUDITOR AND TREASURER	\$131.04
DD	HAMAN, MARISA M	DAY TRIP 05/13/22 & 05/16/22 MINOT AFB--AUDITOR & TREASURER	\$32.41
DD	HAUGAN, KELLY J	OVERNIGHT TRAVEL 05/16/22-05/18/22 BISMARCK ND--EMER MGMT	\$128.70
DD	HAUGAN, KELLY J	DAYTRIP 05/19/22 RYDER ND--EMERGENCY MANAGEMENT	\$49.14
188829	INFORMATION TECHNOLOGY DEPT	NETMOTION--SHERIFF	\$316.15
188830	JAMESTOWN COMMUNICATIONS INC	LICENSE RENEWAL JAIL/SO--SHERIFF	\$200.00
DD	KRAFT, JASON B	OVERNIGHT TRAVEL 05/16/22 - 05/20/22 BISMARCK ND--SHERIFF	\$147.00
188831	MAIN ELECTRIC CONSTRUCTION INC	DRAW FOR SWITH FOR GENERATOR COURTHOUSE-FACILITY MGMT	\$97,447.50
188748	MDU - BISMARCK OFFICE	GAS COURTHOUSE--FACILITY MANAGEMENT	\$1,250.56
188748	MDU - BISMARCK OFFICE	GAS FOR JAIL--FACILITY MANAGEMENT	\$1,420.29
188748	MDU - BISMARCK OFFICE	GAS FOR ADMIN BLDG--FACILITY MANAGEMENT	\$722.89
188748	MDU - BISMARCK OFFICE	GAS FOR 900 BLDG--FACILITY MANAGEMENT	\$1,038.45
188748	MDU - BISMARCK OFFICE	GAS AT 425 BLDG--FACILITY MANAGEMENT	\$167.57
188748	MDU - BISMARCK OFFICE	GAS FOR JAIL--FACILITY MANAGEMENT	\$2,025.68
188658	MDU - BISMARCK OFFICE	GAS COUNTY NORTH BLDG--FACILITY MANAGEMENT	\$315.45
188832	MINOT CITY OF, LANDFILL	DUMP CHARGES 900 BLDG 5/11/22--FACILITY MANAGEMENT	\$9.45
188833	ND DEPT HUM SERV	INMATE MEDICAL - APRIL 2022--JAIL OPERATIONS	\$2,514.68
188834	ND STATES ATTORNEY ASSOC	2022 NDSAA DUES--STATES ATTORNEY	\$1,500.00

188835	NDAC - SUPERINTENDENTS	2022 DUES--SCHOOL SUPERINTENDENT	\$50.00
188836	NDSU EXTENSION SERVICE	STATE FLEET MOTOR POOL INVOICE BRUMMOND--EXTENSION SVC	\$1,102.15
DD	OLSON, JENNIFER L	OVERNIGHT TRAVEL 05/25/22 - 05/27/22 FARGO ND--SHERIFF	\$87.50
188837	ROCHESTER ARMORED CAR CO INC	ARMORED CAR SERVICE --AUDITOR AND TREASURER	\$503.61
DD	ROED, ROBERT W	OVERNIGHT TRAVEL 5/12/22-5/13/22 MANDAN ND--SHERIFF	\$28.00
188838	RUST, AARON J	AUTOZONE-WIPER ARM & BLADES--TAX EQUALIZATION	\$58.99
188839	SUMMIT FOOD SERVICES LLC	APRIL MEALS FOR JUVENILE--JUVENILE DETENTION	\$282.91
188839	SUMMIT FOOD SERVICES LLC	INMATE MEALS - APRIL 22--JAIL OPERATIONS	\$29,108.26
188756	THOMAS LAW FIRM	2022 INDIGENT DEFENSE JUNE--GENERAL	\$2,000.00
188840	THORSRUD SUPPLY COMPANY INC	SPRING HINGES - JUVENILE DETENTION--FACILITY MANAGEMENT	\$28.72
188841	TURNKEY CORRECTIONS	LAW LIBRARY--INMATE TRUST (COMMISSARY)	\$145.00
188841	TURNKEY CORRECTIONS	LAW LIBRARY--INMATE TRUST (COMMISSARY)	\$148.00
188842	TYLER TECHNOLOGIES INC	ANNUAL ITAX WEB HOSTING FEE--GENERAL	\$1,531.54
188842	TYLER TECHNOLOGIES INC	EXECUTIME PROJECT--HUMAN RESOURCES	\$520.00
188842	TYLER TECHNOLOGIES INC	EXECUTIME PROJECT--HUMAN RESOURCES	\$520.00
188842	TYLER TECHNOLOGIES INC	EXECUTIME PROJECT--HUMAN RESOURCES	\$1,560.00
188843	UNITED MAILING SERVICES INC	POSTAGE--EXTENSION SERVICE	\$492.46
188843	UNITED MAILING SERVICES INC	SERVICES--EXTENSION SERVICE	\$85.13
188843	UNITED MAILING SERVICES INC	POSTAGE--HUMAN SERVICES	\$236.53
188843	UNITED MAILING SERVICES INC	SERVICES--HUMAN SERVICES	\$79.05
188843	UNITED MAILING SERVICES INC	POSTAGE--GENERAL	\$2,800.06
188843	UNITED MAILING SERVICES INC	POSTAGE FROM 5/2/22 INVOICE--GENERAL	-(\$1,078.91)
188843	UNITED MAILING SERVICES INC	SERVICES--GENERAL	\$362.62
188843	UNITED MAILING SERVICES INC	POSTAGE--HUMAN SERVICES	\$179.17
188843	UNITED MAILING SERVICES INC	SERVICES--HUMAN SERVICES	\$56.57
188844	VERIZON WIRELESS -VSAT	SEARCH WARRANT--SHERIFF	\$140.00
188844	VERIZON WIRELESS -VSAT	SEARCH WARRANT--SHERIFF	\$190.00
DD	WARATH, NICOLE R	DAY TRIP 05/16/22 MINOT AFB--AUDITOR AND TREASURER	\$19.71
188845	WARD CO SHERIFF'S DEPT.	NOTICE OF FORCLOSURE SERVICE - STMT 05/17/22--GENERAL	\$18,647.78
DD	WATSON, JENNIFER K	OVERNIGHT TRAVEL 05/16/22-05/20/22 BISMARCK ND--SHERIFF	\$129.50
DD	WESTERMAN, DUSTIN R	OVERNIGHT TRAVEL 05/15/22-05/18/22 JAMESTOWN ND--SHERIFF	\$56.00
188612	WEX HEALTH, INC.	FSA MONTHLY FEES--HUMAN RESOURCES	\$164.50
188846	WIDMER ROEL PC	AUDIT 2021 FINANCIALS THRU 4/30/22--GENERAL	\$2,750.00
188846	WIDMER ROEL PC	CALLS/EMAIL ARPA, BUDGET AMEND & RESTITUTION--GENERAL	\$400.00
DD	WIECHMANN, JENNIFER A	DAY TRAVEL T. 03/07/2022 SAWYER ND--EMERGENCY MGMT	\$18.14
188757	WILHELM TIM	2022 INDIGENT DEFENSE JUNE--GENERAL	\$2,000.00
DD	WILLIAMS, JAMIE L	OVERNIGHT TRAVEL 05/15/22 - 05/20/22 BISMARCK, ND--SHERIFF	\$122.50
188749	XCEL ENERGY	ELECTRICITY SOO LINE PARKING LOT--FACILITY MANAGEMENT	\$38.96
188758	XCEL ENERGY	ELECTRICITY 900 OFFICE BUILDING--FACILITY MANAGEMENT	\$484.09
188758	XCEL ENERGY	ELECTRICITY 900 COLD STORAGE BLDG--FACILITY MANAGEMENT	\$113.34
188659	XCEL ENERGY	ELECTRICITY COURTHOUSE/JAIL--FACILITY MANAGEMENT	\$273.80
		Total General Bills	\$217,253.23

	VENDOR: PARK BILLS	PARK BILLS	
188815	CHESAK SEED HOUSE	GRASS SEED - MULCH - RL	\$1,209.60
188816	CIRCLE SANITATION	MONTHLY CHARGE - NC	\$166.25
188817	DUFNER CONSTRUCTION, INC.	RL BATHROOMS 01/22/22 - 05/09/22	\$34,055.00
188818	MENARDS - MINOT	PADLOCK	\$6.99
188818	MENARDS - MINOT	TRAILER SIDE, WIRE	\$57.47
188818	MENARDS - MINOT	TESTER	\$8.49
188818	MENARDS - MINOT	TESTER	\$9.49
188818	MENARDS - MINOT	LUMBER - RL	\$123.90
188818	MENARDS - MINOT	TOILET PAPER & SUPPLIES	\$36.78
188819	NAPA AUTO PARTS	LOOM, TAPE	\$10.87
188820	SIGNSTODAY	REFLECTIVE MARKERS - OLD SETTLERS PARK	\$1,501.50
188652	VERENDRYE ELECTRIC	UTILITIES	\$112.00

188821	XCEL ENERGY	UTILITIES	\$33.26
188821	XCEL ENERGY	UTILITIES - OS	\$258.62
188821	XCEL ENERGY	UTILITIES	\$36.15
		Total Park Board Bills	\$37,626.37

	VENDOR: ROAD BILLS	ROAD BILLS	
188785	ACME TOOLS GRAND FORKS	CHAINSAW OIL	\$31.90
188785	ACME TOOLS GRAND FORKS	NOZZEL, FACE PIECE, FILTER	\$123.93
188785	ACME TOOLS GRAND FORKS	TRANSFORMER	\$275.70
188785	ACME TOOLS GRAND FORKS	IRON CLIP	\$7.99
188785	ACME TOOLS GRAND FORKS	GASKET, CABLE, REPAIRS	\$1,072.79
188785	ACME TOOLS GRAND FORKS	FACE PIECE, FILTER	\$81.94
188785	ACME TOOLS GRAND FORKS	GREASE GUN, BATTERY	\$398.00
188752	ARAMARK UNIFORM SERICES	JANT'L SVC 04/30/2022	\$606.06
188786	BATTERIES PLUS BULBS	BATTERY	\$13.96
188787	BUTLER MACHINERY	BATTERY, ELEMENT, COUPLING	\$913.40
188788	CAPITAL ONE TRADE CREDIT	INSERTS	\$17.98
188788	CAPITAL ONE TRADE CREDIT	INSERTS	\$26.97
188788	CAPITAL ONE TRADE CREDIT	SHEETING	\$27.99
188788	CAPITAL ONE TRADE CREDIT	OIL	\$44.97
188789	CHESAK SEED HOUSE	GRASS SEED & MULCH	\$4,189.60
188790	DAKOTA FLUID POWER INC	HOSE, CLAMPS	\$44.83
188790	DAKOTA FLUID POWER INC	BREATHHER CAP	\$11.75
188790	DAKOTA FLUID POWER INC	PTO, HEAD, TANKS	\$4,461.49
188791	DAKOTALAND AUTOGLASS	WINDSHIELD - UNIT 70	\$250.00
188791	DAKOTALAND AUTOGLASS	WINDSHIELD - UNIT 79	\$250.00
188791	DAKOTALAND AUTOGLASS	INSTALL WINDOW - UNIT 90A	\$153.58
188792	FARMERS UNION HARDWARE	CLIPS	\$1.16
188793	GENERAL EQUIPMENT & SUPPLIES	CLAMPS, COUPLING	\$401.02
188794	GERDAU	FLAT IRON	\$126.75
188795	GRAVEL PRODUCTS INC	SANDBLASTING SAND	\$203.30
188796	HOME OF ECONOMY INC	GLOVES, RATCHET TIE DOWNS	\$52.97
188797	JOHNSON CONTROLS	REPAIR BOILER	\$2,175.88
188797	JOHNSON CONTROLS	IGNITOR REPLACE - BLDG C	\$654.70
188797	JOHNSON CONTROLS	BOILER REP - BLDG B	\$1,400.00
DD	KOSTENKO, RONALD M	REGISTRATION/PLATE UNIT 193	\$13.00
188799	LAWSON PRODUCTS INC	SANDING PAINT	\$143.53
188799	LAWSON PRODUCTS INC	PAINT	\$531.52
188800	LINDE GAS & EQUIPMENT INC.	ARGON, OXYGEN	\$35.60
188801	MARCO TECHNOLOGIES, LLC NW7128	WEBROOT SVC	\$72.00
188802	MCGEE, HANKLA & BACKES	LEGAL SERVICES - BRIDGE	\$1,836.50
188653	MDU - BISMARCK OFFICE	UTILITIES	\$807.48
188753	MDU - BISMARCK OFFICE	UTILITIES	\$511.39
188753	MDU - BISMARCK OFFICE	UTILITIES	\$955.36
188753	MDU - BISMARCK OFFICE	UTILITIES	\$380.84
188753	MDU - BISMARCK OFFICE	UTILITIES	\$921.53
188753	MDU - BISMARCK OFFICE	UTILITIES	\$44.88
188753	MDU - BISMARCK OFFICE	UTILITIES	\$73.91
188803	MENARDS - MINOT	GLUE, CAULK, GLOVES	\$27.53
188803	MENARDS - MINOT	DOOR SEAL, JAMB KIT	\$49.97
188803	MENARDS - MINOT	CYLINDER, EARPLUGS, MASKS, SAFETY GLASSES	\$142.40
188803	MENARDS - MINOT	DRILL BITS, BOLTS	\$19.66
188803	MENARDS - MINOT	ANCHORS, SPRAY, GREASE	\$197.94
188803	MENARDS - MINOT	UNION, DRAIN, PLUG	\$20.86
188803	MENARDS - MINOT	PAINT	\$19.84
188803	MENARDS - MINOT	ADAPTER, BLADES	\$91.05
188803	MENARDS - MINOT	BOLTS	\$20.56
188803	MENARDS - MINOT	BROOMS	\$33.91
188803	MENARDS - MINOT	SILICONE, DRILL SET	\$46.14
188804	MINOT CITY OF, LANDFILL	DUMPING FEE	\$10.00
188805	MINOT DAILY NEWS INC	SUBSCRIPTION	\$208.00
188806	ND DEPT OF TRANSPORTATION.	PROGRESS EST - BRIDGE	\$54,193.80
188806	ND DEPT OF TRANSPORTATION.	PROGRESS EST - BYPASS	\$7,097.32
188806	ND DEPT OF TRANSPORTATION.	PROGRESS EST - BRIDGE	\$12,122.70

188806	ND DEPT OF TRANSPORTATION.	PROGRESS EST 3-4 - BRIDGE	\$55,105.81
188807	NORTH PRAIRIE RURAL WATER	WATER	\$55.35
188754	OTTERTAIL POWER CO	UTILITIES	\$368.67
188808	OVERHEAD DOOR CO INC	BLDG REPAIRS	\$220.00
188809	RDO/POWERPLAN	WINDOWPANES - WINDSHIELD UNIT 90A	\$2,121.50
188810	SAFETY KLEEN	SOLVENT KLEEN	\$209.24
188811	SHERWIN-WILLIAMS	FOAM, PLASTIC	\$22.03
188812	SWANSTON EQUIPMENT CO	SHIPPING CHARGES	\$58.77
188654	TRI N PROPANE	UTILITIES	\$807.94
188813	TRUCK AND EQUIPMENT SALES AND SERVICE IN	PRESSURE SENDER	\$146.95
188655	VERENDRYE ELECTRIC	UTILITIES	\$4,595.00
188656	VERIZON CONNECT NWF INC	MONTHLY CHARGE	\$391.56
188814	WESTERN STEEL & PLUMBING INC	TEE, ADAPTERS, NIPPLES	\$36.10
188755	XCEL ENERGY	UTILITIES	\$62.88
		Total Road Bills	\$162,851.63

	VENDOR: VISION ZERO	VISION ZERO	
		Total Park Board Bills	\$0.00

GRAND TOTAL	\$417,731.23
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Moved by Comm. Wepler, seconded by Comm. Anderson to open the public hearing at 9:06 AM regarding Linda Jung’s application for a variance for the following described property: Proposed Outlot 7 lying in the SW4NW4 15-155-8.

The applicant is requesting variance for a lot that does not meet the 2 ac. minimum for a family burial plot. The owner is requesting 0.82 ac. plat. Surrey Township zoning applies with the township recommending approval.

No one from the public came forward to speak to this issue.

Moved by Comm. Fjeldahl, seconded by Comm. Wepler to close the public hearing at 9:06 AM. Roll call; all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Anderson to approve the Application for a variance for Linda Jung as presented. Roll call; all voted yes; motion carried.

Tammy Terras, Human Service Director, asked Sheriff Roed to present Casey Kenny, Jail Shift Supervisor, with his 10-year Service Award.

Karen Schultz, Administrative Officer of Ward County Human Service Zone, presented the Ward County Human Service Zone HR Policy Addendum updates.

Moved by Comm. Wepler, seconded by Comm. Pietsch to approve the Ward County Human Services HR Policy Addendum updates as presented. Roll call; all voted yes; motion carried.

Major Paul Olthoff, Detention Center, appeared regarding the reclassification of one Correctional Officer position to a Corporal position. Mr. Olthoff explained there will be an increased salary that will affect the budget beginning next year.

Moved by Comm. Wepler, seconded by Comm. Pietsch to approve the reclassification of the position as presented. Roll call; all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Anderson to approve the Endorsement for Grant request submitted by Jodi Johnson, Ward County Superintendent of Schools. Roll call; all voted yes; motion carried.

Dana Larsen, Highway Engineer, appeared with bids regarding a new snow blower for skid-steer.

Moved by Comm. Pietsch, seconded by Comm. Fjeldahl to approve the purchase of a 36x86 snow blower for a high flow skid-steer from Swanston Equipment for \$11,424.00, and to approve the sale of the used blower at North West Auctions Fall Equipment Sale. Roll call; all voted yes; motion carried.

Mr. Larsen next discussed Township Road Mileage Certifications.

Moved by Comm. Fjeldahl, seconded by Comm. Pietsch to authorize the chairman to sign the County Township Road Mileage Certifications. Roll call; all voted yes; motion carried.

Travis Schmit, Assistant Highway Engineer, appeared to present the Memorandum of Agreement with Kenmare Community Development Corporation.

Moved by Comm. Weppler, seconded by Comm. Fjeldahl to authorize the auditor and chairman to sign the Memorandum of Agreement between Kenmare Community Development Corporation and Ward County Government. Roll call; all voted yes; motion carried.

Mr. Schmit presented the American Rescue Plan Agreement.

Moved by Comm. Weppler, seconded by Comm. Anderson to approve the American Rescue Plan Agreement.

Upon discussion, Comm. Weppler amended motion to state “approve the American Rescue Plan Agreement contingent on receiving funds form the Federal Government.” Comm. Weppler then decided to withdraw the amended portion of the motion, at which time the motion reverted back to her original motion to approve the American Rescue Plan Agreement. Roll call; all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Pietsch to not pay any awards until the second installment is received from the Federal Government. Roll call; all voted yes; motion carried.

Noreen Barton, Director of Tax Equalization, appeared regarding the Tax Roll Memorandum.

1. Remove value from tax roll, MH was torn down and moved to the landfill:

Property Owner	Description	Physical Address	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Macdonald, Shelly	NE5102066 Holiday Park Lot D7	5110 Hwy 2 E Lot D7 Minot, ND 58701	2022	\$9,000	\$0.00	\$405	\$0.00

2. Remove from tax roll, MH was moved off the property without a moving permit:

Property Owner	Description	Physical Address	Valuation Year	Old True & Full	Ne True & Full	Old Taxable Value	New Taxable Value
Wolff, Brody	KK5102803 Olt 10 of Olt 6 of SESW	6305 87 th St NW Burlington, ND 58722	2022	\$8,000	\$0.00	\$360	\$0.00

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

Doug Diedrichsen, Planning & Zoning Administrator appeared regarding a Plat Application for Daniel Jung for the following described property: Proposed Outlot 7 being a portion of SW4NW4 15-155-81. The applicant is proposing to parcel an outlot, proposed Outlot 7 is 0.82 acres. This outlot is for future family burial purposes. Surrey Township 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. Wepler to approve the Plat Application for Daniel Jung as recommended by Planning & Zoning Committee. Roll call; all voted yes; motion carried.

Plat Application for Rod and Jodi Anderson for the following described property: Proposed Outlot 2 being a portion of NW4 and a portion of Quit Claim Deed Ward Co. Doc. #3019770 lying in the SW4 11-157-82. The applicant is proposing to parcel an outlot, proposed Outlot 2 is 2.68 acres. This outlot is for future residential/agricultural purposes. Ward County zoning applies with the township recommending approval. Planning Commission recommends approval of the Plat Application based on finding of facts and staff recommendations.

Moved by Comm. Wepler, seconded by Comm. Fjeldahl to approve the Plat Application for Rod and Jodi Anderson as recommended by Planning & Zoning Committee. Roll call; all voted yes; motion carried.

Plat Application for Andrew Mau for the following described property: Proposed Outlot 5 Lying in a portion of Outlot 4 Lying in the SW4. The applicant is proposing to parcel an outlot, proposed outlot 5 is 3.40 acres. This outlot is for future residential/agricultural purposes. Ward County zoning applies with the township recommending approval. Planning Commission recommends approval of the Plat Application based on finding of facts and staff recommendations.

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

Plat Application for Nathan Smith for the following described property: Proposed Outlot 1 Lying in the SE4NE4 & NE4SE4 8-152-82. The applicant is proposing to parcel an outlot, proposed Outlot 1 is 15.00 acres. This outlot is for future agricultural purposes. Newman Township zoning applies with the township recommending approval. Planning Commission recommends approval of the Plat Application based on finding of facts and staff recommendations.

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

Tammy Terras, Human Resources Director, appeared for a discussion on salaries for the preliminary budget. Ms. Terras spoke about the cost of living figures from the US Department of Labor. Ms. Terras recommended starting with a 5% increase which equates to approximately \$840,000.00 with the understanding that the compensation study is still in the works.

Moved by Comm. Fjeldahl, seconded by Comm. Pietsch to start a discussion on a 5% salary increase for budget purposes. Comm. Wepler proposed to amend the motion to start with an 8% salary increase. Amendment dies for a lack of a second. Roll call on the 5% salary increase; all voted yes; motion carried.

Ms. Terras presented pay amendments.

Moved by Comm. Anderson, seconded by Comm. Fjeldahl to approve the following payroll amendments: T. Petz, Highway and C. McFarland, Jail. Roll call; all voted yes; motion carried.

Auditor/Treasurer Marisa Haman appeared.

Moved by Comm. Weppler, seconded by Comm. Fjeldahl to receive and file the following correspondence: Letter from North Dakota Water Resources dated May 19, 2022 and letter from NDSU Extension regarding Ward County 4-H Achievement Days. Roll call; all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Fjeldahl to encourage all Commissioners to attend the 2022 Water Tours and to have Ward County pay any registration fees. Roll call; all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Anderson to have Ward County provide transportation and a hotel room to any Commissioners who would like to attend the NACo 2022 Annual Conference & Exposition in Adams County, Colorado on July 21-24, 2022. Roll call; Weppler, Anderson, Fjeldahl, and Rostad voted yes; Pietsch voted no; motion carried.

Ms. Haman presented an email from Minot Area Chamber EDC regarding providing information in welcome packets for new military families.

Moved by Comm. Weppler, seconded by Comm. Anderson to approve up to \$500.00 for materials to include park information for use in welcome packets at the Minot Air Force Base. Roll call; Weppler, Anderson, Fjeldahl, and Rostad voted yes; Pietsch voted no; motion carried.

Ms. Haman presented her 2023 budget inquiries.

