

Minutes of the Board of Ward County Commissioners

September 20, 2022

The regular meeting of the Ward County Commission was called to order by Chairman Pietsch at 9:00 AM with Commissioners Anderson, Fjeldahl, and Weppler present. Also present were department heads Brian Vangsness, Dana Larsen, Emily Burkett, Jason Blowers, Jennifer Wiechmann, Kerriane Boetcher (arrived at 9:25 AM), Kristi Frederick, Kristin Kowalczyk, Lolanda Gorze, Marisa Haman, Noreen Barton, Robert Roed, and Roza Larson.

Moved by Comm. Anderson, seconded by Comm. Weppler to approve the agenda. Roll call; all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Fjeldahl to approve the minutes from the Regular Commission Meeting on September 6, 2022; Special Commission Meeting on September 12, 2022; and Special Commission Meeting on September 13, 2022. Roll call; all voted yes; motion carried.

Moved by Comm. Fjeldahl, seconded by Comm. Anderson to approve the regular bills totaling \$825,917.25 HS Zone Direct Cost bills totaling \$8,066.07. Roll call; all voted yes; motion carried.

REGULAR COMMISSION MEETING 09/20/2022 BILL LIST			
GENERAL BILLS			
CHECK #	VENDOR	DESCRIPTION	AMOUNT
DD	JP MORGAN	AUGUST 2022 TRANSACTIONS--SEE JP BILL LIST	\$ 160,151.07
189650	CALIFORNIA DEPT OF MOTOR VEHICLES PUBLIC	CERTIFIED DRIVERS ABSTRACT FOR A NUNEZ --STATES ATTORNEY	5.00
189725	COMPUTER STORE INC	REPAIR M501 SA PRINTER GRINDING NOISE--IT	90.00
DD	EISENBRAUN, JULIE A	OVERNIGHT TRAVEL 8/30/22-9/1/22 BISMARCK--EMERGENCY MGMT	141.26
189651	ENERBASE FARMERS UNION/CENEX	GAS FOR PICKUP/PROPANE FOR FORKLIFT--FACILITY MANAGEMENT	131.26
189651	ENERBASE FARMERS UNION/CENEX	MONTHLY GAS BILL--TAX EQUALIZATION	417.74
DD	HAUGAN, KELLY J	DAY TRIP 9/12/22 BERTHOLD--EMERGENCY MANAGEMENT	29.38
DD	HAUGAN, KELLY J	OVERNIGHT TRAVEL 8/29/22-9/1/22 BISMARCK--EMERGENCY MGMT	138.76
189726	HIGH POINT NETWORKS	HPE HYBRID STORAGE ARRAY (NIMBLE)--IT	6,018.00
189652	HOFFARTH SANITATION	TRASH SERVICE - COURTHOUSE--FACILITY MANAGEMENT	600.00
DD	HOW, EMILY	DAY TRIPS 8/22/22-8/26/22 AUGUST TRAVEL--EXTENSION SERVICE	149.63
189727	INFORMATION TECHNOLOGY DEPT	DP 521 - WAN ACCESS--IT	510.00
189727	INFORMATION TECHNOLOGY DEPT	DP 602 - AZURE AD PLAN 2--IT	56.50
189727	INFORMATION TECHNOLOGY DEPT	DP 645 - STATE EXCHANGE EMAIL--IT	65.25
189727	INFORMATION TECHNOLOGY DEPT	DP 650 - SSL VPN CLIENT--IT	290.00
189727	INFORMATION TECHNOLOGY DEPT	DP 853 - ACTIVE DIRECTORY USER FEE--IT	137.70
189727	INFORMATION TECHNOLOGY DEPT	TC 381 - PEXIP VIRTUAL MEETING ROOM (AUDIO CONFERENCE)--IT	16.75
189728	JOHNSON CONTROLS	FIRE PROTECTION FOR JAIL--FACILITY MANAGEMENT	5,193.87
189729	MARCO TECHNOLOGIES, LLC NW7128	CISCO FLEX PLAN PHONE COLLABORATION LICENSING--IT	11,025.00
189730	MARQUART, ANDREW	MENTAL HEALTH ATTY FEES - 47-2022-MH-00065 JB--GENERAL	198.00
189731	MINOT'S FINEST COLLISION CENTER	REPAIRS - 2021 DODGE DURANGO--SHERIFF	1,000.00
189731	MINOT'S FINEST COLLISION CENTER	REPAIRS - 2021 DODGE DURANGO--INSURANCE	2,060.95
DD	MORELLI, LAURA L	DAY TRIPS 8/8-8/31/22 AUG MILEAGE 2 OFFICES--EXTENSION SERVICE	10.00
189732	MOTOROLA SOLUTIONS, INC.	IN CAR CAMERA MAINT 12/17/22 - 12/16/23--SHERIFF	15,176.25

189733	P & C ELECTRIC MOTOR REPAIR IN	REPAIRED PUMP FOR JAIL--FACILITY MANAGEMENT	90.00
189734	ROUGH RIDER INDUSTRIES	ARPA PROJ #1 - CONFERENCE ROOM TABLES & CHAIRS--EXTENSION	8,996.00
WIRE	THE TITLE TEAM	ARPA PROJ #98 - SANCTUARY FOR SOBER LIVING--COMMISSIONERS	271,791.00
189653	TYLER TECHNOLOGIES INC	EXECUTIME PROJECT--HUMAN RESOURCES	1,040.00
189654	UNITED MAILING SERVICES INC	SERVICES--EXTENSION SERVICE	25.38
189654	UNITED MAILING SERVICES INC	POSTAGE--HUMAN SERVICES	246.72
189654	UNITED MAILING SERVICES INC	SERVICES--HUMAN SERVICES	71.07
189654	UNITED MAILING SERVICES INC	POSTAGE--GENERAL	626.12
189654	UNITED MAILING SERVICES INC	SERVICES--GENERAL	142.88
189608	US POSTAL SERVICE	POSTAGE--HUMAN SERVICES	100.00
189735	WARD CO LAW ENFORCEMENT RANGE	2022 RANGE DUES--SHERIFF	1,500.00
189736	WARD COUNTY HIGHWAY DEPT	CO OWNED PROPERTY MAINT--GENERAL	343.12
189609	WESTERN AGENCY INC	ADDITION OF 2 2022 FORD F250'S (HWY)--COMMISSIONERS	1,094.00
DD	WIECHMANN, JENNIFER A	DAY TRIP 9/14/22 MANDAN TOWNSHIP--EMERGENCY MANAGEMENT	49.44
DD	WIECHMANN, JENNIFER A	OVERNIGHT TRAVEL 8/22 - 8/26/22 MARYLAND--EMERGENCY MGMT	291.00
DD	WIECHMANN, JENNIFER A	OVERNIGHT TRAVEL 8/14-8/21/22 MARYLAND--EMERGENCY MGMT	512.00
189655	XCEL ENERGY	ELECTRICITY 900 COLD STORAGE--FACILITY MANAGEMENT	34.65
189655	XCEL ENERGY	ELECTRICITY 900 BLDG--FACILITY MANAGEMENT	1,260.90
189655	XCEL ENERGY	ELECTRICITY FOR PARKING LOT--FACILITY MANAGEMENT	39.50
189655	XCEL ENERGY	ELECTRICITY JAIL--FACILITY MANAGEMENT	20,744.60
189655	XCEL ENERGY	ELECTRICITY ADMIN BLDG--FACILITY MANAGEMENT	10,342.27
Total General Bills:			\$ 522,953.02

PARK BOARD BILLS			
CHECK #	VENDOR	DESCRIPTION	AMOUNT
DD	JP MORGAN	AUGUST 2022 TRANSACTIONS--SEE JP BILL LIST	\$ 231.50
189722	A-1 EVANS SEPTIC TANK SERVICE	PUMP TOILET - NC	250.00
189723	MENARDS - MINOT	PIPE INSULATION, SPADE, DOWEL	35.42
189644	NORTH PRAIRIE RURAL WATER	RICE LAKE BEACH - WATER	75.14
189645	RESERVATION TELEPHONE COOPERAT	INTERNET - NC	107.00
189646	VERENDRYE ELECTRIC	SECURITY - NELSON CARLSON	67.00
189646	VERENDRYE ELECTRIC	SIREN - RICE LAKE	54.00
189724	WARD COUNTY HIGHWAY DEPT	MAINTENANCE	16,236.80
189647	XCEL ENERGY	OLD SETTLERS PARK - ELECTRICITY	36.57
189647	XCEL ENERGY	OLD SETTLERS PARK - ELECTRICITY	364.80
Total Park Board Bills:			\$ 17,458.23

ROAD/HIGHWAY BILLS			
CHECK #	VENDOR	DESCRIPTION	AMOUNT
DD	JP MORGAN	AUGUST 2022 TRANSACTIONS--SEE JP BILL LIST	\$ 819.62
189687	ARAMARK UNIFORM SERICES	JANITORIAL SERVICES	802.41
189688	BASIN SERVICE COMPANY	BRINE SOLUTIONS	1,552.50
189633	BERTHOLD CITY	UTILITIES	136.20
189689	BUTLER MACHINERY	EDGES	8,946.19

189690	DAKOTA FLUID POWER INC	POWER ASSY	255.13
189690	DAKOTA FLUID POWER INC	HOSE ASSY	107.25
189691	DAKOTA SALES & SUPPLY	LIGHT BAR	95.26
189692	ENERBASE FARMERS UNION/CENEX	ADDITIVE	29.40
189692	ENERBASE FARMERS UNION/CENEX	PROPANE, DIESEL	18,536.00
189634	FARMERS UNION OIL CO	COUPLER, FLAPPER	11.98
189634	FARMERS UNION OIL CO	GAS, DIESEL	3,695.21
189693	FARMERS UNION OIL CO - KENMARE	FLUIDS, TIRES	1,678.67
189693	FARMERS UNION OIL CO - KENMARE	GASOLINE	520.81
189693	FARMERS UNION OIL CO - KENMARE	WATER, HOSE	264.87
189695	GENERAL TRADING CO	TOWELS, CHAIN, HOSE	988.07
189696	GERDAU	FLAT IRON	87.70
189698	GOOSENECK IMPLEMENT COMPANY	REPLACE A/C	348.76
189697	HEIZELMAN, GARRY	PERM ROW N2SW4 14-153-81 0.25 ACRES	660.00
189697	HEIZELMAN, GARRY	TEMP CONST EASEMENT N2SW4 14-153-81 0.37 ACRES	330.00
189697	HEIZELMAN, GLENN	TEMP CONST EASEMENT S2SW4 14-153-81 0.46 ACRES	330.00
189699	HOFFARTH SANITATION	SANITATION SERVICE	195.00
189700	IHEARTMEDIA	HEAVY EQUIP OPERATOR II AD 8/1-8/21/22	499.00
189701	JOHNSON CONTROLS	TIMER INSTALL	388.70
189635	KENMARE CITY OF	UTILITIES	92.50
189702	LAWSON PRODUCTS INC	SCREWS	25.29
189703	MAINTENANCE PLUS INC	GENERAL CLEANING	1,538.67
189704	MARCO TECHNOLOGIES, LLC NW7128	COPIES	24.96
189705	MATERIAL TESTING SERVICES LLC	SIEVE ANALYSIS	101.92
189705	MATERIAL TESTING SERVICES LLC	SIEVE ANALYSIS	908.96
189706	MCGEE, HANKLA & BACKES	LEGAL SERVICES - BRIDGE	184.50
189636	MDU - BISMARCK OFFICE	UTILITIES	70.29
189636	MDU - BISMARCK OFFICE	UTILITIES	21.75
189707	MENARDS - MINOT	SUPPLIES	77.24
189707	MENARDS - MINOT	TOWELS, GLUE	48.91
189707	MENARDS - MINOT	MOUSE BAIT, VALVES	127.62
189707	MENARDS - MINOT	VALVES, CYLINDER, PIPE	211.33
189708	MINOT AUTO SUPPLY	FLANGE, INSERT #150	64.87
189637	MINOT CITY OF, WATER DEPT	MAIN SHOP WATER	135.19
189709	NAPA AUTO PARTS	FILTERS, FLUIDS, NOZZELS	775.65
189709	NAPA AUTO PARTS	FILTERS, FLUIDS, NOZZELS	496.53
189710	ND DEPT OF TRANSPORTATION.	PROGRESS EST #4 - BRIDGE	11,301.45
189710	ND DEPT OF TRANSPORTATION.	EST #1 - PAVING - KENMARE CR 1 & 2	137,188.23
189638	NORTH PRAIRIE RURAL WATER	DOUGLAS SHOP - WATER	54.92
189711	NORTHERN SAFETY TECHNOLOGY INC	BEACON	1,221.48
189712	NORTHWEST TIRE & RETREAD INC	TIRES, MOUNTING, REPAIRS	637.72
189639	OTTERTAIL POWER CO	UTILITIES	44.24
189713	OVERHEAD DOOR CO INC	GARAGE DOOR	7,375.00
189714	PARKLAND USA CORP DBA FARSTAD OIL	OIL, DRUM	1,802.30
189714	PARKLAND USA CORP DBA FARSTAD OIL	DRUM RETURN	(50.00)
189714	PARKLAND USA CORP DBA FARSTAD OIL	GREASE	290.71
189714	PARKLAND USA CORP DBA FARSTAD OIL	DIESEL, GAS	28,963.68
189715	RDO/POWERPLAN	FILTER ELEMENT #94A	508.36
189716	SAFETY KLEEN	SOLVENT CLEAN	208.58
189717	SUNDRE SAND & GRAVEL INC	WASHED ROCK	315.84

189718	SYSTEMS TECHNOLOGY	ALARM INSPT - BLDG C	220.00
189718	SYSTEMS TECHNOLOGY	ALARM INSPT - BLDG A, BATTERY	364.00
189719	TITAN MACHINERY	IMPELLAR, SEALS	520.18
189719	TITAN MACHINERY	SHOCK MOUNT #258	30.42
DD	UDE, COLE A	OVERNIGHT TRAVEL 8/30/22-8/31/22 BOTTINEAU	35.00
189640	VERENDRYE ELECTRIC	UTILITIES	4,336.00
189641	VERIZON CONNECT NWF INC	MONTHLY CHARGE	511.66
189642	VERIZON WIRELESS - NJ PO	CELL PHONES	263.97
189720	WESTLIE MOTOR CO	FILTERS, TARPS, MIRROR	276.72
189720	WESTLIE MOTOR CO	SERVICE	2,934.27
189720	WESTLIE MOTOR CO	MUD FLAP KIT	59.36
189721	WINTER EQUIPMENT COMPANY INC	BLADES #155, 156, 157 & 158	39,542.20
189643	XCEL ENERGY	UTILITIES	28.19
Total Road/Highway Bills:			\$ 285,169.39

VISION ZERO BILLS			
CHECK #	VENDOR	DESCRIPTION	AMOUNT
DD	JP MORGAN	AUGUST 2022 TRANSACTIONS--SEE JP BILL LIST	\$ 219.07
DD	PATTERSON, KYLE D	OVERNIGHT TRAVEL 9.6.22 - 9.8.22 BISMARCK	70.00
189648	VERIZON WIRELESS - NJ PO	CELL PHONE SERVICE	47.54
Total Vision Zero Bills:			\$ 36.61

GRAND TOTAL \$ 825,917.25

Craig Hashbarger with Widmer Roel PC appeared via telephone and summarized the audit report. The only concern he voiced was making sure there is adequate monitoring of ARPA funds. Mr. Hashbarger also answered any questions from the Commissioners regarding the audit.

Moved by Comm. Fjeldahl, seconded by Comm. Weppler to receive and file the audit report. Roll call; all voted yes; motion carried.

Doug Diedrichsen, Planning & Zoning Administrator appeared regarding a Plat Application for Kristi and Chad McDonald for the following described property: Lot 2 Dakota Ridge Estates 5th Addition, Sawyer Township Section 5. The applicant is proposing to parcel a subdivision lot, proposed lot 2 is 4.33 acres. This lot is for future residential purposes. Ward County zoning applies with the township recommending approval. Planning Commission recommends approval of the Plat Application based on findings of facts and staff recommendations.

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

Plat Application for Larry Halden for the following described property: Proposed Outlot 1 lying in the E 740' of the SE4 30-152-82. The applicant is proposing to parcel an Outlot, proposed Outlot 1 is 22.49 acres. This outlot is for future residential purposes. Newman Township zoning applies with the township recommending approval. Planning Commission recommends approval of the Plat Application based on findings of facts and staff recommendations.

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

Dana Larsen, Highway Engineer, appeared regarding the Vision Zero Coordinator contract renewal.

Moved by Comm. Weppler, seconded by Comm. Anderson to approve authorizing the chairman to sign the Vision Zero Coordinator contract renewal as presented. Roll call; all voted yes; motion carried.

Mr. Larsen also presented two (2) bids for purchasing motorgrader mounted packer/rollers. The low bid was from RDO Equipment for a total of \$47,600.00.

Moved by Comm. Fjeldahl, seconded by Comm. Anderson to approve the purchase of two motorgrader mounted packer/rollers from RDO Equipment for a total of \$47,600.00. Roll call; all voted yes; motion carried.

Human Resource Director Lolanda Gorze appeared regarding pay amendments.

Moved by Comm. Weppler, seconded by Comm. Fjeldahl to approve the following payroll amendments: W. Osborn, Highway and O. Bucio, Jail. Roll call; all voted yes; motion carried.

Auditor/Treasurer Marisa Haman appeared.

Moved by Comm. Weppler, seconded by Comm. Anderson to receive and file the following correspondence: Minot Chamber EDC – Economy at a Glance September 2022 and Department Head Meeting Minutes May 18, 2022 and July 20, 2022. Roll call; all voted yes; motion carried.

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

Ms. Haman presented omitted property assessments for property which did not have a value or undervalued.

Moved by Comm. Anderson, seconded by Comm. Fjeldahl to approve adding the omitted property tax assessments to the tax roll. Roll call; all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Fjeldahl to receive and file the bid withdrawal on foreclosed property from Antonio Quinones. Roll call; all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Anderson to approve duplicate warrants to be issued to K. Shaide in the amount of \$75.00, J. or L. Machette in the amount of \$895.72, R. Johnsrud in the amount of \$36.69, and D. Erickson in the amount of \$15.00. Roll call; all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Anderson to approve the Raffle Permit for X-Family Fundraising. Roll call; all voted yes; motion carried.

Ms. Haman presented a foreclosed property bid for Parcel #RL030090000060. The minimum sale price is listed at \$37,411.33 and the amount of the bid is \$30,000.00 less a \$900.00 commission to the realtor. A public hearing would need to be held to accept a lower bid.

Moved by Comm. Fjeldahl, seconded by Comm. Weppler to deny the foreclosed property bid. Roll call; all voted yes; motion carried.

Moved by Comm. Weppler that should we get a bid in the next few days on the above property that is under the minimum sales price, a public hearing will be held at the next Commission Meeting following proper guidelines. Motion dies due to lack of a second.

At 10:14 AM with no further business, the meeting recessed until interviews.

At 10:23 interviews began with Comm. Anderson, Weppler, and Pietsch present. Kandi Mikkelsen and John Fjeldahl were interviewed. Travis Zabloutney did not appear for his interview.

Moved by Comm. Weppler, seconded by Comm. Anderson to appoint Kandi Mikkelson and John Fjeldahl as North Dakota State Fair delegates. Roll call; all voted yes; motion carried.

At 11:02 AM with no further business, the meeting was adjourned.

ACCEPTED AND APPROVED THIS 5TH DAY OF OCTOBER, 2022

Chairman, Ward County Commission

ATTEST:
