

AGENDA FOR THE BOARD OF WARD COUNTY COMMISSIONERS

Thursday, July 6, 2023

9:00 a.m. – Regular Commission Meeting

Pledge of Allegiance

Call to Order – Chairman Fjeldahl

Order of Business

Roll Call

1. Approve Agenda
2. Review and approve the minutes from the Regular Commission Meeting on June 20, 2023
3. Review and approve the regular bills totaling \$224,237.37 and HS Zone direct cost bills totaling \$11,088.25
4. Bradley Starnes, Veterans Services Director
 - A.) DAV van – Veterans transportation
5. Major Paul Olthoff, Ward County Detention Center
 - A.) Ashley Harris – NDCCAA Correctional Employee of the Year
6. Noreen Barton – Director of Tax Equalization
 - A.) Tax Roll adjustments and items for consideration
 - B.) New growth and 2023 valuations
7. Dana Larsen – Highway Engineer
 - A.) Motorgrader mounted packer/rollers
8. Doug Diedrichsen – Planning & Zoning Administrator
 - A.) Variance
 - B.) Plat
9. Lolly Gorze – Human Resources Director
 - A.) Pay Amendments
10. Marisa Haman – Auditor/Treasurer
 - A.) Receive and file the following correspondence: Ward County Highway Committee minutes; Ward County Department Head minutes; letter from Apex Engineering Group dated June 29, 2023 regarding 16th Street SW reconstruction; email regarding RAISE Grant Program
 - B.) Tabled foreclosed property bid
 - C.) Request for duplicate warrant – Erickson, Donald or Darla
 - D.) MPO Board – Steering Committee structure recommendation
11. Outside Entity Budget Presentations
 - A.) 11:00 – NDSF
 - B.) 11:10 – Kenmare EDC (tentative)
 - C.) 11:20 – DVCC
 - D.) 11:30 – Project Bee
 - E.) 11:40 – Ward County Historical Society
 - F.) 11:50 – Lake County Historical Society

Minutes of the Board of Ward County Commissioners

June 20, 2023

The regular meeting of the Ward County Commission was called to order by Chairman/Commissioner Fjeldahl at 9:00 AM with Commissioners Anderson, Olson, Rostad, and Weppler present. Also present were department heads Brian Vangsness, Jason Blowers, Kelly Haugan, Kerrienne Boetcher, Kristi Frederick, Lolly Gorze, Marisa Haman, Noreen Barton, and Robert Roed.

Moved by Comm. Weppler, seconded by Comm. Rostad to approve the agenda with one change to the bill total for US Records, a \$39.22 shipping charge, resulting in an updated total of \$1,510,645.26. Roll call; all voted yes; motion carried.

Moved by Comm. Anderson, seconded by Comm. Olson to approve the minutes from the Regular Commission Meeting on June 6, 2023. Roll call; all voted yes; motion carried.

Moved by Comm. Rostad, seconded by Comm. Anderson to approve the regular bills totaling \$1,510,645.26 and HS Zone direct cost bills totaling \$20,158.12. Roll call; all voted yes; motion carried.

Kristi Frederick, Human Service Zone Director, appeared to present Kristin Sowich with a 10-year service award.

Major Paul Olthoff, Ward County Detention Center, appeared with a Secure Services Agreement for housing juveniles. State's Attorney Roza Larson reviewed the agreement and would like the District Court to be stated as Ward County rather than Burleigh County on item 17.

Moved by Comm. Olson, seconded by Comm. Weppler to table this item for further discussion between both parties. Roll call; all voted yes; motion carried.

Highway Engineer Dana Larson entered the meeting at 9:09 AM.

Noreen Barton, Director of Tax Equalization, spoke to the Archive Module 6-year Service Contract.

Moved by Comm. Weppler, seconded by Comm. Olson to approve the Service Contract as presented and have the Chairman sign. Roll call; all voted yes; motion carried.

Next, Ms. Barton asked for approval of the Board of Equalization Resolution.

Moved by Comm. Rostad, seconded by Comm. Anderson to adopt the Board of Equalization Resolution. Roll call; all voted yes; motion carried.

Dana Larsen, Highway Engineer, appeared regarding the US 83 Bypass chip seal project. The cost share for Ward County is around \$1,000.00.

Moved by Comm. Wepler, seconded by Comm. Rostad to notify the ND DOT of Ward County's concurrence on awarding the chip seal project NHU-SU-4-083(155)920 and NHU-SU-4002(141)149, PCN 23622 and 23623 to asphalt surface Technologies Corporation and agree to pay the cost share of approximately \$1,034.00. Roll call; all voted yes; motion carried.

The second item Mr. Larsen brought before the Commission is the bridge replacement project on County Road 5 in Donnybrook. This amount is higher than what it was originally estimated due to having to rebid the project with a 2023 completion date.

Moved by Comm. Rostad, seconded by Comm. Wepler to execute the attached resolution to award Industrial Builders Inc. the contract for Project BRC-ROM-0300(153) in the amount of \$2,376,948.20 and authorize the Chairman of the Board to sign the contracts. Roll call; all voted yes; motion carried.

Travis Schmit, Assistant Highway Engineer, appeared with an ARPA request from the City of Burlington. Mr. Schmit stated they would like to move the funds from their sewer and water replacement project to expanding the existing lagoon system.

Moved by Comm. Wepler, seconded by Comm. Anderson to allow the funds allocated on ARPA Project 63 to be used for expanding the City of Burlington lagoon system. Roll call; all voted yes; motion carried.

Lolly Gorze, Human Resources Director, appeared with the following pay amendments: M. Tollefson, Sheriff; I. Snodgrass, Jail; B. Raines, Recorder; M. Moberg, HR Generalist; P. Cooper, Sheriff; L. Edie, Jail.

Moved by Comm. Olson, seconded by Comm. Anderson to approve the payroll amendments as presented. Roll call; all voted yes; motion carried.

Auditor/Treasurer Marisa Haman appeared.

Moved by Comm. Rostad, seconded by Comm. Olson to receive and file the following correspondence: First District Health Annual Report 2022, Economy at a Glance June 2023, email from Mike Wolf of NDACo regarding premium discounts, and Department Head Meeting Minutes dated April 19, 2023. Roll call; all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Anderson to receive and file Monthly Reports including financials. Roll call; all voted yes; motion carried.

Ms. Haman brought forth the Lease Agreement between CP Rail and Ward County. A discussion was held.

Moved by Comm. Weppler, seconded by Comm. Olson to approve continuing with the CP Rail Lease Agreement in the amount of \$19,363.27 as presented. Roll call; all voted yes; motion carried.

Ms. Haman presented a draft of a letter of support for Energy & Environmental Research Center (EERC) which has been requested from Ward County. Brekka Kramer from the Minot Area Chamber EDC spoke to the EERC and the fact that they will be seeking grant funding to support technology advancement.

Moved by Comm. Weppler, seconded by Comm. Olson to approve signing the attached letter with a change to having the letter come from all the Commissioners (change body of letter to address the letter coming from the Commissioners as a whole), having Chairman Fjeldahl sign but listing support from all Commissioners, and lastly to ask for EERC to keep the public informed if a grant is received. Roll call; Comm. Weppler, Olson, Anderson, and Fjeldahl voted yes; Comm. Rostad voted no; motion carried.

Ms. Haman presented the Commission with a bid to purchase foreclosed property. The bid is for Parcel #KM000011300080. Minimum sale price for this property is \$5,749.15 with the minimum bid amount being met.

Moved by Comm. Weppler, seconded by Comm. Rostad to approve the bid in the amount of \$5,749.15. Roll call; all voted yes; motion carried.

No update on tabled foreclosed property bid.

Moved by Comm. Anderson, seconded by Comm. Olson to approve the Gaming Site Authorization for Pheasants for the Future Inc. Roll call; all voted yes; motion carried.

Budget Hearings have been scheduled for the afternoon of July 18, 2023 after the Commission meeting and all day July 19, 2023.

Board openings that were previously advertised will be advertised again.

At 10:04 AM with no further business, the meeting was adjourned.

REGULAR COMMISSION MEETING 07/06/2023 BILL LIST

GENERAL BILLS			
CHECK #	VENDOR	DESCRIPTION	AMOUNT
	BALCO UNIFORMS CO INC	UTILITY POUCH--SHERIFF	\$53.60
	BALCO UNIFORMS CO INC	UTILITY POUCHES--SHERIFF	\$197.90
	BJELLAND, ELLEN M	DAY TRIP 01/05/23 BISMARCK--EXTENSION SERVICE	\$149.34
	BJELLAND, ELLEN M	DAY TRIPS 02/01/23-02/24/23 FEB DAY TRAVEL - PLAZA--EXTENSION SERVICE	\$137.56
	BJELLAND, ELLEN M	DAY TRIP 03/22/23 KENMARE--EXTENSION SERVICE	\$71.00
	BJELLAND, ELLEN M	OVERNIGHT 05/08/23-05/11/23 FARGO--EXTENSION SERVICE	\$436.36
	BJELLAND, ELLEN M	OVERNIGHT 10/31/22-11/03/22 FARGO--EXTENSION SERVICE	\$234.13
	BJELLAND, ELLEN M	DAY TRIP 11/09/22 NEDROSE--EXTENSION SERVICE	\$6.25
	BJELLAND, ELLEN M	OVERNIGHT 12/04/22-12/06/22 JAMESTOWN--EXTENSION SERVICE	\$273.76
191758	CABARRUS CO SHERIFF'S OFFICE	SERVE SUBPOENA - NORTH CAROLINA--STATES ATTORNEY	\$50.00
	CARPIO CITY AUDITOR	ARPA PROJ #64 - CITY OF CARPIO WASTEWATER TREATMENT FACILITY RE	\$112,437.50
	DACOTAH PAPER CO	CAN LINERS--FACILITY MANAGEMENT	\$219.16
	GLENBURN RURAL FIRE DISTRICT	ARPA PROJ #112 - SIRM RADIO PROJECT - TEAM ELECTRONICS INV 27092	\$10,000.00
	GRAPHICS LETTERING & TRIM	NEW GRAPHICS - 2023 DODGE DURANGO VIN 588348--SHERIFF	\$380.00
	HAUGAN, KELLY J	OVERNIGHT 06/12/23-06/15/23 FARGO--EMERGENCY MANAGEMENT	\$374.66
	HAUGEN EXCAVATING	DUMPING FEES - ROLLOFF--FACILITY MANAGEMENT	\$708.95
191752	INDIGO SIGNS	NDSU SIGN - INITIAL 1/2 DEPOSIT--COMMISSIONERS	\$3,600.00
	INFORMATION TECHNOLOGY DEPT	NETMOTION--SHERIFF	\$286.10
	KEYCARE MEDICAL	BOXER BRACE - D MOORE--JAIL OPERATIONS	\$250.00
	KOWALCZYK, KRISTIN L	OVERNIGHT 06/19/23-06/22/23 STANLEY--RECORDER	\$82.40
	LIGHT AND SIREN	3 LIGHT MOUNTS - 2023 DODGE DURANGO'S--SHERIFF	\$377.00
	LIGHT AND SIREN	LIGHT BARS--SHERIFF	\$2,497.80
191753	MDU - BISMARCK OFFICE	NATURAL GAS FOR COURTHOUSE--FACILITY MANAGEMENT	\$155.66
191753	MDU - BISMARCK OFFICE	NATURAL GAS FOR JAIL--FACILITY MANAGEMENT	\$399.45
191753	MDU - BISMARCK OFFICE	NATURAL GAS FOR ADMIN--FACILITY MANAGEMENT	\$126.02
191753	MDU - BISMARCK OFFICE	NATURAL GAS 900 BUILDING--FACILITY MANAGEMENT	\$314.08
191753	MDU - BISMARCK OFFICE	NATURAL GAS FOR 425 BUILDING--FACILITY MANAGEMENT	\$32.96
191753	MDU - BISMARCK OFFICE	NATURAL GAS FOR JAIL--FACILITY MANAGEMENT	\$1,188.69
	MOUNTAIN PLAINS YOUTH SERVICES	MONTHLY SHELTER CONTRACT - JUNE 2023--GENERAL	\$5,754.65
	ND DEPT OF CORRECTIONS & REHAB	INTERSTATE COMPACT - PROGRAM TRANSFER FEES MAY 2023--SHERIFF	\$350.00
191743	POST BOARD	LICENSE - PAUL COOPER--SHERIFF	\$45.00
191744	POST BOARD	LICENSE - MATHEW TOLLEFSON--SHERIFF	\$45.00
191759	PUTNAM COUNTY SHERIFF'S OFFICE	SERVE SUBPOENA - GEORGIA--STATES ATTORNEY	\$10.00
	ROCHESTER ARMORED CAR CO INC	ARMORED CAR SERVICE - JUNE--AUDITOR AND TREASURER	\$506.02
	TURNKEY CORRECTIONS	DEBIT CARD FEES--JAIL OPERATIONS	\$100.00
	TURNKEY CORRECTIONS	LAW LIBRARY--JAIL OPERATIONS	\$151.00
	UNITED MAILING SERVICES INC	POSTAGE--EXTENSION SERVICE	\$44.88
	UNITED MAILING SERVICES INC	SERVICES--EXTENSION SERVICE	\$26.42
	UNITED MAILING SERVICES INC	POSTAGE--HUMAN SERVICES	\$119.05
	UNITED MAILING SERVICES INC	SERVICES--HUMAN SERVICES	\$53.83
191754	UNITED MAILING SERVICES INC	POSTAGE--GENERAL	\$551.48
191754	UNITED MAILING SERVICES INC	SERVICES--GENERAL	\$141.54
		Total General Bills:	\$142,939.20

PARK BOARD BILLS			
CHECK #	VENDOR	DESCRIPTION	AMOUNT
	BAKER, MARVIN	MEETING DUES - 06/13/23	\$50.00
	MENARDS - MINOT	PAINT, RATCHET, TOW STRAP, TREE CUTTER	\$101.32
	MENARDS - MINOT	OVERPMT ON 6273 FRM 7.28.22	-\$0.10
	OLSON, DARRELL D	MEETING DUES - 06/13/23	\$50.00
	SIGN SOLUTIONS USA	24" X 24" DIGITAL SIGN - CANOE & KAYAK LAUNCH	\$32.78
	WARD COUNTY HIGHWAY DEPT	PARK MAINTENANCE - MAY	\$15,167.82
	XCEL ENERGY	UTILITIES - ELECTRIC - OLD SETTLERS PARK	\$295.49
	XCEL ENERGY	UTILITIES - ELECTRIC - OLD SETTLERS PARK	\$70.36
		Total Park Board Bills:	\$15,767.67

ROAD/HIGHWAY BILLS			
CHECK #	VENDOR	DESCRIPTION	AMOUNT
	ACME TOOLS GRAND FORKS	BATTERY PACK, INFLATOR, TORQUE WRENCH	\$628.00
	ACME TOOLS GRAND FORKS	STARTER ROPE #23	\$1.45
	ACME TOOLS GRAND FORKS	FLYWHEEL FOR TRIMMER	\$99.15
	ACME TOOLS GRAND FORKS	HEAT GUN FOR MINOT SHOP	\$149.00
	AMERICAN TRUCK & TRAILER	LANDING GEAR HANDLES #196	\$42.06
	CAPITAL ONE TRADE CREDIT	NIPPLES & FASTENERS	\$31.86
	CAPITAL ONE TRADE CREDIT	CHAINS - MINOT SHOP	\$45.86
	CAPITAL ONE TRADE CREDIT	PEEN HAMMER, PEG HOOKS	\$35.28
	CHESAK SEED HOUSE	GRASS SEED BUNDLES & WOOD STAKES	\$426.25
	CHESAK SEED HOUSE	GRASS & SEED - ND DOT CLASS II EARLY	\$1,380.00
	DAKOTA FLUID POWER INC	BULKHEAD W/ NUT, ELBOW UNIT #1403	\$14.37
	DAKOTALAND AUTOGLASS	WINDSHIELD #86	\$225.00
	GERDAU	3/8 X 4 FLAT - #137	\$52.75
	HOME OF ECONOMY INC	COUPLINGS, NIPPLE #170	\$83.56
	JOHNSON CONTROLS	AC UNIT CHECKED OUT - BLDG C	\$223.40
	MARCO TECHNOLOGIES, LLC NW7128	CISCO UMBRELLA INSIGHTS - INTERNET SECURITY	\$36.00
	MDU - BISMARCK OFFICE	UTILITIES - ELECTRIC - KENMARE	\$51.17
	MDU - BISMARCK OFFICE	UTILITIES - NATURAL GAS BLDG D	\$165.68
	MDU - BISMARCK OFFICE	UTILITIES - NATURAL GAS BLDG B	\$147.91
	MDU - BISMARCK OFFICE	UTILITIES - NATURAL GAS BLDG A	\$193.39
	MDU - BISMARCK OFFICE	UTILITIES - NATURAL GAS BLDG C	\$111.88
	MDU - BISMARCK OFFICE	UTILITIES - NATURAL GAS BLDG E	\$34.04
191750	MDU - BISMARCK OFFICE	UTILITIES - GAS MINOT SHOP	\$168.04
	MENARDS - MINOT	POLISHER/SANDER, JUMPER CABLES, RATCHET, RAT GLUE, WD-40, BUFFI	\$175.45
	MENARDS - MINOT	5 GALLON BUCKETS	\$50.28
	MENARDS - MINOT	SILICONE, GLOVES, TOWELS, LUBE, BINS	\$110.37
	MENARDS - MINOT	FAN FOR SHOP	\$7.99
	MINOT CITY OF, LANDFILL	DUMPING FEE	\$5.00
	MINOT CITY OF, LANDFILL	DUMPING FEE	\$435.75
	OTTERTAIL POWER CO	UTILITIES - ELECTRIC - DOUGLAS SHOP	\$95.64
	PARKLAND USA CORP DBA FARSTAD OIL	UNLEADED GAS FOR MINOT SHOP	\$9,839.84
	PARKLAND USA CORP DBA FARSTAD OIL	DIESEL FUEL - MINOT SHOP	\$14,685.11
	RDO/POWERPLAN	PULLEY, WASHER, FLANGE SCREWS - #77	\$284.61
	RDO/POWERPLAN	BALL BEARING - #77	\$78.28
	RDO/POWERPLAN	KEYS - #120	\$29.61
	RYAN CHEVROLET	N-RETAINER #19	\$7.94
	SIGN SOLUTIONS USA	TELESPARS & CUTTING CHARGE	\$6,684.95
	SWANSTON EQUIPMENT CO	AIR, OIL & FUEL FILTERS - #'S 5203, 5204, 5205	\$550.56
	SWANSTON EQUIPMENT CO	MOTOR - UNIT #42U	\$1,145.69
	SWANSTON EQUIPMENT CO	AIR & OIL FILTERS #123	\$133.98
	SWANSTON EQUIPMENT CO	KEY 10 - UNIT 5205	\$19.28
	WINTER EQUIPMENT COMPANY INC	BLADES #143, 144, 145, 146, 147, 155 & 156	\$26,433.62
191751	XCEL ENERGY	UTILITIES - BERTHOLD SHOP	\$26.95
191751	XCEL ENERGY	UTILITIES - ELECTRIC - STREET LIGHTS	\$62.55
		Total Road/Highway Bills:	\$65,209.55

VISION ZERO BILLS			
CHECK #	VENDOR	DESCRIPTION	AMOUNT
	PATTERSON, KYLE D	DAY TRIP 06/13/23 WATFORD CITY	\$161.13
	PATTERSON, KYLE D	DAY TRIP 06/14/23 WILLISTON	\$159.82
		Total Vision Zero Bills:	\$320.95

GRAND TOTAL \$224,237.37

WARD COUNTY HUMAN SERVICE ZONE

LISTING OF BILLS

BILLS PAID - July 6, 2023

ZONE BOARD REVIEW- July 18, 2023

HUMAN SERVICE ZONE

VENDOR	DESCRIPTION	AMOUNT
Donna Arellano	FHRR-Transport costs reimb	256.24
Wendy Beston	FHRR-Unexpected placement	200.00
Kristi Frederick	Employee-Meals/Travel	340.29
Shelby Hysjulien	Employee-Travel	132.31
Jamie Irey	FHRR-Sustain Placement	1000.00
Slim Lee	Employee-Travel	26.86
Christine Lisman	FHRR-Emerg Placement Needs	368.76
Mountain Plains Youth Service	Safe Beds-May Shelter Care	7920.00
Marissa Mutschler	Employee-Travel	142.79
Northern Testing	S&P-Drug Testing	701.00
TOTAL		11,088.25



Nomination Form NDCCAA Correctional Employee of the Year

The NDCCAA Correctional Employee of the Year award was created in 2017, with the intent of recognizing, on an annual basis, an active employee in the corrections field who displays outstanding character, service to the local community, and excellence in the performance of their assigned duties.