Moved by Comm. Fjeldahl, seconded by Comm. Pietsch to keep the commissioners' contingency account at \$250,000.00. Roll call; all voted yes; motion carried.

Moved by Comm. Weppler to put the cash reserve for 2023 at \$1,500,000.00. Motion dies for lack of a second.

Moved by Comm. Fjeldahl, seconded by Comm. Pietsch to keep the cash reserve at \$1,045,000.00. Roll call; all voted yes; motion carried.

Ms. Haman asked for any specific budget priorities that should be discussed. The issue of the new Youthworks building and who should own the building was discussed.

Moved by Comm. Weppler, seconded by Comm. Anderson to set a meeting to discuss in more depth the contract and housing for our Youthworks programs. Roll call; all voted yes; motion carried.

Moved by Fjeldahl, seconded by Pietsch to authorize Brian Vangsness, Facilities Management Director, to solicit bids for a temporary sprinkler system and smoke detectors for the current Youthworks facility. Roll call; all voted yes; motion carried.

A Special Commission Meeting has been set for 8:00 AM on Monday, June 13, 2022, to discuss Youthworks further.

Moved by Weppler, seconded by Anderson to have Ms. Haman look into Ward County's levied portion and report back at next meeting as to why we fund certain associations and what we need to look at to expand this funding. Roll call; all voted yes; motion carried.

Moved by Comm. Fjeldahl, seconded by Comm. Anderson to set a maximum increase of levy to the amount equating to the total valuation increase of 4.7%. Roll call; all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Pietsch to have the Joint Powers Agreement with the Minot Public School District #1 signed by the chairman. Roll call; all voted yes; motion carried.

Moved by Comm. Pietsch, seconded by Comm. Anderson to approve duplicate warrants to be issued to F. Bauch Trust - \$931.77, M. Cole - \$25.00, A.M. West - \$167.04, and A. West - \$25.00. Roll call; all vote yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Fjeldahl to approve Gaming Site Authorization for NDSF Flickertail and Wildwood Country Club; Special Event for Pinks Bar and Grill; and Raffle Permits for Dakota Hope Clinic, Forgotten Warrior Foundation, Mallory Ulberg Fundraiser, Minot Young Professional Network, and Souris Valley Amateur Radio. Roll call; all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Fjeldahl to approve rescheduling the October 4, 2022 Commission Meeting due to NDACo Annual Meeting to October 5, 2022. Roll call; all voted yes; motion carried.

Brian Vangness, Facilities Management Director, appeared to discuss items in his office that are no longer needed and how put these items up for sale; re-bidding of a pickup previously ordered that will no longer be produced; and ETS software upgrade needing to be made as the company is on version 6.0 and will be dropping maintenance on the version 1.8 that we currently use.

Mr. Vangsness also spoke to NDSU Extension wishing to have a changing station table installed in their new building.

Moved by Comm. Fjeldahl, seconded by Comm. Pietsch to authorize one changing station to be installed in the new NDSU Extension building. Roll call; all voted yes; motion carried.

Recess at 10:26 AM.

Reconvene at 10:33 AM to begin Courthouse tour to look at the space in relation to possible municipal court relocation.

The tour began at the Superintendent of Schools Office. This space is approximately 24' x 24' for a total of 500 square feet. Off this main office is a storage room full of files being utilized by another department. A tour of Court Administration and a courtroom was also done which showed the use of all the spaces in these areas.

Discussion was held in Commission Chambers regarding the space. Sheriff Robert Roed stated there would be no additional burden on his department. Having the city court in our building will not encumber the county in any way. Discussion will continue at the special meeting on Monday, June 13, 2022.

Comm. John Pietsch attended the May 19, 2022 Planning and Zoning meeting. No action was taken.

Commissioners Shelly Wepler, Bucky Anderson, and John Pietsch attended the June 3, 2022 Building and Grounds Committee Meeting. No action was taken.

At 11:16 AM with no further business, the meeting was adjourned.

ACCEPTED AND APPROVED THIS 21ST DAY OF JUNE, 2022

Chairman, Ward County Commission

ATTEST:
