Special Meeting Minutes of the Board of Ward County Commissioners

December 29, 2022

The special meeting of the Ward County Commission was called to order by Chairman Fjeldahl at 9:00 AM with Commissioners Olson, Rostad, and Weppler present. Also present were department heads Dana Larsen, Jason Blowers, Kelly Haugen, Kristi Frederick, Lolly Gorze, Marisa Haman, and Noreen Barton.

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

Moved by Comm. Olson, seconded by Comm. Weppler to approve the regular bills totaling $413,089.63 and Human Service Zone direct cost bills totaling $8,608.19. Roll call; all voted yes; motion carried.

SPECIAL COMMISSION MEETING 12/29/2022 BILL LIST

GENERAL BILLS			
CHECK #	**VENDOR**	**DESCRIPTION**	**AMOUNT**
DD	JP MORGAN	DECEMBER 1ST-22ND 2022 TRANSACTIONS--SEE JP BILL LIST	$ 121,799.39
190442	ACCURATE CONTROLS INC	AUTODOME IP STARLIGHT--JAIL OPERATIONS	4,010.20
190442	ACCURATE CONTROLS INC	SEAGATE 3TB HARD DRIVE--JAIL OPERATIONS	389.34
190442	ACCURATE CONTROLS INC	RETURN FLEXIDOME CAMERA - ORIG INV 15770 5.31.21--JAIL OPERATIONS	(717.60)
190443	ADVANCED BUSINESS METHODS	STATES ATTORNEY COPIER MAINT CONTRACT #C121585-01--GENERAL	1,613.36
190443	ADVANCED BUSINESS METHODS	STATES ATTORNEY COPIER MAINT CONTRACT #C121587-02--GENERAL	1,026.93
190444	BEKKA'S BUTTONS	UNIFORM REPAIR - SGT KOSSAN--SHERIFF	10.00
190445	BRITTA HELLAND INC	TRANSCRIPTS & DEPOSITIONS FOR 51-22-CR-01562--STATES ATTORNEY	260.90
DD	BRUMMUND, PAIGE F	OVERNIGHT TRAVEL 11/21/22-11/22/22 MANDAN--EXTENSION SERVICE	187.00
DD	BRUMMUND, PAIGE F	OVERNIGHT TRAVEL 11/28/22-11/29/22 BISMARCK--EXTENSION SERVICE	183.00
DD	BRUMMUND, PAIGE F	DAY TRIPS 11/7/22-11/16/22 NOVEMBER MILEAGE--EXTENSION SERVICE	74.38
DD	BRUMMUND, PAIGE F	OVERNIGHT TRAVEL 12/5/22-12/6/22 JAMESTOWN--EXTENSION SERVICE	251.26
DD	BURKETT, EMILY	DAY TRIPS 12/8/22-12/19/22 DEC MILEAGE--EXTENSION SERVICE	23.63
190446	ECOLAB PEST ELIMINATION INC	PEST SERVICE FOR JAIL--FACILITY MANAGEMENT	325.00
190447	EVANS, CARRIE L	PLANNING COMMISSION PAY Q4 2022 (3)--PLANNING AND ZONING	150.00
190448	FIRE EXTINGUISHING SYSTEMS INC	SUPPRESSION SYSTEM IN JAIL--FACILITY MANAGEMENT	299.85
190449	FIRST WESTERN INSURANCE	NOTARY BOND - THOMAS CROWE--JAIL OPERATIONS	50.00
190450	HELLER, MARVIN	PLANNING COMMISSION PAY Q4 2022 (3)--PLANNING AND ZONING	150.00
190451	HENDRICKSON, CRYSTAL	PLANNING COMMISSION PAY Q4 2022 (2)--PLANNING AND ZONING	100.00
190452	HIGH POINT NETWORKS	INTRADYNE IA9 STANDARD SUPPORT THRU 12.14.23--IT	2,000.00
190453	INFORMATION TECHNOLOGY DEPT	DP 521 - WAN ACCESS--IT	510.00
190453	INFORMATION TECHNOLOGY DEPT	DP 601 - OFFICE 365--IT	71.25
190453	INFORMATION TECHNOLOGY DEPT	DP 602 - AZURE AD PLAN 2--IT	56.50
190453	INFORMATION TECHNOLOGY DEPT	DP 618 - INTUNE--IT	30.00
190453	INFORMATION TECHNOLOGY DEPT	DP 630 - ADOBE ACROBAT PRO--IT	75.00
190453	INFORMATION TECHNOLOGY DEPT	DP 650 - SSL VPN CLIENT--IT	300.00
190453	INFORMATION TECHNOLOGY DEPT	DP 853 - ACTIVE DIRECTORY USER FEE--IT	141.75

190453	INFORMATION TECHNOLOGY DEPT	TC 381 - PEXIP VIRTUAL MEETING ROOM (AUDIO CONFERENCE)--IT	16.75
190454	KALIX	DOCUMENT DESTRUCTION--STATES ATTORNEY	55.13
190455	KIBLER, ROBERT EUGENE	PLANNING COMMISSION PAY Q4 2022 (2)--PLANNING AND ZONING	100.00
190456	LIVINGSTON, NORMAN J	PLANNING COMMISSION PAY Q4 2022 (3)--PLANNING AND ZONING	150.00
DD	MAKOTI CITY AUDITOR	ARPA PROJ #65 SANITARY SEWER REHAB PROJ - PMT 1--COMMISSIONERS	25,945.12
DD	MAKOTI CITY AUDITOR	ARPA PROJ #65 SANITARY SEWER REHAB PROJ - PMT 2--COMMISSIONERS	3,750.00
190457	MARCO TECHNOLOGIES, LLC NW7128	INFORMACAST RENEWAL--IT	2,075.00
190457	MARCO TECHNOLOGIES, LLC NW7128	HPE MXQ74008NY MAINTENANCE RENEWAL 2023--IT	1,306.00
190381	MDU - BISMARCK OFFICE	GAS COURTHOUSE--FACILITY MANAGEMENT	2,830.08
190381	MDU - BISMARCK OFFICE	NATURAL GAS FOR JAIL--FACILITY MANAGEMENT	3,412.76
190381	MDU - BISMARCK OFFICE	GAS ADMIN BLDG--FACILITY MANAGEMENT	2,303.67
190381	MDU - BISMARCK OFFICE	GAS 900 BLDG--FACILITY MANAGEMENT	2,430.70
190381	MDU - BISMARCK OFFICE	GAS 425 BLDG--FACILITY MANAGEMENT	291.68
190381	MDU - BISMARCK OFFICE	GAS JAIL--FACILITY MANAGEMENT	4,619.88
190458	ND DEPT HUM SERV	INMATE MEDICAL - NOVEMBER 2022--JAIL OPERATIONS	11,677.62
190458	ND DEPT HUM SERV	INMATE MEDICAL - SEPTEMBER 2022--JAIL OPERATIONS	28,432.27
190459	ND DEPT OF CORRECTIONS & REHAB	INTERSTATE COMPACE TRANS 08-21-CR-00455/51-19-CR-00715--SHERIFF	125.00
190460	PODRYGULA, STEPHAN	PLANNING COMMISSION PAY Q4 2022 (1)--PLANNING AND ZONING	50.00
190461	PRESORT PLUS	PRINTING, INSERTING, ENVELOPES,POSTAGE 2022 TAX STMTS--GENERAL	16,768.63
DD	RIVERSIDE TECHNOLOGIES, INC	5 - HP Z2 SFF G9--IT	5,995.00
190462	ROCHESTER ARMORED CAR CO INC	ARMORED CAR SERVICE--AUDITOR AND TREASURER	515.65
190463	SCHUMAKER, MARK D	PLANNING COMMISSION PAY Q4 2022 (3)--PLANNING AND ZONING	150.00
190464	STREICHER'S, INC	9MM PRACTICE AMMO--JAIL OPERATIONS	2,936.50
190465	SUMMIT FOOD SERVICES LLC	INMATE MEALS - NOVEMBER 2022--JAIL OPERATIONS	34,613.26
190382	UNITED MAILING SERVICES INC	POSTAGE--EXTENSION SERVICE	57.08
190382	UNITED MAILING SERVICES INC	SERVICES--EXTENSION SERVICE	23.30
190382	UNITED MAILING SERVICES INC	POSTAGE--HUMAN SERVICES	181.72
190382	UNITED MAILING SERVICES INC	SERVICES--HUMAN SERVICES	65.58
190383	US POSTAL SERVICE	ANNUAL PO BOX CHARGE--GENERAL	1,410.00
190374	US POSTAL SERVICE	ANNUAL PO BOX CHARGE-Previously approved - wrong amt--GENERAL	(1,340.00)
190384	WESTERN AGENCY INC	ADDITION OF 2 FOR EXPLORERS (SHERIFF)--INSURANCE	594.00
190466	WHEELER CONSTRUCTION INC	EXTRA CABELING & AVIGILON LIC FOR PARKING LOT CAMERA--IT	1,023.48
190385	XCEL ENERGY	ELECTRICITY FOR RAILROAD PARKING LOT--FACILITY MANAGEMENT	55.87
190385	XCEL ENERGY	ELECTRICITY 900 BLDG--FACILITY MANAGEMENT	757.50
190385	XCEL ENERGY	ELECTRICITY FOR COLD STORAGE AT 900 BUILDING--FACILITY MANAGEMENT	32.57
		Total General Bills:	**$ 286,782.94**

PARK BOARD BILLS			
CHECK #	**VENDOR**	**DESCRIPTION**	**AMOUNT**
DD	JP MORGAN	DECEMBER 1ST-22ND 2022 TRANSACTIONS--SEE JP BILL LIST	$ 272.90
190441	WARD COUNTY HIGHWAY DEPT	MAINTENANCE - NELSON CARLSON 12.15.22	1,595.56

		Total Park Board Bills:	**$ 1,868.46**

ROAD/HIGHWAY BILLS			
CHECK #	**VENDOR**	**DESCRIPTION**	**AMOUNT**
DD	JP MORGAN	DECEMBER 1ST-22ND 2022 TRANSACTIONS--SEE JP BILL LIST	$ 10,011.30
190423	A-1 EVANS SEPTIC TANK SERVICE	PORTABLE TOILET	45.00
190424	ACME TOOLS GRAND FORKS	WASH WAND/HANDLE	432.28
190424	ACME TOOLS GRAND FORKS	WASHER JET	9.84
190425	CAPITAL ONE TRADE CREDIT	SNOW PUSHER, LINKS	84.47
190426	DAKOTA FLUID POWER INC	HOSE	123.05
190427	EAPC ARCHITECTS ENGINEERS	PROFESSIONAL SERVICES 10/30/22-11/26/22	7,121.55
190428	HOME OF ECONOMY INC	SHOVELS	91.98
190429	KLJ ENGINEERING LLC	ENGINEERING SERVICES - CR 18 - PERIOD ENDING 12/10/22	1,531.02
190430	MAGIC CITY GARAGE DOOR INC	DOOR REPAIR	136.50
190431	MARCO TECHNOLOGIES, LLC NW7128	WEBROOT SERVICE	72.00
190432	MCGEE, HANKLA & BACKES	LEGAL SERVICES - NOV 2022	296.50
190377	MDU - BISMARCK OFFICE	UTILITIES	1,539.85
190433	MENARDS - MINOT	EDGES, PVC, PLATE	159.48
190433	MENARDS - MINOT	BATTERIES, HEATERS	137.96
190433	MENARDS - MINOT	POWER PLUG	20.99
190434	MINOT CITY OF, LANDFILL	DUMPING FEE	5.00
190435	NDSU EXTENSION PESTICIDE PROGRAM	TRAINING - JOHNSON	100.00
190435	NDSU EXTENSION PESTICIDE PROGRAM	TRAINING - UDE	100.00
190435	NDSU EXTENSION PESTICIDE PROGRAM	TRAINING - WALTER	100.00
190436	O'DAY EQUIPMENT	SWIVEL, NOZZEL	575.91
190378	OTTERTAIL POWER CO	UTILITIES	522.81
190437	RDO EQUIPMENT CO	WALK N ROLL PACKER VIN#WRC221879X840682	23,800.00
190437	RDO EQUIPMENT CO	WALK N ROLL PACKER VIN#WRC221880X840683	23,800.00
190438	RDO/POWERPLAN	WINDOWPANE	1,048.84
190439	RINKER MATERIALS	CULVERT TIES	5,211.84
190439	RINKER MATERIALS	CULVERT TIES	46,609.47
190440	SIGNSTODAY	LETTERS	44.40
190379	TRI N PROPANE	PROPANE HEAT - SAWYER	198.18
190379	TRI N PROPANE	PROPANE HEAT - DOUGLAS	324.54
190380	XCEL ENERGY	UTILITIES	65.48
190380	XCEL ENERGY	UTILITIES	70.57
		Total Road/Highway Bills:	**$ 124,390.81**

VISION ZERO BILLS			
CHECK #	**VENDOR**	**DESCRIPTION**	**AMOUNT**
DD	JP MORGAN	DECEMBER 1ST-22ND 2022 TRANSACTIONS--SEE JP BILL LIST	$ 47.42
		Total Vision Zero Bills:	**$ 47.42**

GRAND TOTAL **$ 413,089.63**

Highway Engineer Dana Larsen appeared regarding a budget amendment. Mr. Larsen is requesting an amendment of $247,056.76 to the Highway Department budget line item "Road

Construction" 130.0024.300.2711 to offset the cost of the sliver widening project that was not completed as scheduled in 2021 and carried over.

Moved by Comm. Weppler, seconded by Comm. Olson to approve the budget amendment in the amount of $247,056.76 coming from the Highway Users (gas tax) and Road Operation Fund accounts as presented. Roll call; all voted yes; motion carried.

Emergency Management Director Kelly Haugen appeared for a budget amendment request on the Multi Hazard Mitigation Plan. Mr. Haugen is asking to carry over $37,657.51 from the 2022 budget to finish the contract with KLJ.

Moved by Comm. Rostad, seconded by Comm. Weppler Olson to approve the budget amendment of $37,657.51 as presented. Roll call; all voted yes; motion carried.

Auditor/Treasurer Marisa Haman appeared.

Ms. Haman presented the Commission with two bids to purchase foreclosed property. The first bid is for two parcels, #KM180120000100 in the amount of $547.78 and #KM270240200010 in the amount of $715.04. Minimum sale price for these two properties is $1,262.82, which is the bid amount.

Moved by Comm. Weppler, seconded by Comm. Rostad to approve the bid of $1,262.82 for both properties as presented. Roll call; all voted yes; motion carried.

The seconded bid presented by Ms. Haman is also for two parcels, #KM200062000050 in the amount of $10.00 and #KM200062000090 also in the amount of $10.00. Minimum sale price for these two properties is $19,446.40. Both the Kenmare Park District and Kenmare Public School District have written letters waiving their portion of outstanding property taxes on these properties.

Moved by Comm. Rostad, seconded by Comm. Olson to approve the bid of $20.00 for both properties as presented. Roll call; Comm. Rostad voted yes; Comm. Olson, Weppler, and Fjeldahl voted no; motion failed.

Moved by Comm. Rostad, seconded by Comm. Olson to check with State's Attorney Roza Larson for approval of a public use stipulation or a deed restriction for public use regarding the foreclosed property bid. Roll call; all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Olson to cancel outstanding checks as presented by Auditor/Treasurer Marisa Haman. Roll call; all voted yes; motion carried.

Moved by Comm. Rostad, seconded by Comm. Weppler to approve the raffle permits for Firefighters Local 1157 and North Dakota Youth Archery Advisory Committee. Roll call; all voted yes; motion carried.

At 8:23 AM with no further business, the meeting was adjourned.

ACCEPTED AND APPROVED THIS 3RD DAY OF JANUARY, 2023

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Chairman, Ward County Commission

ATTEST:

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