Each member facility is entitled to submit one name each year to be considered for this award. While each member facility may determine their own criteria and nomination process, nominees must meet the following minimum criteria:

1. Nominee must be a current employee, or recently retired during the past calendar year, with a member correctional facility.
2. Nominee must be in good standing, or have retired in good standing, with the member agency. Nominees shall have no disciplinary action taken, nor sustained complaints related to conduct or job performance, within the past calendar year.
3. Nomination form must be reviewed and approved by the Facility Administrator, and received by the NDCCAA Secretary no later than March 1st each calendar year.

Member Facility: Ward County Detention Center
Contact Name and Phone: Chris Ray (701) 857-6532

Section 1 - Nominee Information

Name: Ashley Harris Years employed: 2017-2023
Current Position: Corporal Time in current position: Four months

List past positions held within the facility:

FTO, Transport Team (USM)

Section 3 - Reason for Nomination

For a nomination to be considered for the Employee of the Year Award, the nominating facility must provide evidence of exemplary service. Choose any one of the following four categories, and attach a one page response to explain the basis for the nomination

1. Performance – explain how the employee, through a single exceptional act, or through a pattern of exceptional performance, has served to advance the mission of member facility.
2. Leadership – explain how the employee, whether informally or by designated rank, displays exemplary leadership to other employees through training, mentoring, guidance, and/or influence within the member organization.
3. Effectiveness – explain how the employee, through ongoing performance of assigned duties, has proven to be highly effective at managing and executing their assigned duties. Describe how the employee's performance has had a positive effect on the inmate population.
4. Innovation – explain how the employee has proposed, and/or implemented, a new policy, program, technique, or approach to a problem. Describe how the idea was implemented and the positive results that the idea has had on facility operations.

Section 4 - Certification of Nomination

By signing below, the facility administrator certifies that the employee nominated on this form is a current employee in good standing, or has retired in good standing within the past calendar year. The administrator has verified that all information provided in sections 1, 2, and 3 is accurate and complete.

Facility Administrator Name: _____

Paul Olthoff

Signature: _____

Paul Olthoff

Date of Nomination: _____

2-1-2023

The Board of Directors will select the award recipient each year at the spring meeting, and will coordinate with the award winner's facility to make formal presentation of the award. Please ensure that the contact name and phone number on page 1 are accurate for notification purposes.

Section 2 - Statement of Eligibility

All nominations must include responses to the following two questions to be eligible for this Award.

I. Explain how the nominee exemplifies the ethical standards and expectations of this profession. You may attach a separate single page for this response, or use the space below.

See Attached

2. Explain how the employee serves as a role model to others, exceeds expectations, or otherwise exemplifies the professional expectations of the member facility. You may attach a separate single page for this response, or use the space below.

Corporal Ashley Harris

Start Date: 11/1/2017

1. Corporal Ashley Harris is a licensed peace officer in the state of North Dakota, and continues to serve in the Ward County Detention Center. Cpl. Harris strives to ensure other officers carry out the ethics that an officer should maintain, especially when interacting with those that are incarcerated. Cpl. Harris treats all inmates with the same respect and dignity regardless of their history or offense. Cpl. Harris is the first one to step up or speak up if she observes something unethical or morally wrong.
2. Cpl. Harris decided to donate her kidney to a fellow co-worker after she discovered that the co-worker was battling kidney failure. Cpl. Harris went through a series of rigorous tests to donate, and later found out that she was not a match. Cpl. Harris was offered to donate her kidney to a complete stranger, and that would move the co-worker to the top of the donation list.

In December of 2022, both employees underwent surgery for a successful transplant in Minnesota. Cpl. Harris depleted her leave balance and help save the lives of two different people. Both officers are back at work and doing great. This selfless service has raised morale and awareness in the community. This earned Cpl. Harris the WCDC Courage Award in 2022.



Noreen Barton
Ward County Tax Director
PO Box 5005
Minot, ND 58702-5005
(701) 857-6430
noreen.barton@wardnd.com
www.wardnd.com

MEMO

DATE: 7/6/2023

TO: Ward County Commissioners

FROM: Noreen Barton Director of Tax Equalization

RE: Tax Roll Adjustments & Items for Consideration and Action on July 6, 2023

1. Property Owner qualifies for Farm Residence Exemption:

Property Owner	Description	Physical Address	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Rockeman, Christopher	CD31005U040000 NENE S31-158-87	42215 226 th Ave NW Donnybrook, ND 58734	2022	\$257,000	\$21,000	\$11,670	\$1,050
Johnson, Bruce & Candace	GR23005U020000 W2S2SWNW W2E2S2SWNW Less RD S23-159-87	33100 380 th St NW Donnybrook, ND 58734	2023	\$255,000	\$8,000	\$11,515	\$400
Herzig, Karla	FO260990000010 Olt 1 of NE S26-156-85	17401 Hwy 2 W Burlington, ND 58722	2023	\$263,000	\$1,000	\$11,840	\$50
Brandvold, Paul	VA330990000010 Olt 1 of NW S33-153-85	20603 191 st Ave SW Ryder, ND 58779	2023	\$122,200	\$200	\$5,500	\$10

2. Remove the 2023 MH property tax, MH is being taxed on another parcel (SR040460100070)

Property Owner	Description	Physical Address	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Nichols, Jonny & Sherry	MI5105462 Kopper Sunrise 2 nd Addn. Lot 7 Block 1	5325 Zaharia DR SE Minot, ND 58701	2023	\$31,000	\$0.00	\$1,395	\$0.00

3. Change from Vacant Lot to Residential Land:

Property Owner	Description	Physical Address	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Nichols, Jonny	SR040460100070 Kopper Sunrise 2 nd Addn Lot 7 Block 1	5325 Zaharia Dr SE Minot, ND 58701	2023	\$140,000	\$140,000	\$6,530	\$6,300

4. Deduction was added to the Land / Coulee runs through the property:

Property Owner	Description	Physical Address	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Pankratz, David & Vickie	BT130010000210 Pointe of View S/D Lot 21 S13-155-84	Unassigned	2023	\$44,000	\$29,000	\$2,200	\$1,450

5. Property sold to the City of Minot 2/2023, value prorated 1 month, exempt for 11 months:

Property Owner	Description	Physical Address	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
City of Minot	MI272881520062 Olts S27-155-83 S100' of Olt 6 in NWNW	1318 28 th St SW Minot, ND 58701	2023	\$28,000	\$2,000	\$1,400	\$100
City of Minot	MI27D690000020 Sorenson's 6 th Addn. Lot 2	2816 14 th Ave SW Minot, ND 58701	2023	\$198,000	\$16,000	\$8,910	\$720
City of Minot	MI272881520023 Olts S27-155-83 Olt 2 of SWNW W429' Less E99'	Unassigned	2023	\$3,000	\$1,000	\$150	\$50
City of Minot	MI272881520024 Olts S27-155-83 Olt 2 of SWNW E99' of W429'	Unassigned	2023	\$2,000	\$1,000	\$100	\$50

6. Property sold to the City of Minot 4/2023, prorate value 4months, exempt for 8 months:

Property Owner	Description	Physical Address	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
City of Minot	MI243130300051 Ramstads 2 nd Addn. E ½ 75' Lot 4 & E ½ 75' Lot 5 Block 3	19 th 5 th ST NE Minot, ND 58701	2023	\$49,000	\$16,000	\$2,205	\$720

7. Adjustments to land values were made in review neighborhood. After further analysis, it was determined this parcel has an easement over 2/3 of this lot. Value was adjusted to reflect this easement.

Property Owner	Description	Physical Address	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
SJS Properties LLC	MI22D620000010 Oak Park Place Addn. Lot 1	25 16 th St NW Minot, ND 58703	2023	\$233,000	\$185,000	\$10,485	\$8,325

8. Previously estimated on-site review indicated a reduction to reflect market value:

Property Owner	Description	Physical Address	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Beck, Jeff & Nancy	MI144890000050 West Minot Addn. Oen's S/D Lots 1 & 3 Block 17 Lot 5	504 12 th St NW Minot, ND 58703	2023	\$225,000	\$212,000	\$10,125	\$9,540
Ness, Daniel & Myrna	MI190880001000 Elbow Park Manor Addn. Lots 99 & 100	117 17 th ST SE Minot, ND 58701	2023	\$294,000	\$258,000	\$13,230	\$11,610

9. Property Owner qualifies for Military Exemption, pro-rate from date of sale 7 months:

Property Owner	Description	Physical Address	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Foust, Justin	TA5100871 Parkway Estates Lot 61	13001 2 nd St NW Lot 61 Minot, ND 58703	2023	\$5,000	\$3,000	\$225	\$135



Noreen Barton
Ward County Tax Director
PO Box 5005
Minot, ND 58702-5005
(701) 857-6430
noreen.barton@wardnd.com
www.wardnd.com

MEMO

Date: June 28, 2023

To: Ward County Commissioners & County Auditor

From: Noreen Barton, Director of Tax Equalization

Subject: New Growth & 2023 Valuations

	<u>True and Full Value</u>	<u>Taxable Value</u>
<u>Ward County New Growth:</u>	<u>\$61,700,000</u>	<u>\$2,851,175</u>

Percent Increase of New Growth (Residential & Commercial) from 2022 to 2023: **.86%**

	<u>True and Full Value</u>	<u>Taxable Value</u>
Valuation from 2023 Assessment Abstract:	\$ 7,552,927,200	\$355,231,465
Valuation from 2022 Assessment Abstract:	\$ 7,209,501,000	\$339,407,533
Valuation difference from 2022 to 2023:	\$ 343,426,200	\$ 15,823,932
Percent Increase in Taxable Valuation from 2022 to 2023:	<u>4.66%</u>	



Ward County Highway Department

900 13th St. SE • P.O. Box 5005 • Minot, ND 58702-5005 • (701) 838-2810 • Fax (701) 838-3801

Ward County Agenda Items July 6, 2023

A. Motorgrader Mounted Packer/Rollers

Attached is a quote for purchasing another motorgrader mounted packer/roller. The quote was \$23,980 from RDO Equipment. We order two units last year from RDO and were looking at ordering one more units this year. Last year the low bid was \$23,800. A few of the motorgrader operators were sharing a unit, but because the best time to use the unit is after a rain, there is a need for at least one more unit.



I would need a motion to purchase a motorgrader mounted packer/rollers from RDO for a total of \$23,980.



JOHN DEERE

Retail Purchase Order

RDO Equipment Co.
6320 Hwy 2 East
Minot ND, 58701

Phone: (701) 852-3962 - Fax: (701) 852-5306

Bill To:
WARD COUNTY HIGHWAY DEPT
PO BOX 5005
MINOT, ND, 587025005
WARD ()
(701) 857-6420

Purchase Order Date: 6/1/2023
Purchase Order #: 1665072
Purchaser Account #: 6420011

Ship To:
WARD COUNTY HIGHWAY DEPT
PO BOX 5005
MINOT, ND, 587025005
(701) 857-6420

Customer Purchaser Type: Governmental - County
Customer Market Use: Other - Light Duty Main
Location of First Working Use: MINOT, ND, 587025005
Dealer Account Number: 170584
Sales Professional: Kent Jaeger
Phone: (701) 852-3962
Fax: (701) 852-5306
Email: KJaeger@rdoequipment.com

Equipment Information

Quantity	Serial Number Stock Number	Hours (approx.)	Status / Year / Make / Model Additional Items	Cash Price
1	TBD TBD	0	New 2023 LYCOX ENTERPRISES INC. (WALK N ROLL) WR75	\$23,980.00

Equipment Subtotal: \$23,980.00

Purchase Order Totals

Balance:	\$23,980.00
Total Taxable Amount:	\$0.00
ND STATE TAX:	\$0.00
ND COUNTY TAX:	\$0.00
ND CITY TAX:	\$0.00
Sales Tax Total:	\$0.00
Sub Total:	\$23,980.00
Cash with Order:	\$0.00
Balance Due:	\$23,980.00

Legal Information

For the Construction Product(s)

ACKNOWLEDGMENTS - Purchaser offers to sell, transfer, and convey the item(s) listed as "Trade In" to the Dealer at or prior to the time of delivery of the above Product(s), as a "trade-in" to be applied against the cash price. Purchaser represents that each "trade-in" item shall be free and clear of all security interests, liens, and encumbrances at the time of transfer to the Dealer except to the extent shown below. The price to be allowed for each "trade-in" item is listed on this document. The Purchaser promises to pay the balance due shown hereon in cash, or to execute a Time Sale Agreement (Retail Installment Contract), or a Loan Agreement for the purchase price of the Product(s), plus additional charges shown thereon, or to execute a Lease Agreement, on or before delivery of the Product(s) ordered herein. Despite delivery of the Product(s) to the Purchaser, title shall remain with the Seller until one of the foregoing is accomplished. Except as provided herein and as necessary to protect RDO Equipment from the claims of a bankruptcy trustee or a buyer in the ordinary course of business, the Purchaser and the Dealer agree that this Purchase Order is not a security agreement and that delivery of the Product(s) to the Purchaser pursuant to this Purchase Order will not constitute possession of the Product(s) by the Purchaser, as a debtor, for the purposes of the purchase money security provisions in any statutes relating to personal property security or its equivalent. Purchaser understands that its rights in connection with this purchase are limited as set forth in this Purchase Order. I (we) hereby grant a security interest to RDO Equipment in the Product.

DISCLOSURE OF REGULATION APPLICABILITY - When operated in California, any off-road diesel vehicle may be subject to the California Air Resources Board In-Use Off-Road Diesel Vehicle Regulation. It therefore could be subject to retrofit or accelerated turnover requirements to reduce emissions of air pollutants. More information is available on the California Air Resources Board website at <http://www.arb.ca.gov/msprog/ordiesel/ordiesel.htm>.

IMPORTANT WARRANTY NOTICE - The Standard Warranty for new John Deere construction and forestry products is set forth in a separate document provided by the dealer. Please read the Standard Warranty carefully before signing. No express warranty is made unless specified in the Warranty Statement. PURCHASER'S RIGHTS AND REMEDIES PERTAINING TO THIS PURCHASE ARE LIMITED AS INDICATED IN THE STANDARD WARRANTY AND PURCHASE ORDER. WHERE PERMITTED BY LAW, NO IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS IS MADE.

Telematics: Orders of telematic devices include only the hardware. Where available, telematics software, including JDLink™ connectivity service, may be enabled from your local John Deere Operations Center or JDLink website. Please see your authorized John Deere dealer for assistance.

The undersigned purchaser(s) (the "Purchaser") hereby orders the product (the "Product") described above from the Dealer. The Dealer shall not be liable for failure to provide the Product or for any delay in delivery if such failure or delay is due to the Dealer's inability to obtain such Product from the manufacturer or supplier or other cause beyond the Dealer's control. The cash price shown above is subject to the Dealer receiving the Product from the manufacturer or supplier prior to any change in price by the manufacturer or supplier and is also subject to any new or increased taxes being imposed upon the sale of the Product after the date of this Purchase Order.

Upon signature of delivery acknowledgment, customer is accepting the equipment, including attachments, in "AS IS" condition, agreeing to notify RDO Equipment Co. within 24 hours of any damages or discrepancies found upon receipt of equipment.

Signature Area

Purchase Order Accepted By:

(Customer's Signature)

(Date Accepted)

(Authorized Signature of Dealer)

(Date Accepted)

Delivery of Equipment Acknowledgement:

(Customer's Signature)

Date Accepted

Equipment Options

Qty	Serial Number	Year / Make / Model	Description
1	TBD	2023 LYCOX ENTERPRISES INC. (WALK N ROLL) WR75	WR75 SERIES 3 WALK N ROLL PACKER ROLLER ATTACH QUICK ATTACH FOR RIPPER MOUNT JOHN DEERE SPACER JOHN DEERE SPACER TOO MINOT FREIGHT INCLUDED



Douglas Diedrichsen
Planning and Zoning Admin.
701-857-6405
PO Box 5005
Minot, ND 58702-5005

DATE: June 27, 2023
TO: Ward County Board of Commissioners
FROM: Doug Diedrichsen, Planning and Zoning Administrator
SUBJECT: Planning and Zoning Items from Planning Commission

MEMORANDUM

Variance

1. Loren Johnson

Application for a **Variance** for the following described property:

330' X 660' in NW4NW4 35-161-88, 2 Acre Parcel Deeded to Church
Doc# 141163, NW4 Less Portion Sold 35-161-88

The applicant is proposing a land transfer/exchange that the Ward County Zoning Ordinance would require to be platted. Ward County zoning applies with the township recommendation pending.

Planning Commission recommends Approval of the Variance Application based on finding of facts.

Plat

2. Layne Ankenbauer

Application for a **Plat** for the following described property:

Proposed Outlots 5&6 lying in the NW4NE4 12-159-89

The applicant is proposing to parcel an outlot, proposed outlot 5 is 43.65 acres, outlot 6 is 21.21 acres. This outlot is for future agricultural purposes. Ward County zoning applies with the township recommending approval.

Planning Commission recommends Approval of the Outlot Plats Application based on finding of facts and staff recommendations.



PLANNING & ZONING ADMINISTRATOR

Planning & Zoning Administrator
PO Box 5005
Minot, ND 58702-5005
(701) 857-6405

VARIANCE APPLICATION \$100

APPLICANT INFORMATION

Name: LOREN Johnson		
Email Address: LYNLOREN@restel.net	Phone: 701-848-6691	
Current Address: 46601 492 nd ST NW		
City: Kenmare	State: ND	ZIP Code: 58146
Legal description of subject property:		

REASON* FOR VARIANCE

- | | | |
|--|--|---|
| ☐ Exceptional shallowness of parcel | ☐ Oddly shaped parcel | ☐ Exceptional topographical conditions |
| ☐ Reasonable use of parcel is not possible | ☐ Unique preexisting circumstances | ☒ Other: Survey Requirements |

*Financial inconvenience is NOT an exceptional hardship, thus does not qualify as a reason for a variance.

DESCRIBE THE PROPOSED PROJECT

Deed property exchange c/o Platting

VARIANCE TO WHAT ORDINANCE

- | | | |
|---|---------------------------------------|--|
| ☐ Set back requirements | ☐ Building height | ☐ Square footage |
| ☐ Parking | ☐ Landscaping | ☒ Other: Platting |

SIGNATURES

- ☐ I, the undersigned, hereby certify that the statements contained herein are true and correct to the best of my knowledge.

Signature of applicant: 	Date: 4-26-2023
---	-----------------

OFFICIAL USE

Date Received by Staff: 4/26/23	Received by: 	Paid: Yes ☐ No ☒ Type: Fee waived
Staff Check List: ☐ PHN to MDN ☐ PHN to Ntfn Area ☐ Comment Received Y ___ N ___ ☐ Staff report written	PC Action:	CC Action:



PO Box 5005
Minot, ND 58702-5005
(701) 857-6405

Item #: 1

Planning Commission Staff Report

1st Reading Meeting Date: April 20th, 2023

2nd Reading Meeting Date: June 15th, 2023

Applicant: Loren Johnson

46601 492nd St. NW, Kenmare, ND 58746

701.848.6691

Owner: Loren & Lynn Johnson & Trinity First Danish Evangelical Lutheran Church

Current legal description: 330' X 660' in NW4NW4 35-161-88, 2 Acre Parcel Deeded to Church
Doc# 141163, NW4 Less Portion Sold 35-161-88

Address: (if applicable) N/A

Township: Denmark Township

Current Zoning: Ward County Rural

Zoning Ordinance Reference: Ward County Zoning Dist. 2

PROJECT DESCRIPTION:

The applicant is requesting a platting requirement variance for a land exchange.

FINDINGS OF FACT:

1. Proposed land exchange would transfer Approximately 3.50 Acres to the Church and Approximately 0.75 Acres to Loren and Lynn Johnson
2. The land is currently agricultural/residential and will be used for agricultural/residential purposes.
3. HWY Dept. – Any change in access would need to be permitted through the Ward County Highway Department.



I am trying to make a simple transfer of land to the Trinity First Danish Evangelical Lutheran Church of about 2.4 acres and they in return to me of .7 acres. The map shows their two parcels, one deeded to them in 1900 (40 by 20 rods) and in 1909 (14 by 23 rods). I have planted trees on the border of land I plan to donate to the church to provide for beautification and wind protection of the cemetery. It is a church that my great-grandfather and grandfather attended when they homesteaded in Denmark Township of Ward County. Looking back, I should have planted the trees when I purchased the land adjacent to the church in 1987. We have drafted two quit claim deeds spelling out the land to be transferred by rods or feet shown on the map with red lines. Both parties are satisfied with these deeds and do not see the need to have them platted out by a surveyor and the associated costs.

Attached is map, copy of 1900 and 1909 as registered in abstract, copies of Quit claim deeds from Loren and Lynn Johnson to Trinity First Danish Evangelical Lutheran Church and from Trinity First Danish Evangelical Lutheran Church to Loren and Lynn Johnson.

Thank you for your consideration:

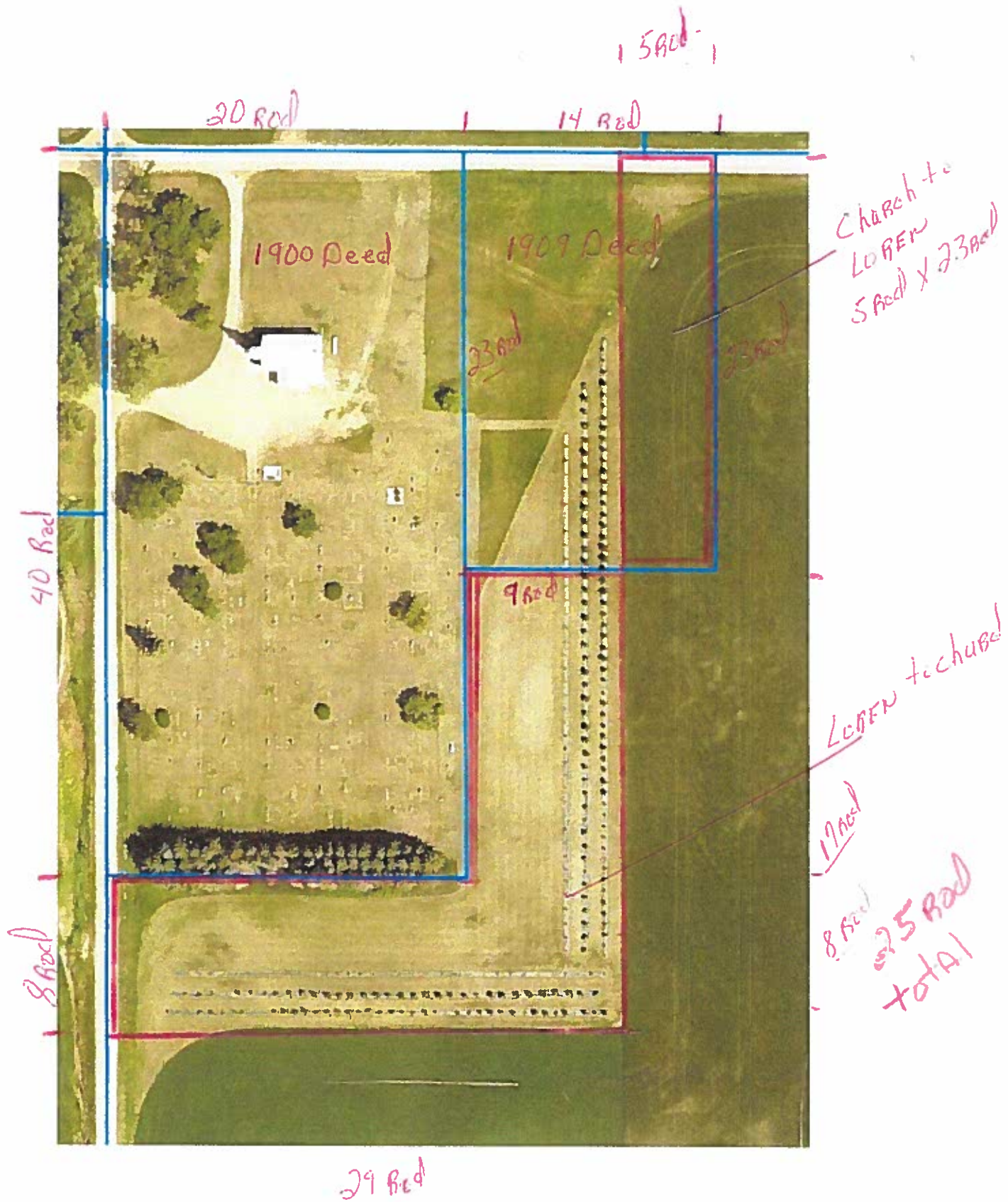
Loren and Lynn Johnson

46601 492nd St NW

Kenmare, ND 58746

Cell # 701-848-6691

Email lynloren@restel.net



Heirs of Sine Damskov, deceased

Recorded in Book "A" of A.R., page 113

Acknowledges the receipt of \$4.00, being the balance of payment required for NW 1/4 35, Township 161 North, Range 88 West, containing 160 acres, more or less.

oOo

2. United States of America

Patent

-to-

Dated September 26, 1902

The heirs of Sine Damskov

Filed for record January 7, 1907 at

Recorded in Book "13" of Deeds, page 280

Grants NW 1/4 of 35, Township 161 North, Range 88 West of the 5th P.M., containing more or less, according to the provisions of the Act of Congress dated May 20, 1890.

Subject to any vested and accrued water rights for mining, agricultural, manufacturing or other purposes, and rights to ditches and reservoirs used in connection with such rights, as may be recognized and acknowledged by the local customs, laws, and decisions of courts, and also subject to the right of the proprietor of a vein or lode to mine and remove his ore therefrom, should the same be found to penetrate or intersect the premises hereby granted, as provided by law; and there is reserved from the land hereby granted a right of way thereon for ditches or canals constructed by the authorities of the United States.

oOo

3. S.P. Damskov

Warranty Deed

-to-

Dated February 19, 1900

The Trinity First Danish
Evangelical Lutheran Church
(or its Trustees).

Filed for record February 21, 1900 at

Recorded in Book "D" of Deeds, page 18

Consideration: \$1.00

Grant, bargain, sell and convey unto the said parties of the second part and their assigns, Forever five acres of land on the NW corner of the NW 1/4 35, Township 161 North, Range 88 West, said tract is running and extending 20 rods east from the NW corner of the NW 1/4 35, said Township and Range and 40 rods south and 20 rods west to the section corner and 20 rods north to the corner as above described.

Free from all incumbrances.

Acknowledged February 19, 1900 by S.P. Damskov, before J.A. England, Notary Public, Ward County, North Dakota, N.P. Seal, Comm expires (not shown).

oOo

Ward County, North Dakota.

Grant, bargain, sell, release and quit claim to the said party of the second part, his heirs and assigns, forever, all their right, title, interest and claim, as heirs at law of Soren P.P. Damskov, deceased, covering N $\frac{1}{2}$ NW $\frac{1}{4}$ of §35, Township 161 North, Range 88 West of the 5th P.M., excepting and reserving from the operation of this conveyance 5 acres in the NW corner of the tract of land herein described which is itself described as follows: commencing at the NW corner of the land herein described and running thence East 34 rods, thence South 40 rods; thence West 20 rods, and thence North 40 rods, to the point of beginning.

Acknowledged May 1, 1905 by Pearl Peterson and P.C.K. Peterson, her husband; Peter Damskov and Mary Damsko, his wife and Elsie Peterson, wife of Lars Peterson, before W.E. Vaduais, Notary Public, Ward County, North Dakota, N.P. Seal, Comm expires July 30, 1909.

Acknowledged May 15, 1905 by Nels Damskov and Sophia Damskov, his wife, before Geo. M. Pardoe, Notary Public, Woodbury County, Iowa, N.P. Seal, Comm expires (not shown).

Acknowledged May 27, 1905 by Mary Nelson and Jens Nelson, her husband, before D.A. Adams, Notary Public, McLeod County, Minnesota, N.P. Seal, Comm expires June 1, 1905.

oOo

15. Lars Pedersen and Elsie Pedersen,
his wife.

Warranty Deed

Dated November 16, 1909

-to-

Filed for record March 2, 1910 at 3:15 P.M.

The Trinity First Danish Evangelical
Lutheran Church, Ward County, North
Dakota.

Recorded in Book "49" of Deeds, page 490

Consideration: \$1.00

Grant, bargain, sell and convey unto the said party of the second part, its heirs and assigns, Forever commencing at a point 20 rods east of the NW corner of the NW $\frac{1}{4}$ of §35, Township 161 North, Range 88 West on the North boundary line of said Section, thence running South, parallel with the West line of said Section, 23 rods, thence running East parallel with the North side of said section, 14 rods, thence running North, parallel with the West side of said section, 23 rods to the North boundary line of said section, thence running West 14 rods to place of beginning.

Free from all incumbrances.

Acknowledged November 16, 1909 by Lars Pedersen, and Elsie Pedersen, husband and wife, before Lauritz F. Clausen, Notary Public, Ward County, North Dakota, N.P. Seal, Comm expire October 14, 1911.

oOo

QUIT CLAIM DEED

This quitclaim deed is by Loren A. Johnson and Lynn R. Johnson, husband, and wife, 46601 492nd Street Northwest, Kenmare, North Dakota, 58746, Grantors, and the Trinity First Danish Evangelical Lutheran Church, PO Box 212, Kenmare, North Dakota 58746-0212, Grantee.

In consideration of \$10 paid to the Grantor, Grantor does hereby quitclaim and grant to Grantee all of the Grantors' right, title, and interest in and to this real property located in Ward County, North Dakota:

Township 161 North – Range 88 West

NW¼ of section 35: Commencing at a point 40 rods (660ft) south of the NW corner of the NW¼, thence south 8 rods (132ft) on the west section line, thence east 29 rods (478.5ft) parallel with the north section line, thence north 25 rods (412.5ft) parallel with the west section line, thence west 9 rods (148.5ft) parallel with the north section line, thence south 17 rods (280.5ft) parallel with the west section line, thence west 20 rods (330ft) to the beginning point, containing 2.40 acres more or less.

Reserving and retaining unto the Grantor all oil, gas, and other minerals together with the compounds and by-products of each of them with the right of ingress and egress for the purpose of exploring and developing the minerals.

Loren A. Johnson

Lynn R. Johnson

State of North Dakota)
County of Ward)

On this _____ of April 2023, before me, a notary public, personally appeared Loren A. Johnson and Lynn R Johnson, who acknowledged to me their execution of this quit claim deed.

Notary Public
Ward County, North Dakota
My Commission Expires: _____

I certify that the requirement for a report or statement of full consideration paid does not apply because this deed is for one of the transactions exempted by N.D.C.C. § 11-18-02.2(6)(f) [religious organization].

Grantee or agent

QUIT CLAIM DEED

This quitclaim deed is by the Trinity First Danish Evangelical Lutheran Church, PO Box 212, Kenmare, North Dakota 58746-0212, Grantor, and Loren A. Johnson and Lynn R. Johnson, 46601 492nd Street Northwest, Kenmare, ND. 58746, Grantees.

In consideration of \$10 paid to the Grantor, Grantor does hereby quitclaim and grant to Grantees as joint tenants, with rights of survivorship and not as tenants in common, all of the Grantor's right, title, and interest in and to this real property located in Ward County, North Dakota:

Township 161 North – Range 88 West

NW¼ of section 35: Commencing at a point 29 rods (478.5ft) east of the NW corner of the NW¼, thence south 23 rods (379.5ft) parallel with the west section line, thence east 5 rods (82.5ft) parallel with the north section line, thence north 23 rods (379.5ft) parallel with the west section line, thence west 5 rods (82.5ft) to the beginning point, containing 0.71875 acres more or less.

Reserving and retaining unto the Grantor all oil, gas and other minerals together with the compounds and by-products of each of them with the right of ingress and egress for the purpose of exploring and developing the minerals.

This deed was approved by the congregation on _____ in accordance with corporation's constitution.

Jean Quigley, President
Trinity First Danish Evangelical Lutheran Church

State of North Dakota)
County of Ward)

On this _____ of _____, 2023, before me, a notary public, personally appeared Jean Quigley, the president of Trinity First Danish Evangelical Lutheran Church, who acknowledged to me her execution of this quit claim deed.

Notary Public
Ward County, North Dakota
My Commission Expires: _____

I certify that the requirement for a report or statement of full consideration paid does not apply because this deed is for one of the transactions exempted by N.D.C.C. § 11-18-02.2(6)(f) [religious organization].

Grantee or agen

Johnson / Trinity Church

Recorders Outlot Plat Checklist:

Property Outlot coming out of
looks to be correct

YES

NO

It is the Recorder's
recommendation that

Signed by parties we show on deed
Doc #

YES

NO

this Property be
platted by a certified
surveyor. Past practice

Signed by Surveyor

YES

NO

On an identical
situation just last

Notarized (signer(s) & surveyor)

YES

NO

Year should be
acknowledged. Please

Surveyor's Seal on drawing on front
And on back with signatures

YES

NO

See the

Outlot Number Available

YES

NO

St. Anthony's Amended
Cemetery. The

Additional Comments:

request to plat is to protect
future owners of the land &
the church of any discrepancies that
will come up if not surveyed by
a certified surveyor, as no drawing

Initial Recorder Review

B. Pietsch 6-6-23

Date

can be
attached to

Final P & Z Review

Date

the document
to be recorded

Final Recorder Review

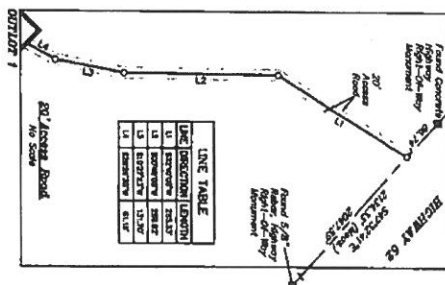
Date

Without a
Surveyor's seal/signature per the
N.D. Attorney General. If not platted
by a surveyor, the property cannot
easily be described/reviewed to the
general public

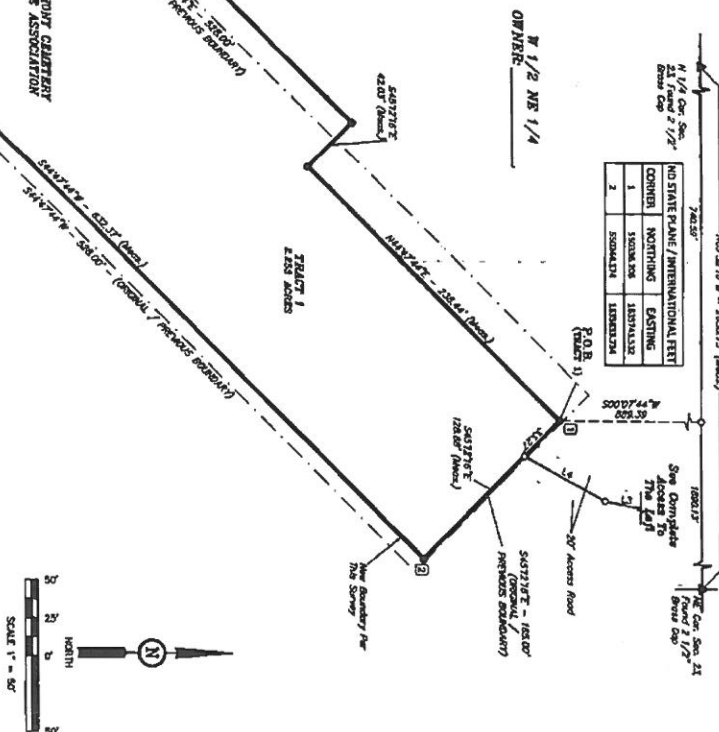
LOCATED IN THE W 1/2 NE 1/4 OF

SECTION 23, TOWNSHIP 158 NORTH, RANGE 87 WEST, 5th PRINCIPAL MERIDIAN,
COUNTY OF WARD, STATE OF NORTH DAKOTA

LINE TABLE		
LINE	DIRECTION	LENGTH
L1	8226087W	251.17
L2	8004608W	258.87
L3	8102717W	17.30
L4	8285878W	61.15



ND STATE PLANE / INTERNATIONAL FEET		
CORNER	NORTHING	EASTING
1	550306.006	1633745.332
2	550344.134	1633833.734



THE UNDERSIGNED, MEMBERS OF THE JURY DEPOSED SEVERALLY, IN ACCORDANCE WITH THE PROVISIONS OF SECTIONS 37-42-3, OF THE NORTH DAKOTA COMPILATION, HAS CAUSED TO BE DEPOSED THE WRITING AND TESTIMONY OF THE SAID LAND, WITH THE TRACT AS HEREIN DESCRIBED, AND HAS CAUSED THE SAME TO BE PLACED ON RECORD, AS FOLLOWS, TO-WIT:

A PARCEL OF LAND BEING A PORTION OF ST. ANTHONY'S CEMETERY OF DOWNSBORO, WA. DAK. AND A PORTION OF THE 1/2 OF THE 1/4 OF SECTION 23, T13N., R27E, 25 P.1., WARD COUNTY, NORTH DAKOTA AND BEING MORE PARTICULARLY AS FOLLOWS:

[illegible]

William Jeffrey Sedgwick
 TRIMM STREET SOUTHERN
John Bruce Sedgwick
 BULLOCK SQUARE SOUTHERN

STATE OF NORTH DAKOTA }
COUNTY OF McDonald } ss

ON THIS 21 DAY OF Feb IN THE YEAR 2022, BEFORE ME A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED THOMAS JEFFREY SCHEIDT and DILLON BROOKLY SCHEIDT known to BE THE PERSON(S) WHOM ARE DESCRIBED IN, AND WHO EXECUTED THE SAME.

MY COMMISSION EXPIRES: Feb-13, 2013

State of North Dakota
My Commission Expires Feb. 14, 2009

STATE OF NORTH DAKOTA }
12

ON THE 20 DAY OF Feb. IN THE YEAR 2022, BEFORE ME A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED ST. ANTHONY CEMETERY FIDELITY CARE ASSOCIATION - RONALD E. CREEDORE, KNOWN TO BE THE PERSON WHOM AND DESCRIBED IN, AND WHO EXECUTED THE SAID

MY COMMISSION EXPIRES July 13, 2026

WARD COUNTY

1. SCOTT C. KOTTERBA, A REGISTERED LAND SURVEYOR IN THE STATE OF NORTH DAKOTA, DO HEREBY CERTIFY THAT AT THE REQUEST OF DONALD E. GRUNDKE, I MADE THE SURVEY AND FOREGOING PLAT AND DESCRIPTION OF THE LAND AS HEREIN DESCRIBED, AND THAT THE LOT#, ANGLES, DISTANCES, AREA AND LOCATION, AS INDICATED ON SAID PLAT AND COMMANDING POINTS ARE TRUE AND CORRECTLY TO THE BEST OF MY KNOWLEDGE.

RECEIVED
REGISTRATION
RECORDS
DIVISION
NORTH DAKOTA
DATE
11/5/22

STATE OF MONTANA
COUNTY OF RICHLAND

ON THIS 5th DAY OF September IN THE YEAR 1962, BEFORE ME A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED SCOTT C. KOTERBA KNOWN TO BE THE PERSON WHOM ARE DESCRIBED BY, AND WHO EXECUTED THE SAID

BY COMMISSION DATES: September 24, 2024

John F. Broun
NOTARY PUBLIC STATE OF MONTANA


 HEIDI BRODLAND
 NOTARY PUBLIC for the
 State of Nevada
 Residing at Bozary, Nevada
 by Commission Expires
 September 24, 2014

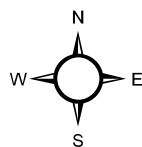
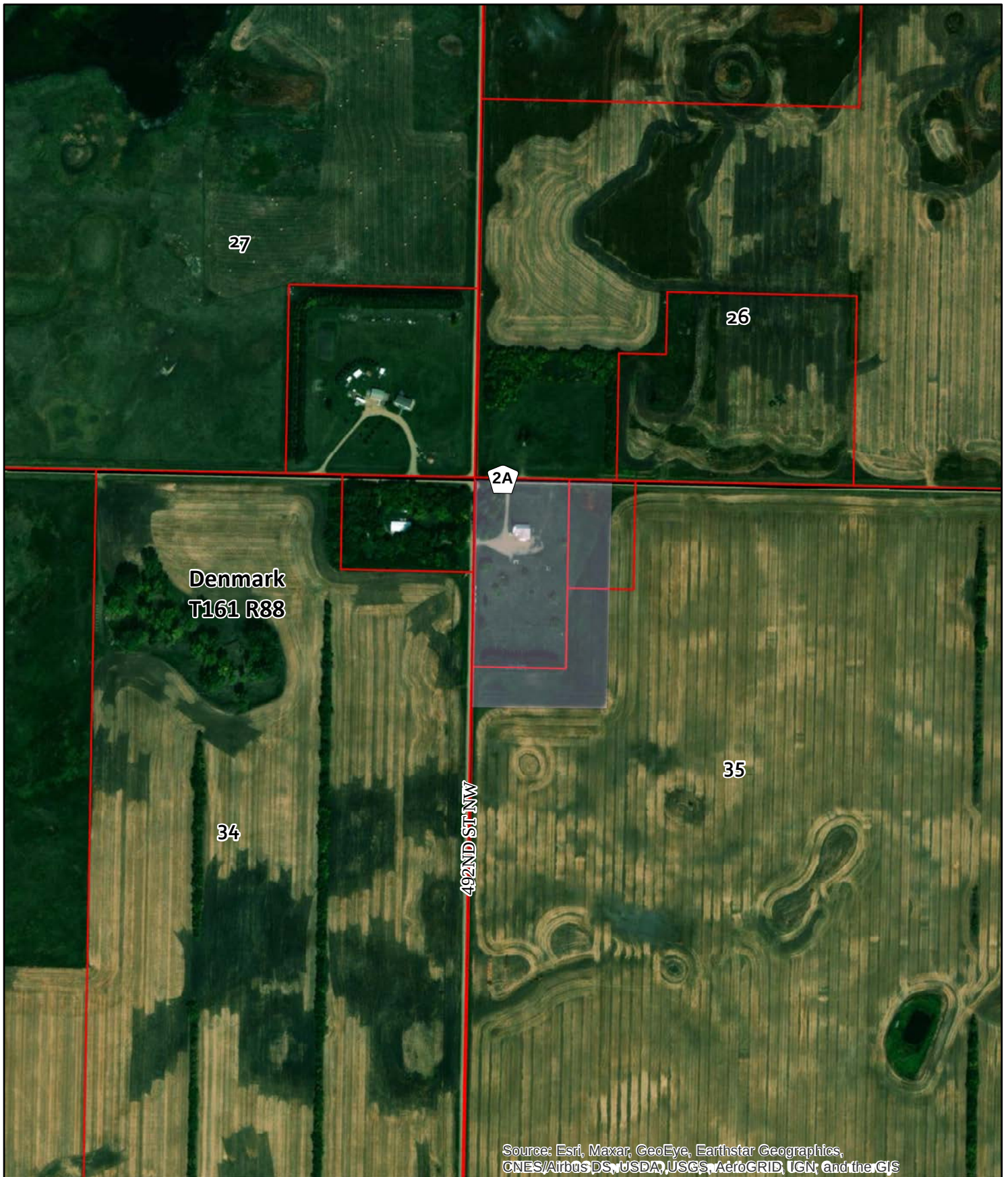
ST. ANTHONY CEMETERY
PERPETUAL CARE ASSOCIATION
LOCATED ENTER W/195E LIA CR
ADDRESS 195E LIA CR
CITY 60638

ULTRA

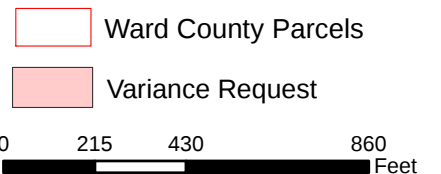
Corporate Office:
Vernal, UT 84078
801-696-6666

REVISED BY	DATE	SCALE
DRAWN BY	P.L.B.	1"=3'
FILE	3113-A1	

PLAT



Loren Johnson
Variance Application
35-161-88
Denmark Township





Planning/Zoning Office

900 13th St. SE • P.O. Box 5005 • Minot, ND 58702-5005 • (701) 838-2810 • Fax (701) 838-3801

PLAT APPLICATION \$50/LOT

APPLICANT INFORMATION

Name: Layne Ankenbauer Phone: 701-848-6000
Email Address: layne@northcountrymere.com
Mailing Address: PO Box 398, Kenmare, ND 58746

SUBJECT PROPERTY INFORMATION

Proposed Name of Plat(s): Layne & Kae Ankenbauer
Legal Description: NW 1/4 NE 1/4, Section 12 Township 159 N, Range 89 west
Address: (If Applicable)
Proposed use: Farming Existing Use: Farming Number of Lots Proposed: 2

OWNER OF RECORD INFORMATION

Name: Randy & Jerry Landers Phone: 701-835-2002
Address: 53200 366th Ave NW, Kenmare, ND 58746
Email Address:

If applicant is different than the owner, please explain the position of the applicant as to the property in question:

Purchaser

SIGNATURE

☐ I, the undersigned, hereby certify that the statements contained herein are true and correct to the best of my knowledge.

Signature of applicant: [Signature] Date: 4/18/23

**** Please submit with this application, an official, notarized and signed surveyor's plat. All Landowners names and signatures must be on the plat.**

OFFICIAL USE

Current Zoning:	Paid: Yes / No	Amount Paid:	Payment method/date:
Date Received:	Received By:		
Staff Check List: ☐ Tnsp rcmd sent _____ Received _____ ☐ WRD rcmd sent _____ Received _____ ☐ Rcdr Rvw sent _____ Received _____ ☐ Staff report written	PC Action:		CC Action:



PO Box 5005
Minot, ND 58702-5005
(701) 857-6405

Planning Commission Staff Report

Item #: 3

Recommendations

Staff: **Approval w/ Conditions**

Township: **Approval w/o conditions**

Water Board: **Approval w/conditions**

Meeting Date: June 15th, 2023

Applicant: Layne Ankenbauer
PO Box 398, Kenmare, ND 58746
701.340.3350

Owner: Layne & Kae Ankenbauer

Current legal description: NW4NE4 12-159-89

Proposed legal description: Outlots 5&6 lying in the NW4NE4 12-159-89

Address: (if applicable) N/A

Township: Spencer Township

Current Zoning: Ward County Rural

Zoning Ordinance Reference: Ward County Zoning Dist. 2

PROJECT DESCRIPTION:

The applicant is requesting to outlot for a future agricultural use.

RECOMMENDATION:

Staff recommends approval based on the findings of fact, recommendations from the township, Water Board and County Highway Department.

FINDINGS OF FACT:

1. Proposed Outlot 5 is 43.65 acres, Proposed Outlot 6 is 21.21 acres
2. The land is currently agricultural and will be used for agricultural purposes.
3. The outlots 5&6 have access from CR 4 on the north side of the proposed outlots.



PLANNING AND ZONING CONSIDERATIONS:

The applicant is proposing to parcel two outlots for an agricultural purpose. Outlot 5 is 43.65 acres, outlot 6 is 21.21 acres. The proposed outlots meet the 2.00 acre Ward County minimum.

Category	Unit	Year	500th Anniversary	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	13th	14th	15th	16th	17th	18th	19th	20th	21st	22nd	23rd	24th	25th	26th	27th	28th	29th	30th	31st	32nd	33rd	34th	35th	36th	37th	38th	39th	40th	41st	42nd	43rd	44th	45th	46th	47th	48th	49th	50th	51st	52nd	53rd	54th	55th	56th	57th	58th	59th	60th	61st	62nd	63rd	64th	65th	66th	67th	68th	69th	70th	71st	72nd	73rd	74th	75th	76th	77th	78th	79th	80th	81st	82nd	83rd	84th	85th	86th	87th	88th	89th	90th	91st	92nd	93rd	94th	95th	96th	97th	98th	99th	100th
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Outlot 5 will have to access 520th St NW for any approaches that are to be constructed and permit with the respective township. Outlot 6 will need to permit access through Ward County Highway Department.

[illegible]

Based upon review Spencer Township has responded and the Spencer Township Board of Supervisors has recommended the plat be approved without comment or objection.

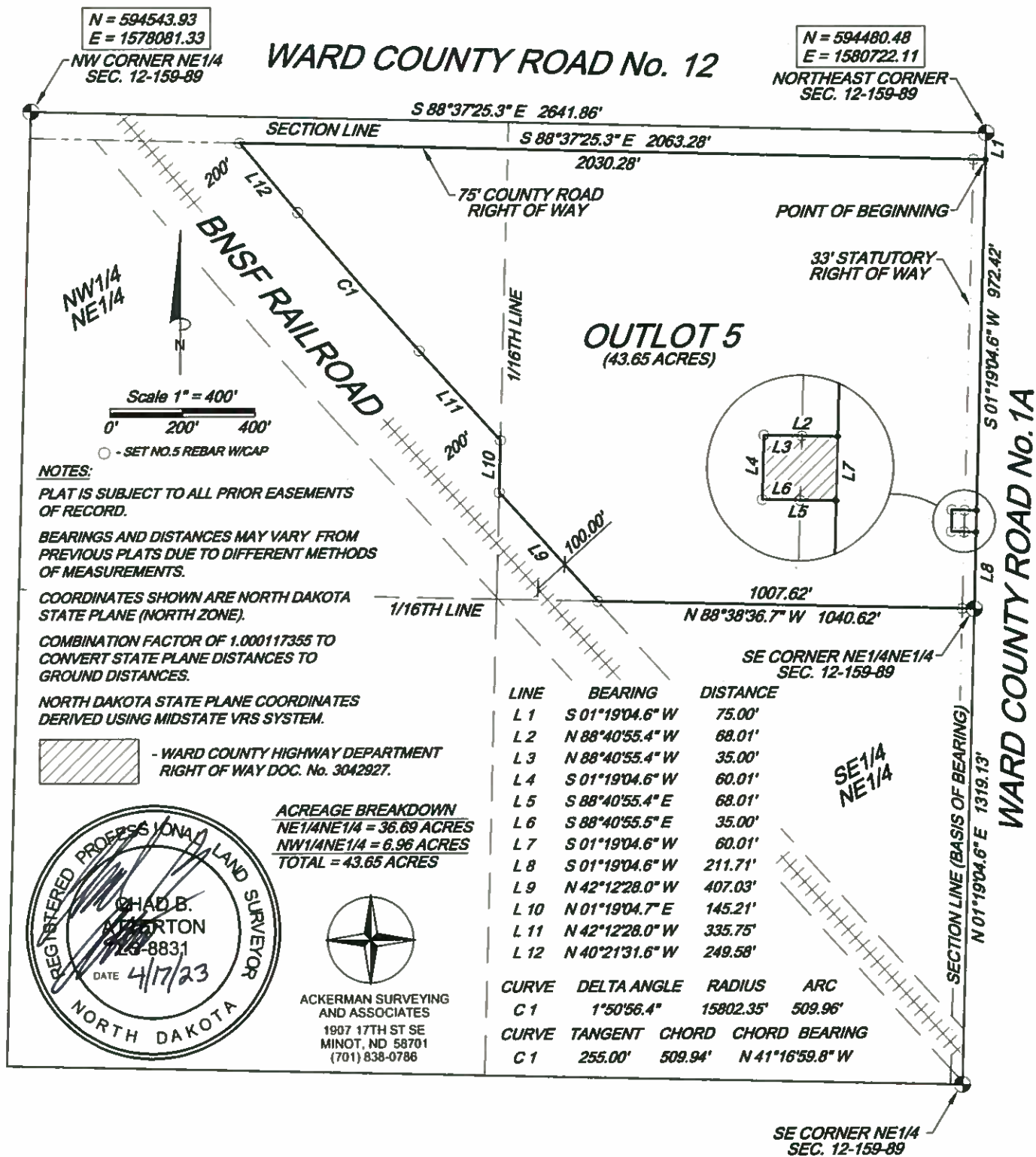
Based upon review and recommendation of the Water Resource Board Engineer, the plat is returned without objection but with the following recommendations:

1. A storm water management plan may be required if the subject property:
 - has a special use permit applied for
2. No development as a result of this plat should obstruct any watercourse or divert surface water flows.

PLAT OF OUTLOT 5

Of, UNPLATTED PORTION OF NE1/4NE1/4 & NW1/4NE1/4, Section 12, Township 159 North, Range 89 West

Owners: RANDY LANDERS & JERRY LANDERS



OUTLOT 5, of PORTION OF NE1/4NE1/4 & NW1/4NE1/4, Section 12, Township 159 North, Range 89 West
Described as follows:

Commencing at the Northeast corner of Section 12, Township 159 North, Range 89 West, Ward County, North Dakota; Thence S 01°19'04.6" W, along the East boundary of Section 12, a distance of 75.00 feet to the point of beginning; Thence continuing S 01°19'04.6" W, along the East boundary of Section 12, a distance of 972.42 feet; Thence N 88°40'55.4" W, a distance of 68.01 feet; Thence S 01°19'04.6" W, a distance of 60.01 feet; Thence S 88°40'55.4" E, a distance of 68.01 feet to the east boundary of said Section 12; Thence S 01°19'04.6" W, along the east boundary of Section 12, a distance of 211.71 feet to the Southeast corner of the NE1/4NE1/4; Thence N 88°38'36.7" W, along the South boundary of the NE1/4NE1/4 of Section 12, a distance of 1040.62 to the Northerly right of way of BNSF railroad; Thence N 42°12'28.0" W, along the Northerly right of way of BNSF railroad, a distance of 407.03 feet to the West boundary of the NE1/4NE1/4 of Section 12; Thence N 01°19'04.7" E, along the West boundary to the NE1/4NE1/4 of Section 12, a distance of 145.21 feet to the Northerly right of way of BNSF railroad; Thence N 42°12'28.0" W, along the Northerly right of way of BNSF railroad, a distance of 335.75 feet; Thence along a curve to the right a distance of 509.96 feet, said curve having a radius of 15802.35 feet and a chord of 509.94 feet which bears N 41°16'59.8" W; Thence N 40°21'31.6" W, a distance of 249.58 feet to the Southerly right of way of Ward County Road No. 12; Thence S 88°37'25.3" E, along the Southerly right of way of Ward County No. 12, a distance of 2063.28 feet to the point of beginning. Tract contains 43.65 acres.

IN TESTIMONY WHEREOF the said owners have hereunto set their hands and seal this 24th day of APRIL, 2023.

STATE OF NORTH DAKOTA
County of WARD } ss.

known to me to be the person s who are described in, and who executed the foregoing instrument and acknowledged that they executed the same.


Notary Public



Land Surveyor, do hereby certify that the request for a plat of the land described, and that the lots shown in said description, are the same as the

CHAD B. ATTERTON
 REGISTERED LAND SURVEYOR
 LS-8831
 DATE 4/17/23

Chad B. Atterton Registered Land Surveyor #8831

ROBBY L BERARD
Notary Public
State of North Dakota
My Commission Expires Dec. 19, 2023

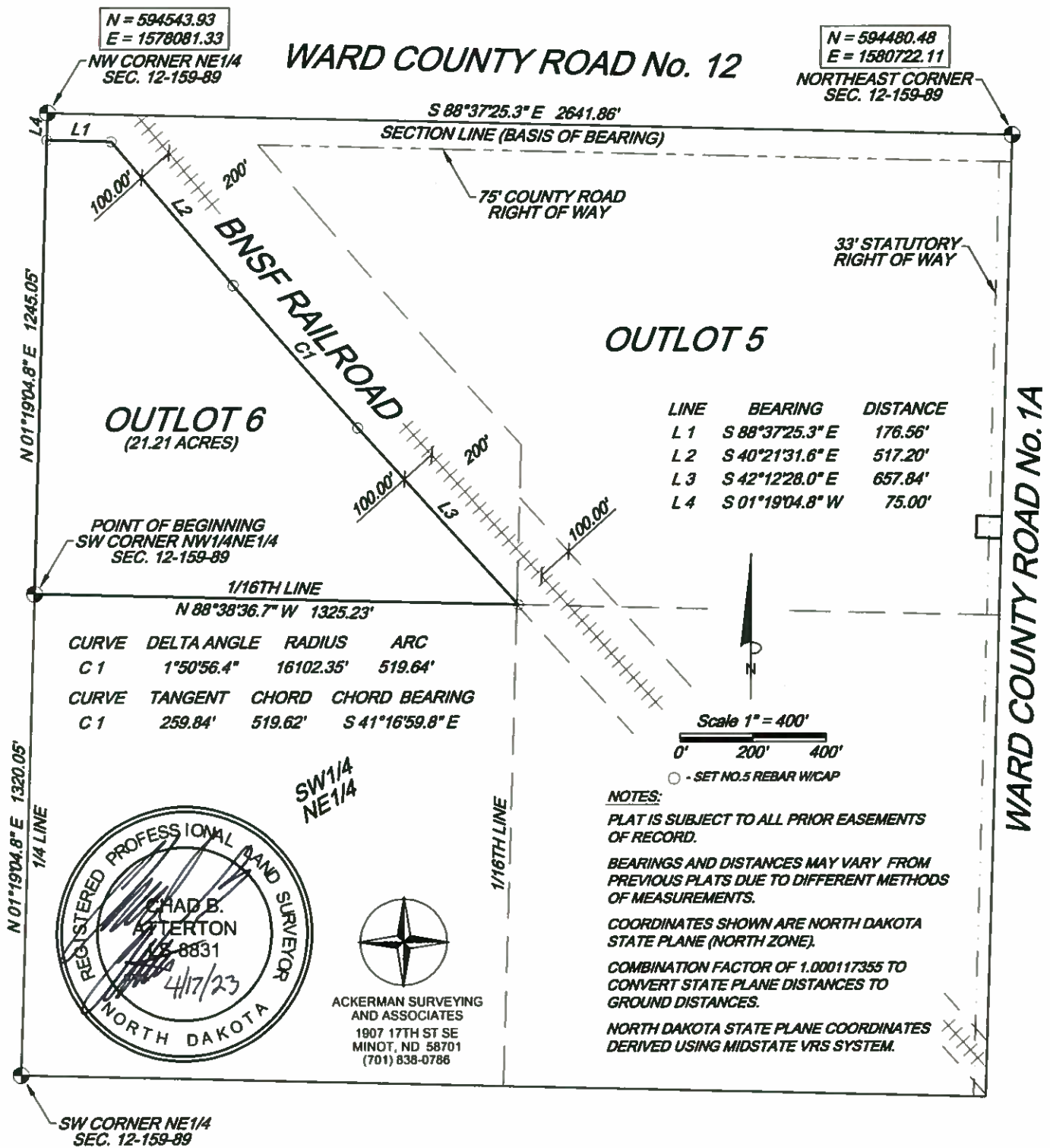
Notary Public

Approved _____, 20____

PLAT OF OUTLOT 6

Of, UPLATTED PORTION OF NW1/4NE1/4, Section 12, Township 159 North, Range 89 West

Owners: RANDY LANDERS & JERRY LANDERS



OUTLOT 6, Of PORTION OF NW1/4NE1/4, Section 12, Township 159 North, Range 89 West
Described as follows:

Beginning at the Southwest corner of the NW1/4NE1/4 of Section 12, Township 159 North, Range 89 West, Ward County, North Dakota; Thence N 01°19'04.8" E, along the West boundary of the NE1/4 of Section 12, a distance of 1245.05 feet to the Southerly right of way of Ward County Road No. 12; Thence S 88°37'25.3" E, along the Southerly right of way of Ward County Road No. 12, a distance of 176.56 to the Southerly right of way of BNSF railroad; Thence S 40°21'31.6" E, along the Southerly right of way of BNSF railroad a distance of 517.20 feet; Thence along a curve to the left a distance of 519.64 feet, said curve having a radius of 16102.35 feet and a chord of 519.62 feet which bears S 41°16'59.8" E to the South boundary of the NW1/4NE1/4 of said Section 12; Thence N 88°38'36.7" W, along the South boundary of the NW1/4NE1/4, a distance of 1325.23 feet to the point of beginning. Tract contains 21.21 acres.

THE UNDERSIGNED, ownerss of the within described property, in accordance with the provisions of Section 57-02-39 of the North Dakota Century Code, and upon demand of the County Auditor of WARD County, North Dakota, have caused to be made the within and foregoing plat of said land, with the lots as therein described, hereby donate and dedicate all the streets and alleys hereon shown to the public for public use.

IN TESTIMONY WHEREOF the said ownerss have hereunto set their hands and seal this 24TH day of APRIL, 2023.

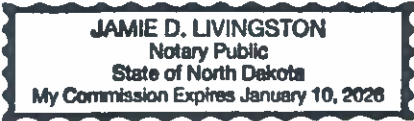
Randy Landers (Seal) Jerry Landers (Seal)
RANDY LANDERS JERRY LANDERS

STATE OF NORTH DAKOTA } ss.
County of WARD

On this 24TH day of APRIL in the year 2023, before me, a Notary Public in and for said County and State, personally appeared RANDY LANDERS AND JERRY LANDERS

known to me to be the persons who ARE described in, and who executed the foregoing instrument and acknowledged that they executed the same.

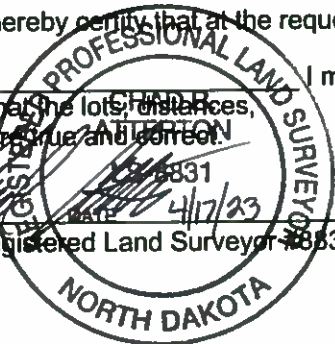
My Commission Expires: Jamie D. Livingston
Notary Public



SURVEYOR'S CERTIFICATE

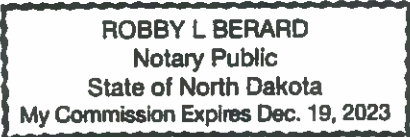
I, CHAD B. ATTERTON, Registered Land Surveyor, do hereby certify that at the request of LAYNE ANKENBAUER I made the within and foregoing plat and description of the land as herein described, and that the lots, distances, area and location, as indicated on said plat and contained in said description, are true and correct.

Chad B. Atterton
Chad B. Atterton Registered Land Surveyor #8831

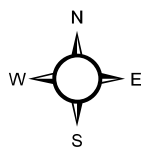
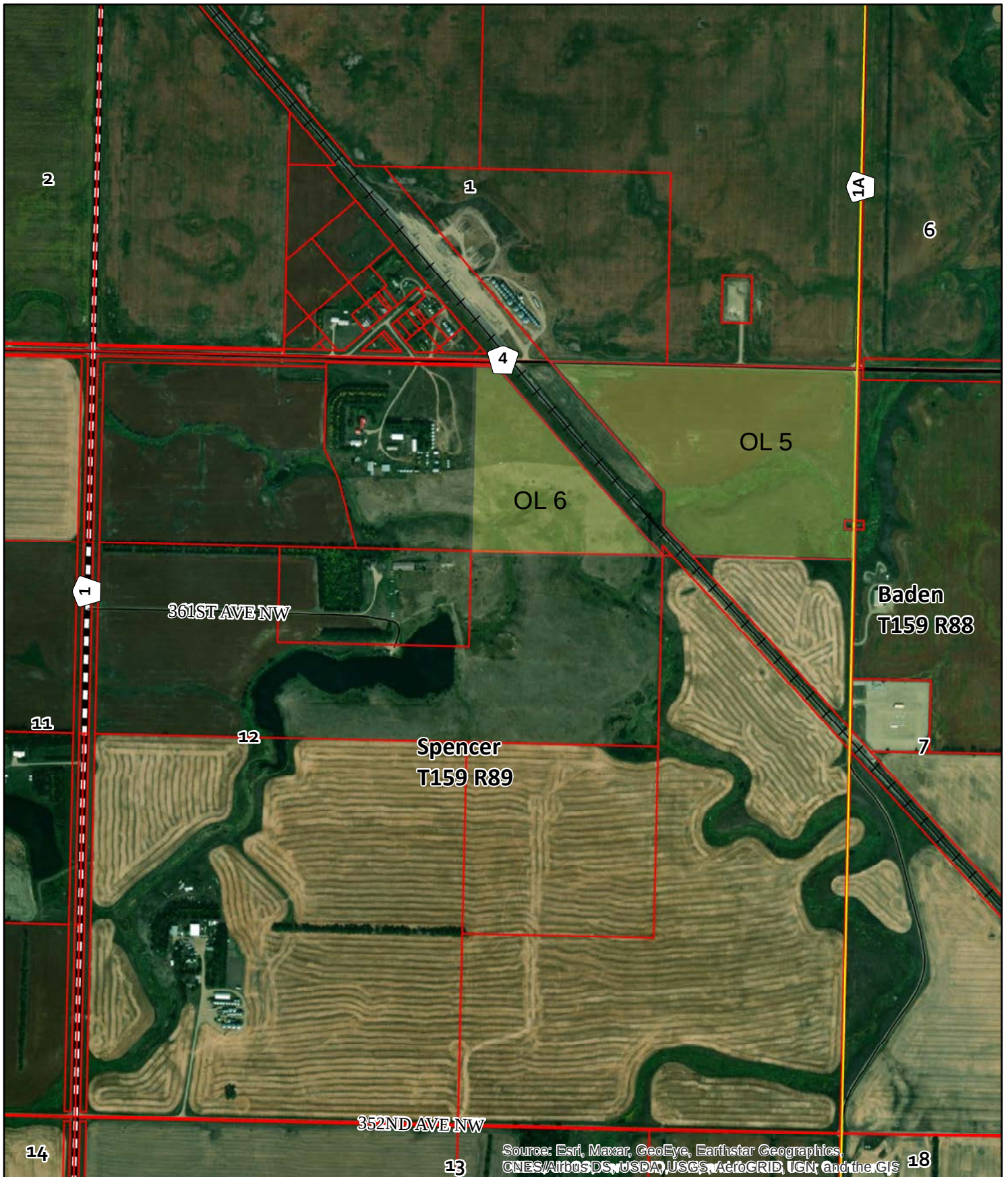


Subscribed and sworn to before me this 24TH day of April, 2023

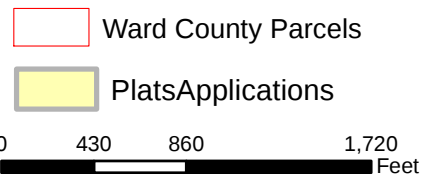
My Commission Expires: Robby L Berard
Notary Public



Approved _____, 20____ Approved _____, 20____



Layne Ankenbauer
Outlot Plat Application
12-159-89
Spencer Township





WARD COUNTY HUMAN RESOURCES DEPARTMENT

LOLLY GORZE, SHRM-CP
DIRECTOR

HUMAN RESOURCE GENERALISTS:
MYRNA MOBERG
DANAE GREEK

Memorandum

To: Commissioners
From: Lolly Gorze, Human Resources Director
Date: July 6, 2023
Re: Human Resource's Agenda Items for July 6, 2023 Commission Meeting

Human Resources Office's Agenda items for the July 6, 2023 Commission Meeting are as follows:

1. Pay Amendments

Pay Amendments 7.5.23**New Hires/Rehires**

Name	Dept	Title	FT/PT	Pay	Start Date
Todd Ness	Auditor	Account Technician I	FT	\$22.00 hr	7.5.23
Randy Christianson	Highway	Seasonal Mower	Seasonal	\$18.11 hr	6.19.23
Alexander Gorze	Sheriff	Court Security/Evidence Techni	FT	\$22.58	7.17.23
Delvin Walter	Weed	Seasonal Weed Sprayer	Seasonal	\$20.70	6.1.23

Promotions

Name	Dept	Title	FT/PT	Pay	Start Date
Lauren Jensen	State's Attorney	Victim Witness Coordinator	Intern	\$22.58 hr	6.27.23
Tiffany Grosche	Auditor	Accounting Technician I	FT	\$23.12 hr	6.16.23
Lynae Schroeder	Auditor	Accounting Technician I	FT	\$22.00 hr	6.16.23

Terminations

Ashley Perales	HR	HR Generalist	6.15.23		

Subject: Ward County Highway Committee Minutes

Time: Tuesday, June 27, 2023 @ 9:00am

Place: Ward County Highway Department, Board Room

Attendance: Comm. Fjeldahl, Comm. Anderson, County Engineer Dana Larsen, and Asst. County Engineer Travis Schmit, Mike Beeter 701.721.6245

The Hwy Committee meeting started off with discussion of speeding issues through the City of Sawyer on County Roads 23 & 25. Mike Beeter with the City of Sawyer City Council explained the concerns on behalf of the City of Sawyer. The Committee recommended conducting traffic counts with speed classifiers to collect accurate data. Mr. Larsen will report the data back to the City of Sawyer once the counts have been collected.

Discussion was held on current approach permit for access to Ward County roads. Mr. Larsen noted he'd like to develop an approach policy that would incorporate the information from the Transportation Plan and the existing approach permit requirements. The Committee agreed to develop a draft policy and bring back to the next Committee meeting for further discussion.

Mr. Larsen continued discussion on the micro surface project from last year. It was discussed that design procedures have changed due to the crack seal not adhering to the micro surface. When new plans are developed for micro surface projects the plans will include more oil and limit the amount of crack fill below the micro surface application.

Last item on the agenda was Hwy Dept staff retirements and staffing needs moving forward. There have been five retirements and three new hires. The Hwy Dept has two positions open till filled currently. Mr. Larsen stated there will be one more retirement this fall, and up to five more retirements in 2024. Discussion was had on various ideas for possible recruitment opportunities.

With no further discussion, the meeting was adjourned at 12:51pm.

Ward County Department Head Meeting

Wednesday May 17, 2023 9:00 am – 10:00 am.

Location: Ward Co. Admin. Bldg. – Meeting Rooms 105-106

AGENDA

I. Old Business: None

II. New Business:

- a. Blood Drive:** Kelly will set up the fall blood drive. The last one fell short by 11 units of donated blood. We would like to see more participation.
- b. First aid kit** has been placed on the first floor. Will place one on the second floor once the door is installed for the breakroom.

III. Department Head Roundtable:

Auditor/Marisa: Have a position opening up. Will probably wait till mid summer to post as it is slower time right now and would like to have the time to properly train new employee. Working on budget process.

NDSU Extension/Emily: Today is Ellen's retirement party from 2-4. Her last day is on June 2nd. Achievement days are June 19-June 22nd.

Sheriff's Office/Larry: Fighting crime and trying to hire.

Tax Equalization/Noreen: Getting ready for County Board, had a couple of appeals. This summer will be assessing Douglas, Ryder and Makoti.

Recorder/Kristin: Have an opening in our office, posting closes on May 30th so will be shorthanded for a bit.

Human Services/Kristi: Have no kids staying in the office. State has authorized social workers for Summer Blitz. Have to be licensed and can be full or part time.

IT/John: Electro Watchman updates are complete, just doing some tweaking on little issues.

Emergency Management/Kelly: Working with townships to assess damages from the spring runoff. Hazard Mitigation Plan has been sent to the state for review.

Library/Kerrienne: Bookmobile is done with school schedule. June 5th will start with the summer schedule. June 9th will be showing the movie Encanto.

Highway Dept./Dana: Filled the office manager position. Had 39 applicants and interviewed 10. Hired Nikki Warath and she will start on June 1st. Have 2 equipment operators retiring this summer and will have 5 more next year. Looking at doing own CDL training program due to lack of applicants with a CDL.

Superintend of Schools: Year end school reports and budgets will be coming in.

Facilities Management/Brian: Starting on the breakroom door today. IT door is installed. Busy with projects.

Meeting Adjourned.

Dates of Upcoming Department Head Meetings:

- June 21, 2023
- July 19, 2023
- August 16, 2023
- September 20, 2023
- October 18th, 2023
- November 15th, 2023
- December 20th 2023

June 29, 2023

PROJECT NO. SU-4-989(129), PCN 23860
City of Minot Project 4780
16TH STREET SW RECONSTRUCTION
WARD COUNTY

The City of Minot, in cooperation with the North Dakota Department of Transportation and Federal Highway Administration, is proposing a roadway improvement on 16th Street SW from 14th Avenue SW to 2nd Avenue SW in Minot, ND. Please refer to the enclosed Project Location Map.

The project consists of the following:

- Reconstruction and possible roadway widening between 14th Ave SW and Burdick Expy.
- Reconstruction and concrete pavement repair within existing curblines between Burdick Expy and 2nd Ave SW.
- New curb, gutter, and sidewalk.
- Possible realignment/reconfiguration of the 5th Ave SW intersection.
- Shared-use path construction between 14th Ave SW and Burdick Expy.
- New storm sewer, sanitary sewer, and watermain throughout the corridor.
- Proposed retention pond at the SW corner of the 11th Ave SW intersection.
- Traffic signal replacements at the 11th Ave SW and 2nd Ave SW intersections.
- New lighting throughout the corridor.
- Traffic is expected to be detoured during construction.

This project is expected to be constructed during the 2025 construction season.

The project may require permanent and/or temporary right-of-way. The right-of-way required would be in linear strips parallel to the project area.

To ensure that all social, economic, and environmental effects are considered in the development of this project, we are soliciting your views and comments on the proposed project pursuant to Section 102(2) (D) (IV) of the National Environmental Policy Act of 1969, as amended. We are particularly interested in any property which your department may own or have an interest in and which would be adjacent to the proposed roadway improvement. We would also appreciate being made aware of any proposed developments your department may be contemplating in the areas under consideration for the proposed roadway facility. Any information that might help us in our studies would be appreciated.

Information or comments relating to environmental or other matters that you might furnish will be used in determining if this project is a "categorical exclusion" or whether an "Environmental Assessment" or a "Draft Environmental Impact Statement" will be prepared.

It is requested that any comments or information be forwarded to our office on or before July 31, 2023. If no reply is received by this date, it will be assumed that you have no comment on this project.

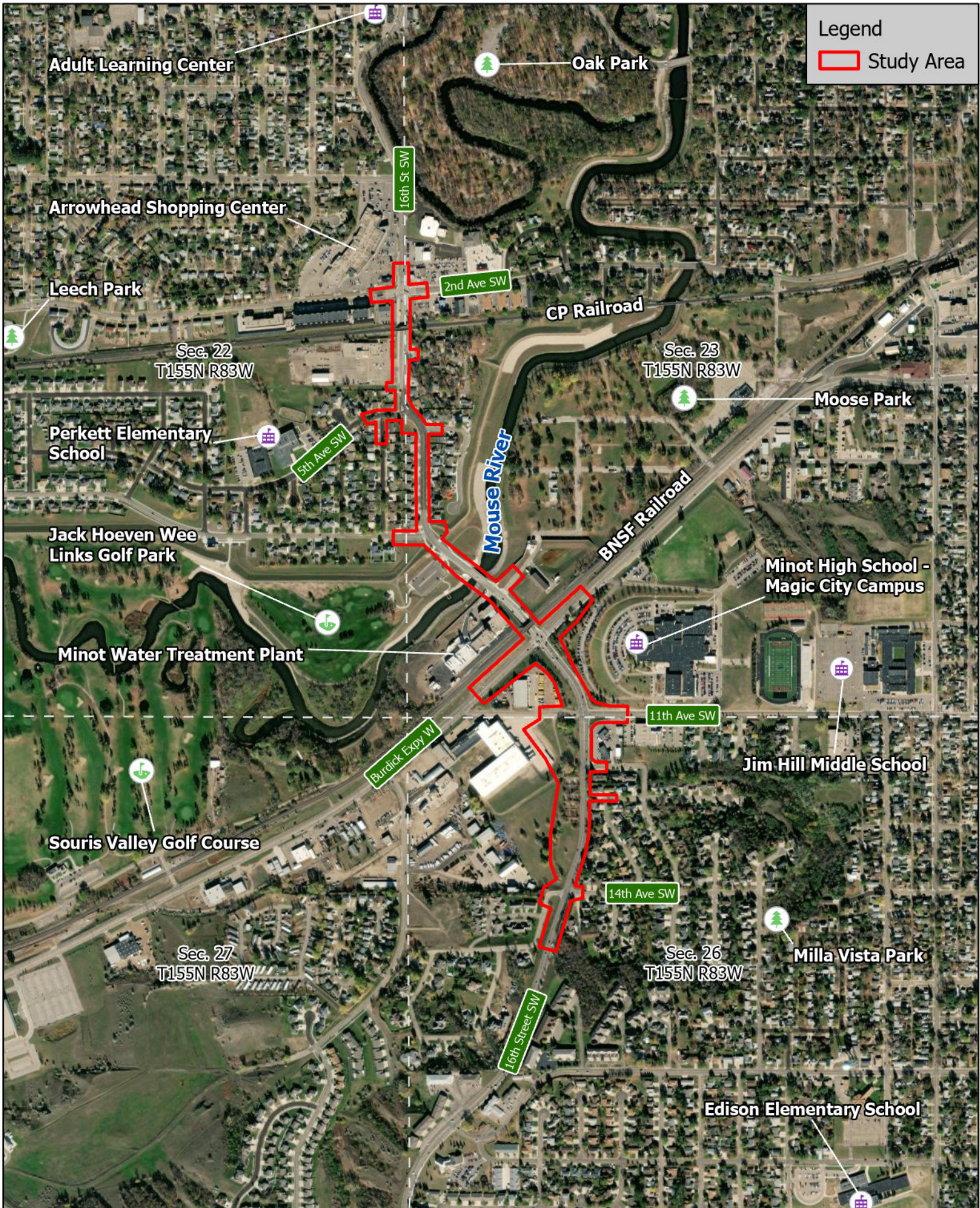
If further information is desired regarding the proposed roadway improvement, please contact Matt Kinsella at Matt.Kinsella@apexenggroup.com or (701) 373-7987 in Fargo, ND.



MATTHEW T. KINSELLA, PE

MK/nb

Attachment: Project Location Map



Minot City Limits



City of Minot
NORTH
Dakota | Transportation
No Boundary

Project Location Map

Project No: SU-4-989(129) PCN: 23860
City of Minot Project 4780
16th Street SW Reconstruction
14th Ave SW to 2nd Ave SW

575 287.5 0 575



2021 Maxar
Aerial Imagery

Esri, CGIAR, USGS, Maxar
Created: 6/28/2023



Lynae Schroeder

From: Marisa Haman
Sent: Thursday, June 29, 2023 2:33 PM
To: Lynae Schroeder
Subject: FW: USDOT FY 2023 RAISE Grant Program - Notice of Results

Please add this email to receive and file.

Marisa Haman
Auditor/Treasurer
p:701.857.6417
f:701.857.6424
marisa.haman@wardnd.com



From: John Fjeldahl
Sent: Thursday, June 29, 2023 2:15 PM
To: Marisa Haman <Marisa.Haman@co.ward.nd.us>
Subject: Fw: USDOT FY 2023 RAISE Grant Program - Notice of Results

From: Dana Larsen
Sent: Thursday, June 29, 2023 2:05 PM
To: Marisa Haman
Cc: Travis Schmit
Subject: FW: USDOT FY 2023 RAISE Grant Program - Notice of Results

Commissioners

I wanted to let you know that unfortunately, Ward County and the City of Minot's RAISE grant application for a Planning Study on the first two phases of the SW connector corridor project was not selected. There were two projects awarded in North Dakota, one to the NDDOT and the second to the Standing Rock Sioux Tribe. We can look at using the information we put together to re-apply for additional grants as they become available.

On a positive note, the ND DOT did inform me that our Highway Safety Improvement Project (HSIP) submittal for a roundabout at the intersection of County 17 & 14 has been approved for HSIP funding for fiscal year 2027. This will mean we will start design some time in 2024 and tentatively bid the project in the Fall of 2026. The goal would be to have the plans done in advance in case there are funds available for an earlier project.

Dana G. Larsen, P.E.
Ward County Engineer

From: RAISEgrants <RAISEgrants@dot.gov>
Sent: Thursday, June 29, 2023 1:09 PM
Cc: RAISEgrants <RAISEgrants@dot.gov>
Subject: USDOT FY 2023 RAISE Grant Program - Notice of Results

EXTERNAL email received. DO NOT open suspicious emails.

Dear FY 2023 RAISE applicant:

Thank you for your submission to the Fiscal Year (FY) 2023 RAISE Grant program.

On June 28, 2023, the Department of Transportation announced the FY 2023 RAISE Grant awards. Unfortunately, your submission was not selected to receive an award. A list of the successful FY 2023 RAISE applications can be found on the RAISE website: <https://www.transportation.gov/RAISEgrants>.

The Department received hundreds more worthy RAISE applications than it was able to fund in this round despite the increased funding provided by the Bipartisan Infrastructure Law and annual appropriations. If your organization chooses to reapply, the FY 2024 RAISE funding opportunity will open this fall. Other than RAISE, the [DOT Discretionary Grants Dashboard](#) is a great tool for identifying additional opportunities. The Department also offers [technical assistance resources](#) to help stakeholders access grants.

Next month, the Department will begin contacting applicants to schedule debriefs on FY 2023 RAISE applications starting in August. During the debriefs, the Department will share feedback on an applicant's specific FY 2023 application.

Thank you,

RAISE Grants Team

MEMORANDUM

To: Ward County Commissioners
From: Lynae Schroeder
Date: July 6, 2023
Subject: Foreclosed Property Bids

Please review the submitted bids for the following tax foreclosed property:

PARCEL #	MI130160000682
ADDRESS	UNASSIGNED ADD
LEGAL DESCRIPTION	BELMONT ADDITION SOUTH 5 OF LOT 68
MINIMUM SALE PRICE	\$216.29
BID PRICE SUBMITTED	\$250.00

Accepted and Approved:

Denied:

Chair
Ward County Commissioners

Chair
Ward County Commissioners

Lynae Schroeder

From: Bryce Lemon <BryceLemon76@hotmail.com>
Sent: Friday, June 23, 2023 3:40 PM
To: Marisa Haman
Cc: Lynae Schroeder
Subject: RE: 5 ft strip of land

Categories: Red Category

EXTERNAL email received. DO NOT open suspicious emails.

Awesome!

Offer: \$250
Name: Bryce Michael Lemon
Address: 616 11th St. NE 58703
Phone #: 701-833-0523

Thanks again for you help with this weird situation. Have a great weekend!

Sent from my Verizon, Samsung Galaxy smartphone

----- Original message -----

From: Marisa Haman <Marisa.Haman@co.ward.nd.us>
Date: 6/23/23 3:00 PM (GMT-06:00)
To: Bryce Lemon <BryceLemon76@hotmail.com>
Cc: Lynae Schroeder <Lynae.Schroeder@co.ward.nd.us>
Subject: RE: 5 ft strip of land

Hello Bryce,

I can assist with that. The minimum sales price listed is \$216.29 plus a \$20 recording fee. All I need to submit your bid to the board for consideration are answers to the highlighted questions below:

Amount Offered:
Name to go on Deed:
Purchaser Address:
Purchaser Phone Number:
Parcel Number: MI130160000682
Legal Description: BELMONT ADDITION SOUTH 5 OF LOT 68

Once submitted I will take it to the board for approval, the next meeting is Thursday July 6th. If approved we will then send out the 30 day notice to the prior owner. If we do not receive payment from them at the end of the 30 days we will contact you for payment and record the deed at that time.

Let me know if you have any other questions,

Marisa Haman
Auditor/Treasurer
p:701.857.6417
f:701.857.6424
marisa.haman@wardnd.com



From: Bryce Lemon [mailto:BryceLemon76@hotmail.com]
Sent: Friday, June 23, 2023 2:52 PM
To: Marisa Haman <Marisa.Haman@co.ward.nd.us>
Subject: RE: 5 ft strip of land

EXTERNAL email received. DO NOT open suspicious emails.

Good Afternoon Marisa,

After some deliberation, I've decided to just go ahead and put a bid in for this small strip of land. I remember you saying it would be around \$300 after all the fees if they go with my initial bid. Are you able to take care of the bid for me or is there another outlet for me to do so? Thanks for all your help with this!

Sent from my Verizon, Samsung Galaxy smartphone

----- Original message -----

From: Marisa Haman <Marisa.Haman@co.ward.nd.us>
Date: 6/21/23 12:30 PM (GMT-06:00)
To: brycelemon76@hotmail.com
Subject: 5 ft strip of land

MI130160000682

* UNASSIGNED

BELMONT ADDITION SOUTH 5 OF LOT 68



Marisa Haman
Auditor/Treasurer
p:701.857.6417
f:701.857.6424
marisa.haman@wardnd.com



REQUEST FOR DUPLICATE WARRANT
(NDCC 21-06-03)

Applicant: Donald or Darla Erickson
Address: 6221 Hwy 2 52 W
Minot ND 58703

Lost, mutilated, defaced or destroyed warrant information:

Check No: 191060 Date issued: 03/15/2023 Amount: \$72.61

AGREEMENT

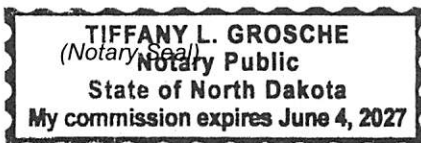
The undersigned applicant hereby requests the Board of Ward County Commissioners to authorize the issuance of a duplicate warrant as set forth above, and agrees to hold Ward County harmless for all loss that may occur and all costs, damages, expenses that said Ward County may sustain by reason of the issuance of said duplicate warrant. Applicant further certifies that the original warrant was either lost, mutilated, defaced or destroyed, and has not been cashed or deposited to the benefit of the applicant, the applicant's heirs, executors or any person known to the applicant.

Donald Erickson
Signature of Payee

6-27-23
Date

On this 27 day of June, 2023 before me the undersigned, personally appeared Donald Erickson, to me known to be the person described in and who executed the foregoing agreement.

State of North Dakota
County of Ward



Tiffany L. Grosche
Notary Public
My Commission Expires _____

Application approved this _____ day of _____, 20____.

Chair, Ward County Board

Ward County Auditor/Treasurer

Duplicate warrant issued this _____ day of _____, 20____.

Duplicate warrant number _____



Auditor / Treasurer's Office

Marisa Haman
Auditor/Treasurer

Misty Hester
Deputy

To: Ward County Commissioners
From: Marisa Haman-Auditor/Treasurer
Date: July 6th, 2023
Re: MPO Steering Committee – Board structure recommendation

The MPO Steering Committee met on June 28th, 2023 to discuss MPO Board structure. Their recommendation was that the MPO Board would be comprised of 7 people with the following breakdown of representation:

Minot City – 3 Representatives

Ward County- 2 Representatives

Surrey City – 1 Representative

Burlington City – 1 Representative

The chair would rotate between Minot, Ward County and Surrey.

Action needed: Motion approving recommended structure

Secondly, if structure above approved, the board will need to determine how the two Ward County representatives are selected. The MPO Steering Committee would like the two representatives to be named by July 13th.

**BUDGET FORM D
GENERAL**

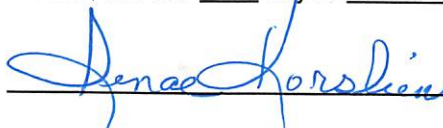
TO THE BOARD OF COUNTY COMMISSIONERS, WARD COUNTY, ND:
You are hereby notified that the following is an itemized statement of the expenditures necessary to operate this office, institution or undertaking:

North Dakota State Fair Association
in Ward County for the ensuing calendar year, ending DECEMBER 31, 2024.

PURPOSE OF EXPENDITURE	APPROVED 2023 BUDGET	AMOUNT REQUESTED 2024 BUDGET	AMOUNT ALLOWED BY COUNTY BOARD
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			
TOTALS	\$360,000.00	\$500,000.00	

I hereby certify that the foregoing is a full, true and correct itemized statement of the amounts required for the above office, institution or undertaking, of Ward County, ND for the calendar year ending December 31, 2024, to the best of my judgment and belief.

Dated at Minot, ND this 5 day of May, 2023.

Signed 

Printed Name Renae Korslien

Phone Number 701-857-7620

Manager
(Official Position)

Address PO Box 1796

Minot, ND 58702

BUDGET FORM D
GENERAL

TO THE BOARD OF COUNTY COMMISSIONERS, WARD COUNTY, ND:
You are hereby notified that the following is an itemized statement of the expenditures
necessary to operate this office, institution or undertaking:

Kenmare Community Development Corporation #2
in Ward County for the ensuing calendar year, ending DECEMBER 31, 2024

PURPOSE OF EXPENDITURE	APPROVED 2023 BUDGET	AMOUNT REQUESTED 2024 BUDGET	AMOUNT ALLOWED BY COUNTY BOARD
1. Contracted Services: Executive Director	\$ 20,000.00	\$ 20,000.00	
2. Quality of Life / Recreational Amenities	4,300.00	10,000.00	
3. Regional Marketing Partnerships & Strategies	-	10,000.00	
4. Digital Billboard Signage	-	5,000.00	
5. Website & Social Media Development	-	5,000.00	
6. Local Business Development Programming	-	10,000.00	
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
TOTALS	\$ 24,300.00	\$ 60,000.00	

I hereby certify that the foregoing is a full, true and correct itemized statement of the amounts required for the above
office, institution or undertaking, of Ward County, ND for the calendar year ending December 31, 2024 to the best of my
judgement and belief.

Dated at Kenmare, ND this 1st day of June, 2023.

Signed Amy Ones

Printed Name: Amy Ones
Phone Number: (701) 835-2554

Official Position: Executive Director
Address: PO Box 353 ~ Kenmare, ND 58746

9:00 AM

05/10/23

Accrual Basis

Kenmare Community Development Corporation # 2

Balance Sheet

As of April 30, 2023

	Apr 30, 23	Mar 31, 23
ASSETS		
Current Assets		
Checking/Savings		
1010 - Checking Account #105-160	1,547.18	4,107.90
1022 - Money Market Acct #119-407	95,555.23	85,382.05
1025 - East Side Plaza Act #127-474	24,033.85	22,714.02
1028 - West Side Prop. Mgmt. #130-980	43,381.17	39,752.92
Total Checking/Savings	164,497.23	151,938.89
Total Current Assets	164,497.23	151,938.89
Fixed Assets		
YING BIN LOT	5,000.00	5,000.00
1499 - Office Building		
1500 - Office Rental Bldg	112,878.53	112,878.53
1505 - Accum Depr. - Office Building	-82,353.15	-82,353.15
Total 1499 - Office Building	30,525.38	30,525.38
1509 - Theatre Building		
1512 - Theatre Building	133,893.17	133,893.17
1513 - Accum Depr. - Theatre Building	-74,660.78	-74,660.78
Total 1509 - Theatre Building	59,232.39	59,232.39
1539 - West Side Complex		
1540 - West Side Rejuvenation	3,572,926.94	3,572,926.94
1545 - Accum Depr. - West Side	-667,698.40	-667,698.40
Total 1539 - West Side Complex	2,905,228.54	2,905,228.54
1549 - Equipment		
1550 - Office Equipment	2,086.48	2,086.48
1555 - Accum Depr. - Office Equipment	-2,086.48	-2,086.48
Total 1549 - Equipment	0.00	0.00
1559 - East Side Plaza		
1560 - Super Valu Rejuvenation	996,210.26	996,210.26
1565 - Accum Depr. - Super Value	-53,830.71	-53,830.71
1559 - East Side Plaza - Other	25,030.23	25,030.23
Total 1559 - East Side Plaza	967,409.78	967,409.78
Total Fixed Assets	3,967,396.09	3,967,396.09
Other Assets		
1420 - Accumulated Patronage Dividend	307.90	307.90
1430 - Advances to 12 Plex	101,500.00	101,500.00
Total Other Assets	101,807.90	101,807.90
TOTAL ASSETS	4,233,701.22	4,221,140.88
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Other Current Liabilities		
FUND ITT LOAN	61,904.78	62,857.16
Security Deposit	4,390.00	4,390.00
Total Other Current Liabilities	66,294.78	67,247.16
Total Current Liabilities	66,294.78	67,247.16
Long Term Liabilities		
2235 - South Side SID # 8 Assessment	7,819.80	7,819.80
2245 - West Side SID # 8 Assessment	32,036.22	32,036.22
Total Long Term Liabilities	39,856.02	39,856.02
Total Liabilities	106,150.80	107,103.18
Equity		
3900 - Retained Earnings	4,008,994.05	4,008,994.05
Net Income	118,556.37	105,043.65
Total Equity	4,127,550.42	4,114,037.70
TOTAL LIABILITIES & EQUITY	4,233,701.22	4,221,140.88

**BUDGET FORM D
GENERAL**

TO THE BOARD OF COUNTY COMMISSIONERS WARD COUNTY, ND
You are hereby notified that the following is an itemized statement of the expenditures
necessary to operate this office, institution or undertaking
Domestic Violence Crisis Center

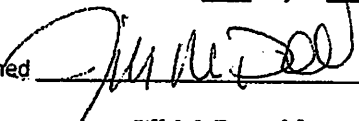
in Ward County for the ensuing calendar year, ending DECEMBER 31, 2024

PURPOSE OF EXPENDITURE	APPROVED 2023 BUDGET	AMOUNT REQUESTED 2024 BUDGET	AMOUNT ALLOWED BY COUNTY BOARD
1 General Operations/Staff Salaries	50,118	47,259	
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
TOTALS			

I hereby certify that the foregoing is a full, true and correct itemized statement of the amounts required for the above office, institution or undertaking, of Ward County, ND for the calendar year ending December 31, 2024, to the best of my judgment and belief

Dated at Minot, ND this 30 day of May, 2023.

Signed



Printed Name Jill McDonald

Phone Number 701.852.2258

Executive Director

(Official Position)

Address 3900 11th Ave SE

Minot, ND 58701



ABOUT US

Domestic Violence Crisis Center (DVCC) boasts over 45 years of experience in delivering comprehensive direct service programming to victims of domestic violence, sexual assault, dating violence and human trafficking throughout north-central North Dakota. The service region includes Pierce, McHenry, Renville and Ward counties, which comprise approximately 5,793 square miles and carries a population of 73,897.

OUR GOAL

The Domestic Violence Crisis Center's goal is for all members of our community to only experience health relationships. Until our vision is realized, we will continue to provide a safe space for hope, healing, and support for all victims of interpersonal violence in the region.

2022 IMPACT



8,720 meals provided to individuals residing in shelter



2,291 nights of safety delivered



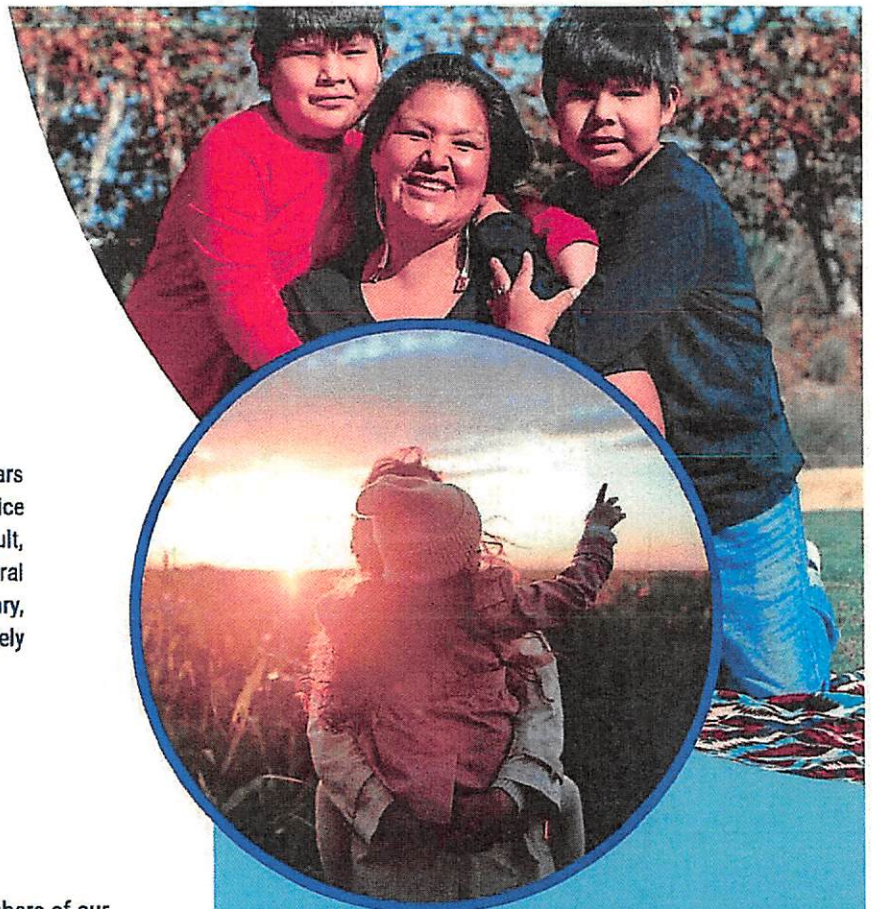
999 new individuals served



709 hours of therapy provided



325 offender treatment services provided



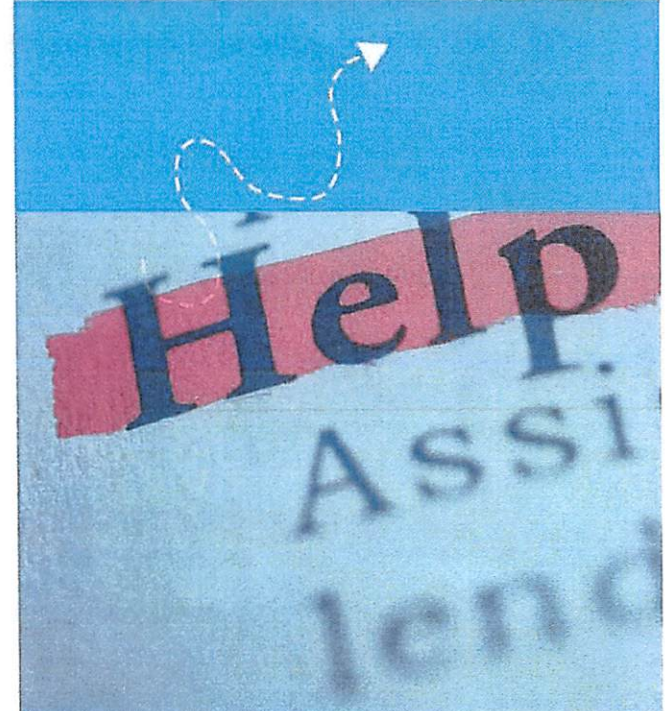
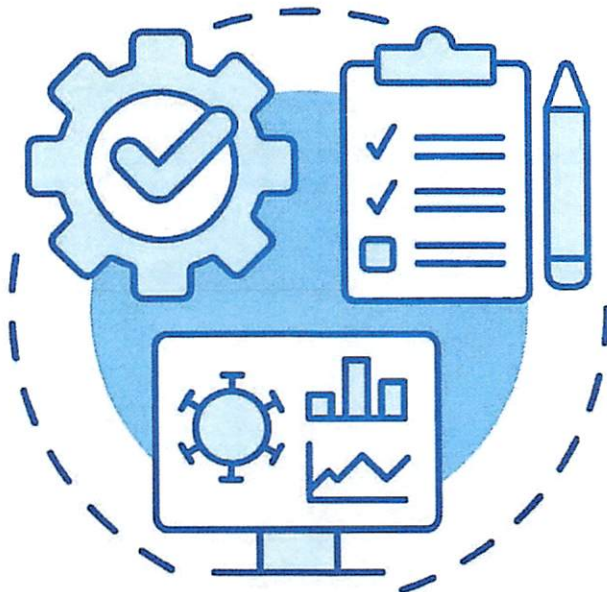
OUR SERVICES

- Emergency Shelter
- Crisis Intervention
- Transitional Living
- Support Groups
- Therapy
- Counseling
- Safety Planning
- Criminal Justice Advocacy
- Legal Advocacy
- Personal Advocacy
- Public Education
- Information + Referral
- High-Risk Intervention
- Offender Treatment
- Medical Accompaniment
- Adult Forensic Interviewing



2022 **IMPACT** WARD COUNTY

- 525 Ward County Residents Received Services
- 147 Residents Provided Emergency Shelter
- 1,536 Nights of Safety Provided
- 52 Weekly Domestic Violence Intervention Classes (Court Mandated)



**BUDGET FORM D
GENERAL**

TO THE BOARD OF COUNTY COMMISSIONERS, WARD COUNTY, ND:
You are hereby notified that the following is an itemized statement of the expenditures necessary to operate this office, institution or undertaking:

Project BEE - Homeless Engagement and Safety Services
in Ward County for the ensuing calendar year, ending DECEMBER 31, 2024.

PURPOSE OF EXPENDITURE	APPROVED 2023 BUDGET	AMOUNT REQUESTED 2024 BUDGET	AMOUNT ALLOWED BY COUNTY BOARD
1.Full time second shift shelter staff X 2	\$11,666.67	\$80,000	
2.Full time third shift shelter staff X 2	\$11,666.67	\$85,000	
3.Full time admin - triage/coordinated entry	\$11,666.67	\$45,000	
4.			
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14.			
15.			
TOTALS	\$35,000	\$205,000	

I hereby certify that the foregoing is a full, true and correct itemized statement of the amounts required for the above office, institution or undertaking, of Ward County, ND for the calendar year ending December 31, 2024, to the best of my judgment and belief.

Dated at Minot, ND this 30 day of May, 2023.

Signed  _____ Executive Director _____
(Official Position)

Printed Name Liz Larsen Address 1901 S Broadway , Suite 3

Phone Number 701-838-1812 Email liz@projectbeend.org Minot, ND 58701

Project BEE

Statement of Financial Position

As of December 31, 2022

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Bremer Bank	
Bremer-BC-inactive	0.00
Bremer-Savings (8311)	10,530.33
Broadway Circle Checking (0143)	170,517.00
Checking - Operating - Bremer	13,345.14
Total Bremer Bank	194,392.47
FW-Social Enterprise Checking	13,706.56
Mortgage	0.00
PayPal Bank	-721.33
Petty Cash	200.00
Trailer	0.00
TWV	0.00
Total Bank Accounts	\$267,577.76
Accounts Receivable	
Accounts Receivable	23,022.03
Total Accounts Receivable	\$23,022.03
Other Current Assets	
Capital Credit Receivable	0.00
Grant Receivable	0.00
Prepaid Insurance	10,796.12
Prepaid Rent	600.00
Prepaid Workers Compensation	3,127.65
Trust Receivable	0.00
Uncategorized Asset	0.00
Total Other Current Assets	\$14,523.77
Total Current Assets	\$245,123.56
Fixed Assets	
Accumulated Depreciation	-847,032.37
Building Improvements	233,665.06
Building Improvements - 3rd Ave	598,044.81
Total Building Improvements	831,709.87
Buildings	
Building - 3rd Ave	715,908.44
Building - Halls Apartment	414,090.00
Total Buildings	1,129,998.44
Computer Software	8,108.00
Furniture & Fixtures	64,591.39

Project BEE

Statement of Financial Position

As of December 31, 2022

	TOTAL
Land Improvements	6,171.46
Land Improvements-Broadway Circle	499,000.00
Land-Broadway Circle	1,033,000.00
Machinery & Equipment	60,552.86
Shower/Street Outreach Trailer	92,669.00
Total Fixed Assets	\$2,878,768.65
Other Assets	
Accumulated Amortization	-1,014.81
Int. in Assets Held by Others	
Endowment Fund - MACF	13,778.08
Endowment Fund - SJCHF	0.00
Total Int. in Assets Held by Others	13,778.08
Loan Fees	3,121.13
Security Deposit - Office	2,833.00
SRT Capital Credits	9,402.10
Stock - Xcel Energy	2,371.68
Total Other Assets	\$38,491.18
TOTAL ASSETS	\$3,154,383.33
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	0.00
Accounts Payable (A/P)	311,544.67
Total Accounts Payable	\$311,544.67
Credit Cards	
Bremer - Visa	702.99
Divvy	2,066.88
Total Credit Cards	\$2,769.87
Other Current Liabilities	
Accrued Interest Payable	697.68
Bremer Loan-Shower Trailer	0.00
Employee Income Withholdings	568.51
Payroll Liabilities	
Accrued Vacations	10,127.95
Total Payroll Liabilities	10,127.95
Payroll Taxes Payable	
941 Taxes (SS, Med., Fed. w/h)	0.00
Simple IRA Payable	0.00
State Unemployment Taxes	0.00
State Withholding Taxes	0.00

Project BEE

Statement of Financial Position

As of December 31, 2022

	TOTAL
Total Payroll Taxes Payable	0.00
Security Deposits Payable	0.00
Total Other Current Liabilities	\$11,394.14
Total Current Liabilities	\$325,708.68
Long-Term Liabilities	
Loan Payable - PPP	0.00
Mortgage - Bremer Bank	534,690.81
Total Long-Term Liabilities	\$534,690.81
Total Liabilities	\$860,399.49
Equity	
Capital Stock	364.78
Opening Balance Equity	0.00
Retained Earnings	2,431,927.40
Net Revenue	-138,308.34
Total Equity	\$2,293,983.84
TOTAL LIABILITIES AND EQUITY	\$3,154,383.33

Item	Description	Total Budgeted Expense
PROGRAM/PROJECT SALARIES AND BENEFITS		
Program Director	1 Full-Time Program Director Salary	\$ 65,000.00
Case Manager	1 Full -Time Case Manager Salary	\$ 55,000.00
Shelter Staff Night	6 Full/Part-Time Shelter Staff Night Shift	\$ 240,000.00
Shelter Staff Weekend Day Shift	1 Part-Time Shelter Staff Weekend Day Shift	\$ 25,000.00
Shelter Staff Week Day Shift	1 full-Time Shelter Staff Week Day Shift	\$ 40,000.00
TOTAL SALARIES AND BENEFITS		\$ 360,000.00
PROGRAM/PROJECT IMPLEMENTATION ACTIVITIES		
Mortgage (Building)	12 months at \$5,000/month	\$ 60,000.00
Phone line	12 months at \$45/month	\$ 540.00
Gas	Average \$800 gas bill monthly	\$ 9,600.00
Electric	Average \$750 electric bill monthly	\$ 9,000.00
Water/Sewer	Average \$1,000 water/sewer bill monthly	\$ 12,000.00
Garbage	Average \$130 garbage bill monthly	\$ 1,560.00
Building Insurance	Annual premium for shelter building (high risk building)	\$ 9,500.00
Internet	Average \$104 internet bill	\$ 1,250.00
Snow Removal	Average cost of third party snow removal per season	\$ 3,000.00
Travel and Transportation	Bus passes (average 10 \$10 passes per month)	\$ 1,200.00
TOTAL PROGRAM/PROJECT IMPLEMENTATION COSTS		\$ 107,650.00
OTHER PROGRAM/PROJECT EXPENSES		
Rental/Deposit Assistance for Clients	Rental/Deposit Assistance for Clients-Average \$500 per client	\$ 25,000.00
General Assistance for Clients	General Assistance (daycare, birth certificates, IDs) - Average \$100/client	\$ 10,000.00
Supplies for Clients	Supplies for Clients (shampoo, diapers, clothing, etc.) - Average \$500/client	\$ 25,000.00
Meals	Food for Clients - Approximately \$100/meal, 2 meals per day factored in	\$ 73,000.00
Food	Snacks for Clients to supplement meals - Approximately \$50/week	\$ 2,600.00
TOTAL OTHER PROGRAM/PROJECT EXPENSES		\$ 135,600.00
INDIRECT COSTS		
Administrative Salaries & Benefits	1 Full-Time Admin for triage, assisting with organization/cleaning Salary	\$ 40,000.00
Other Administrative Expenses	Office Supplies as needed	\$ 250.00
Computer	Computer for notes/documentation	\$ 749.99
TOTAL INDIRECT COSTS		\$ 40,999.99
TOTAL PROGRAM COSTS		\$ 644,249.99

rec. 5/31/23

**BUDGET FORM D
GENERAL**

TO THE BOARD OF COUNTY COMMISSIONERS, WARD COUNTY, ND:

You are hereby notified that the following is an itemized statement of the expenditures necessary to operate this office, institution or undertaking:

Ward County Historical Society - Pioneer Village Museum
in Ward County for the ensuing calendar year, ending DECEMBER 31, 2024.

PURPOSE OF EXPENDITURE	APPROVED 2023 BUDGET	AMOUNT REQUESTED 2024 BUDGET	AMOUNT ALLOWED BY COUNTY BOARD
1. City of Burlington (sewer)	385.00	385.00	
2. SRT (phone, internet, security)	3,300.00	3,300.00	
3. Verendrye (electric)	2,000.00	2,000.00	
4. NPROW (water)	2,500	2,500.00	
5. Garbage	1,000	1,000	
6. MDU (heat)	2,500	4,300	
7. Grounds Maintenance	10,000	10,000	
8. Building Maintenance	20,000	20,000	
9. Insurance	2,500	2,500	
10. Labor / Wages	40,000	40,000	
11. Office Supplies	1,500	1,500	
12. Advertising / Event Expenses	3,200	3,200	
13. Special Assessments (property)	7,000	7,000	
14.			
15.			
TOTALS	95,885	97,685	

I hereby certify that the foregoing is a full, true and correct itemized statement of the amounts required for the above office, institution or undertaking, of Ward County, ND for the calendar year ending December 31, 2024, to the best of my judgment and belief.

Dated at Minot, ND this 30th day of May, 2023.

Signed David Lebrun

Treasurer
(Official Position)

Printed Name David Lebrun

Address 8181 Highway 2/52 W

Phone Number 701-833-8661

Burlington, ND 58722

8:13 PM

05/30/23

Accrual Basis

Ward County Historical Society

Profit & Loss

January 1 through May 30, 2023

	Jan 1 - May 30, 23
Ordinary Income/Expense	
Income	
Individual Contributions	10,533.00
Government Grants	48,860.03
Corporate Grants	6,474.98
Program Service Fees	500.00
Other Types of Income	
Metal Sales	401.05
Rental Income	100.00
Total Other Types of Income	501.05
Membership Dues	1,800.00
Interest-Savings, Short-term CD	49.75
Total Income	68,718.81
Gross Profit	68,718.81
Expense	
Donations	100.00
Business Expenses	
Bank Fees	10.35
Business Registration Fees	10.00
Total Business Expenses	20.35
Contract Services	
Accounting Fees	30.00
Total Contract Services	30.00
Facilities and Equipment	
Building Maintenance	22,660.21
Property Insurance	1,001.00
Property Tax	6,479.51
Utilities	
Electric	719.00
Heat	3,261.86
Water & Sewer	674.62
Total Utilities	4,655.48
Total Facilities and Equipment	34,796.20
Operations	
Dues	95.00
Advertising	326.00
Postage, Mailing Service	260.86
Printing and Copying	40.85
Telephone, Telecommunications	1,384.00
Total Operations	2,106.71
Payroll Expenses	
OT Wages	76.50
Regular Wages	1,326.00
Total Payroll Expenses	1,402.50
Total Expense	38,455.76
Net Ordinary Income	30,263.05
Net Income	30,263.05

8:18 PM

05/30/23

Accrual Basis

Ward County Historical Society
Funding Status by Program
 January 1 through May 30, 2023

	Carousel (Programs)	General Museum (Programs)	New 60 x 120 Building (Programs)	2023 Computer Grant (Programs)	Church Restoration (Programs)	Total Programs	Administrative	TOTAL
Ordinary Income/Expense								
Income								
Individual Contributions	0.00	4,563.00	3,470.00	0.00	2,500.00	10,533.00	0.00	10,533.00
Government Grants	0.00	47,000.00	0.00	1,860.03	0.00	48,860.03	0.00	48,860.03
Corporate Grants	0.00	474.98	6,000.00	0.00	0.00	6,474.98	0.00	6,474.98
Program Service Fees	0.00	500.00	0.00	0.00	0.00	500.00	0.00	500.00
Other Types of Income								
Metal Sales	0.00	0.00	401.05	0.00	0.00	401.05	0.00	401.05
Rental Income	0.00	100.00	0.00	0.00	0.00	100.00	0.00	100.00
Total Other Types of Income	0.00	100.00	401.05	0.00	0.00	501.05	0.00	501.05
Membership Dues	0.00	1,800.00	0.00	0.00	0.00	1,800.00	0.00	1,800.00
Interest-Savings, Short-term CD	0.00	0.05	0.00	0.00	0.00	0.05	49.70	49.75
Total Income	0.00	54,438.03	9,871.05	1,860.03	2,500.00	68,669.11	49.70	68,718.81
Gross Profit	0.00	54,438.03	9,871.05	1,860.03	2,500.00	68,669.11	49.70	68,718.81
Expense								
Donations	0.00	100.00	0.00	0.00	0.00	100.00	0.00	100.00
Business Expenses								
Bank Fees	0.00	0.00	0.00	0.00	0.00	0.00	10.35	10.35
Business Registration Fees	0.00	0.00	0.00	0.00	0.00	0.00	10.00	10.00
Total Business Expenses	0.00	0.00	0.00	0.00	0.00	0.00	20.35	20.35
Contract Services								
Accounting Fees	0.00	0.00	0.00	0.00	0.00	0.00	30.00	30.00
Total Contract Services	0.00	0.00	0.00	0.00	0.00	0.00	30.00	30.00
Facilities and Equipment								
Building Maintenance	112.32	19,002.23	3,545.66	0.00	0.00	22,660.21	0.00	22,660.21
Property Insurance	0.00	1,001.00	0.00	0.00	0.00	1,001.00	0.00	1,001.00
Property Tax	0.00	6,479.51	0.00	0.00	0.00	6,479.51	0.00	6,479.51
Utilities								
Electric	0.00	719.00	0.00	0.00	0.00	719.00	0.00	719.00
Heat	0.00	3,261.86	0.00	0.00	0.00	3,261.86	0.00	3,261.86
Water & Sewer	0.00	674.62	0.00	0.00	0.00	674.62	0.00	674.62
Total Utilities	0.00	4,655.48	0.00	0.00	0.00	4,655.48	0.00	4,655.48
Total Facilities and Equipment	112.32	31,138.22	3,545.66	0.00	0.00	34,796.20	0.00	34,796.20
Operations								
Dues	0.00	0.00	0.00	0.00	0.00	0.00	95.00	95.00
Advertising	0.00	122.40	0.00	0.00	0.00	122.40	203.60	326.00
Postage, Mailing Service	0.00	0.00	0.00	0.00	0.00	0.00	260.66	260.66
Printing and Copying	0.00	40.85	0.00	0.00	0.00	40.85	0.00	40.85
Telephone, Telecommunications	0.00	276.95	0.00	0.00	0.00	276.95	1,107.05	1,384.00
Total Operations	0.00	440.20	0.00	0.00	0.00	440.20	1,666.51	2,106.71
Payroll Expenses								
OT Wages	0.00	76.50	0.00	0.00	0.00	76.50	0.00	76.50
Regular Wages	0.00	1,326.00	0.00	0.00	0.00	1,326.00	0.00	1,326.00
Total Payroll Expenses	0.00	1,402.50	0.00	0.00	0.00	1,402.50	0.00	1,402.50
Total Expense	112.32	33,080.92	3,545.66	0.00	0.00	36,738.90	1,716.66	38,455.56
Net Ordinary Income	-112.32	21,357.11	6,325.39	1,860.03	2,500.00	31,930.21	-1,667.16	30,263.05
Net Income	-112.32	21,357.11	6,325.39	1,860.03	2,500.00	31,930.21	-1,667.16	30,263.05

8:26 PM

05/30/23

Accrual Basis

Ward County Historical Society

Balance Sheet

As of May 30, 2023

	May 30, 23
ASSETS	
Current Assets	
Checking/Savings	
TCCU Checking 102	5,260.85
TCCU Money Market 301	41,394.58
TCCU Savings 001	5.05
MACF Endowment Fund	19,197.37
Total Checking/Savings	65,857.85
Other Current Assets	0.00
Total Current Assets	65,857.85
Fixed Assets	
Buildings	
Relocation	44,050.72
Total Buildings	44,050.72
Capitol Credits	-252.83
Total Fixed Assets	43,797.89
TOTAL ASSETS	109,655.74
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
ND withholding	13.00
Medicare Employee	20.34
SS Employee	86.96
Federal Withholding	96.00
Dan Caswell Loan	50,000.00
Total Other Current Liabilities	50,216.30
Total Current Liabilities	50,216.30
Total Liabilities	50,216.30
Equity	
Opening Balance Equity	46,226.59
Unrestricted Net Assets	-17,357.30
Net Income	30,570.15
Total Equity	59,439.44
TOTAL LIABILITIES & EQUITY	109,655.74

rec. 5/23/23

LAKE COUNTY HISTORICAL SOCIETY

P.O. BOX 727

KENMARE, ND 58746-0727

Ward County Commission

Attn: Ward County Auditor, Marisa Haman

315 3rd St. SE

Minot, ND 58701

Re: 2024 Proposed Budget and Plans

(Requesting \$16,000 in 2024)

May 22, 2023

Dear Ward County Commission members:

The Pioneer Village in Kenmare has been actively moving forward with updates and renovations. Last fall, we were able to replace the siding, windows, and door on the Artie's Doll House. Now, we are renovating the interior. This involves clearing out most of the displays this spring, making repairs and re-decorating. It will be done by Pioneer Day on July 9th. We will be starting a similar project on the McBride Meat Market. This project will involve new siding to replace the asphalt siding that is in place now. We will be renovating the Mason area in this building to refresh it. The landscaping area by the V&R Toy Museum and the Military Museum will be completed by July 9th, as well.

This spring, the buildings have all been undergoing a deep cleaning. This is a process, as we have 27 buildings to expend our energy on! We were notified that we will no longer be insured by our current carrier. This resulted in obtaining bids and looking at all options. It is likely the North Dakota Insurance Reserve Fund will pick up all our insurance needs at less cost. It is looking very positive and, if successful, will allow us to insure most of the buildings rather than just a few.

This year and the next (2024) will include many items to work on: updating and fixing all wheelchair ramps at the Village; repairing or replacing a number of windows throughout the Village; adding sitting areas; improving displays; and the ongoing maintenance of 27 buildings. A big push this summer and next will be to expand our written history. The Lake County board has prioritized completing written history with our artifacts that have been collected over the past 50 years. This will be done by hiring a teacher for the summer to research and complete written narratives that can be attached to the many buildings and artifacts.

In the next three to five years, we hope to add an additional building for displays. We are out of space. We are limited in what we can do for building size. In the past 10 to 15 years, we have installed cement foundations under most of the 27 buildings, installed new roofs (mostly steel) on most of the 27 buildings, repaired or replaced most of the board walks, and have worked tirelessly to improve the displays throughout the Pioneer Village.

The final item is Pioneer Day. We are planning Pioneer Day for July 9th and would ask that you consider joining us for the day. Jessie Veeder will entertain us two times that day and will bring to a close a two day celebration in Kenmare. I will bring newsletters and raffle tickets to my appearance before you in June, if my schedule allows. Look for us on Facebook and consider sending us your \$75 for a book of tickets. We will fill out your tickets!

I have attached the balance sheet, as requested. If you need additional information, please give me a call at: 701-240-4505. I have also attached our new updated by-laws.

The Lake County Historical Society in Kenmare extends a sincere "Thank you!" for the funds received in 2023. I am looking forward to appearing before you when scheduled. My June schedule is tight. Thus, it may require on of our other board members attend.

Thank you!

A handwritten signature in black ink, appearing to read "Bryan Quigley". The signature is fluid and cursive, with a large loop at the end.

Bryan Quigley,
Lake County Historical Society president

**BUDGET FORM D
GENERAL**

TO THE BOARD OF COUNTY COMMISSIONERS, WARD COUNTY, ND:
You are hereby notified that the following is an itemized statement of the expenditures necessary to operate this office, institution or undertaking:

Lake County Historical Society

in Ward County for the ensuing calendar year, ending DECEMBER 31, 2024.

PURPOSE OF EXPENDITURE	APPROVED 2023 BUDGET	AMOUNT REQUESTED 2024 BUDGET	AMOUNT ALLOWED BY COUNTY BOARD
1. Utilities	\$ 3500 -	\$ 4,000 -	
2. Insurance	\$ 4000 -	\$ 1800 -	
3. Postage	\$ 4600 -	\$ 1200 -	
4. Printing	\$ 1000 -	\$ 1200 -	
5. Legal	\$ 10 -	\$ 10 -	
6. Salaries	\$ 7500 -	\$ 12,000 -	
7. Advertising	\$ 650 -	\$ 1200 -	
8. Service & Repairs	\$ 20,000 -	\$ 12,000 -	
9. Supplies	\$ 7,000 -	\$ 7,000 -	
10.			
11. TOTAL	\$ 48,260	\$ 40,410	
12.			
13. Ward County	\$ 16,000 -		
14. Approved for 2023			
15. Ward County Requested		\$ 16,000 -	
TOTALS 2024			

I hereby certify that the foregoing is a full, true and correct itemized statement of the amounts required for the above office, institution or undertaking, of Ward County, ND for the calendar year ending December 31, 2024, to the best of my judgment and belief.

Dated at Minot, ND this 22 day of May, 2023.

Signed Bryan Quigley

Printed Name Bryan Quigley

Phone Number 701-240-4505

President

(Official Position)

Address 46500 506 St. NW

Kenmare, ND 58746

11:46 AM

05/01/23

Accrual Basis

Lake County Historical Society

Balance Sheet

As of April 30, 2023

	Apr 30, 23
ASSETS	
Current Assets	
Checking/Savings	
Checking	27,528.00
Total Checking/Savings	27,528.00
Other Current Assets	
Golf Cart	2,756.00
Total Other Current Assets	2,756.00
Total Current Assets	30,284.00
TOTAL ASSETS	30,284.00
LIABILITIES & EQUITY	
Equity	
Opening Bal Equity	36,178.77
Retained Earnings	-16,145.28
Net Income	10,250.51
Total Equity	30,284.00
TOTAL LIABILITIES & EQUITY	30,284.00

LAKE COUNTY HISTORICAL SOCIETY, INC.

BYLAWS

ARTICLE 1.

Any person or entity that has a Federal Identification number interested in the purposes of the Lake County Historical Society, Inc. shall be eligible for a Membership. Membership will be determined by any of the following: Those maintaining the Pioneer Village in Kenmare; those providing financial support or volunteering hours to maintain Pioneer Village and/or the genealogical research. Any organization or political subdivision or person shall be a member upon signifying its interest.

ARTICLE 11. ANNUAL MEETING

The annual meeting of the members shall be held in May of each year. The annual meeting of the Board of Directors shall be held immediately thereafter for the election of officers.

ARTICLE 111. BOARD OF DIRECTORS

The Board of Directors of the Society shall have the general management of the Society and shall consist of ten members of the Society who shall be elected at large. Directors shall be elected to a term of three years and terms shall be staggered so that not more than four directors terms expire each year. There shall be no limit on the number of consecutive terms that a director may serve.

ARTICLE IV. QUORUM

1. The quorum for a meeting of the members shall be a minimum of five individuals who have shown an interest in the work of the Society.

2. The quorum for a meeting of the Board of Directors shall be one half of the members of who constitute the Board of Directors.

3. Each individual shall be entitled to one vote at any meeting of the members.

ARTICLE V. OFFICERS

The officers of the Society shall be a president, a vice president, a secretary and a treasurer, who shall be elected each year by the Board of Directors from among its members. There shall be no limit on the number of consecutive terms that can be served by any officer.

The President shall preside at all meetings of the members and the Board; shall give an annual report to the members on the condition of the Society; shall appoint all members to committees and shall have such other duties as the Board of Directors, shall, from time to time assign.

The Vice President shall perform the duties of the President in his absence and shall have such other duties as the Board of Directors, shall, from time to time, assign.

The Secretary shall keep minutes of all meetings of the Board and the Members; shall give notice of all meetings, and shall have such other duties as the Board of Directors, shall, from time to time assign.

The Treasurer shall keep all of the funds, all financial records, and all membership records of the Society, shall sign all checks issued by the Society and shall report on same when required by the members of the Board of Directors.

ARTICLE VI. AMENDMENT

No amendment shall be made to the Articles of Incorporation or By-Laws except upon an affirmative vote of a majority of all members present at the annual meeting.

The foregoing By-Laws are as amended at the annual meeting held on May 31, 1984.

The foregoing By-Laws are as amended at the annual meeting held on May 21, 2023.

Bryan Quigley, Board President

Bryan Quigley, 5-21-23

Jean A. Quigley, Board Secretary

Jean A. Quigley 5-21-23

Alice Pausig, Board Vice President

Alice Pausig 5/21/23