

AGENDA FOR THE BOARD OF WARD COUNTY COMMISSIONERS

Tuesday, April 2, 2024

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 meeting minutes from the Regular Commission Meeting on March 19th, 2024
3. Review and approve the regular bills totaling \$215,965.80 and HS Zone direct bills totaling \$12,453.44.
4. Lolly Gorze – Human Resources Director
 - A. Service Award
5. Beth Pietsch – Planning and Zoning Administrator
 - A. Public Hearing
6. Brian Billingsley – City of Minot
 - A. Tabled Item - Amendment 1, Minot Renaissance Zone
7. Rex Weltikol – Minot Rural Fire Chief
 - A. Fire Emergency and Restrictive Burn Ban
8. Lolly Gorze – Human Resources Director
 - A. Pay Amendments
 - B. Advanced Scheduling
9. Noreen Wilkie – Director of Tax Equalization
 - A. Tax Roll Adjustments and Items for Consideration
 - B. VanGuard Computer Systems
10. Beth Pietsch – Planning and Zoning Administrator
 - A. Outlot Plat Applications
11. Marisa Haman – Auditor/Treasurer
 - A. Receive and file the following correspondence:
 - i. Economy at a Glance, March 2024
 - ii. Thunder Butte Pipeline, LLC's Waiver Application and Consolidated Application for a Certificate of Corridor Compatibility and Route Permit for the Thunder Butte Pipeline Project, dated February 16, 2024
 - iii. Notice of Application – Thunder Butte Pipeline Project, dated March 26, 2024
 - iv. 2024 Payments in Lieu of Taxes
 - v. Email from Peter Hugret, dated March 27, 2024
 - vi. Letter from Dakota College at Bottineau
 - B. Receive and file annual reports:
 - i. Tax Equalization
 - ii. Ward County Sheriff's Department
 - C. Request for duplicate warrant:
 - i. A. Pomeroy
 - ii. Walkers Lawncare LLC
 - D. Letter from NDIRF dated March 15, 2024 regarding annual meeting
 - E. Approval of Raffles
 - i. Minot Air Force Base African American Heritage Council
 - ii. Souris Basin Longbeards
 - F. Additional Voting Booth Request
 - G. Stale Dated Checks
 - H. JP Morgan Rebate
 - I. RFP Update
 - J. ARPA Funds, Project Bee Attorney Update

Minutes of the Board of Ward County Commissioners
March 19, 2024

The regular meeting of the Ward County Commission was called to order by Chairman/Commissioner Fjeldahl at 9:03 AM with Commissioners Anderson, Olson, Rostad, and Weppler present. Also present were department heads Brian Vangsness, Brock Gilstad, Dana Larsen, Emily Burkett, Jason Blowers, Kelly Haugan, Kerriane Boetcher, Kristi Frederick, Kristin Kowalczyk, Lolly Gorze, Marisa Haman, Robert Roed, and Roza Larson.

Marisa Haman, Auditor/Treasurer, added items 3.5 Service Awards and 9G Building and Grounds Rules discussion.

Moved by Comm. Rostad, seconded by Comm. Olson approve the agenda with added items. Roll called; all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Olson to approve the minutes from the Regular Commission Meeting on March 5, 2024 and Special Commission Meeting on March 14, 2024.

Correction in Regular Meeting Minutes to change EPAC to EAPC.

Roll called; all voted yes; motion carried.

Moved by Comm. Olson, seconded by Comm. Rostad to approve the regular bills totaling \$480,549.90 and HS Zone direct bills totaling \$18,863.34. Roll called; all voted yes, motion carried.

Lolly Gorze, Human Services Director asked Dana Larsen to present the 10 years of service coin to Steve Hammer, Foredman, Hwy Department.

Ms. Gorze and Comm. Anderson then presented the 20 years of service coin to Kristin Kowalczyk, County Recorder.

Brian Billingsley, AICP, City of Minot Community & Economic Development Director came forward to speak regarding updates to the Minot Renaissance Zone. He spoke on amendments made to the proposed annexation block of 2F into the Minot Renaissance Zone. The proposed block was made smaller to exclude residential properties by using a property line for a boundary.

Discussion was held on the Renaissance Zone, how it functions, and its impact on property taxes.

Moved by Comm. Rostad, seconded by Comm. Olson to open a public discussion at 9:35 and include a 3-minute time limit per speaker. Roll called; all voted yes; motion carried.

Peter Hugret, Chair of the Renaissance Committee, came forward to speak on the movement of Renaissance blocks to other areas of the city that are in need of improvement once the current block is completed.

Scott Samuelson, Minot resident, came forward and spoke on his increase in property taxes since the Minot Renaissance Zone was started.

Ryan Ackerman, member of Aksal Group, came forward to speak on the benefits of the Minot Renaissance Zone and how it makes it more affordable to improve blighted buildings and entices investments in those areas.

Agreed by all to close public discussion.

Moved by Comm. Anderson, seconded by Comm. Weppler to vote on each amendment for the Minot Renaissance Zone separately. Roll called; all voted yes, motion carried.

Moved by Comm. Weppler, seconded by Comm. Rostad, to table Amendment #1 until more feedback is received. Roll called; Comm. Weppler, Rostad, and Olson voted yes, Comm. Anderson and Chair. Fjeldahl voted no; motion carried.

Moved by Comm. Olson, seconded by Comm. Anderson to approve Amendment #2 as presented. Roll called; Comm. Olson, Anderson, Rostad, and Weppler voted yes, Chair. Fjeldahl voted no; motion carried.

Moved by Comm. Anderson, seconded by Comm. Rostad to reject Amendment #3, the 10-year extension of the Minot Renaissance Zone.

Discussion was held regarding changing the 10-year extension to the Minot Renaissance Zone to a 5-year extension.

Comm. Rostad withdraws his second to the motion.

Chair. Fjeldahl seconds the motion to reject Amendment #3, the 10-year extension of the Minot Renaissance Zone. Roll called; all voted yes; motion carried.

Moved by Comm. Olson, seconded by Comm. Weppler to grant a 5-year extension to the Minot Renaissance Zone. Roll called; Comm. Olson, Weppler, Rostad, and Anderson voted yes, Chair. Fjeldahl voted no; motion carried.

Moved by Comm. Anderson, seconded by Comm. Olson to approve Amendment #4 as presented. Roll called; Comm. Anderson voted yes, Comm. Olson, Rostad, Weppler and Chair. Fjeldahl voted no; motion failed.

Moved by Comm. Olson, seconded by Comm. Anderson to amend the Minot Renaissance Zone Map to declare blocks 2C and 40C as completed blocks and add block 1F to the Minot Renaissance Zone. Roll called; Comm. Olson, Anderson, Rostad, and Weppler voted yes, Chair. Fjeldahl voted no; Motion carried.

Moved by Comm. Olson, seconded by Comm. Wepler to add block 2F into the Minot Renaissance Zone. Roll called; Comm. Olson, Wepler, Anderson, and Rostad voted yes, Chair Fjeldahl voted no; motion carried.

Captain Anthony Owens, Ward County Jail came forward with a contract with renewal between the Ward County Detention Center and the Three Affiliated Tribes Gerald Tex Fox Justice Center.

Moved by Comm. Wepler, seconded by Comm. Rostad to renew the MOU as presented. Roll called; all voted yes; motion carried.

Dana Larsen, Highway Engineer came forward to present the plans and specifications for Galusha Ranch Paving District, an advertisement for a flexible farm lease, and a bid for pavement striping and crack seal.

Moved by Comm. Wepler, seconded by Comm. Olson to approve the plans and authorize the engineer to bid the Galusha Ranch Paving District Project. Roll called; all voted yes; motion carried.

Moved by Comm. Rostad, seconded by Comm. Wepler to approve to advertise the farm lease agreement to the county owned property described as W1/2 lying East of platted portion and access road of Section 2-152-85 (Rice Lake Township) and consisting of approximately two hundred twenty-five (225) acres of which, approximately one hundred eighty (180) acres are tillable. Roll called; all voted yes, motion carried.

Moved by Comm. Olson, seconded by Comm. Wepler to authorize the Highway Department to advertise for the County Wide Center and Edge Line striping project, and Crack Sealing of County Road 23 and 25 in Sawyer and County Road 23 from Sawyer south to the county line near Benedict. Roll called; all voted yes, motion carried.

Beth Pietsch, Planning and Zoning Administrator, appeared regarding an Outlot Plat Application.

Application for an Outlot Plat for the following described property: Proposed Outlot 3 being a port. of SESW Sec 8-157-86, Carpio Twp. The applicant is requesting to parcel an outlot containing 2.19 acres for future rural residential use. Ward County Zoning applies, with the township recommending approval. Planning Commission recommends Approval of the Outlot Plat Application based on finding of facts and staff recommendations.

Moved by Comm. Rostad, seconded by Comm. Anderson to approve the Outlot Plat Application from Adam Knudsvig as presented. Roll called; all voted yes; motion carried.

Lolly Gorze, Human Recourses Director, appeared with the following pay amendments: H. Dignan, Veteran's; C. Ellis, HSZ; M. Redmer, Library; M. Brooks, Library; and K. Barille, State's Attorney.

Moved by Comm. Wepler, seconded by Comm. Rostad to approve the payroll amendments as presented. Roll called; all voted yes; motion carried.

Marisa Haman, Auditor/Treasurer appeared.

Moved by Comm. Wepler, seconded by Comm. Rostad to receive and file the following correspondence: Invite to Public Health Week Open House, dated April 1, 2024 and Verisk letter dated March 4, 2024. Roll call; all voted yes; motion carried.

Moved by Comm. Rostad, seconded by Comm. Anderson to receive and file the Ward County Public Library Annual Report. Roll call; all voted yes; motion carried.

Moved by Comm. Olson, seconded by Comm. Rostad to receive and file monthly reports including financials. Roll called; all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Rostad to approve raffles for South Prairie Athletic Boosters and Nodak Racing Club Inc. Roll called; all voted yes; motion carried.

Ms. Haman presented an Energy Efficiency and Conservation Block Grant to be applied for.

Moved by Comm. Wepler to approve authorization to submit Pre-Award Information Sheet for EECBG Program with \$75,420 eligibility. Roll called; all voted yes; motion carried.

Moved by Comm. Rostad, seconded by Comm. Wepler to approve the Call for bids on the Spring Lake land lease. Roll called; all voted yes; Motion carried.

Chairman Fjeldahl started a short discussion on building and grounds guidelines in reference to the increasing homeless population occupying the building.

Moved by Comm. Wepler, seconded by Comm. Olson to have the facilities committee come up with a plan for the Commission to consider. Roll called; all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Anderson to have a brief recess at 10:28 AM and return in Executive Session. Roll called; all voted yes; motion carried.

Executive session opened at 10:35 AM with Chairman Fjeldahl, and Commissioners Anderson, Olson, Rostad and Wepler present. Also present were department heads Marisa Haman and Roza Larson, Administrative Assistant Amanda Mahlum and by phone Auditor Craig Hashbarger from Widmer Roel.

Moved by Comm. Wepler, seconded by Comm. Rostad to close the Executive Session at 11:26 AM. Roll called; all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Rostad to hire attorney Bryan Van Grinsven if available, to represent Ward Co. to further investigate the Federal ARPA funding given to Project BEE and authorize him to work with the Auditor for information.

At 11:28 AM with no further business, the meeting was adjourned.

REGULAR COMMISSION MEETING 04/02/2024 BILL LIST

GENERAL BILLS

CHECK #	VENDOR	DESCRIPTION	AMOUNT
	ACCURATE CONTROLS INC	MICROPHONES--JAIL OPS	\$2,889.82
	ACCURATE CONTROLS INC	CAMERA--JAIL OPS	\$3,641.33
	ANDERSON DRYWALL	ARPA #27 BREAK ROOM DOOR FINAL PMT - TAPE/TEXTURE--FACILITY MGMT	\$709.49
	ANDERSON DRYWALL	ARPA #27 BREAK ROOM DOOR FINAL PMT - TAPE/TEXTURE--COMMISSIONERS	\$1,090.51
	BERTHOLD AMBULANCE	ARPA #105 - SIREN/RADIOS--COMMISSIONERS	\$5,621.00
	COLE PAPERS INC	FEMININE HYGIENE PRODUCTS FOR JAIL--FACILITY MGMT	\$990.72
	COLE PAPERS INC	HAND SOAP & SANITIZER--FACILITY MGMT	\$498.62
	COLE PAPERS INC	CHEMICAL CABINET--FACILITY MGMT	\$7.00
	COLE PAPERS INC	BLACK NITRILE GLOVES--FACILITY MGMT	\$120.28
	DAKOTA SUPPLY GROUP	2 AIR VENTS--FACILITY MGMT	\$41.63
	DAKOTA SUPPLY GROUP	SLOAN CLOSET REPAIR KIT--FACILITY MGMT	\$126.15
	DAVIS, STEPHENIE L	DAY TRIP MILEAGE STATE HOSPITAL STAFF MEETING JAMESTOWN--STATES AT	\$289.44
	ET SYSTEMS	WORK ON HP 67 ALONG WITH SENSOR REPLACEMENT--FACILITY MGMT	\$760.28
	ET SYSTEMS	PART & LABOR TO INSTALL CONTROLLER--FACILITY MGMT	\$1,125.34
	FERGUSON ENTERPRISES INC #1657	MISC PVC PARTS--FACILITY MGMT	\$27.07
	HURTEAU, CHARLES G	OVERNIGHT MILEAGE FOUNDATIONS OF EM CLASS FARGO--EMERGENCY MGMT	\$360.46
	HURTEAU, CHARLES G	DAY TRIP MILEAGE NW REGION QRTLTY MEETING MOHALL--EMERGENCY MGMT	\$62.31
	INFORMATION TECHNOLOGY DEPT	NETMOTION--SHERIFF	\$312.15
193975	INFORMATION TECHNOLOGY DEPT	SSL VPN CLIENT--IT	\$5.00
	JOHNSON, JODI L	OVERNIGHT MILEAGE STATE SPELLING BEE BISMARCK--SCHOOL SUP.	\$190.28
	JOHNSON, JODI L	OVERNIGHT PER DIEM STATE SPELLING BEE BISMARCK--SCHOOL SUP.	\$36.00
	LIGHT AND SIREN	WIDE ANGLE LIGHTS--SHERIFF	\$249.00
	MARQUART, ANDREW	MENTAL HEALTH ATTY FEES - 02/25 - 02/26 M.R.--GENERAL	\$288.00
194036	MDU - BISMARCK OFFICE	GAS COURTHOUSE--FACILITY MGMT	\$1,374.22
194036	MDU - BISMARCK OFFICE	GAS JAIL BLDG SUP.--FACILITY MGMT	\$2,091.77
194036	MDU - BISMARCK OFFICE	GAS ADMIN BLDG--FACILITY MGMT	\$929.25
194036	MDU - BISMARCK OFFICE	GAS 900 BLDG--FACILITY MGMT	\$1,373.69
194036	MDU - BISMARCK OFFICE	GAS 425 BLDG--FACILITY MGMT	\$178.48
194036	MDU - BISMARCK OFFICE	GAS JAIL--FACILITY MGMT	\$2,237.53
193834	MDU - BISMARCK OFFICE	GAS COUNTY NORTH BLDG--FACILITY MGMT	\$132.25
	NOVA FIRE PROTECTION, INC	SPARE HEADS FOR JAIL--FACILITY MGMT	\$1,375.00
	ROCHESTER ARMORED CAR CO INC	ARMORED CAR SERVICE--AUDITOR/TREAS	\$503.61
	ROSTAD, JAMES A	OVERNIGHT MILEAGE COMMISSION SUMMIT BISMARCK--COMMISSIONERS	\$150.08
	SUMMIT FOOD SERVICES LLC	INMATE MEALS - FEB 2024--JAIL OPS	\$43,391.81
	SURREY RURAL FIRE DISTRICT	ARPA #79 FINAL PAYMENT SIRN RADIOS--COMMISSIONERS	\$50,000.00
	THE DIFFERENCE - A HOLISTIC APPROACH	ARPA #96 PMT #5 - HEALING SESSIONS--COMMISSIONERS	\$1,500.00
	THORSRUD SUPPLY COMPANY INC	2 LOCK CYLINDERS--FACILITY MGMT	\$134.24
	THORSRUD SUPPLY COMPANY INC	2 ADAPTER RINGS & TAPERED RINGS--FACILITY MGMT	\$118.64
	TURNKEY CORRECTIONS	INDIGENT SUPPLIES --JAIL OPS	\$112.85
	TURNKEY CORRECTIONS	LAW LIBRARY--COMMISSARY	\$159.00
	TURNKEY CORRECTIONS	INDIGENT SUPPLIES - NOV 2023--COMMISSARY	\$115.70
194037	UNITED MAILING SERVICES INC	POSTAGE - 03/04 - 03/15--EXTENSION	\$163.49
194037	UNITED MAILING SERVICES INC	SERVICES - 03/04 - 03/15--EXTENSION	\$56.09
	UNITED MAILING SERVICES INC	POSTAGE - 03/04 - 03/15--GENERAL	\$500.00
	UNITED MAILING SERVICES INC	SERVICES - 03/04 - 03/15--GENERAL	\$327.79
	WESTLIE MOTOR CO	ELECTRICAL REPAIRS--SHERIFF	\$785.52
193828	WEX HEALTH, INC.	FSA MONTHLY FEES JAN 2024--HUMAN RESOURCES	\$217.00
	WIDMER ROEL PC	CONSULTING FOR ARPA EVALUATION OF FUNDS--GENERAL	\$3,000.00
	WIDMER ROEL PC	TRAVEL - REGULAR AUDIT SERVICES--GENERAL	\$458.59
	WOOSTER, NICHOLAS H	CONCEALED CARRY BELT--SHERIFF	\$51.59
DD-1254	XCEL ENERGY	ELECTRICITY SOO LINE PARKING LOT--FACILITY MGMT	\$37.19
DD-1256	XCEL ENERGY	ELECTRICITY 900 BLDG - COLD STORAGE--FACILITY MGMT	\$30.64
DD-1255	XCEL ENERGY	ELECTRICITY 900 BLDG--FACILITY MGMT	\$785.51
DD-1237	XCEL ENERGY	ELECTRICITY 425 BLDG--FACILITY MGMT	\$107.11
DD-1237	XCEL ENERGY	ELECTRICITY COURTHOUSE--FACILITY MGMT	\$4,723.64
DD-1237	XCEL ENERGY	ELECTRICITY JAIL--FACILITY MGMT	\$8,772.48
DD-1236	XCEL ENERGY	ELECTRICITY ADMIN BLDG--FACILITY MGMT	\$7,950.69
		Total General Bills:	\$153,287.33

PARK BOARD BILLS

CHECK #	VENDOR	DESCRIPTION	AMOUNT
	MENARDS - MINOT	INV #53719 PARK SUPPLIES	\$23.98
DD-1238	XCEL ENERGY	ELECTRICITY - O.S. PARK 8711 PROJECT RD N	\$58.02
DD-1251	XCEL ENERGY	ELECTRICITY - O.S. PARK PUMP 401 PARK RD	\$37.10
		Total Park Board Bills:	\$119.10

ROAD/HIGHWAY BILLS			
CHECK #	VENDOR	DESCRIPTION	AMOUNT
	AMERICAN TRUCK & TRAILER	INV #34034 D-RING UNIT 193	\$82.56
	AMERICAN TRUCK & TRAILER	INV #33963 REFLECTORS	\$10.02
	BAKER, AVERY R	OVERNIGHT PER DIEM ATSSA CONFERENCE FARGO	\$81.00
	BUTLER MACHINERY	INV #03PS0500628 PAINT FOR UNIT 1709	\$192.29
	CAPITAL ONE TRADE CREDIT	INV #D53103 BERTHOLD SHOP SUPPLIES	\$349.96
	CAPITAL ONE TRADE CREDIT	INV #D53193 SHOP SUPPLIES	\$31.05
	CAPITAL ONE TRADE CREDIT	IINV #D52576 SHOP SUPPLIES	\$50.71
	CAPITAL ONE TRADE CREDIT	INV #D51998 FLOOR BOARD SCREWS FOR UNIT 75A	\$21.98
	CAPITAL ONE TRADE CREDIT	INV #D51619 SHOP SUPPLEIS	\$9.44
	CAPITAL ONE TRADE CREDIT	INV #D51639 SHOP SUPPLIES	\$79.52
	CHARBONNEAU, DARRELL	OVERNIGHT PER DIEM ATSSA CONFERENCE FARGO	\$81.00
	DAKOTA FIRE EXTINGUISHER INC	INV #79162 BRACKET FOR FIRE EXTINGUISHER IN UNIT 189	\$54.95
	DAKOTALAND AUTOGLASS	INV #1285625 WINDSHIELD FOR UNIT 147	\$85.00
	DAKOTALAND AUTOGLASS	INV #1283554 FILTERS FOR SHOP	\$59.12
	DAKOTALAND AUTOGLASS	INV #1283606 WINDSHIELD FOR UNIT 86	\$225.00
	DAKOTALAND AUTOGLASS	INV #1283079 PAINT SUPPLIES FOR UNIT 1709	\$38.36
	EAPC ARCHITECTS ENGINEERS	INV #56685 ARCHITECTURAL SERVICE FOR BUILDING C ADDITION	\$1,300.00
	ESLINGER, SETH A	OVERNIGHT PER DIEM ATSSA CONFERENCE FARGO	\$81.00
	G & P COMMERCIAL SALES	INV #61614 DEGREASER FOR SHOP	\$128.38
	GENERAL TRADING CO	INV #309741 SHOP SUPPLIES	\$98.40
	GENERAL TRADING CO	INV#309692 SHOP SUPPLIES	\$135.17
	GENERAL TRADING CO	INV #309588 SHOP SUPPLIES	\$289.84
	GERDAU	INV #9013167726 PARTS FOR UNIT 84	\$77.20
	GERDAU	INV #9013160670 PARTS FOR UNIT 86	\$210.00
	GERDAU	INV #9013152566 PARTS FOR UNIT 193	\$1,301.90
	HAMMER, CORY D	OVERNIGHT PER DIEM ATSSA CONFERENCE FARGO	\$81.00
	HAMMER, STEVEN M	OVERNIGHT PER DIEM ATSSA CONFERENCE FARGO	\$81.00
	JOHNSON CONTROLS	INV #1-132445182097 SERVICE AGREEMENT	\$30,327.00
	KUBAS, TODD D	OVERNIGHT PER DIEM ATSSA CONFERENCE FARGO	\$81.00
	LAWSON PRODUCTS INC	INV #9311373317 PAINT	\$1,415.56
193970	MDU - BISMARCK OFFICE	KENMARE SHOP	\$109.46
193970	MDU - BISMARCK OFFICE	GAS 200 72ND ST SE BLDG D	\$866.77
193970	MDU - BISMARCK OFFICE	GAS 200 72ND ST SE BLDG B	\$1,660.34
193970	MDU - BISMARCK OFFICE	GAS 200 72ND ST SE BLDG A	\$666.74
193970	MDU - BISMARCK OFFICE	GAS 200 72ND ST SE BLDG C	\$1,040.93
193970	MDU - BISMARCK OFFICE	GAS 200 72ND ST SE BLDG E	\$186.23
	MEDLER, JUSTIN O	OVERNIGHT PER DIEM ATSSA CONFERENCE FARGO	\$81.00
	MENARDS - MINOT	INV #53801 SHOP SUPPLIES	\$157.59
	MENARDS - MINOT	INV #53815 SHOP SUPPLIES	\$26.34
	MENARDS - MINOT	INV #53999 OFFICE SUPPLIES	\$35.94
	MENARDS - MINOT	INV #54214 CLOROX WIPE FOR OFFICE	\$25.56
	MENARDS - MINOT	INV #54247 SUPPLIES FOR UNIT 193	\$83.90
	MENARDS - MINOT	INV #54142 SHOP SUPPLIES	\$142.61
	MENARDS - MINOT	INV #54154 SHOP SUPPLIES	\$13.11
	MENARDS - MINOT	INV #54163 PARTS FOR UNIT 189	\$20.97
	MENARDS - MINOT	INV #54077 PARTS FOR UNIT 189	\$19.48
	MENARDS - MINOT	INV #53806 SUPPLIES FOR UNIT 193	\$44.23
	MENARDS - MINOT	INV #53731 BOARDS FOR UNIT 75A	\$469.94
	MENARDS - MINOT	INV #53652 SHOP SUPPLIES	\$9.99
	MENARDS - MINOT	INV #53486 PARTS FOR UNIT 152	\$65.62
	MOORE ENGINEERING	INV #36999 ENGINEERING SERVICES	\$7,392.50
	ND LTAP	INV #TRA-A31 TRANSPORTATION CONFERENCE DANA LARSEN 2024	\$125.00
	NORTH DAKOTA ONE CALL	INV #2341994 LOCATE	\$6.50
	OSBORN, WILLIAM E	OVERNIGHT PER DIEM ATSSA CONFERENCE FARGO	\$81.00
193971	OTTERTAIL POWER CO	ELECTRIC - DOUGLAS SHOP	\$421.58
	PARKLAND USA CORP DBA FARSTAD OIL	INV #975613 BULK GASOLINE FILL FOR MINOT SHOP	\$8,612.41
	RDO/POWERPLAN	INV #P9239507 BLADES FOR UNIT 91A	\$2,352.92
	RDO/POWERPLAN	INV #P9222007 PARTS FOR UNIT 95A	\$79.66
	SWANSTON EQUIPMENT CO	INV #P63954 OIL FILTERS FOR UNIT 5205	\$116.08
	SWANSTON EQUIPMENT CO	INV #P63869 CLAMP FOR UNIT 163D	\$21.96
	TEAM ELECTRONICS INC	INV #27875 RADIO INSTALL PARTS FOR UNIT 5204	\$14.00
193972	TRI N PROPANE	DOUGLAS SHOP PROPANE	\$164.80
193838	TRI N PROPANE	SAWYER SHOP PROPANE	\$224.00
		Total Road/Highway Bills:	\$62,398.57

VISION ZERO BILLS			
CHECK #	VENDOR	DESCRIPTION	AMOUNT
	SCHOEN, MOLLY C	DAY TRIP MILEAGE BADLANDS SHOOTOUT BOOTH WATFORD CITY	\$160.80
Total Vision Zero Bills:			\$160.80

GRAND TOTAL

\$215,965.80

WARD COUNTY HUMAN SERVICE ZONE

LISTING OF BILLS

BILLS PAID - March 1, 2024

ZONE BOARD REVIEW- March 19, 2024

HUMAN SERVICE ZONE

VENDOR	DESCRIPTION	AMOUNT
Humphrey Law Office	Adoption Fees Assistance-CY	3000.00
TOTAL		3,000.00

WARD COUNTY HUMAN SERVICE ZONE**LISTING OF BILLS****BILLS PAID - April 2, 2024****ZONE BOARD REVIEW- April 16, 2024****HUMAN SERVICE ZONE**

VENDOR	DESCRIPTION	AMOUNT
Bel Air CLC	Child Care Assistance-ADB/MDE	300.00
County of Grand Forks	January Shelter Care-KB	6,760.00
Luisa DeHerrera	Employee Meals-3/17-3/21/24	202.00
Nicole Domres	Employee Travel 1/3-3/19/24	270.01
Kristi Frederick	Employee Travel/Meals 3/12-3/14	257.79
Kimberly Harris	Assist with Child Expenses-April	200.00
Audrianna/Adam Hoaglund	Soccer Sign up Fees-JBR	75.00
Kim McCarty	Employee Travel 1/17-2/29/24	179.56
Dustin Miller	Child Care Assistance-ADB/MDE	335.00
Shannon Moser	S&P Bunk Bed/Mattresses/Bedding	353.55
NDHSZ Directors Association	2024 Annual Dues	200.00
Valerie Potter	Employee Meals-3/17-3/21/24	202.00
United Mailing Services, Ins	Postage/Service 3/4-3/15/24	118.53
TOTAL		9,453.44



TO: Ward County Commissioners

FROM: Brian Billingsley, AICP, Community & Economic Development Director

DATE: February 26, 2024

SUBJECT: Updates to the Minot Renaissance Zone *BB*

With the cooperation and support of the Ward County Commissioners and Minot Public Schools Board, the City of Minot approved a five-year extension to the Minot Renaissance Zone on November 3, 2021. During the 68th legislative assembly in 2023, the State of North Dakota adopted SB 2391, which enacted several changes to the renaissance zone program. SB 2391 gives local government the ability to adopt new provisions to the local renaissance zone. The changes include:

- Allowing local governments to provide an eight (8) year property tax abatement when 75% of the true and current value of a property is improved.
- Adding a second “island” to the renaissance zone.
- Allowing an extension to the duration of the renaissance zone from five (5) to ten (10) years.
- Allowing a specific property to receive another benefit after 30 years have lapsed from the completion date of the most recent project.

The City is asking the taxing bodies to support four major (4) amendments to the Minot Development Plan and boundary amendments to the Minot Renaissance Zone map.

Amendment #1

Adopt a new benefit that would grant an eight (8) year property tax abatement benefit when a property owner invests 75% of the site's true and current value into building improvements.

The City wishes to retain the five (5) year property tax abatement benefit at 50% of the site's true and current value. Offering a higher threshold of 75% could help make a major remodel project “pencil out” for a property developer. The cost of building rehabilitation and new construction is at an all-time high due to supply chain issues and labor shortages. Extending the lifespan of an old building requires a major investment. Offering a second benefit option with a higher threshold makes sense for Minot during this time of higher interest rates and construction prices.

Amendment #2

Adopt a second island to the Minot Renaissance Zone.

An island is an area that is not attached or contiguous to the main area of the renaissance zone. Minot renaissance zone currently does not have an island, but we are proposing to create a first island under Amendment #5.

Amendment #3

Grant a ten (10) year extension to the Minot Renaissance Zone.

In the past it was customary to extend the renaissance zone up to five years. The City is requesting a ten-year extension, but would not object if either taxing body supports a five-year extension.

Amendment #4

Allow a specific property to receive another benefit after thirty (30) years have lapsed from the completion date of the last project.

Minot's renaissance zone was launched in 2001. Project No. 1 (Planet Pizza) was completed in 2003; therefore this provision, if adopted, will not take effect until the year 2033.

Amendment #5

Amend the Minot Renaissance Zone Map to declare blocks 2C and 40C as completed blocks and add blocks 1F and 2F to the Minot Renaissance Zone.

Block 2C is located at the southwest corner of Broadway and Burdick. The property contains a strip mall that was the recipient of renaissance zone benefits several years ago after the building was constructed. Block 40C contains the Minot Housing Authority office and the Center for Technical Education (CTE), which is currently under construction. Both entities are either publicly owned or non-profit.

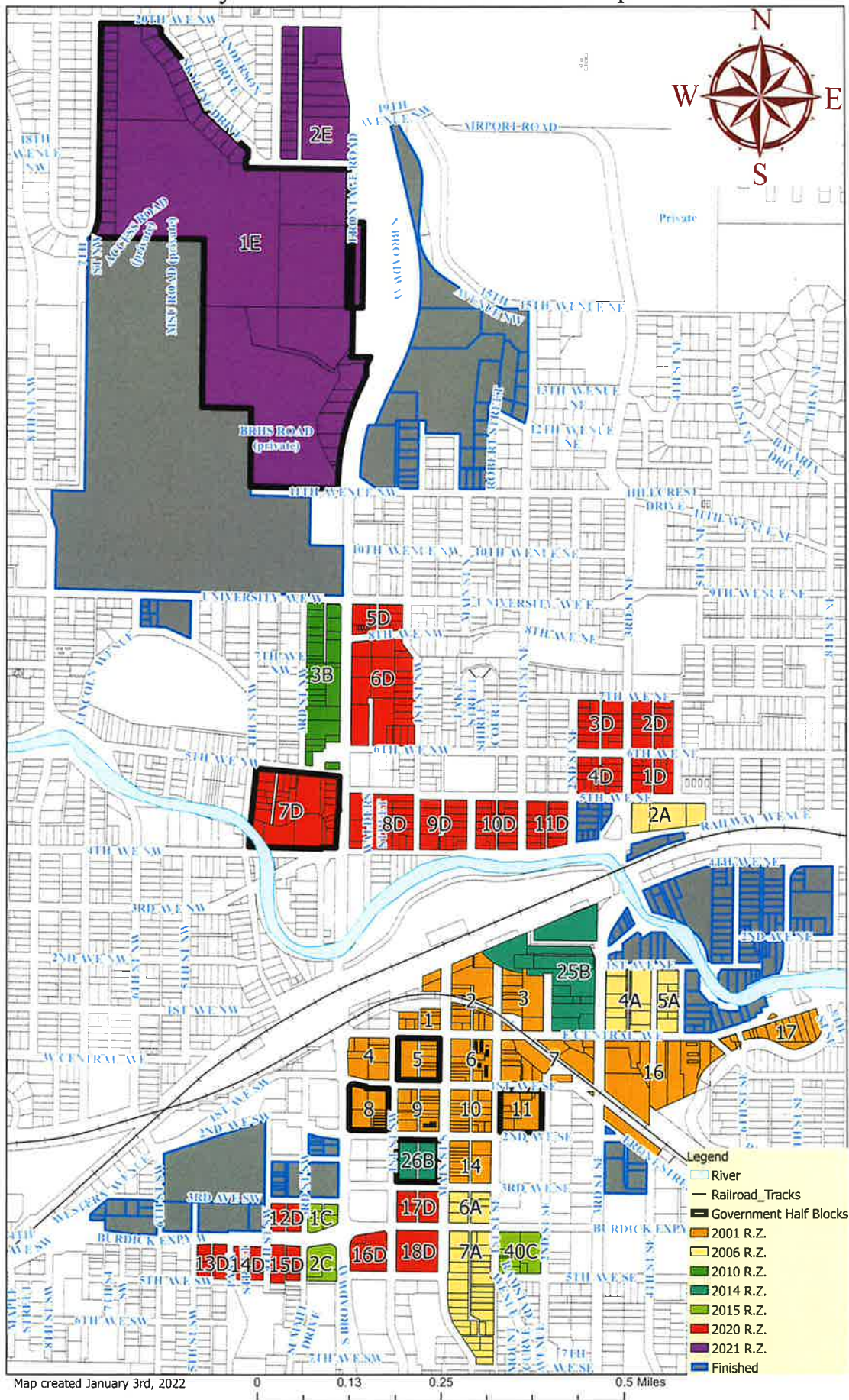
Block 1F located on the west side of Broadway between 21st Ave. NW and 22nd Ave. NW and contains the Economy Hotel, Pinkerton Animal Hospital, Watt Alterations, and two vacant buildings. Block 2F is located on the west side of Broadway between 22nd Ave. NW and 24th Ave. NW and contains the Vegas Hotel, Hardees, vacant property, a church, and several single-family dwellings.

Annexing blocks 1F and 2F would constitute an "island". This annexation would constitute Minot's first renaissance zone island. Maps of the current Minot Renaissance Zone boundary and proposed boundary changes are attached to this memo. The Century Code allows Minot to have up to 42 blocks. The reduction of two blocks and annexation of two blocks will give Minot a grand total of 42 blocks.

Conclusion

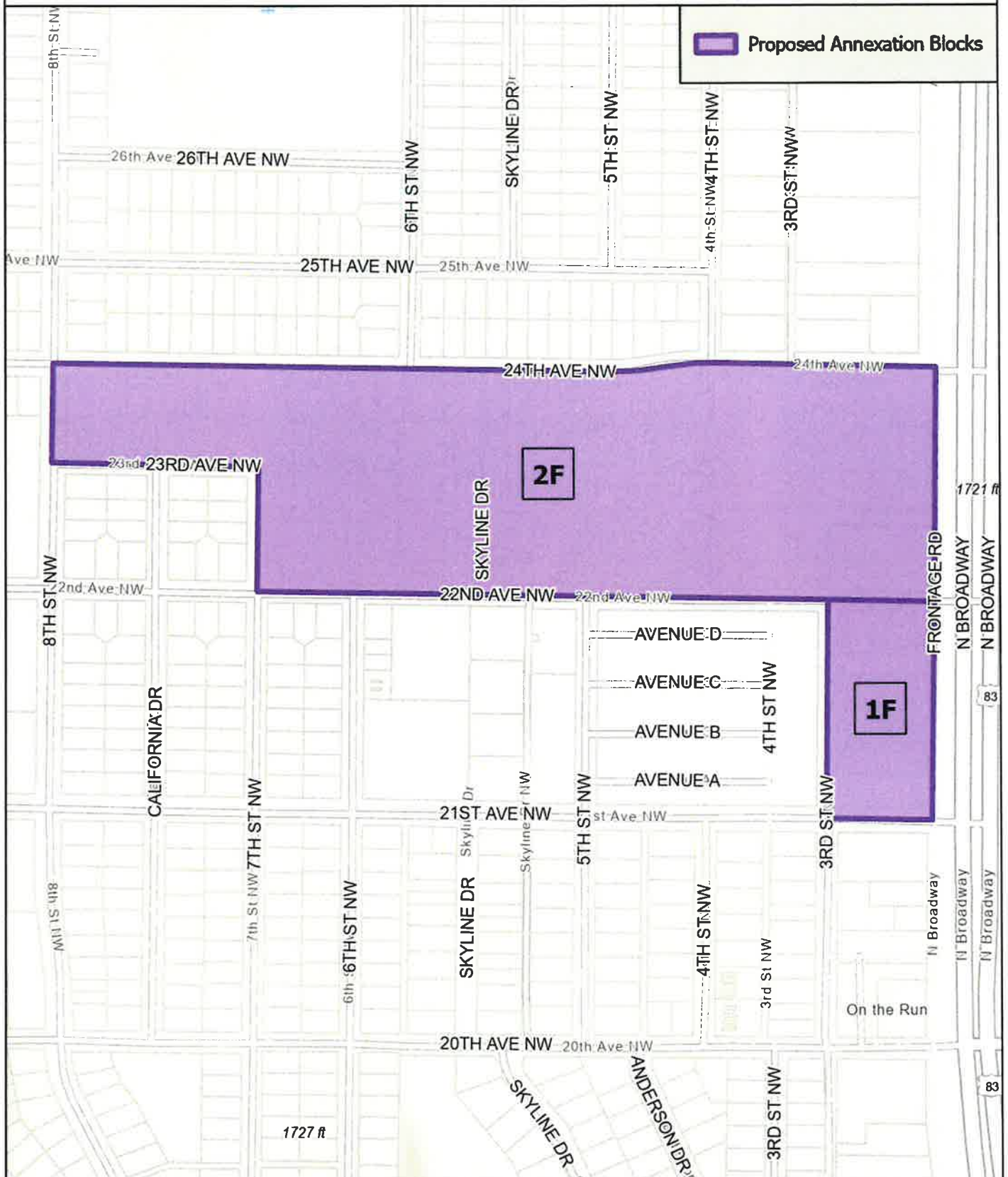
In addition to the five (5) major amendments, staff will be updating the goals and parcel information within the Development Plan to meet current economic and demographic conditions. I can be reached at 701-857-4147 should you have any questions.

City of Minot Renaissance Zone Map

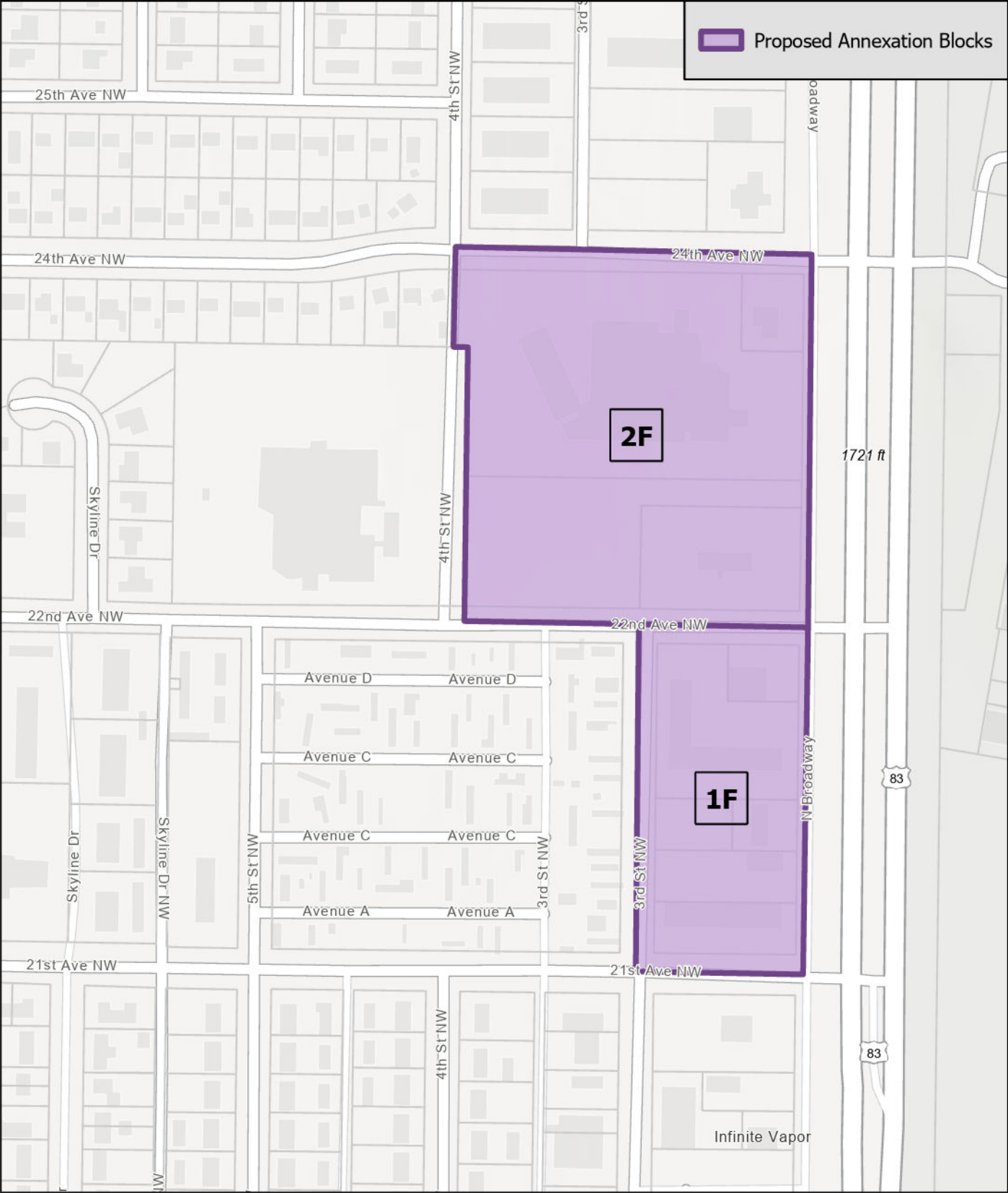


Proposed Renaissance Zone Annexation

 Proposed Annexation Blocks



Proposed Renaissance Zone Annexation



WARD COUNTY EMERGENCY MANAGEMENT AGENCY

225 3RD ST SE
PO BOX 5005
MINOT ND 58702-5005

FIRE EMERGENCY AND RESTRICTIVE BURN BAN

For

WARD COUNTY, NORTH DAKOTA

April 2, 2024

WHEREAS, Ward County, North Dakota has endured abnormally dry conditions compiled with high winds; and

WHEREAS, several rural fires have already occurred as a result of the current conditions; and

WHEREAS, the impact of fires could threaten the health, well-being and safety of citizens in Ward County; and

WHEREAS, all available resources remain committed to protecting life and property; and

WHEREAS, the cost of the response and the inordinate equipment wear may be far in excess of available County resources.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Ward County Commissioners declares a Fire Emergency and Burn Ban (to include a ban on garbage/pit burning, campfires, and burning of farm or crop land) remain in effect when, according to the North Dakota Fire Danger Guide, the North Dakota Rangeland Fire Danger Rating is in “High, Very High, Extreme”, and/or a “Red Flag Warning” has been issued for Ward County, North Dakota. The declaration will remain in place until November 30, 2024.

The use of Fireworks is banned when the Fire Index Rating is “Very High or Extreme” or a “Red Flag Warning” has been issued.

This declaration does not ban the use of grills or commercially sold enclosed fire pits, but is recommended that grills or enclosed fire devise be on non-organic surface and be a minimum of 15 feet away from any vegetation.

THE PENALTY FOR VIOLATION OF THIS BURN BAN IS A CLASS B MISDEMEANOR (NDCC37-17.1-10.1: MAXIMUM SENTENCE OF 30 DAYS IN JAIL AND \$1,500 FINE.)

DATED at Minot, North Dakota this 2nd day of April, 2024.

John Fjeldahl, Chairman
Ward County Commission



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: April 2, 2024
Re: Human Resource's Agenda Items for April 2, 2024 Commission Meeting

Human Resources Office's Agenda items for the April 2, 2024 Commission Meeting are as follows:

1. Pay Amendments
2. Advanced Scheduling
3. Service Award
 - a. Samantha Mahoney, Sheriff Office – 10-year Service Award, 4.1.2014

Featured Job Opportunities

Assistant County Engineer

Posted March 12, 2024 2:00 PM | Open Until Filled

Assistant County Engineer Ward County Highway Department is hiring for a Senior Assistant County Engineer and will underfill an Assistant County Engineer for the right... [Full Description](#)

Assistant State's Attorney

Posted March 12, 2024 8:30 AM | Open Until Filled

You can find the Online Ward County Application: HERE Assistant State's Attorney The Ward County Human Resources Department will be accepting applications for... [Full Description](#)

Correctional Officer

Posted March 12, 2024 8:00 AM | Open Until Filled

Correctional Officer The Ward County Human Resources Department will be accepting applications for the position of a Correctional Officer in the Ward County Detention... [Full Description](#)

Equipment Operator II - With Underfill

Posted March 13, 2024 9:00 AM | Closes March 27, 2024 4:30 PM

Equipment Operator II – with Underfill The Ward County Human Resource Department will be accepting applications for the position of an Equipment Operator II available in... [Full Description](#)

Equipment Operator III w/ Motorgrader Experience

Posted March 13, 2024 9:00 AM | Closes March 27, 2024 4:30 PM

Equipment Operator III w/Motorgrader Experience The Ward County Human Resource Department will be accepting applications for the position of an Equipment Operator III w... [Full Description](#)

Library Assistant

Posted March 15, 2024 8:00 AM | Closes April 5, 2024 4:30 PM

GENERAL DESCRIPTION OF POSITION: Assists with the day-to-day operation of the branch including circulation, reference, material selection and processing, special... [Full Description](#)

Senior Assistant County Engineer

Posted March 12, 2024 2:00 PM | Open Until Filled

Senior Assistant County Engineer Ward County Highway Department is hiring for a Senior Assistant County Engineer. Starting Range: \$107,995.37 - \$113,462.64 Annually... [Full Description](#)

Pay Amendments

4/2/2024

New Hires/Rehires

Name	Dept	Title	FT/PT	Pay	Start Date
Hannah Azure	Jail	Corretional Officer	FT	\$24.65	4.2.24
Stacie Mills	Jail	Corretional Officer	FT	\$24.65	4.9.24
Christopher Nelson	State's Attorney	Assistant State's Attorney	FT	\$54.70	4.15.24

Dept Change/Promotion

Name	Dept	Title	FT/PT	Pay	Start Date
Connor Kircher	Sheriff	Corporal	FT	\$28.02	3.16.24

Seperations	Dept	Title			End Date
Darwin Bachmeier	Highway	Equipment Operator			3.11.24
Diana Leon	Jail	Correctional Officer			4.4.24

COLA - 6 Month Step

Increase	Dept	Title			Start Date

**DIRECTOR OF TAX EQUALIZATION**

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

MEMO

DATE: 4/2/24

TO: Ward County Commissioners

FROM: Noreen Wilkie, Director of Tax Equalization

RE: Tax Roll Adjustments & Items for Consideration and Action on April 2, 2024

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
Dahl, Lane & Tayte	WI270990000040 Olt 4 of SWSW S27-153-82	18915 55 th St SE Sawyer, ND 58781	2023	\$349,000	\$14,000	\$15,770	\$700
Groninger, Dwayne & Jolene	SP04005U030000 S2S2SW S4-151-84	9900 303 rd Ave SW Douglas, ND 58735	2023	\$264,000	\$24,000	\$11,995	\$1,200
Erickson, L Jon & Eleanor	FR210030000000 SW Less RD S21-153-83	17503 46 th St SW Minot, ND 58701	2023	\$500,000	\$96,000	\$22,980	\$4,800
Rademacher, Daryl & Joanne	KK06005U040000 E600' of W1250' of N350' of NW Less Hwy S6-156-84	15101 128 th Ave NW Berthold, ND 58718	2023	\$199,000	\$3,000	\$8,970	\$150
Thompson, Dean & Susan	NE03005U020000 W600' of S500' of SENE S3-155-82	3701 72 nd St NE Minot, ND 58703	2023	\$342,000	\$3,000	\$15,390	\$150

2. House was removed prior to Feb. 1, 2023, value of house should have been removed:

Property Owner	Description	Physical Address	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Pfeifer, Levi	ML070990000010 Olt 1 of SW Less Hwy S7-156-81	9801 100 th Ave. NE Surrey, ND 58785	2023	\$202,000	\$77,000	\$9,090	\$3,465

3. Recent Inspection concluded that reduction is needed to reflect market value:

Property Owner	Description	Physical Address	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
91 LLC	MI262882530233 Olt S26-155-83 E37' of Olt 22 & All of Olt 23	724 20 th Ave SW Minot, ND 58701	2023	\$862,000	\$775,000	\$38,790	\$34,875
Hagar, Richard & Cheryl	MI220570200200 Dacotah Homes 2 nd Addn. Lot 20 Block 2	2420 2 nd Ave SW Minot, ND 58701	2023	\$219,000	\$190,000	\$9,855	\$8,550
Thompson, Gabrielle	MI144830000032 W Minot Addn. – Olson's S/D of Center 50' Lot 2 & All Lot 4 Block 10 W Minot S100' Lot 2 & S100' E15' Lot 3	901 10 th St NW Minot, ND 58703	2023	\$184,000	\$155,000	\$8,280	\$6,975
Howard, Christopher & Crystal	MI144720100090 Waidts Addn. Lot 9 Block 1	1121 15 th St NW Minot, ND 58703	2023	\$174,000	\$143,000	\$7,830	\$6,435

4. Property approved for 5 year TIF Exemption, only assessed base value of \$396,000 for 2023 - 2027:

Property Owner	Description	Physical Address	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
The Tracks - Maverick LLC	MI34F860100100 Highlander Estates 4 th S/D Lot 10 Block 1	2330 37 th Ave SW Minot, ND 58701	2023	\$971,000	\$396,000	\$48,550	\$19,800



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

MEMO

Date: March 27, 2024
To: Ward County Commissioners
From: Noreen Wilkie, Director of Tax Equalization
Subject: Vanguard Computer Systems – Assessor Web Site

Attachments:

- 1) Service Contract for 5 years (Feb, 2024 – Feb, 2029) for the Assessor Web Site
 - a. The yearly payment will be \$4,812.50
 - b. The previous 5 years the yearly payment was \$5,500
 - c. Decrease of \$687.50 per year from the previous 5 years
 - d. Website address: <https://northdakotaassessors.com/>

Seeking a motion to approve the service contract and have the Chairman sign the contract

SERVICE CONTRACT

VANGUARD COMPUTER SYSTEMS – Assessor Web Site

This Service Contract is made and entered into by and between Vanguard Appraisals, Inc. an Iowa corporation ("Vanguard") and the Ward County, ND, Tax Director ("Client").

WHEREAS, Vanguard owns certain computer application software modules and related materials known as Vanguard Computer Systems software and the Client is presently using or desires to use said system under license from Vanguard and in connection with such use Vanguard agrees to provide the Client with the following services as applicable:

1. **TERM.** This contract is for a five year period commencing 2/27/2024. Vanguard reserves the right to collect the total amount of the service fees should the client choose to terminate the service contract prior to installation of the Licensed Materials. This contract shall automatically renew on the contract date at Vanguard's then current service contract rate unless the Client notifies Vanguard of their desire to cancel within thirty (30) days prior to renewal, otherwise the cancellation date shall be on the date of notification to Vanguard. Vanguard must be notified in writing of any cancellation of service.
2. **Installation and Training.** The setup time has been waived for installation, training on-site, domain registration and Vanguard's staff travel time. Vanguard shall install and test the licensed software on Vanguard's web server equipment. In addition, Client's sub domain name will be registered and maintained by Vanguard; i.e. ward.northdakotaassessors.com. All time for installation, training, domain registration and Vanguard's staff travel time will not count against and be deducted from the service contract time balance. See item 5 for additional services.
3. **Enhancements, Update and Revisions.** As Vanguard continues to improve on the client web page package(s) and work on suggestions for features from Clients, Client will automatically receive during the term of this service contract, provided client is current and not in default of any payments due Vanguard, all updating information; i.e. new search features, current function enhancements, etc., as and when released by Vanguard for the modules of the Vanguard Computer System software for which Client has a license and maintains this Service Contract. However, this service contract does not include future programs such as, but not limited to, the data conversion due to software rewrite because of operating system changes, data conversion from other vendor's software, jurisdiction specific modifications, etc.
4. **Consultation.** All service contract holders have unlimited telephone consultation privileges during normal business hours which relate to operation of Vanguard Computer Systems software (VCS). All non-VCS telephone consultation (such as hardware operations or malfunction, third party software operation or integration, etc.) will be charged at the then current normal telephone service fee rate (call for current rate). Service PLUS contracts for additional time may be purchased at a reduced service fee rate (call for rate). See item 5 for additional services.
5. **Additional Services.** Additional services like training, re-installations, on-site consultation, customizing client web pages, changing from one license web package to another, installation on Client's jurisdiction web server, web browser configuration, hardware trouble-shooting, non-VCS software training, Vanguard staff travel time, etc. shall be available at Vanguard's then current normal service fee rate. A minimum charge of one day per instance will be billed for on-site visits. Service PLUS contracts for additional time may be purchased at a reduced service fee rate (call for rate).

6. **Web Server Storage and Update.** The Client will lease storage capacity from Vanguard. Client parcel data will be updated on the web server periodically. The maximum period will be six times per year but the client may choose to update less frequently, however, the Schedule A charges will not be reduced. The storage capacity will be monitored periodically as parcel data is updated from the Client to the Vanguard web server and reported to the Client. Payment Schedule A shows the calculations that are used to determine the storage capacity. Minimum increments of 600-Mb (megabytes) will be allocated. Vanguard may adjust the payment schedule for changes in storage capacity and storage fees on the next renewal date of the service contract.
7. **Administrator Contact.** Vanguard reserves the right to display a small icon and link to Vanguard Appraisals, Inc. web site for the purposes of contacting the web site administrator.
8. **LIMITED WARRANTY.** Vanguard shall perform its services hereunder in a workmanlike manner. Vanguard does not warrant that the services will be error free. EXCEPT AS EXPRESSLY SET FORTH IN THIS SERVICE CONTRACT, VANGUARD EXPRESSLY DISCLAIMS ANY AND ALL WARRANTIES CONCERNING THE SERVICES TO BE RENDERED HEREUNDER, WHETHER EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, ANY WARRANTY OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, AND ANY WARRANTIES THAT MAY ARISE OR BE DEEMED TO ARISE FROM ANY COURSE OF PERFORMANCE, COURSE OF DEALING OR USAGE OF TRADE. In no event shall Vanguard be liable to Client or any other person for any indirect, consequential, special, exemplary, or incidental damages of whatever kind and however caused, even if Vanguard knew or should have known of the possibility of such damages. In no event shall Vanguard's cumulative liability for any claim arising in connection with this Service Contract exceed the total fees and charges paid to Vanguard under this Service Contract during the last 12 months. No action, whether based in contract, strict liability, or tort, including any action based on negligence, arising out of the performance of services under this Contract, may be brought by Client more than 1 year after such cause of action accrued.
9. **MISCELLANEOUS.** This Contract (a) constitutes the entire agreement between the parties concerning the subject matter hereof; (b) may be amended only by a writing signed by both parties; (c) shall be governed by the laws of the State of Iowa, without regard to conflicts of law provisions. Any litigation arising out of this Contract shall only be commenced in, and Client consents to the exclusive jurisdiction of the state and federal courts sitting in Linn County, Iowa. If any provision in this Contract should be held illegal or unenforceable by a court having jurisdiction, such provision shall be modified to the extent necessary to render it enforceable without losing its intent or severed from this Contract if no such modification is possible, and other provisions of this Contract shall remain in full force and effect; A waiver by either party of any term or condition of this Contract or any breach thereof, in any one instance, shall not waive such term or condition or any subsequent breach thereof. Neither party shall be in default or be liable for any delay, failure in performance (excepting the obligation to pay), or interruption of service resulting directly or indirectly from any cause beyond its reasonable control.

[Balance of page intentionally blank.]

Payment Schedule A

License No: WEB2085

Parcel Count: 22,579

Leased Storage Capacity: 2,500 megabytes @ \$ 2.75/Mb = \$ 6,875.00 X 5 yrs= \$34,375.00
Less 30% discount for signing multi-year service contract. \$2,062.50 x 5 yrs = -10,312.50
Total = \$24,062.50 (\$4,812.50/yr)

All payments to Vanguard under this Service Contract shall be payable in the U.S. dollars and shall be net of any and all taxes, withholdings, setoffs, or deductions of any nature.

VANGUARD APPRAISALS, INC.

By: _____
Brad M. Miller, Senior Vice President/CIO

Dated: March 18, 2024

Ward County

By: _____
Tax Director

Dated: _____

Ward County (County commissioner signature required)

By: _____

Official Title: _____

Dated: _____



Planning and Zoning Dept.
701-857-6405
PO Box 5005
Minot, ND 58702-5005

DATE: April 2, 2024
TO: Ward County Board of Commissioners
FROM: Beth Pietsch, Planning and Zoning Dept.
SUBJECT: Planning and Zoning Items from Planning Commission

MEMORANDUM

Public Hearings:

1. **LCC Telecom-Vertical Bridge-Dennis Andreson- Public Reading** (Page 2 of P&Z Packet)

Application for a **Special Use Permit** for the following described property:

SE1/4, less S400' of the E250' of Sec 34-154-81 New Prairie Twp

Special Use Permit: The applicant is requesting to build a 290' wireless telecommunication tower (with 10' lighting rod) within a 100x100 foot lease area.

Ward County zoning applies with the township recommending approval.

Planning Commission recommends Approval of the Special Use Permit based on finding of facts and staff recommendations.

Regular Agenda:

2. **Kevan Syverson-Outlot Plat** (Page 30 of P & Z Packet)

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

Proposed Outlot 2 being all of Outlot 1 and an unplatted portion of
NWNE of Sec 32-153-81 Sawyer Twp

The applicant is proposing to create parcel containing 7.04 acres to expand and include the whole farm yard. Ward County zoning applies, with the township recommending approval.

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

**Planning/Zoning Office**

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

SPECIAL USE PERMIT \$200

Permit Number: _____

APPLICANT INFORMATION

Name: Christopher Madigan, LCC Telecom.

Phone: 630-947-6670

Email Address: cmadigan@lcctelecom.com

Current Address: 10700 W Higgins Road Suite 240 Rosemont Illinois 60018

SUBJECT PROPERTY INFORMATION

Legal Description: Parcel ID: NP34005U050000, legal description included within application Materials

Address: (If Applicable)

Building Foot Print: (SF) 100' x 100' lease area

Number of Stories: N/A

Total SF of Structure:

Parcel Size: (SF) 159 acres

Existing Use: Agriculture

Off Street Parking: N/A

On Street Parking: N/A

☒ New Construction ☐ Addition**DESCRIBE THE PROPOSED PROJECT**

Construction of a 290-foot (With 10-foot lightning rod) Wireless telecommunication tower within a 100-foot by 100-foot lease area.

OWNER INFORMATION

Name: Dennis L Anderson

Phone:

Address:

Email Address:

CONTRACTOR INFORMATION (IF APPLICABLE)

Name:

License Number:

Address:

Phone:

Email Address:

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

Signature of applicant:

Chris Madigan

Date: 10/30/2023

OFFICIAL USE

Date Received by Staff:

Received by:

Paid: Yes / No | Date:

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: January 18th, 2024-TABLED

1st Reading: February 15th 2024-Approved

2nd Reading: March 21st 2024

Applicant: LCC Telecom-Vertical Bridge/Dennis Andreson
10700 W Higgins Road Suite 240, Rosemont, IL 60018
630-947-6670

Owner: Dennis Andreson

Current legal description: SE, less S400 feet of the E250 feet, Sec 34-154-81

Address: (if applicable) Unassigned

Township New Prairie Township

Current Zoning: Ward County Rural

Zoning Ordinance Reference: Ward County Zoning Dist. 2

PROJECT DESCRIPTION:

The applicant is requesting a Special Use Permit to construct a 290- foot wireless telecommunication tower (with 10-foot lighting rod) within a 100 x 100 foot lease area.

*The Applicant has withdrawn the Variance Application. New site plans were submitted that have a setback of 340' instead of the original setback of 268'. A 330' setback is required to comply with Ward County Ordinance.

FINDINGS OF FACT:

1. Parcel (NP34005U050000) is 158.16 acres
2. The land is currently agricultural land and will be used for commercial purposes.
3. Access to site is located on updated site plan



HIGHWAY ENGINEERING CONSIDERATIONS:

LCC Telecom – The proposed tower will be around 268 feet from the center of the road which is less than the total height of the tower. Included in the application was a certification stamped by a professional engineer certifying that in the event of a failure, the upper portion of the Tower will fold over the lower portion, resulting in a fall radius no greater than 100 feet which would be outside of the existing or future roadway right-of-way. The applicant is also showing the construction of a tower access road that does not tie into either the quarter line or the existing filed access approach located 550 feet to the south of the quarter line. A new field approach located between the quarter line and existing approach will not be granted. The applicant will need to meet with the highway department and provide an alternate access plan to the tower site and an approach permit will be needed

**TOWNSHIP RECOMMENDATION:**

Based upon review New Prairie Township has responded and the New Prairie Township Board of Supervisors has recommended the SUP ~~and Variance~~ be approved without comment or objection.

WATERBOARD RECOMMENDATION:

Based upon review and recommendation of the Water Resource Board Engineer, the special use permit application 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.*



MAP OF

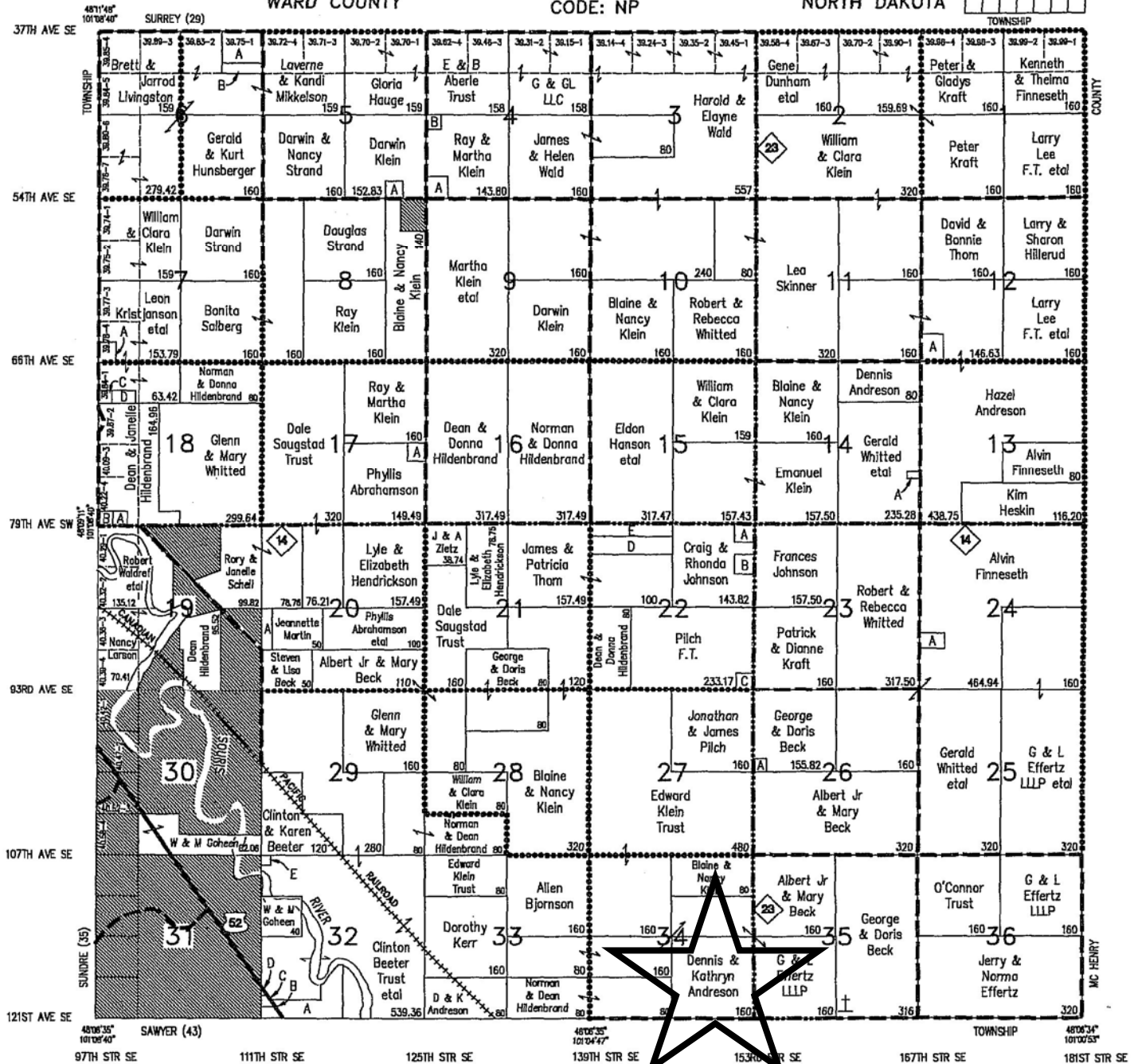
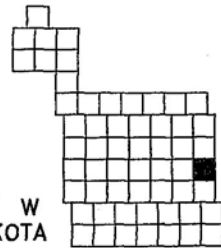
NEW PRAIRIE

MIDLAND ATLAS COMPANY LLC COPYRIGHT 2011

TOWNSHIP: 154 N
WARD COUNTY

CODE: NP

RANGE: 81 W
NORTH DAKOTA

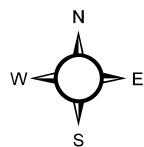
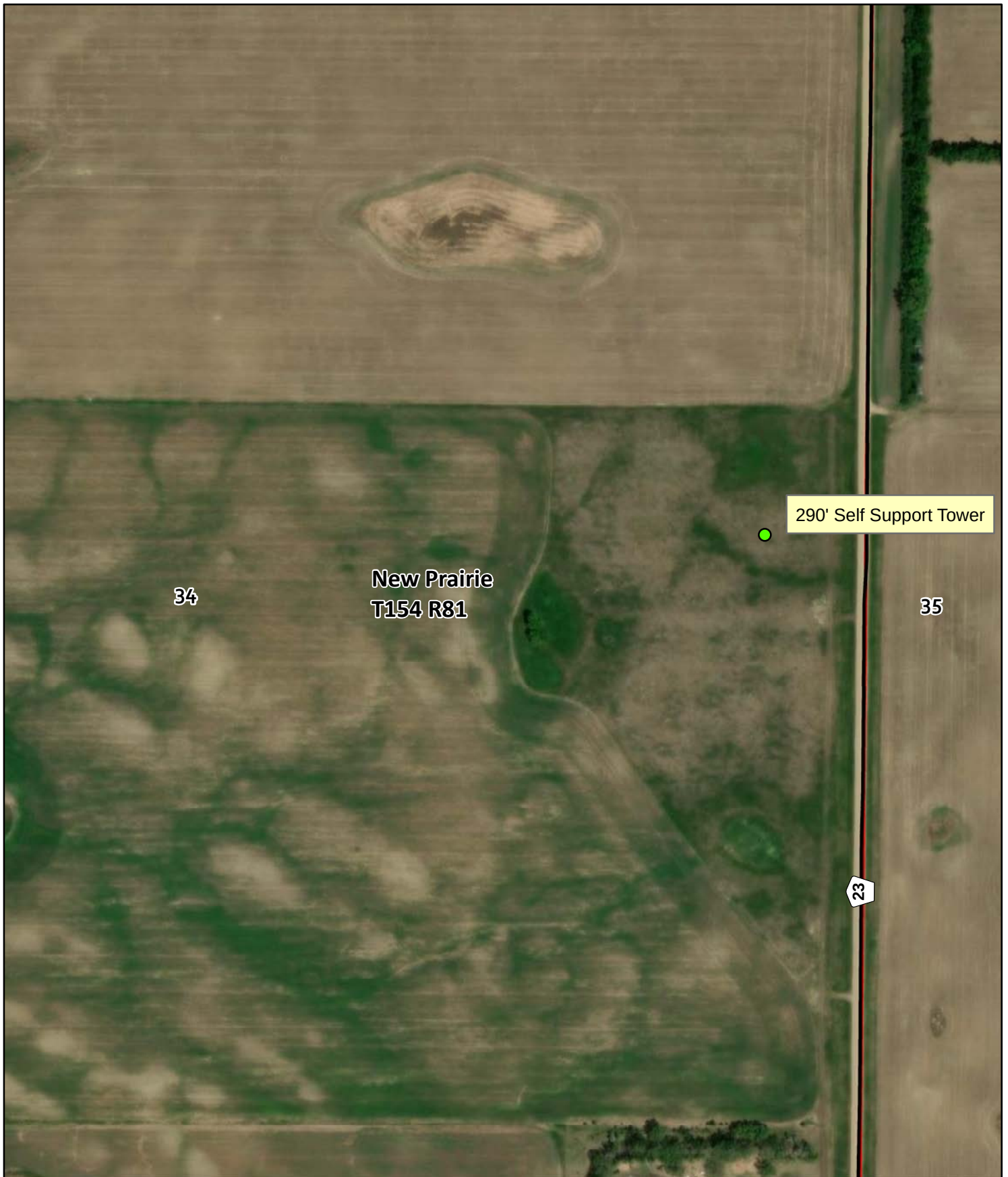


SEE LETTERED SMALL TRACTS DIRECTORY FOLLOWING TOWNSHIP MAPS

EXCAVATING INC.
ALL TYPES OF EXCAVATING
COMMERCIAL/MUNICIPAL
Excavating - Grading/Fill
Gravel/Crushed Asphalt
Water/Sewer - Septic Systems
Basements - Trucking
Demolition - Landscaping
Email: mail@excavatinginc.com
5870 Hwy 2 East, Minot, ND
(701) 839-1817 (701) 277-1884

Hovde Insurance Agency
Car - Home - Commercial - Health - Life - Disability
Long Term Care - State Farm Bank
Darrel V. Hovde, Agent
111 11th Ave SW - PO Box 1806
Minot, ND
(Next to Toad's Superpumper Ride-N-Skate)
(701) 852-2757 - Res. (701) 838-5679 - Fax: (701) 852-3320

ACKERMAN SURVEYING & ASSOCIATES, INC.
Lot Surveys - Subdivisions - Land Boundaries - Land Planning
Topographic & Construction Surveys - GPS Services
Rolly B. Ackerman, Rolly L. Berard & Aaron J. Anderson
Registered Land Surveyors
6008 Highway 2 East, Minot, ND 58701
(701) 838-0786
www.ackermansurvey.com
email: landsurvey@art.com



LCC Telecom-Vertical Bridge
Dennis Andreson
Special Use Permit Application
34-154-81
New Prairie Township

Ward County Parcels

PlatsApplications

0 300 600 Feet



APPLICANT: VB BTS II, LLC



**APPLICATION FOR SPECIAL USE PERMIT
APPROVAL FOR THE PROPOSED
COMMUNICATION TOWER STRUCTURE
AT:**

153 STREET SOUTHEAST

Velva, ND 58790

PARCEL ID# – NP34005U050000

Table of Contents

1. Letter of Application
2. Application Materials
3. Site Data Sheet
4. Legal Description
5. Narrative Overview
6. Compliance with Ward County Land Use Regulations
7. Compliance with Ward County Variance Standards
8. Carrier RF Propagation Maps
9. Site Plan – US-ND-5072 CD's

Letter of Application

October 30, 2023

Douglas Diedrichsen
Planning/Zoning Administrator
Ward County
225 3rd Street SE
Minot, ND 58702
701-857-6405

RE: Proposed Vertical Bridge Transmitting Tower – US-ND-5072
153rd Street Southeast, Velva, ND 58790
Parcel ID# NP34005U050000

Dear Mr. Diedrichsen:

LCC Telecom Services, on behalf of the applicant VB BTS II, LLC (dba “Vertical Bridge”), has finalized an agreement with the property owners of the site referenced above to develop and construct a communication tower that will be available to be used by wireless carriers. The proposed shared use facility is designed to house the equipment necessary to provide clear and uninterrupted wireless telecommunications services to the residents and visitors of Ward County, ND.

This proposed transmitting tower is being constructed pursuant to the Ward County Land Use Regulations. The facility will consist of a 290’-0” tall self-support lattice tower with a 10’-0” lightning rod for a total height of 300’-0” to be located within a 100’-0” x 100’-0” lease parcel. The proposed tower will be erected, owned, and operated by Vertical Bridge. Vertical Bridge has a commitment with T-Mobile, a wireless services provider, for this site. Additionally, the facility will be open for collocation to other wireless providers.

The proposed communication tower is located in an A-1, Agricultural District. Pursuant to Article 6 Section 2.1 of the Ward County Land Use Regulations, communication towers are allowed as a Special use in this district with a Zoning permit approval.

On behalf of the applicant VB BTS II, LLC (dba “Vertical Bridge”), LCC Telecom Services has submitted all required documentation for the proposed tower in accordance with Article 18 Section 1 of the Ward County Land Use Regulations for this application to be deemed complete. Should you have any questions please feel free to contact me. I look forward to working with you during the review and approval process. Vertical Bridge looks forward to helping provide Ward County with improved wireless coverage.

Sincerely,

Chris Madigan, AICP
Zoning Manager
LCC Telecom Services
10700 Higgins Road, Suite 240
Rosemont, IL 60018
cmadigan@lcctelecom.com
Cell - (630) 947-6670
Fax - (847) 608-1299

cc: Dan Kalina Project Manager, Vertical Bridge

Application Materials

Site Data Sheet

Applicant:	VB BTS II, LLC (dba Vertical Bridge) 750 Park of Commerce Drive Suite 200 Boca Raton, FL 33487
Authorized Agent:	Chris Madigan, AICP LCC Telecom Services 10700 Higgins Road Suite 240 Rosemont, IL 60018
Tower Owner:	VB BTS II, LLC 750 Park of Commerce Drive Suite 200 Boca Raton, FL 33487
Applicant's Interest in the Property:	Leasehold
Property Owner:	Dennis Anderson
Address of Property:	153 rd Street Southeast Velva, ND 58790
Parcel Number:	NP34005U050000
Request:	Application for a Special Use Permit and any other approvals or permits necessary to erect a 290'-0" self-support lattice tower with a 10'-0" lightning rod for a total height of 300'-0" to be located within a 100'-0" x 100'-0" ground area.

Legal Description

TOWER TITLE & CLOSING COMMITMENT NO. VTB-151188-C - SCHEDULE A:

The following real property lying and being in the County of Ward, and State of North Dakota, and described as follows, to wit:

Southeast Quarter (SE1/4) of Section 34, Township One Hundred Fifty-Four (154) North, Range Eighty-One (81) West, including all interest in and to all oil, gas, coal, and other minerals in and under, or that may be produced from the above-described land.

Less and Except:

The South Four Hundred (S 400) feet of the East Two Hundred Fifty (E 250) feet of the Southeast Quarter (SE1/4) of Section Thirty-four (34), Township One Hundred Fifty-Four (154) North, Range Eighty-One (81) West of the P.M., and containing 2.3 acres more or less, including all interest in and to all oil, gas, coal, and other minerals in and under, or that may be produced from the above-described land.

Parcel ID#: NP34005U050000

This being a portion of the same property conveyed to Dennis L. Andreson, a single person in a Quit Claim Deed from Kathryn A. Andreson, dated April 4, 2016 and recorded April 15, 2016 in instrument 2996341 in Ward County, North Dakota.

Narrative Overview

VB BTS II, LLC (“Vertical Bridge”) seeks approval of a Special Use Permit and any other permits or approvals necessary in order to install a new communication tower on property located on 153rd Street Southeast, Velva, ND 58790. Vertical Bridge proposes to erect this tower and will be offering it as a shared facility to T-Mobile (with whom Vertical Bridge already has a commitment) and any other communication carriers that have a need for a facility in this area. Vertical Bridge thus submits this Application seeking a permit for the siting and construction of a new transmitting tower structure and facilities.

The proposed site is located in an A-1, Agricultural District. Pursuant to Article 6 Section 2.1, communication towers are allowed in this district as a Special use with Zoning Permit approval. The property consists of a field off of West of 153rd Street Southeast, as shown on the included plans.

The communication tower facility Vertical Bridge is proposing to install on the property for T-Mobile is necessary to provide uninterrupted wireless services to the residents and visitors of the Ward County and surrounding area, including wireless telephone service, voice paging, messaging and wireless internet and broadband data transmission. All registered wireless provider’s technology operates at various radio frequency bands allocated by the FCC as part of their license.

Wireless systems operate on a grid system where overlapping cells mesh together, forming a seamless network. No single site can function as a stand-alone entity as each site is interconnected, forming the network. The technical criteria for establishing cell sites are very exacting as to the location and height. The proposed site at 153rd Street Southeast, Velva, ND 58790 is within the geographic area deemed necessary for T-Mobile to provide uninterrupted services.

In accordance with Article 18 Section 1, Vertical Bridge has made application to install a new transmitting tower. The proposed new transmitting tower will consist of a 290’-0” tall self-support lattice tower with a 10’-0” lightning rod for a total height of 300’-0” to be located within a 100’-0” x 100’-0” ground area.

After the initial construction, the facility will be unstaffed and will only require service technicians, in a pick-up/van sized vehicle, to visit the site approximately once per month. Access will be provided via an easement with the proposed access entry point off 153rd Street Southeast. Utilities required to service the facility are power and fiber. The site is entirely self-monitored through a sophisticated alarm system which is connected to a main switch station. The system alerts personnel to any equipment malfunction or breach of security. Additionally, there is no impact on Ward County's utilities such as water and sanitation, as they are not used at the site.

In accordance with FCC regulations, the mobile service facility will not interfere with any form of communications, including but not limited to, land-line phones, cable and satellite television and radio broadcasts. Wireless technology has become a vital part of emergency services, aiding local residents and motorists in a variety of situations, thus helping to protect the general public's health, safety and welfare. The proposed wireless telecommunications facility at this site will further enhance goals of providing the most reliable wireless coverage possible in this area.

The proposed mobile service facility will be designed and constructed to meet all applicable governmental and industry safety standards. Specifically, Vertical Bridge will comply with all FCC and FAA rules and regulations regarding construction requirements and technical standards. RF emissions are subject to the exclusive jurisdiction of the FCC. Any height, lighting or marking issues are subject to the exclusive jurisdiction of the FAA.

LCC Telecom Services, on behalf of Vertical Bridge, looks forward to working with Ward County to bring the benefits of the proposed improved wireless services to the area. The addition of the facility will ensure the best uninterrupted wireless services for Ward County. This application addresses all standards of Article 18 Section 1 of the Ward County Land Use Regulations and satisfies the requirements for Special use approval.

Compliance with Ward County Land Use Regulations

Communication towers are listed as Special Uses in A-1 zoning districts per Article 6 section 2.1 of the Ward County Land Use Regulations. Standards for Special Use approval are regulated under Article 18 Section 1.

Article 18 Section 1 Standards

Before approving the issuance of a building permit or certificate of occupancy for a special use, the Board of County Commissioners shall find:

- (1) The proposed use is in harmony with the purpose of this regulation and of portion of the master plan of the City of Minot for the district.
The proposed wireless telecommunications facility will be in harmony with the spirit and intent of the Master Plan. Wireless telecommunications provide a necessary form of communication which has repeatedly proven its effectiveness in emergency situations and is commonly being utilized by police and fire departments to protect the general public's health, safety and welfare.
- (2) The proposed use will not adversely affect the health and safety of the public and the workers and residents, or farming in the area, and will not be detrimental to the use or development of adjacent properties or of the general neighborhood.
Due to the diminutive size of the proposed equipment, it will not have an adverse effect on the surrounding properties nor the character of the area. Wireless transmissions do not interfere with any other form of communications whether public or private, or in any way endanger the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors. Wireless telephones provide an alternate communication system which has repeatedly proven its effectiveness in emergency situations and is commonly being used by police and fire departments to protect the general public's health, safety, and welfare. All wireless telecommunications facilities are governed by FCC and FAA regulations. As such, all spectrum used to provide a wireless signal are allocated by the FCC which has deemed the signals will not cause any health-related affects.
- (3) The proposed use will comply with all appropriate regulations for the district in which it will be located.
The application on behalf of Vertical Bridge conforms to the applicable regulations of the A-1 (Agricultural) District. Pursuant to Article 6 Section 2.1 of the Ward County Land Use Regulations, communication towers are listed as a Special Use. The proposed facility is designed to conform to all federal, state and local regulations.
- (4) That The proposed use will comply with all special regulations established by this section, and all special conditions necessary for the sanitation, safety, lighting and general welfare of the Public
The application on behalf of Vertical Bridge conforms to the applicable regulations of the Ward County Ordinance. A wireless telecommunications facility is unstaffed, and accordingly, there will be no impact to the existing traffic patterns, nor will there be any

traffic hazards or nuisance generated. As this facility is unstaffed, the only public utilities needed are power and teleco/fiber which are readily available to the site. Further, the proposed wireless telecommunications facility will not impair an adequate supply of light and air to adjacent property, increase the danger of fire.

Variance Standards

Article 14 Section 4.1 Standards, such variance shall only be issued upon:

(i) A showing of good sufficient cause.

As part of the application materials requesting this variance, we have included a fall zone letter which was stamped and sealed by a North Dakota licensed engineer. This letter provides evidence that the proposed tower is designed and will be constructed in a manner that ensures it will collapse within a radius much smaller than the total tower height and the required setback. Granting the variance to construct the tower at the proposed setback will not pose a threat to nearby residents or property and will ensure the goals and objectives of the setback standard are met.

(ii) A determination that the failure to grant the variance would result in exceptional hardship to the Applicant.

The fall zone letter included within the application materials demonstrates that in the extremely unlikely event that the proposed tower fails, it will collapse in a radius this much smaller than the proposed setback. This will ensure that the goal of the required tower setback (To protect adjacent properties and roadways) is maintained. Because the tower is designed to collapse in on itself and does not pose a threat to adjacent properties or roadways, failure to grant the variance will result in and unnecessary amount of land being dedicated to the tower facility rather than permitted agricultural activities.

(iii) A determination that the granting of the variance will not result in increase in the Base Flood Elevation or County Floodplain Management Elevation, additional threats to public safety, extraordinary public expense, or create nuisances, or cause fraud on or victimization of the public, or conflict with existing ordinances other than this zoning ordinance.

The proposed tower will not be located within a floodplain and will not result in an increase in the Base Flood Elevation. Further, the tower will not have an adverse effect on the surrounding properties nor the character of the area. Wireless transmissions do not interfere with any other form of communications whether public or private, or in any way endanger the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors.

(iv) A determination that the variance is the minimum necessary, considering the flood hazard, to afford Relief.

Yes, the request is the minimum necessary to afford relief. The proposed location and variance request seek to balance the need to maintain the health, safety, and welfare of

nearby residents and property owners, while ensuring that the tower does not impede on the property owner's ability to operate other permitted uses on site. As the fall zone letter notes, the tower will not threaten the adjacent property or right-of-way.

Propagation Maps – US-ND-5072

Site Plan – US-ND-5072

APPROVAL BLOCK				
		APPROVED	APPROVED AS NOTED	DISAPPROVED/ REVISE
VERTICAL BRIDGE	DATE	☐	☐	☐
SITE ACQUISITION	DATE	☐	☐	☐
CONSTRUCTION MANAGER	DATE	☐	☐	☐
ZONING	DATE	☐	☐	☐
RF ENGINEERING	DATE	☐	☐	☐

verticalbridge

SITE ID: US-ND-5072
T-MOBILE SITE ID: A1R0217B
SITE NAME: TOM
NEAR 12000 153RD ST SE
VELVA, ND 58790



290'-0" SELF-SUPPORT TOWER

SCAN FOR DRIVING DIRECTIONS

SITE INFORMATION	
SITE ADDRESS:	NEAR 12000 153RD ST SE VELVA, ND 58790
LATITUDE (NAD 83):	48.1159966°, 48° 06' 57.5878" N
LONGITUDE (NAD 83):	-101.0590999°, 101° 03' 32.7595" W
GROUND ELEVATION:	1635.25' AMSL (AMSL)
JURISDICTION:	MCHENRY COUNTY
JURISDICTION CONTACT:	-
PARCEL/MAP NUMBER:	NP34005U050000
PARCEL OWNER:	DENNIS L ANDERSON CONTACT: N/A PHONE: (XXX) XXX-XXXX
TOWER OWNER:	VERTICAL BRIDGE 750 PARK OF COMMERCE DRIVE, SUITE 200 BOCA RATON, FL 33487
STRUCTURE TYPE:	SELF-SUPPORT TOWER
STRUCTURE HEIGHT:	290'-0" (AGL)
POWER SUPPLIER:	TBD (XXX) XXX-XXXX
FIBER SUPPLIER:	TBD TBD

PROJECT TEAM	
APPLICANT:	VERTICAL BRIDGE 750 PARK OF COMMERCE DRIVE, SUITE 200 BOCA RATON, FL 334879
CONTACT:	DANIEL KALINA PHONE: (630) 946-7741 EMAIL: DANIEL.KALINA@VERTICALBRIDGE.COM
ARCHITECT ENGINEERING:	JOHN M. BANKS 604 FOX GLEN BARRINGTON, IL 60010 CONTACT: JOHN M. BANKS PHONE: (847) 277-0070 EMAIL: JBANKS@WESTCHESTERSERVICES.COM

VICINITY MAP

LOCATION MAP

CODE COMPLIANCE

ALL WORK AND MATERIALS SHALL BE PERFORMED AND INSTALLED IN ACCORDANCE WITH THE CURRENT EDITIONS OF THE FOLLOWING CODES AS ADOPTED BY THE LOCAL GOVERNING AUTHORITIES. NOTHING IN THESE PLANS IS TO BE CONSTRUED TO PERMIT WORK NOT CONFORMING TO THE LATEST EDITIONS OF THE FOLLOWING CODES.

- 2023 ND STATE BUILDING CODE
- 2022 IECC W/AMENDMENTS
- 2022 IBC W/AMENDMENTS
- 2022 IFGC W/AMENDMENTS
- AMERICAN CONCRETE INSTITUTE
- AMERICAN INSTITUTE OF STEEL CONSTRUCTION
- MANUAL OF STEEL CONSTRUCTION 13TH EDITION
- ANSI/TIA-222-H

- TIA 607
- INSTITUTE FOR ELECTRICAL & ELECTRONICS ENGINEERING 81
- IEEE C2 NATIONAL ELECTRIC SAFETY CODE LATEST EDITION
- TELECORDIA GR-1275
- ANSI/T 311

DRAWING INDEX

T-1	TITLE SHEET
GN1,2	GENERAL NOTES
	SURVEY (TO BE ADDED)
C1	OVERALL SITE PLAN
C2	COMPOUND PLAN
C3	TOWER ELEVATION & DETAILS
C4	NEW T-MOBILE EQUIPMENT PLAN
C5	NEW T-MOBILE ANTENNA PLAN & DETAILS
C6	RF DETAILS
C7	SYSTEM CONNECTION DIAGRAM
C8-14	NEW EQUIPMENT SPECS
C15,C15.1	FENCE DETAILS
C16	SITE DETAILS
EC1	GRADING PLAN
EC2	EROSION CONTROL NOTES & DETAILS
E1	UTILITY PLANS
E2	ELECTRICAL DETAILS
G1	GROUNDING PLAN AND RISER DIAGRAM
G2,3,4	GROUNDING DETAILS

DRAWING SCALE

THESE DRAWINGS ARE SCALED TO FULL SIZE AT 22"X34" AND HALF SIZE AT 11"X17". CONTRACTOR SHALL VERIFY ALL PLANS AND EXISTING DIMENSIONS AND CONDITIONS ON THE JOB SITE AND SHALL IMMEDIATELY NOTIFY THE DESIGNER / ENGINEER IN WRITING OF ANY DISCREPANCIES BEFORE PROCEEDING WITH THE WORK OR MATERIAL ORDERS OR BE RESPONSIBLE FOR THE SAME. CONTRACTOR SHALL USE BEST MANAGEMENT PRACTICE TO PREVENT STORM WATER POLLUTION DURING CONSTRUCTION.

SCOPE OF WORK

THIS PROJECT CONSISTS OF :

- CONSTRUCTION OF A NEW UNMANNED TELECOMMUNICATIONS FACILITY
- SITE WORK: NEW TOWER, UNMANNED EQUIPMENT CABINET ON PLATFORM, AND UTILITY INSTALLATIONS

811

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JOHN M. BANKS
ARCHITECT
604 FOX GLEN
BARRINGTON, IL 60010
TELEPHONE: 847-277-0070
FAX: 847-277-0080
jbanks@westchesterservices.com

8	ISSUED FOR REVIEW	JS	01/24/24		
A	ISSUED FOR REVIEW	CS	09/22/23		
No.	Submittal / Revision	App'd	Date		
Drawn:	CS	Date:	09/13/23		
Designed:	ST	Date:	09/13/23		
Checked:	JMB	Date:			
Project Number	US-ND-5072				
Project Title	TOM NEAR 12000 153RD ST SE VELVA, ND 58790				
Engineer Stamp					
Drawing Title	TITLE SHEET				
Drawing Scale:	AS NOTED	CD			
Date:					
UNAUTHORIZED ALTERATION OR ADDITION TO THIS DOCUMENT IS A VIOLATION OF APPLICABLE STATE AND/OR LOCAL LAWS					
Drawing Number	T1				

GENERAL PROJECT NOTES

1. THE ENGINEER SHALL BE RESPONSIBLE FOR PROVIDING ALL FIELD LAYOUT ON A ONE TIME BASIS.
2. THE CONTRACTOR SHALL TOPSOIL AND SEED ALL DISTURBED AREAS.
3. THE PLANS SHOW SOME KNOWN SUBSURFACE STRUCTURES, ABOVE-GROUND STRUCTURES AND/OR UTILITIES BELIEVED TO EXIST IN THE WORKING AREA, EXACT LOCATION OF WHICH MAY VARY FROM THE LOCATIONS INDICATED. IN PARTICULAR, THE CONTRACTOR IS WARNED THAT THE EXACT OR EVEN APPROXIMATE LOCATION OF SUCH PIPELINES, SUBSURFACE STRUCTURES AND/OR UTILITIES IN THE AREA MAY BE SHOWN OR MAY NOT BE SHOWN; AND IT SHALL BE HIS RESPONSIBILITY TO PROCEED WITH GREAT CARE IN EXECUTING ANY WORK. 48 HOURS BEFORE YOU DIG, DRILL OR BLAST, CALL 811.
4. THE ENGINEER SHALL BE NOTIFIED IN WRITING OF ANY CONDITIONS THAT VARY FROM THOSE SHOWN ON THE PLANS. THE CONTRACTOR'S WORK SHALL NOT VARY FROM THE PLANS WITHOUT THE EXPRESSED APPROVAL OF THE ENGINEER.
5. THE CONTRACTOR IS INSTRUCTED TO COOPERATE WITH ANY AND ALL OTHER CONTRACTORS PERFORMING WORK ON THIS JOB SITE DURING THE PERFORMANCE OF THIS CONTRACT.
6. THE CONTRACTOR SHALL RESTORE ALL PUBLIC OR PRIVATE PROPERTY DAMAGED OR REMOVED TO AT LEAST AS GOOD OF CONDITION AS BEFORE DISTURBED AS DETERMINED BY THE ENGINEER.
7. THE CONTRACTOR SHALL COMPLY WITH ALL REQUIRED PERMITS.
8. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING, AND INCURRING THE COST OF ALL REQUIRED PERMITS, INSPECTIONS, CERTIFICATES, ETC.
9. THE CONTRACTOR SHALL PROTECT EXISTING PROPERTY LINE MONUMENTATION. ANY MONUMENTATION DISTURBED OR DESTROYED, AS JUDGED BY THE ENGINEER OR OWNER SHALL BE REPLACED AT THE CONTRACTOR'S EXPENSE UNDER THE SUPERVISION OF THE STATE LICENSED LAND SURVEYOR.
10. IT IS THE CONTRACTOR'S RESPONSIBILITY TO EXAMINE ALL PLAN SHEETS AND SPECIFICATIONS, AND COORDINATE WORK WITH ALL CONTRACTS FOR THE SITE.
11. ALL TRENCH EXCAVATION AND ANY REQUIRED SHEETING AND SHORING SHALL BE DONE IN ACCORDANCE WITH THE LATEST REVISIONS OF THE JURISDICTIONS STATE CODE AND OSHA REGULATIONS FOR CONSTRUCTION.
12. CONTRACTOR SHALL BE RESPONSIBLE FOR DEWATERING AND THE MAINTENANCE OF SURFACE DRAINAGE DURING THE COURSE OF WORK.
13. ALL UTILITY WORK INVOLVING CONNECTIONS TO EXISTING SYSTEMS SHALL BE COORDINATED WITH THE ENGINEER AND THE UTILITY OWNER. NOTIFY THE ENGINEER AND THE UTILITY OWNER 24 HOURS BEFORE EACH AND EVERY CONNECTION TO EXISTING SYSTEMS IS MADE.
14. MAINTAIN FLOW FOR ALL EXISTING UTILITIES.
15. ALL SITE FILL SHALL MEET SELECTED FILL STANDARDS UNLESS NOTED OTHERWISE ON THE DRAWINGS.
16. CONTRACTOR TO GRADE ALL AREAS ON THE SITE TO PROVIDE POSITIVE DRAINAGE AWAY FROM THE COMPOUND AND THE TOWER.
17. THE CONTRACTOR SHALL TAKE TIES TO ALL UTILITY CONNECTIONS AND PROVIDE MARKED-UP AS-BUILT PLANS. AS-BUILT PLANS SHALL BE REVIEWED BY THE OWNER AND HIS REPRESENTATIVES, AND THE CONTRACTOR SHALL PROVIDE ANY CORRECTION OR ADMISSIONS TO THE SATISFACTION OF THE OWNER AND HIS REPRESENTATIVES BEFORE UTILITIES WILL BE ACCEPTED. AS-BUILTS SHALL INCLUDE ALL POWER, TELEPHONE, GROUNDING, ETC.
18. TOWER FOOTING DIMENSIONS SHALL BE VERIFIED WITH THE TOWER MANUFACTURER AND THE TOWER PLANS.

GENERAL CONSTRUCTION NOTES

1. GENERAL

- A. THESE DRAWINGS DO NOT INCLUDE NECESSARY COMPONENTS FOR CONSTRUCTION SAFETY.
- B. CONTRACTOR SHALL DETERMINE EXACT LOCATION OF EXISTING UTILITIES BEFORE COMMENCING WORK. HE AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY HIS FAILURE TO EXACTLY LOCATE AND PRESERVE UNDERGROUND UTILITIES.
- C. INCORRECTLY FABRICATED, DAMAGED, OR OTHERWISE MISFITTING OR NONCONFORMING MATERIALS OR CONDITIONS SHALL BE REPORTED TO THE OWNER PRIOR TO REMEDIAL OR CORRECTIVE ACTION. ANY SUCH ACTION SHALL REQUIRE APPROVAL.
- D. EACH CONTRACTOR SHALL COOPERATE WITH THE OWNER'S REPRESENTATIVE, AND COORDINATE HIS WORK WITH THE WORK OF OTHERS.
- E. PAINT ALL ANTENNAS, MOUNTING HARDWARE, CABLES, CABLE TRAYS, ETC. TO MATCH EXISTING STRUCTURE PER OWNER REQUIREMENTS. OWNER SHALL APPROVE COLOR.
- F. ALL DAMAGED, MARRED, SCRAPED, ABRADED, ETC. AREAS OF EXISTING PAINT SHALL BE REPAIRED PER OWNERS REQUIREMENTS. OWNER SHALL APPROVE COLOR.

2. EXCAVATIONS/FOUNDATION

- A. FOUNDATION EXCAVATION SHALL BE HAND-TRIMMED TO REMOVE LOOSE MATERIALS.
- B. EXTERIOR FOUNDATION BACKFILL SHALL BE SELECTED GRANULAR FILL.
- C. ALL STRUCTURAL BACKFILL AND SUBBASE UNDER SLABS-ON-GRADE AND FOOTINGS SHALL BE "SW" OR BETTER PER ASTM D-2487 COMPACTED TO A MINIMUM 95% STANDARD PROCTOR DENSITY PER ASTM D 698.
- D. DO NOT PLACE FOOTINGS IN WATER OR ON FROZEN GROUND.
- E. SOIL BEARING SURFACES, PREVIOUSLY ACCEPTED BY GEOTECHNICAL ENGINEER, WHICH ARE ALLOWED TO BECOME SATURATED, FROZEN OR DISTURBED SHALL BE REWORKED TO SATISFACTION OF GEOTECHNICAL ENGINEER.
- F. DO NOT ALLOW GROUND BENEATH FOOTINGS TO FREEZE.
- G. FOOTING EXCAVATIONS SHALL BE CUT NEAT.

3. CONCRETE

- A. DESIGN AND CONSTRUCTION OF ALL CONCRETE ELEMENTS SHALL CONFORM TO THE LATEST EDITIONS OF THE FOLLOWING APPLICABLE CODES: ACI 301 "SPECIFICATIONS FOR STRUCTURAL CONCRETE FOR BUILDINGS"; ACI 318, "BUILDING CODE REQUIREMENTS FOR REINFORCED CONCRETE";
- B. MIX DESIGN SHALL BE APPROVED BY OWNER'S REPRESENTATIVE PRIOR TO PLACING CONCRETE.
- C. CONCRETE SHALL BE NORMAL WEIGHT, 6% AIR ENTRAINED (±1.5%) WITH A MAXIMUM 4" SLUMP, AND HAVE A MINIMUM 28-DAY COMPRESSIVE STRENGTH OF 3000 PSI UNLESS OTHERWISE NOTED.
- D. MAXIMUM AGGREGATE SIZE SHALL BE 1".
- E. THE FOLLOWING MATERIALS SHALL BE USED:
- PORTLAND CEMENT:

ASTM C 150, TYPE I

REINFORCEMENT:

ASTM A 615, GRADE 60

NORMAL WEIGHT AGGREGATE:

ASTM C 33

WATER:

DRINKABLE

ADMIXTURES:

NON-CHLORIDE CONTAINING
- F. REINFORCING SHALL CONFORM TO ASTM A-615 WITH SUPPLEMENT. MINIMUM YIELD STRENGTH F_y = 60 KSI. REINFORCING DETAILS SHALL BE IN ACCORDANCE WITH THE LATEST EDITION OF ACI 315.
- G. CONCRETE COVER AROUND REINFORCING BARS (U.N.O.) SHALL BE:
1. CONCRETE CAST AGAINST AND PERMANENTLY EXPOSED EARTH.....3"

2. CONCRETE EXPOSED TO EARTH, WEATHER.....2"

3. SLABS.....3/4"

4. ALL OTHER CONCRETE.....1 1/2"
- H. UNLESS INDICATED OTHERWISE ON THE DRAWINGS, REINFORCEMENT SPLICES SHALL MEET CLASS B, TENSION LAP REQUIREMENTS IN ACCORDANCE WITH ALL PROVISIONS OF ACI 318 LATEST EDITION, UNLESS NOTED OTHERWISE.

GENERAL CONSTRUCTION NOTES CONT.

- I. CURING COMPOUNDS SHALL CONFORM TO ASTM C-309.
- J. ADMIXTURES SHALL CONFORM TO THE APPROPRIATE ASTM STANDARD AS REFERENCED IN ACI-301.
- K. DO NOT WELD OR TACKWELD REINFORCING STEEL.
- L. ALL DOWELS, ANCHOR BOLTS, EMBEDDED STEEL, ELECTRICAL CONDUITS, PIPE SLEEVES, PIPING, WATERSTOPS, INSERTS, GROUNDS AND ALL OTHER EMBEDDED ITEMS AND FORMED DETAILS SHALL BE IN PLACE BEFORE START OF CONCRETE PLACEMENT.
- M. LOCATE ADDITIONAL CONSTRUCTION JOINTS REQUIRED TO FACILITATE CONSTRUCTION AS ACCEPTABLE TO ENGINEER. PLACE REINFORCEMENT CONTINUOUSLY THROUGH JOINT.
- N. REINFORCEMENT SHALL BE COLD BENT WHENEVER BENDING IS REQUIRED.
- O. PLACE CONCRETE IN A UNIFORM MANNER TO PREVENT THE FORMATION OF COLD JOINTS AND OTHER PLANES OF WEAKNESS. VIBRATE THE CONCRETE TO FULLY EMBED REINFORCING. DO NOT USE VIBRATORS TO TRANSPORT CONCRETE THROUGH CHUTES OR FORMWORK.
- P. DO NOT PLACE CONCRETE IN WATER, ICE, OR ON FROZEN GROUND.
- Q. DO NOT ALLOW CONCRETE SUBBASE TO FREEZE DURING CONCRETE CURING AND SETTING PERIOD, OR FOR A MINIMUM OF 14 DAYS AFTER PLACEMENT.
- R. FOR COLD-WEATHER AND HOT-WEATHER CONCRETE PLACEMENT, CONFORM TO APPLICABLE ACI CODES AND RECOMMENDATIONS. IN EITHER CASE, MATERIALS CONTAINING CHLORIDE, CALCIUM, SALTS, ETC. SHALL NOT BE USED. PROTECT FRESH CONCRETE FROM WEATHER FOR 7 DAYS MINIMUM.
- S. PROVIDE A STEEL TROWEL FINISH TO THE SLAB.

4. ANTENNA SUPPORT BRACKET NOTES (IF APPLICABLE)

- A. DESIGN RESPONSIBILITY OF ANTENNA MOUNTING BRACKETS AND POLES AND ALL COMPONENTS THERE OF AND ATTACHMENT THERE TO SHALL BE THE RESPONSIBILITY OF THE MANUFACTURER. MFR SHALL PROVIDE TO THE ENGINEER FOR APPROVAL, DRAWINGS DETAILING ALL COMPONENTS OF THE ASSEMBLY, INCLUDING CONNECTIONS, DESIGN LOADS, AND ALL OTHER PERTINENT DATA.
- B. BRACKETS SHALL BE DESIGNED TO SUPPORT CURRENT AND FUTURE PANEL ANTENNAS AND COAXIAL CABLES AS SHOWN.

5. STRUCTURAL STEEL NOTES

- A. STRUCTURAL STEEL SHALL CONFORM TO THE LATEST EDITION OF THE AISC "SPECIFICATION FOR THE DESIGN, FABRICATION AND ERECTION OF STRUCTURAL STEEL FOR BUILDINGS".
- B. STEEL ANGLES, BASE PLATES, BEARING PLATES AND MISC. FABRICATION SHALL BE MADE FROM STEEL MEETING THE REQUIREMENTS OF ASTM-A36 WITH A MINIMUM YIELD STRESS OF 36 KSI. ALL STEEL TUBES AND PIPES SHALL BE A500 STEEL MINIMUM.
- C. ALL DINGS, SCRAPES, MARS, AND WELDS IN THE FINISHED AREAS SHALL BE REPAIRED BY FIELD TOUCH-UP PRIOR TO COMPLETION OF THE WORK.
- D. ALL EXTERIOR STRUCTURAL STEEL SHALL BE, WHEN DELIVERED, HOT-DIP GALVANIZED ACCORDING TO ASTM A123. TOUCH-UP FIELD WELDS AND ABRADED AREAS W/2 COATS OF GALVANIZED PAINT, ZRC COLD GALVANIZING COMPOUND OR APPROVED EQUAL.
- E. DO NOT PLACE HOLES THROUGH STRUCTURAL STEEL MEMBERS EXCEPT AS SHOWN AND DETAILED ON STRUCTURAL DRAWINGS.
- F. CONNECTIONS:
1. BOLTED CONNECTIONS SHALL USE BEARING TYPE GALVANIZED ASTM A325 BOLTS AND SHALL HAVE A MINIMUM OF TWO BOLTS UNLESS NOTED OTHERWISE.

2. NON-STRUCTURAL CONNECTIONS FOR STEEL GRATING MAY USE 5/8" DIA. GALVANIZED ASTM A307 BOLTS UNLESS NOTED OTHERWISE.

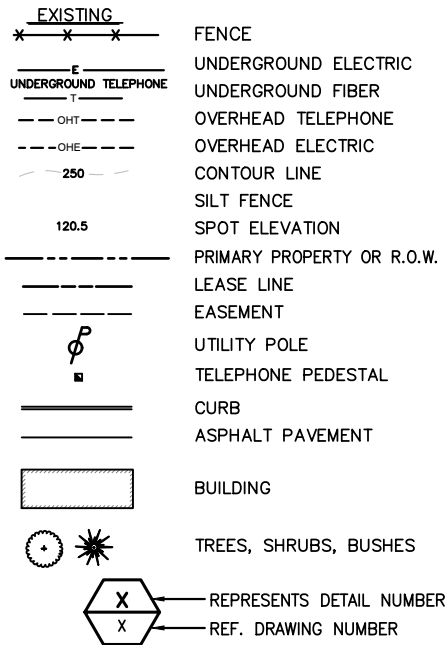
G. SAFETY NOTES:

1. THE CONTRACTOR WILL ADHERE TO ALL SAFETY REGULATIONS, LOCAL, STATE AND FEDERAL.

2. THE CONTRACTOR WILL CONDUCT DAILY SAFETY TAILGATE MEETINGS IN ADDITION TO WEEKLY SAFETY MEETINGS. THESE REPORTS WILL BE MADE AVAILABLE TO THE OWNER UPON REQUEST.

3. ALL WORKERS & VISITORS TO THE SITE SHALL WEAR HARD HATS & ANY OTHER SAFETY EQUIPMENT REQUIRED BY THE WORK BEING PERFORMED ON THE SITE.

CIVIL LEGEND



GENERAL NOTES

1. THE CONTRACTOR SHALL COMPLY WITH ALL APPLICABLE CODES ORDINANCES, LAWS AND REGULATIONS OF ALL MUNICIPALITIES, UTILITY COMPANY OR OTHER PUBLIC AUTHORITIES.
2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL PERMITS AND INSPECTIONS THAT MAY BE REQUIRED BY ANY FEDERAL, STATE, COUNTY OR MUNICIPAL AUTHORITIES.
3. THE CONTRACTOR SHALL NOTIFY THE CONSTRUCTION MANAGER, IN WRITING, OF ANY CONFLICTS, ERRORS OR OMISSIONS PRIOR TO THE SUBMISSION OF BIDS OR PERFORMANCE OF WORK. MINOR OMISSIONS OR ERRORS IN THE BID DOCUMENTS SHALL NOT RELIEVE THE CONTRACTOR FROM RESPONSIBILITY FOR THE OVERALL INTENT OF THESE DRAWINGS.
4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING ALL EXISTING SITE IMPROVEMENTS PRIOR TO COMMENCING CONSTRUCTION. THE CONTRACTOR SHALL REPAIR ANY DAMAGE CAUSED AS A RESULT OF CONSTRUCTION OF THIS FACILITY.
5. THE SCOPE OF WORK FOR THIS PROJECT SHALL INCLUDE PROVIDING ALL MATERIALS, EQUIPMENT AND LABOR REQUIRED TO COMPLETE THIS PROJECT. ALL EQUIPMENT SHALL BE INSTALLED IN ACCORDANCE WITH THE MANUFACTURER’S RECOMMENDATIONS.
6. THE CONTRACTOR SHALL VISIT THE PROJECT SITE PRIOR TO SUBMITTING A BID TO VERIFY THAT THE PROJECT CAN BE CONSTRUCTED IN ACCORDANCE WITH THE CONTRACT DOCUMENTS.
7. THE CONTRACTOR SHALL VERIFY ANTENNA ELEVATION AND AZIMUTH WITH RF ENGINEERING PRIOR TO INSTALLATION.
8. TRANSMITTER EQUIPMENT AND ANTENNAS ARE DESIGNED TO MEET ANSI/EIA/TIA 222–G REQUIREMENTS.
9. ALL STRUCTURAL ELEMENTS SHALL BE HOT DIPPED GALVANIZED STEEL.
10. CONTRACTOR SHALL MAKE A UTILITY "ONE CALL" TO LOCATE ALL UTILITIES PRIOR TO EXCAVATING.
11. IF ANY UNDERGROUND UTILITIES OR STRUCTURES EXIST BENEATH THE PROJECT AREA, CONTRACTOR MUST LOCATE THEM AND CONTACT THE APPLICANT AND OWNER’S REPRESENTATIVE.
12. OCCUPANCY IS LIMITED TO PERIODIC MAINTENANCE AND INSPECTION BY TECHNICIANS APPROXIMATELY TWICE A MONTH.
13. PRIOR TO THE INSTALLATION OF THE PROPOSED EQUIPMENT OR MODIFICATION TO THE EXISTING STRUCTURE, A STRUCTURAL ANALYSIS SHALL BE PERFORMED BY THE OWNER’S AGENT TO CERTIFY THAT THE EXISTING/PROPOSED COMMUNICATION STRUCTURE AND COMPONENTS ARE STRUCTURALLY ADEQUATE TO SUPPORT ALL EXISTING AND PROPOSED ANTENNAS, COAXIAL CABLES AND OTHER APPURTENANCES.
14. PROPERTY LINE INFORMATION WAS PREPARED USING DEEDS, TAX MAPS AND PLANS OF RECORD AND SHOULD NOT BE CONSTRUED AS AN ACCURATE BOUNDARY SURVEY.
15. THIS PLAN IS SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.
16. THE PROPOSED FACILITY WILL CAUSE ONLY A "DE MINIMIS" INCREASE IN STORM WATER RUNOFF, THEREFORE NO DRAINAGE STRUCTURES ARE PROPOSED.
17. NO SIGNIFICANT NOISE, SMOKE, DUST OR ODOR WILL RESULT FROM THIS FACILITY.
18. THE FACILITY IS UNMANNED AND NOT INTENDED FOR HUMAN HABITATION (NO HANDICAP ACCESS IS REQUIRED).
19. THE FACILITY IS UNMANNED AND DOES NOT REQUIRE POTABLE WATER OR SANITARY SERVICE.
20. POWER TO THE FACILITY WILL BE MONITORED BY A SEPARATE METER.



WESTCHESTER

SERVICES LLC

604 FOX GLEN
BARRINGTON, IL 60010
T: 847.277.0070
F: 847.277.0080
ae@westchesterservices.com
FIRM No. 28879PE

JOHN M. BANKS

ARCHITECT

604 FOX GLEN
BARRINGTON, IL 60010
TELEPHONE: 847–277–0070
FAX: 847–277–0080
jbanks@westchesterservices.com

B	ISSUED FOR REVIEW	JS	01/24/24
A	ISSUED FOR REVIEW	CS	09/22/23
No.	Submittal / Revision	App'd	Date

Drawn: CS Date: 09/13/23

Designed: ST Date: 09/13/23

Checked: JMB Date: _____

Project Number

US-ND-5072

Project Title

TOM
NEAR 12000 153RD ST SE
VELVA, ND 58790

Engineer Stamp

Drawing Title

GENERAL NOTES

Drawing Scale:

AS NOTED

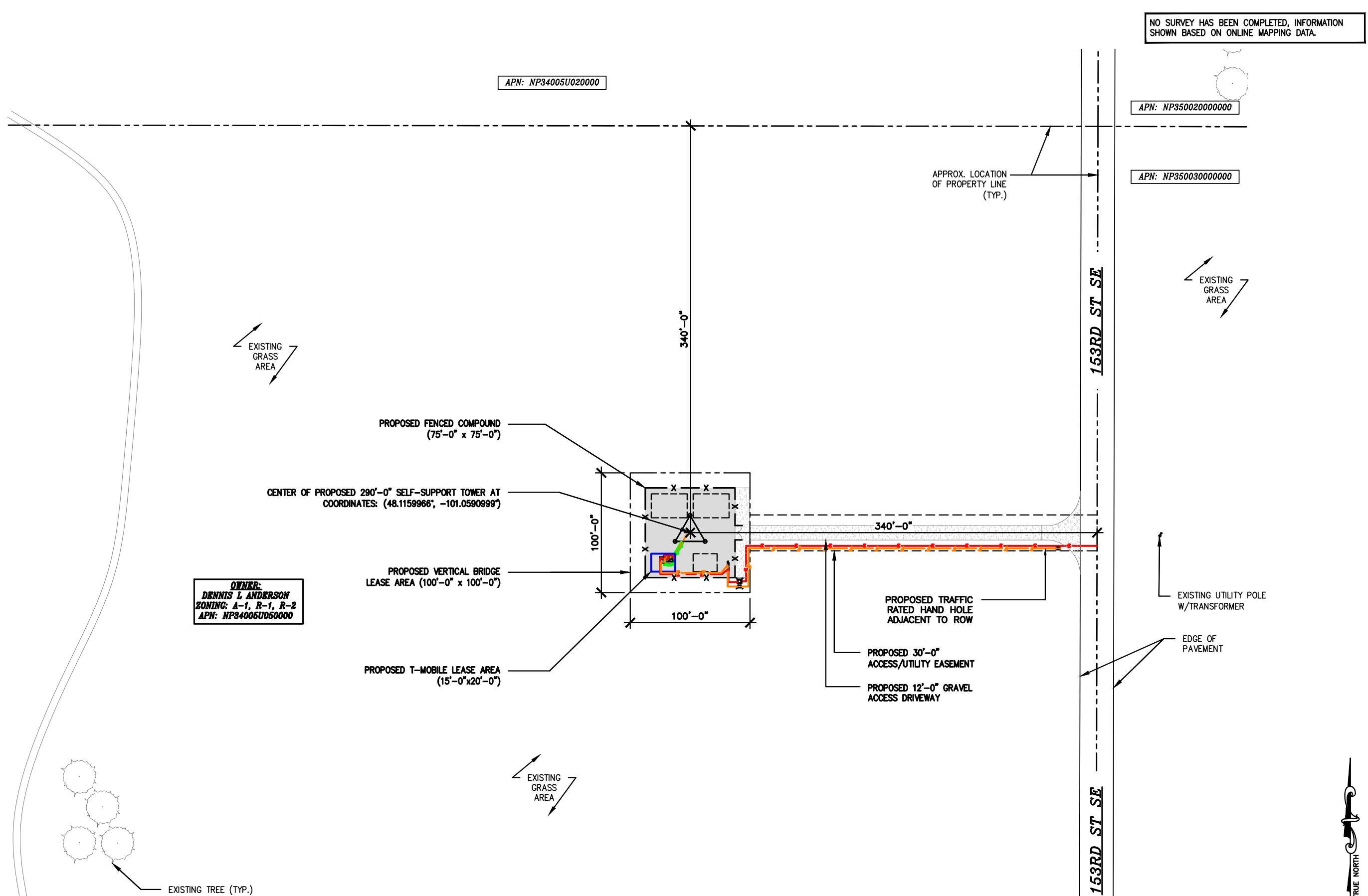
Date:

CD

UNAUTHORIZED ALTERATION OR ADDITION
TO THIS DOCUMENT IS A VIOLATION OF
APPLICABLE STATE AND/OR LOCAL LAWS

Drawing Number

GN2



OWNER:
DENNIS L ANDERSON
ZONING: A-1, R-1, R-2
APN: NP34005U050000

1

C1

OVERALL SITE PLAN

SCALE: 1"=80'-0"

040'80'

SCALE: 1"=80'-0" (11x17)

(OR) 2"=80'-0" (22x34)

LEGEND

- x - x - x - x - x -

- x - x - x - x - x -

PROPOSED LEASE LINE

PROPOSED EASEMENT

PROPOSED FENCE

EXISTING FENCE

EXISTING PAVEMENT

EXISTING PROPERTY LINE

verticalbridge

T Mobile

WESTCHESTER SERVICES LLC

604 FOX GLEN
BARRINGTON, IL 60010
T: 847.277.0070
F: 847.277.0080
ae@westchesterservices.com
FIRM No. 28879PE

JOHN M. BANKS
ARCHITECT
604 FOX GLEN
BARRINGTON, IL 60010
TELEPHONE: 847-277-0070
FAX: 847-277-0080
jbanks@westchesterservices.com

B	ISSUED FOR REVIEW	JS	01/24/24
A	ISSUED FOR REVIEW	CS	09/22/23
No.	Submital / Revision	App'd	Date

Drawn: CS Date: 09/13/23

Designed: ST Date: 09/13/23

Checked: JMB Date: _____

Project Number
US-ND-5072

Project Title
TOM
NEAR 12000 153RD ST SE
VELVA, ND 58790

Engineer Stamp

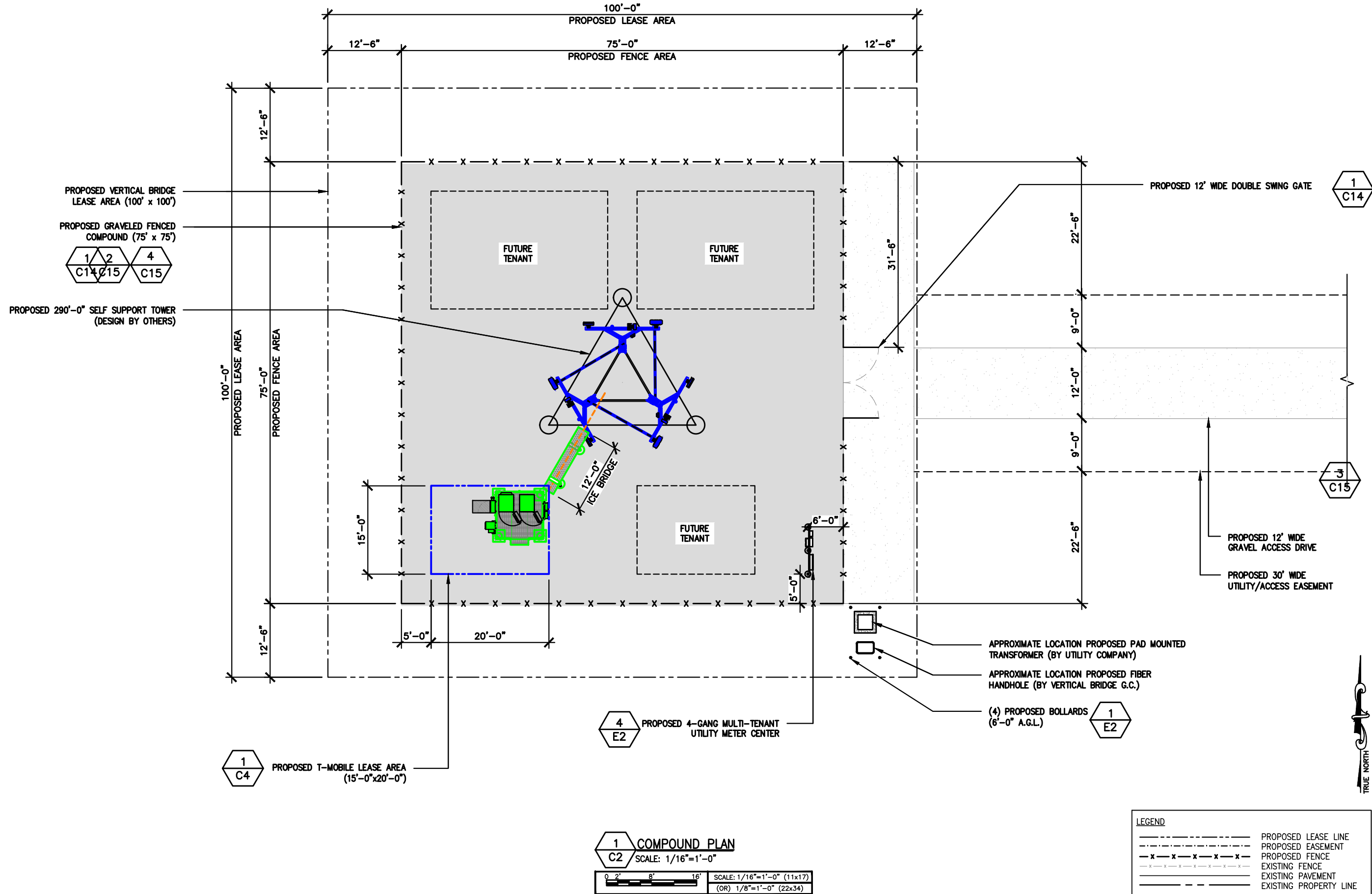
Drawing Title
OVERALL SITE PLAN

Drawing Scale:
AS NOTED

Date:

UNAUTHORIZED ALTERATION OR ADDITION
TO THIS DOCUMENT IS A VIOLATION OF
APPLICABLE STATE AND/OR LOCAL LAWS

Drawing Number
C1



604 FOX GLEN
BARRINGTON, IL 60010
T: 847.277.0070
F: 847.277.0080
ae@westchesterservices.com
FIRM No. 28879PE

JOHN M. BANKS
ARCHITECT
604 FOX GLEN
BARRINGTON, IL 60010
TELEPHONE: 847-277-0070
FAX: 847-277-0080
jbanks@westchesterservices.com

B	ISSUED FOR REVIEW	JS	01/24/24
A	ISSUED FOR REVIEW	CG	09/22/23
No.	Submital / Revision	App'd	Date

Drawn: CG Date: 09/13/23
Designed: ST Date: 09/13/23
Checked: JMB Date:

Project Number
US-ND-5072

Project Title
TOM
NEAR 12000 153RD ST SE
VELVA, ND 58790

Engineer Stamp

Drawing Title
COMPOUND PLAN

Drawing Scale:
AS NOTED
Date:
CD

UNAUTHORIZED ALTERATION OR ADDITION TO THIS DOCUMENT IS A VIOLATION OF APPLICABLE STATE AND/OR LOCAL LAWS

Drawing Number
C2



1 Fairholm Avenue
Peoria, IL 61603 USA
Phone: (309)-566-3000
Fax: (309)-566-3079

November 30, 2023

Vertical Bridge Holdco, LLC
750 Park of Commerce Dr
Suite 200
Boca Raton, FL 33487

Attn: Jeff Blume

Reference: 290 FT RTL Tower
ND-5072 Tom, ND
244879

To Whom It May Concern,

The referenced Tower is designed to meet the specified loading requirements in accordance with ANSI/TIA-222-H for a 110 mph 7-16 Ultimate Wind Speed with no ice and a 60 mph 3-second gust wind speed with 1.00 inches radial ice, Risk Category II, Exposure Category C, and Topographic Category 1.

It is our understanding that the design of the referenced Tower requires consideration of a contained fall radius in the event that a catastrophic wind speed would result in collapse. Although the Tower will not be designed to fail, stronger sections than required by analysis is provided in the lower sections of the Tower. This will result in an increased safety factor in the lower sections of the Tower. This design will enable the Tower to fail through a combination of bending and buckling in the upper portion of the Tower under a catastrophic wind loading. Failure in this manner would result in the upper portion of the Tower folding over the lower portion, resulting in a fall radius no greater than 100 feet.

Please contact us at your convenience should you have further questions concerning the safety of Tower structures or other aspects of Tower design.

Sincerely,

A handwritten signature in black ink that reads "Allen B. Schneider".

Allen Schneider, P.E.
Senior Design Engineer



Products for a Growing World of Technology®



1 Fairholm Avenue
Peoria, IL 61603 USA
Phone: (309)-566-3000
Fax: (309)-566-3079

DATE: NOVEMBER 30, 2023

PURCHASER: VERTICAL BRIDGE HOLDCO, LLC

PROJECT: 290FT RTL SELF SUPPORT TOWER
ND-5072 TOM, ND

FILE NUMBER: 244879

I CERTIFY THAT THE ATTACHED DRAWINGS WERE PREPARED UNDER MY SUPERVISION IN ACCORDANCE WITH THE DESIGN AND LOADING CRITERIA SPECIFIED BY THE PURCHASER AND THAT I AM A REGISTERED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF NORTH DAKOTA.

Allen B. Schneider

11/30/2023



Products for a Growing World of Technology®

**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: Kevin Syverson Phone: 701-720-5260

Email Address:

Mailing Address: 11700 191st AVE. SE. Sawyer, ND 58781**SUBJECT PROPERTY INFORMATION**Proposed Name of Plat(s): Outlot 2Legal Description: 32-153-81

Address: (If Applicable)

Proposed use:

Existing Use:

Number of Lots Proposed: 1**OWNER OF RECORD INFORMATION**Name: Kevin Syverson Phone: 701-720-5260Address: 11700 191st AVE. SE Sawyer, ND 58781

Email Address:

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

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

Signature of applicant: Kevin SyversonDate: 1-18-24

** Please submit with this application, an official, notarized and signed surveyor's plat. All Landowners names and signatures must 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 #: 2

Recommendations

Staff: **Approved w/conditions**

Township: **Approved w/o conditions**

Water Board: **Approved w/conditions**

Meeting Date: February 15th, 2024

Applicant: Kevan Syverson
11700 191st Ave SE
Sawyer, ND 58781
701-720-5260

Owner: Kevan D. & Patti Syverson –Otl 1
Gerald Peterson Living Trust- NWNE
Michael Sturm- NWNE
Michelle Westmoreland- NWNE

Current legal description: All of Outlot 1 of NENW and NWNE AND an unplatted portion of the NWNE Sec. 32-153-81

Proposed legal description: Outlot 2 coming out all of Outlot 1 and an unplatted portion of the NWNE Sec. 32-153-81 Sawyer Township

Address: (if applicable) N/A

Township: Sawyer Township

Current Zoning: Ward County District #2

Zoning Ordinance Reference: Ward County Zoning #2

PROJECT DESCRIPTION:

The applicant is requesting to outlot parcel to include whole farm yard.

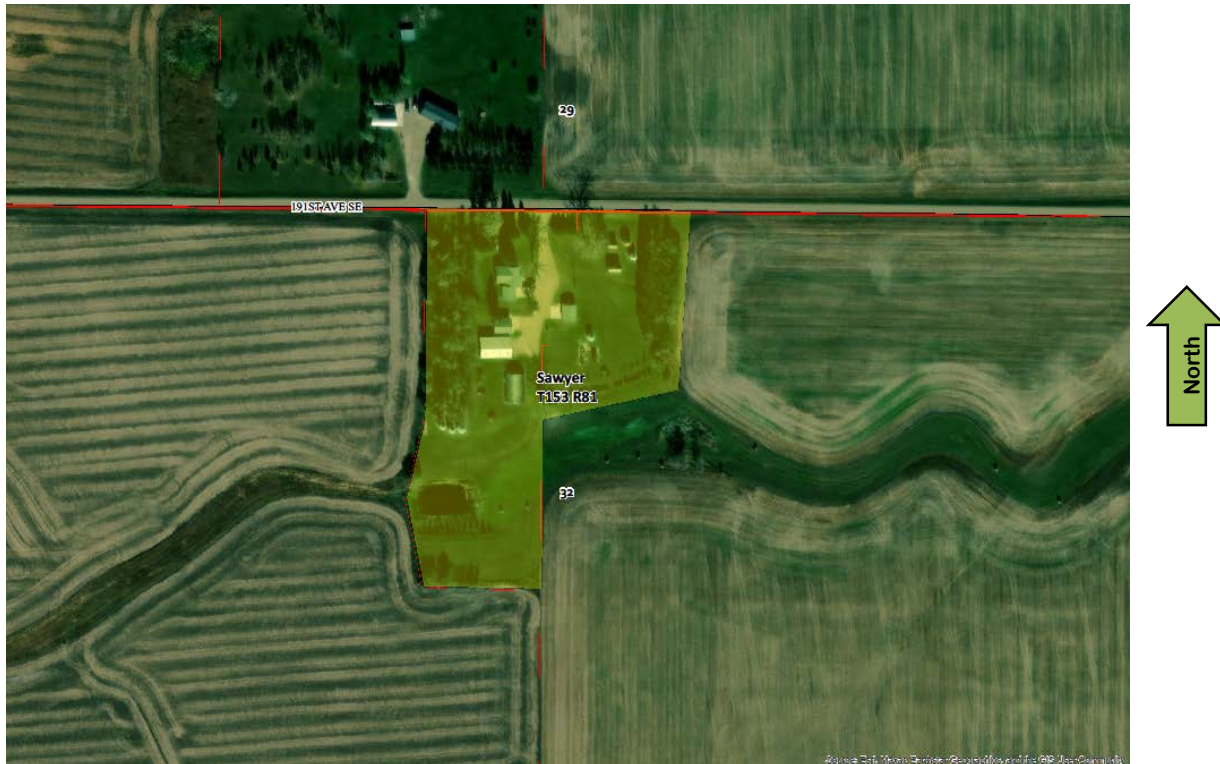
RECOMMENDATION:

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 2 is 7.04 acres
2. The land is currently agricultural and will be used for rural residential purposes.

3. The proposed outlot 2 has access from 191st Ave SE.

**PLANNING AND ZONING CONSIDERATIONS:**

The applicant is requesting to outlot parcel to include the whole yard.
Outlot 2 is 7.04 acres. The proposed outlot meets the 2.00 acre Ward County minimum.

HIGHWAY ENGINEERING CONSIDERATIONS:

The existing outlot 1 currently has access to a Sawyer township road and the proposed outlot 2 appears to be expanding the original outlot to encompass the remaining farmyard and trees. Please note that the south portion of the outlot is in an "Flood Zone A" and is in the Special Flood Hazard Area.



TOWNSHIP RECOMMENDATION:

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

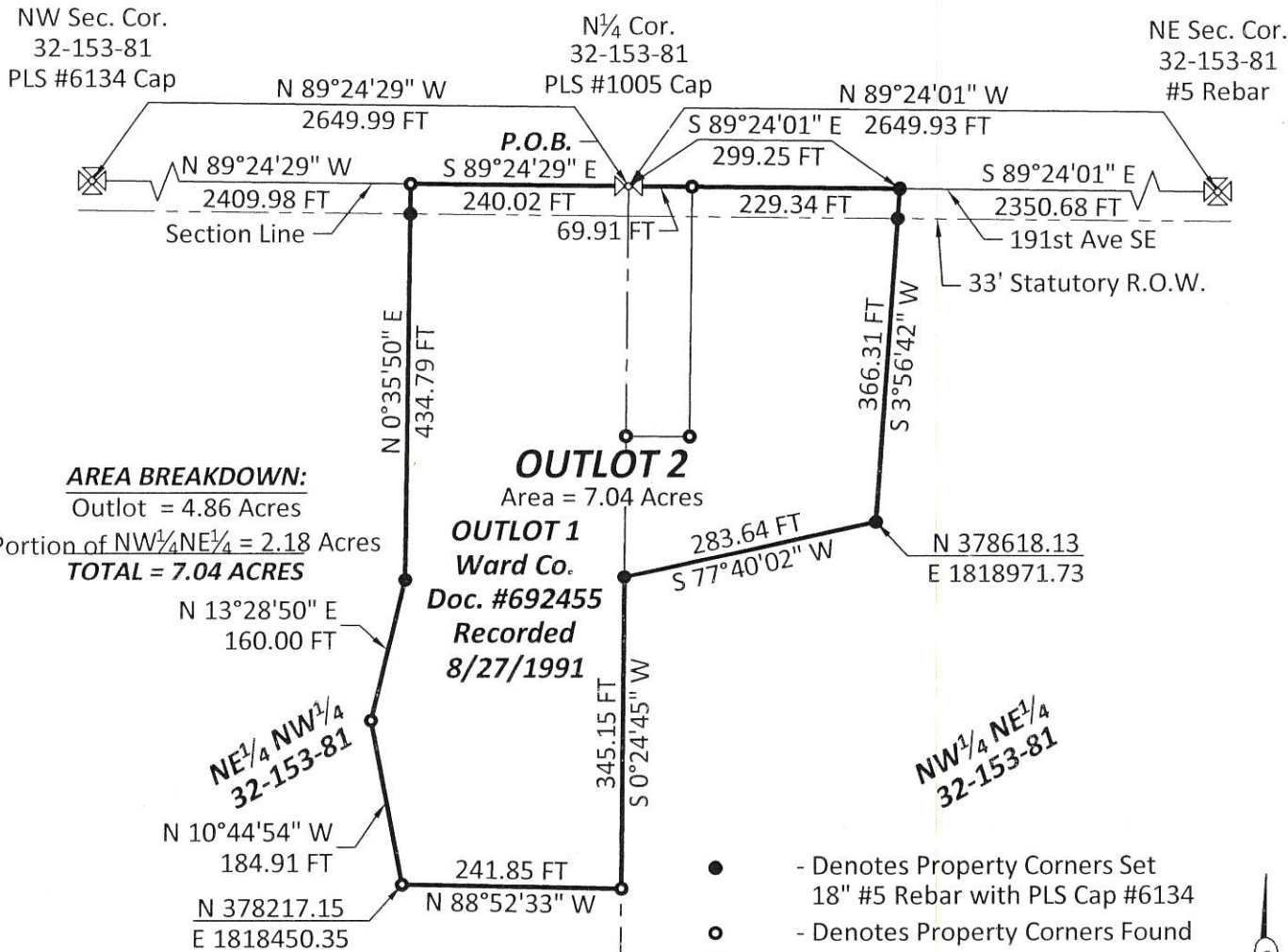
WATERBOARD RECOMMENDATION:

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

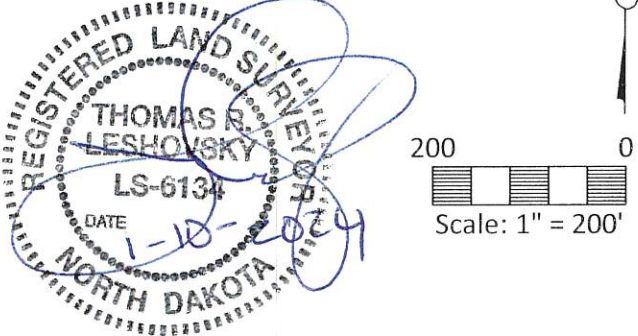
- 1. A storm water management plan may be required if the subject property:
- has a special use permit applied for*
- 2. No development as a result of this plat should obstruct any watercourse or divert surface water flows.*

PLAT OF OUTLOT 2

Being all of Outlot 1 and an Unplatted of Portion of the NW¼NE¼, Section 32, Township 153 N, Range 81 W Owners Kevan D & Patti J Syverson (Outlot 1) Gerald Peterson Living Trust ETAL (NE¼)



NOTES:
Basis of Bearing and Coordinates obtained from NGS OPUS Solution NAD 83 North Dakota North (3301) Int. Feet.
Bearings and Distances may vary from previous plats due to different methods of measurement.
Plat is subject to all prior Easements of record.



Being all of Outlot 1 and an Unplatted **DESCRIPTION:** Outlot 2 of Portion of the NW¼NE¼, Section 32, Township 153 N, Range 81 W described as follows:

Beginning at the North Quarter Corner of Section 32, Township 153 N, Range 81 W, of the 5th Principal Meridian, Ward County, North Dakota; Thence S 89°24'01" E, on the North Line, of the Northeast Quarter, of said Section 32, a distance of 299.25 FT; Thence S 3°56'42" W, a distance of 366.31 FT; Thence S 77°40'02" W, a distance of 283.64 FT, to a Point being on a Property Line of Outlot 1, a Plat being on File at the Ward County Recorder's Office; Thence S 0°24'45" W, on a Property Line, of said Outlot 1, a distance of 345.15 FT, to the Southeast Property Corner, of said Outlot 1; Thence N 88°52'33" W, on the South Property Line, of said Outlot 1, a distance of 241.85 FT, to the Southwest Property Corner, of said Outlot 1; Thence N 10°44'54" W, on a Property Line, of said Outlot 1, a distance of 184.91 FT, to a Property Corner, of said Outlot 1; Thence N 13°28'50" E, on a Property Line, of said Outlot 1, a distance of 160.00 FT, to a Property Corner, of said Outlot 1; Thence N 0°35'50" E, on a Property Line, of said Outlot 1, a distance of 434.79 FT, to a Property Corner, of said Outlot 1; Thence S 89°24'29" E, on the North Line of the Northwest Quarter, of said Section 32, a distance of 240.02 FT, to the Point of Beginning.

Said described tract of land contains 7.04 Acres more or less.

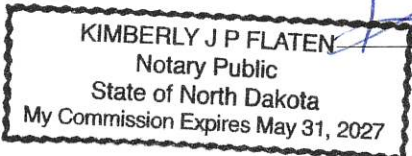
THE UNDERSIGNED, Owners of the within described property, in accordance with the provisions of Sec. 57-02-39, Revised Code of 1943, and upon demand of the County Auditor of Ward County, North Dakota, have caused to be made the within and foregoing plat of said land with the lots as herein described, hereby donate and dedicate all the streets and alleys hereon shown to the public for public use, and have caused the same to be placed on record, as provided by law.

IN TESTIMONY WHEREOF the said owner has here unto set their hand S and seal this 13th day of January, 2024.

Signed in the presence of
(Seal) Kevan D. Syverson
(Seal) Patti J. Syverson
(Seal)

STATE OF NORTH DAKOTA }ss
County of Ward
On this 13th day of January in the year 2024, before me, a Notary Public in and for said County and State, personally appeared Kevan D. and Patti J. Syverson

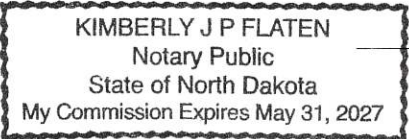
known to me to be the person who described in, and who executed the foregoing instrument and acknowledged that he executed the same.

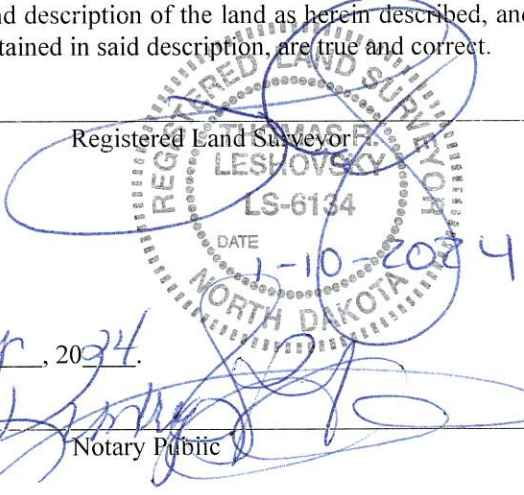
My Commission Expires:  [Signature] Notary Public

SURVEYOR'S CERTIFICATE

I, Thomas R. Leshovsky Registered Land Surveyor, do hereby certify that at the request of Kevan Syverson 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.

STATE OF NORTH DAKOTA }ss
County of Ward
Subscribed and sworn to before me this 10th day of January, 2024.

My Commission Expires:  [Signature] Notary Public



Approved _____, 20____ Approved _____, 20____

THE UNDERSIGNED, Owners of the within described property, in accordance with the provisions of Sec. 57-02-39, Revised Code of 1943, 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 herein described, and have caused the same to be placed on record, as provided by law.

IN TESTIMONY WHEREOF the said owner has here unto set her hand and seal this 25 day of January, 2024

Signed in the presence of
(Seal)

Lois Peterson, trustee

(Seal)

Gerald Peterson Living Trust K.S.

(Seal)

STATE OF ILLINOIS }ss

County of Winnebago

On this 25th day of JANUARY in the year 2024, before me, a Notary Public in and for said County and State, personally appeared Lois Peterson

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

Grace E Nichols

My Commission Expires:

Notary Public

Nov 2nd, 2027



THE UNDERSIGNED, Owners of the within described property, in accordance with the provisions of Sec. 57-02-39, Revised Code of 1943, 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 herein described, and have caused the same to be placed on record, as provided by law.

IN TESTIMONY WHEREOF the said owner has here unto set her hand and seal this 27th day of Feb, 2024

Signed in the presence of
(Seal)

Michelle

N/A
(Seal)

N/A
(Seal)

STATE OF Illinois } ss
County of DuPage

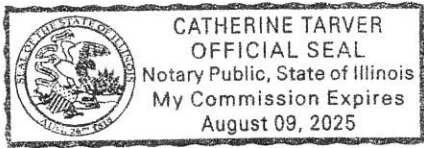
On this 27th day of February in the year 2024, before me, a Notary Public in and for said County and State, personally appeared MICHELLE LYNEE WESTMORELAND

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

My Commission Expires: 08-09-2025

Catherine Tarver

Notary Public



THE UNDERSIGNED, Owners of the within described property, in accordance with the provisions of Sec. 57-02-39, Revised Code of 1943, 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 herein described, and have caused the same to be placed on record, as provided by law.

IN TESTIMONY WHEREOF the said owner has here unto set his hand and seal this 31st day of Jan, 2024

Signed in the presence of
(Seal) 

(Seal) _____

(Seal) _____

STATE OF PA } ss

County of York

On this 31 day of January in the year 2024, before me, a Notary Public in and for said County and State, personally appeared Michael Scott Strom

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

My Commission Expires: 09/27/2025

 Notary Public

Commonwealth of Pennsylvania – Notary Seal
Anthony Thomas Devitz, Notary Public
York County
My commission expires September 27, 2025
Commission number 1320648



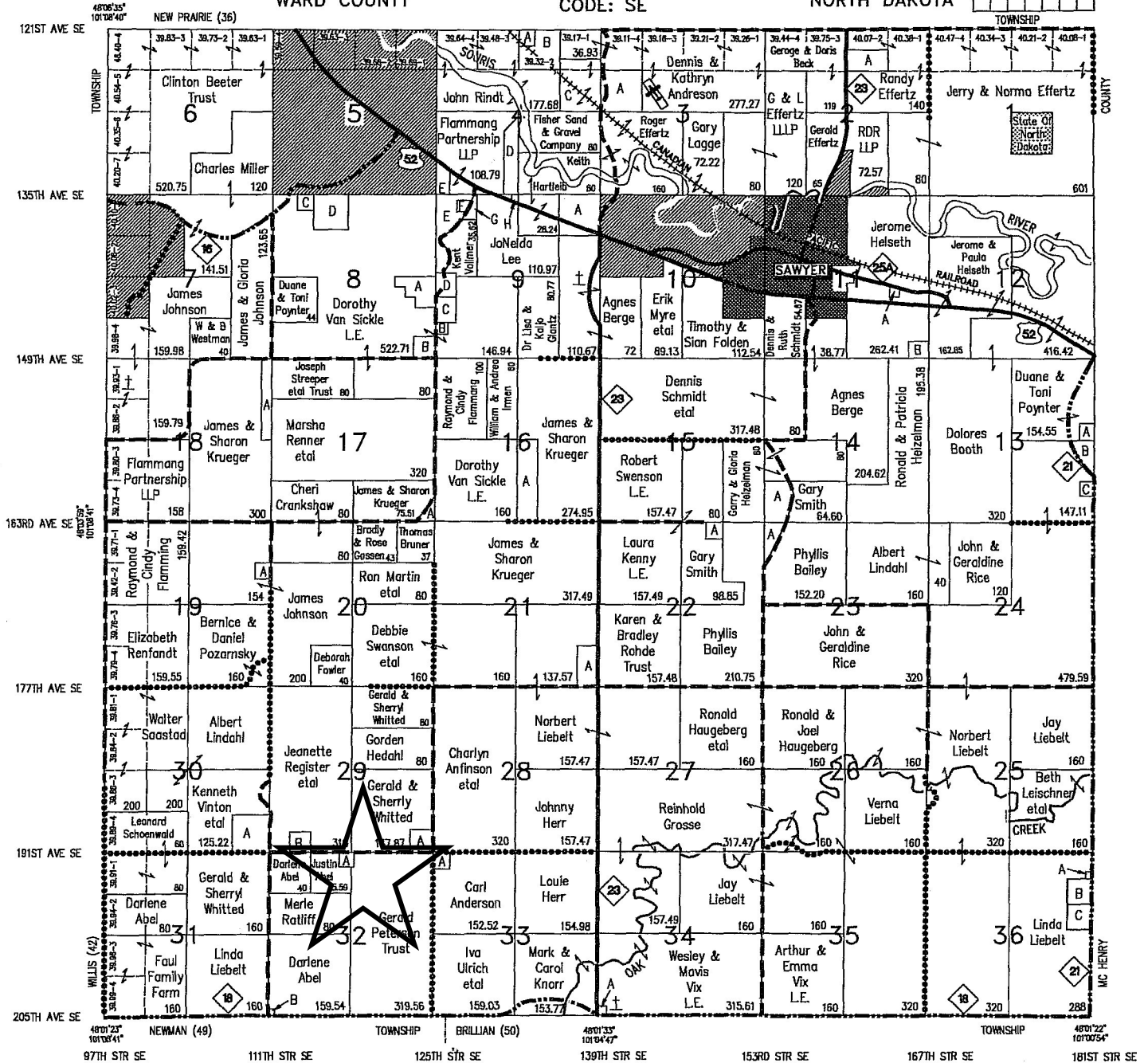
MAP OF SAWYER

TOWNSHIP: 153 N
WARD COUNTY

MIDLAND ATLAS COMPANY LLC COPYRIGHT 2011

CODE: SE

RANGE: 81 W
NORTH DAKOTA

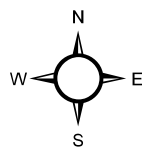
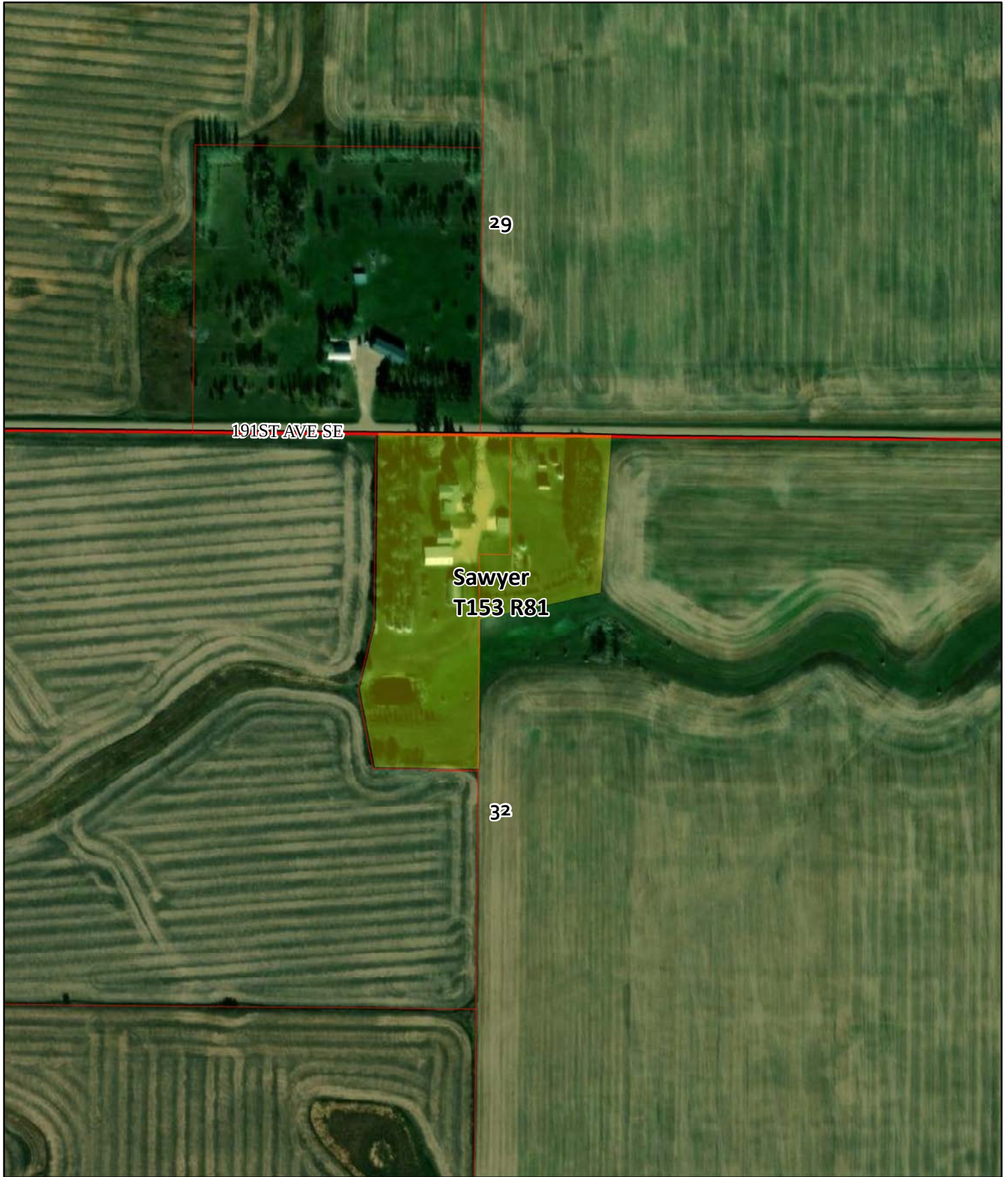


SEE LETTERED SMALL TRACTS DIRECTORY FOLLOWING TOWNSHIP MAPS

EXCAVATING INC.
ALL TYPES OF EXCAVATING
COMMERCIAL/MUNICIPAL
Excavating - Grading/Fill
Gravel/Crushed Asphalt
Water/Sewer - Septic Systems
Basements - Trucking
Demolition - Landscaping
Email: mail@exca.org
5820 Hwy 2 East, Minot, ND
(701) 839-1817 (701) 277-1884

Hovde Insurance Agency
Car - Home - Commercial - Health - Life - Disability
Long Term Care - State Farm Bank
Darrel V. Hovde, Agent
111 11th Ave SW - PO Box 1806
Minot, ND
(Next to Toad's Supermarket Ride-W-3500)
(701) 852-2757 - Res. (701) 838-5679 - Fax: (701) 852-3320

ACKERMAN SURVEYING & ASSOCIATES, INC.
Lot Surveys - Subdivisions - Land Boundaries - Land Planning
Topographic & Construction Surveys - GPS Services
Rolly B. Ackerman, Robby L. Berard & Aaron J. Anderson
Registered Land Surveyors
6000 Highway 2 East (701) 838-0786 www.ackermansurvey.com
Minot, ND 58701 Fax: (701) 837-1990 email: land@ackermansurvey.com



Kevan Syverson
Outlot Plat Application
32-153-81
Sawyer Township

 Ward County Parcels

 PlatsApplications

0 270 540
 Feet

ALL OL 1 NENE
692455

OL 2 NENE 32-153-81

Recorders Outlot Plat Checklist:

Property Outlot coming out of
looks to be correct

YES

NO

Signed by parties we show on deed
Doc #

YES

NO

OL 1 692616 ONLY KEVANI SIGNED

Signed by Surveyor

YES

NO

Notarized (signer(s) & surveyor)

YES

NO

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

YES

NO

Outlot Number Available

YES

NO

Additional Comments:

✓
OL 1 - KEVANI [?] PATTI SYVERSON

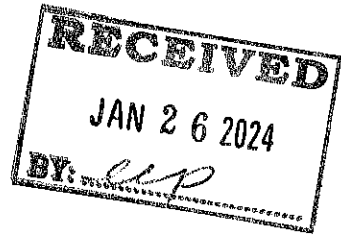
GERALD M. PETERSON LIVING TRUST - 2916320

NENE MICHAEL S. STROM - 3034498

MICHELLE L. WESTMORELAND - 3067938

Final Recorder Review

Dan D. Schie 1-24-24 Date



Township Board Plat Recommendation

TO: Board of Ward County Commissioners

The Sawyer Township Board, Ward County, North Dakota has reviewed the plat for which Kevan Syverson, has requested approval.

The plat is described as:

Proposed Outlot 2 being all of Outlot 1 and an unplatted port of
NWNE Sec 32-153-81, Sawyer Township

It is the conclusion of the Township Board of Supervisors that:

☒ the plat be approved

☐ the plat not be approved, because _____

Comments or suggestions for amendment: _____

Signed: _____

James L. Johnson
Chairman Sawyer Township Board of Supervisors

Date: _____

1/23/24

Minutes of the Ward County Planning Commission

February 15, 2024

The meeting of the Ward County Planning Commission was called to order at 6:58 PM by Chairman Heller with Commissioners Anderson, Evans, Fjeldahl, Hendrickson, and Livingston present. Also present were Planning & Zoning Administrator Beth Pietsch, Highway Engineer Dana Larsen, State's Attorney Roza Larson, Director of Tax Equalization Noreen Wilkie, and Secretaries Rachael Wyum and Amanda Mahlum.

Moved by Comm. Hendrickson, seconded by Comm. Fjeldahl to approve the Planning and Zoning Commission Meeting regular minutes from January 18, 2024. Roll call; all voted yes; motion carried.

Moved by Comm. Evans, seconded by Comm. Hendrickson to open a public hearing at 6:59 PM regarding an application for a Plat and Variance for Martin Petersen. Roll call; all voted yes; motion carried.

Planning & Zoning Administrator Beth Pietsch presented the Application for a Plat submitted by Martin Petersen for the following described property: Proposed Outlot 4 being a portion of Gov't Lot 12 of Sec 3-152-85 Rice Lake Twp and a Variance Application as proposed parcel is less than Ward County 2.00 acre requirement. The applicant is proposing to create parcel containing 0.50 acres for future residential use. Ward County zoning applies with the township recommending approval.

No one came forward to speak to this issue.

Moved by Comm. Evans, seconded by Comm. Hendrickson to approve closing the public hearing at 7:00 PM. Roll call; all voted yes; motion carried.

Comm. Podrygula entered the meeting at 7:00 PM.

Moved by Comm. Evans, seconded by Comm. Podrygula to approve the Martin Petersen Application for Plat and Variance Application as presented and to follow the staff recommendations and approve all conditions. Roll call; all voted yes; motion carried.

Moved by Comm. Evans, seconded by Comm. Anderson to put the application for a Special Use Permit submitted by LCC Telecom-Vertical Bridge-Dennis Andreson back on the table. Roll call, all voted yes, motion carried.

LCC Telecom-Vertical Bridge-Dennis Andreson submitted an application for a Special Use Permit and Variance for the following described property: SE of Sec 34-154-81, less S400' of the E250' New Prairie Twp. For the Special Use Permit, the applicant is requesting to build a 290' wireless telecommunication tower (with 10' lighting rod) within a 100x100 foot lease area. The variance application has been withdrawn. Ward County zoning applies with the township recommending approval of the SUP.

Christopher Madigan from LCC Telecom, as site acquisition company, appeared to speak. The cell tower specifics are the same as presented in the January 18, 2024 Planning and Zoning Commission Meeting with the exception of the cell tower site being moved further away from RoW to comply with the ordinance and therefore the variance was no longer needed. The access point for the tower would be dual use with the property owner.

Moved by Comm. Podrygula, seconded by Evans to approve the application for a Special Use Permit from LCC Telecom-Vertical Bridge-Dennis Andreson. Roll call, all voted yes, motion carried.

Beth Pietsch, Planning and Zoning Administrator, continued with the Regular Agenda.

Adam Knudsvig submitted an application for an Outlot Plat for the following described property: Proposed Outlot 3, being an unplatted portion of SESW Sec. 8-157-86, Carpio Twp. The applicant is requesting to parcel an outlot containing 2.19 acres for future residential use. Ward County zoning applies, with the township recommending approval.

Moved by Comm. Fjeldahl, seconded by Comm. Evans to approve the plat from Adam Knudsvig based on findings of fact and recommendations from the township, Water Board, and County Highway Department. Roll call; all voted yes; motion carried.

Clinton Olafson submitted an application for an Outlot Plat for the following described property: Proposed Outlot 1 being a portion of NWSW & SWSW Sec 10-156-82, McKinley Twp. The applicant is requesting to parcel an outlot containing 10.56 acres for future agricultural use. Ward County zoning applies, with the township recommending approval.

Moved by Comm. Evans, seconded by Comm. Anderson to approve the plat from Clinton Olafson based on findings of fact and recommendations from the township, Water Board, and County Highway Department. Roll call; all voted yes; motion carried.

Al Zahursky submitted an application for an Outlot Plat for the following described property: Proposed Outlot 3 being a portion of SW of Sec 15-151-83 Rushville Twp. The applicant is requesting to parcel and outlot containing 10.56 acres for future agricultural use. Ward County zoning applies, with the township recommending approval.

Moved by Comm. Evans, seconded by Comm. Podrygula to approve the plat from Al Zahursky based on findings of fact and recommendations from the township, Water Board, and County Highway Department. Roll call; all voted yes; motion carried.

Kevan Syverson submitted an application for an Outlot Plat for the following described property: Proposed Outlot 2 being all of Outlot 1 and an unplatted portion of NWNE of Sec 32-153-81 Sawyer Twp. The application is proposing to create parcel containing 7.04 acres to expand and include the whole farm yard. Ward County zoning applies with the township recommending approval.

Moved by Comm. Evans, seconded by Comm. Podrygula to approve the plat from Kevan Syverson based on findings of fact and recommendations from the township, Water Board, and County Highway Department. Roll call; all voted yes; motion carried.

Tyler Erber submitted an application for an Outlot Plat for the following described property: Proposed Outlot 1 being a portion of NWNW Sec 21-157-82 Tatman Twp. The applicant is proposing to create parcel containing 7.35 acres for residential use. Ward County zoning applies, with the township recommending approval.

Further discussion was held regarding the Outlot Plat application for Tyler Erber.

Sam Warren, Community Planner Minot Air Force Base, came forward to speak on the location of the proposed lot. The property is about 1.5 miles from the MAFB. Mr. Warren confirms that the MAFB will not oppose plat but wanted to make sure that the committee take into consideration the

building codes for lots that are located in district one along with the APZ 1 and 2 areas. He also mentioned that it does get loud with all the jets and is a 1.5 miles away from the south gate on the Minot AFB.

Comm. Fjeldahl questioned if the proposed lot is located in an area that restricts the amount of dwellings allowed.

Highway Engineer, Dana Larsen referred to Resolution one, "There shall be no subdivision or sub-divisions or outlots in said Zoning District #1 except those incident to farming and except that property containing a habitable residential structure, such structure having been completed and existing for at least five years prior to the date of application, may be separated by plat from adjacent property. There shall be no usage of land or buildings for other than farming or single-family residential purposes other than as exists as of January 1, 1990."

Moved by Comm. Podrygula, seconded by Comm. Evans to table the Outlot Plat application for Tyler Erber. Roll call; all voted yes; motion carried.

Alex and James Degenstein submitted an application for Outlot Plat for the following described property: Proposed Outlot 6 being a portion of Outlot 1 and an unplatted port of SWSE Sec 27-157-85 Mayland Twp. The applicant is proposing to create parcel containing 7.35 acres for residential use. Ward County Zoning applies with township recommending approval.

Moved by Comm. Evans, seconded by Comm. Fjeldahl to approve the Outlot Plat for Alex and James Degenstein as presented. Roll call; all voted yes; motion carried.

There being no further business, the meeting was adjourned at 7:37 PM.

Chairperson, Ward County Planning Commission

Attest:

Ward County Auditor, Secretary

Minot, ND and Ward County Economy at a Glance



March 2024

WORKFORCE (Job Service North Dakota)

	Jan 2024	Dec 2023	Jan 2023	Jan 2022
Minot Unemployment Rate	2.8%	1.7%	2.4%	3.0%
Ward County Unemployment Rate	2.9%	1.9%	2.9%	3.1%
ND Unemployment Rate	2.5%	1.8%	2.5%	2.8%
US Unemployment Rate	4.1%	3.5%	3.9%	4.4%

SALES TAX COLLECTIONS (CITY OF MINOT, 1%, FINANCE)

	Jan 2024	Jan 2023	YTD 2024	YTD 2023
Minot	\$1,596,876.69	\$1,296,304.37	\$1,596,876.69	\$1,296,304.37

TAXABLE SALES & PURCHASES (OFFICE OF ND STATE TAX COMMISSIONER)

4th Quarter	2023	2022	2021	2020
Minot	\$337,340,182	\$324,794,824	\$293,598,831	\$261,528,547
Ward County	\$372,327,796	\$337,564,639	\$306,034,096	\$258,142,474

REAL ESTATE (MINOT MULTIPLE LISTING)

	Jan 2024	Jan 2023	YTD 2024	YTD 2023
Number of single family homes sold in Minot	40	24	40	24
All Sold (Minot & rural surrounding area)	60	35	60	35
Average Sale Price for Minot	\$286,982	\$221,772	\$286,982	\$221,772
Average Sale Price All Market	\$253,300	\$201,530	\$253,300	\$201,530

TRANSPORTATION (MINOT INTERNATIONAL AIRPORT)

	Jan 2024	Jan 2023	YTD 2024	YTD 2023
Passenger Boardings	12,993	11,247	12,993	11,247

BUILDING (CITY OF MINOT COMMUNITY DEVELOPMENT DEPARTMENT)

	Jan 2024 Permits/Values	Jan 2023 Permits/Values	YTD 2024 Permits/Values	YTD 2023 Permits/Values
New Residential (Single Family, Townhouse & Condo)	2/\$364,000	0/\$0	2/\$364,000	0/\$0
New Commercial	\$68,000	\$00	\$68,000	\$00
Valuation of all permits	\$1,795,394	\$289,000	\$1,795,394	\$289,000

LODGING (VISIT MINOT)

	Jan 2024	Jan 2023	YTD 2024	YTD 2023
Lodging Tax (2%)	\$44,447	\$40,530	\$44,447	\$40,530
Occupancy Rate	44%	42%	44%	42%



Fredericks Law Firm LLC

Peter J. Breuer

601 S Washington St

332

Stillwater, OK 74074

(720)-883-8580

pbreuer@jf3law.com

February 16, 2024

VIA FEDERAL EXPRESS

Executive Director
North Dakota Public Service Commission
600 E. Boulevard, Dept. 408
Bismarck, ND 58505-0480

**RE: Thunder Butte Pipeline, LLC's Waiver Application and Consolidated Application
for a Certificate of Corridor Compatibility and Route Permit for the Thunder Butte
Pipeline Project
Case No. PU-24-__**

To Whom it May Concern:

Thunder Butte Pipeline, LLC (TBPL) respectfully submits this letter with amended information with respect to the Consolidated Application for a Certificate of Corridor Compatibility and Route Permit for the Thunder Butte Pipeline Project dated January 5, 2024:

TBPL now plans to construct the proposed aboveground midline pump station on an approximately 2.07-acre site, with a new access road approximately 1,023-foot-long by 30-foot-wide, approximately 9.65 miles northwest of Plaza, North Dakota, in Section 34, Township 154 North, Range 89 West as shown on the attached figures. Please refer to the Consolidated Application as filed for all additional information regarding the midline pump station; no other changes have resulted from modification of the site location.

No Exclusion Areas, Avoidance Areas, cultural resources, or wetlands are present within or near the location of the proposed aboveground facility. No adverse effects are anticipated.

Please find attached five hard copies of this letter with amended information with respect to the Consolidated Application for a Certificate of Corridor Compatibility and Route Permit for the Thunder Butte Pipeline Project and maps showing the Midline Pump Station Site Location, Exclusion Areas, Avoidance Areas, and Route Selection Criteria Considered, and a compact disc with this letter and maps in PDF format, and the corresponding GIS Shapefiles.

In accordance with N.D.AC. 69-06-05(4) all of the foregoing will be served upon the Ward and Mountrail County Auditors. Enclosed with this Letter is a Certificate of Service for such action.

Additionally enclosed with this letter, please find attached five hard copies of the Articles of Incorporation and a Certificate of Good Standing for Thunder Butte Pipeline LLC and a compact disc with these documents in PDF format. These items were inadvertently not included with the original submission.

If you have any questions, please let me know.

Sincerely,

Peter Breuer

Peter J. Breuer
OK Bar No. 31490
601 S. Washington St
#332
Stillwater, OK 74074
pbreuer@jf3law.com

Enc. (2)

Cc: Ward County Auditor
Mountrail County Auditor

CERTIFICATE OF SERVICE

The following documents were filed with the North Dakota Public Service Commission on February 16, 2024 via Federal Express (Tracking Number: please see attachments).

Five hard copies of this letter with amended information with respect to the Consolidated Application for a Certificate of Corridor Compatibility and Route Permit for the Thunder Butte Pipeline Project, and a compact disc with this letter and maps in PDF format showing the Midline Pump Station Site Location, Exclusion Areas, Avoidance Areas, and Route Selection Criteria Considered, and the corresponding GIS Shapefiles.

The foregoing were also placed with Federal Express for service upon the following (Tracking Numbers: please see attachments):

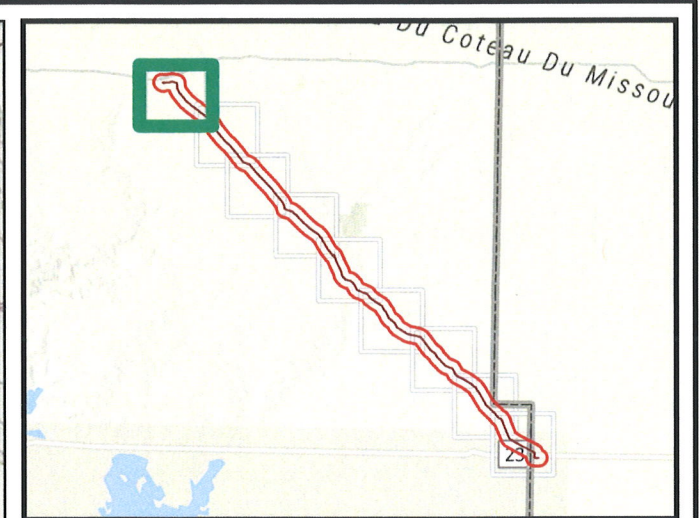
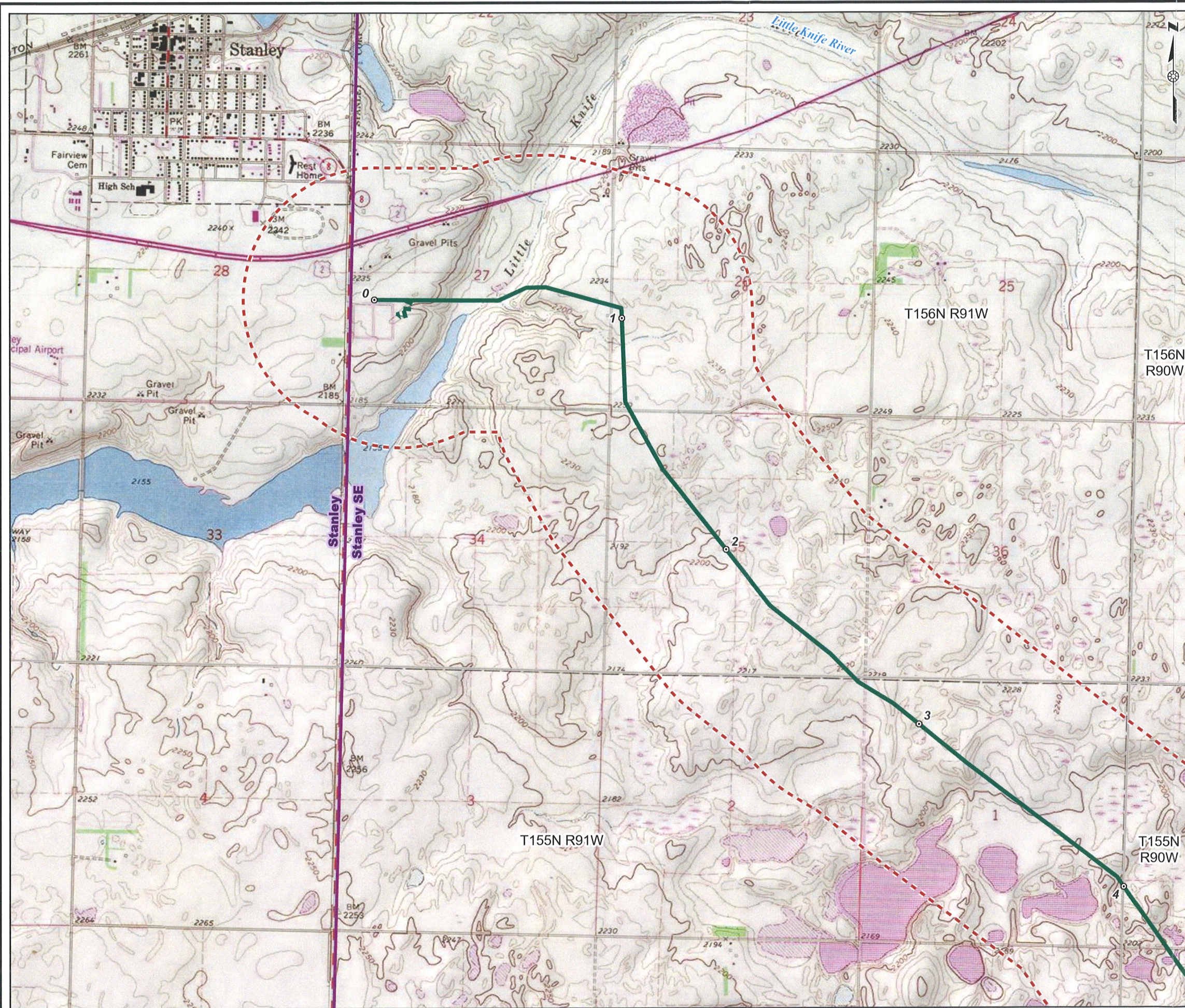
Ward County Auditor
Ms. Marisa Haman
225 3rd Street SE
2nd Floor
Minot, ND 58701

Mountrail County Auditor
Ms. Stephanie Pappa
101 N Main Street
Stanley, ND 58784



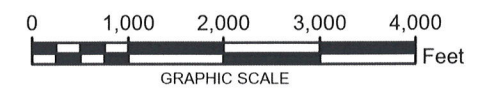
Kathryn Cloutier, M.S.

Project Manager
Arcadis U.S. Inc.
630 Plaza Drive
Highlands Ranch, CO 80129
kathryn.cloutier@arcadis.com



Legend

- Milepost
- Existing Pipeline Route
- Proposed Pipeline Route
- Proposed Midline Pump Station
- Topo Boundary
- - - Corridor Study Area (1mi)



NOTE:
1. WORLD IMAGERY IS OBTAINED FROM ESRI WORLD IMAGERY SERVICE.
2. USGS 7.5' TOPOGRAPHIC QUADRANGLE(S) STANLEY, STANLEY SE, NORTH DAKOTA OBTAINED FROM ESRI IMAGE SERVICE.
3. PROJECTION IS NAD 1983 STATEPLANE NORTH DAKOTA N FIPS 3301 (US FEET).
THE SCALE IS: 1:24,000.

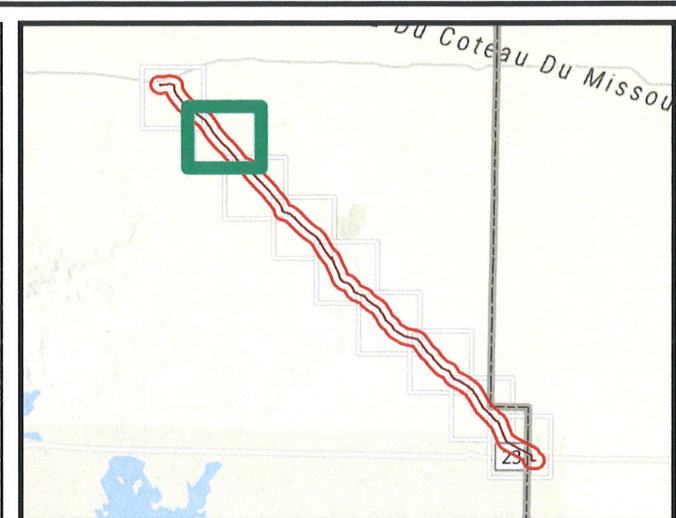
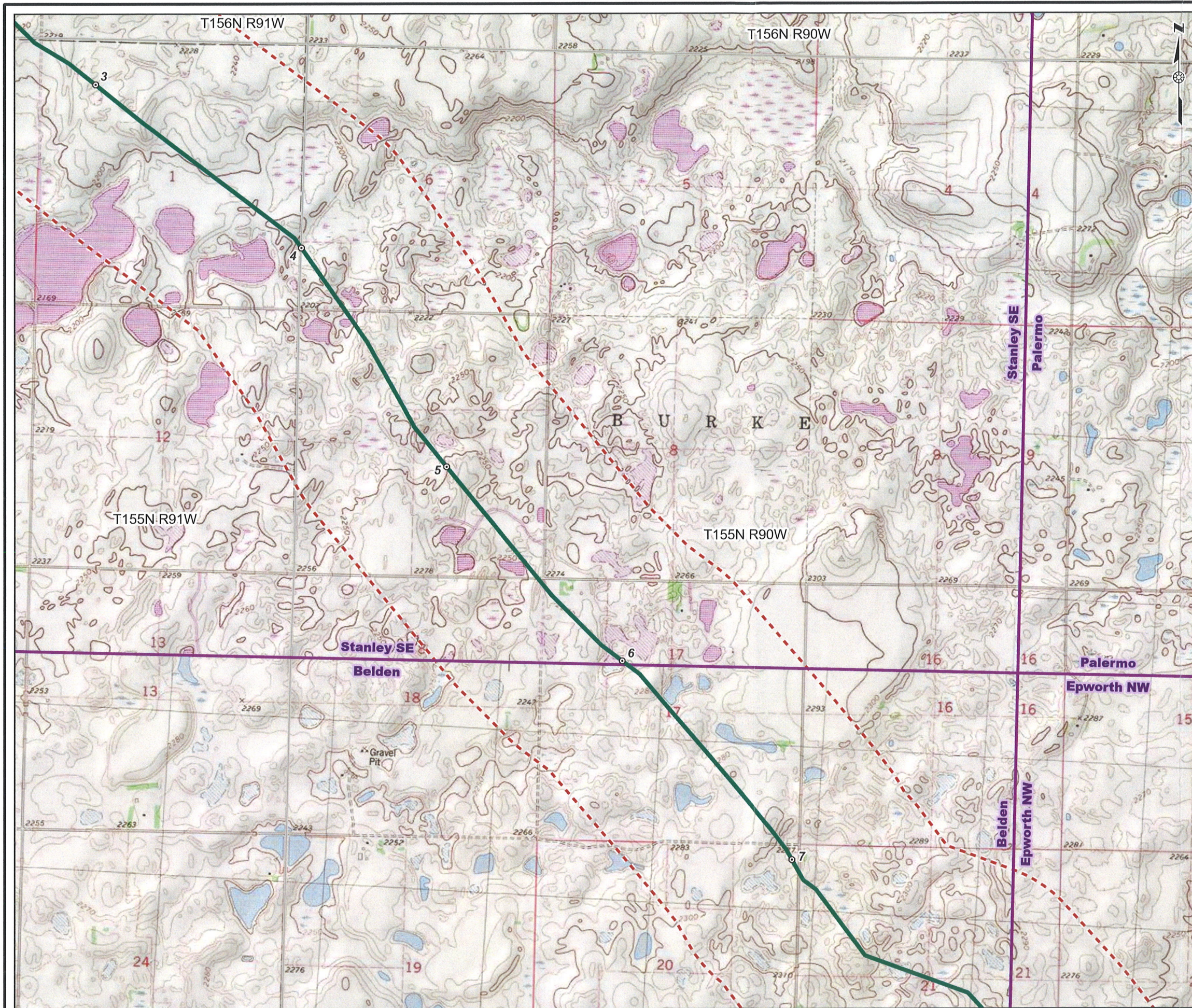
THUNDER BUTTE PIPELINE PROJECT
MOUNTRAIL COUNTY, NORTH DAKOTA

FIGURE 1
TOPOGRAPHIC MAP
DETAIL SHEET 1 OF 9

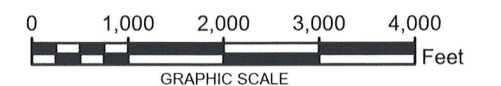
PN:CO002338.0001

Date: 1/25/2024





- Legend**
- Milepost
 - Existing Pipeline Route
 - - - Proposed Pipeline Route
 - Proposed Midline Pump Station
 - Topo Boundary
 - - - Corridor Study Area (1mi)



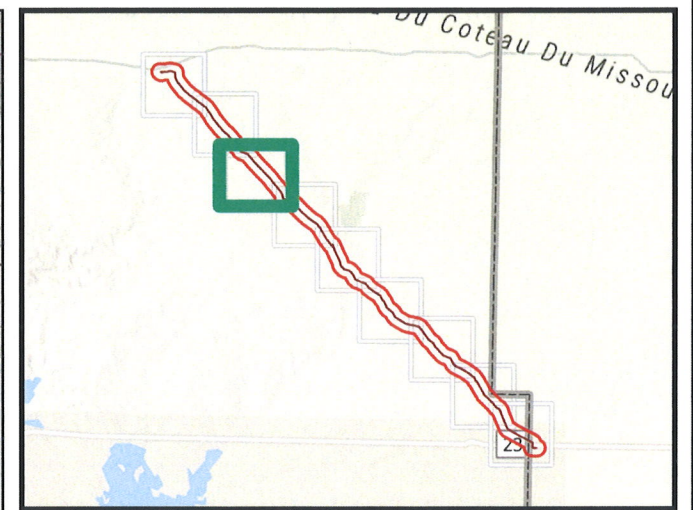
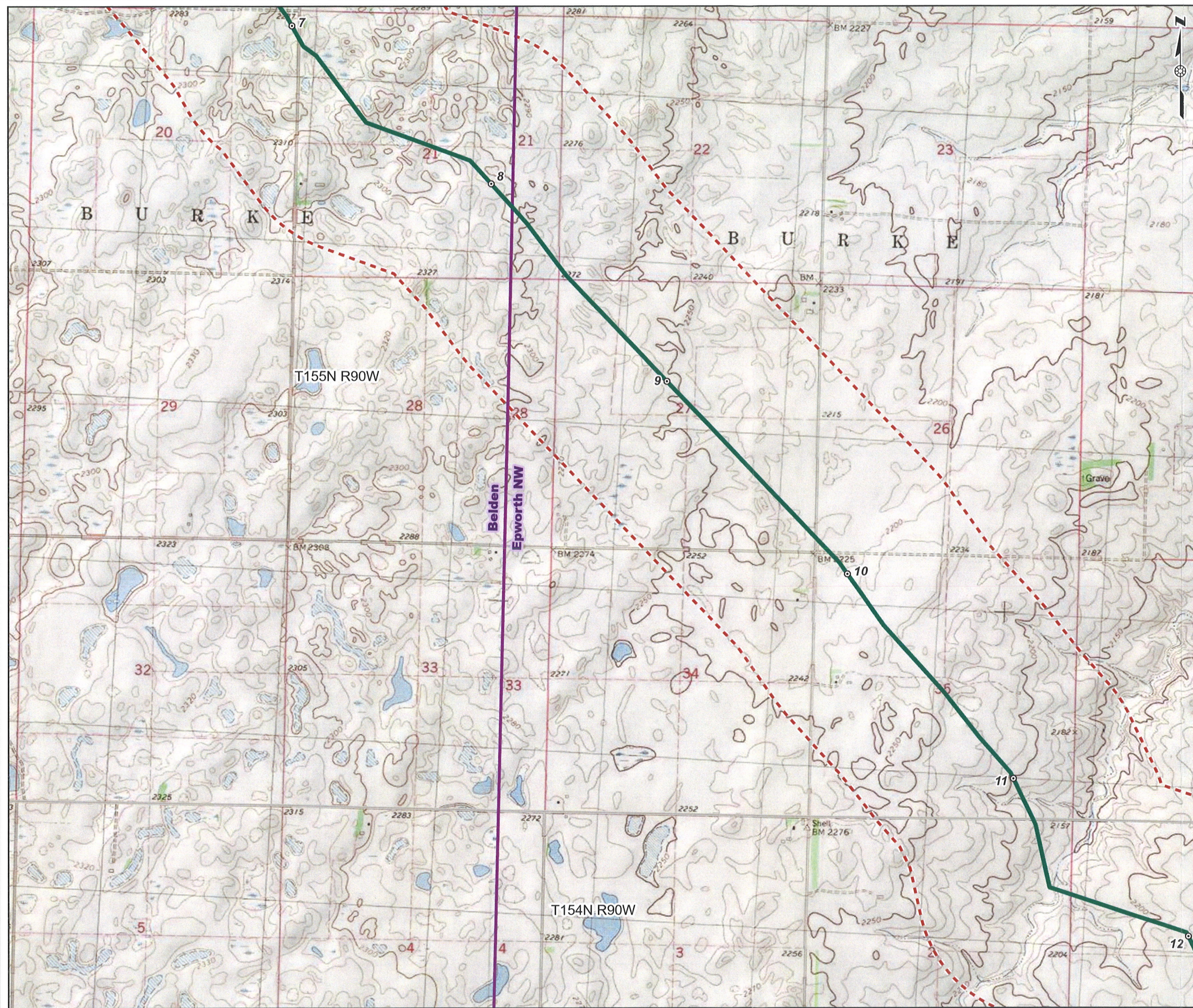
NOTE:
1. WORLD IMAGERY IS OBTAINED FROM ESRI WORLD IMAGERY SERVICE.
2. USGS 7.5' TOPOGRAPHIC QUADRANGLE(S) STANLEY SE, PALERMO, BELDEN, EPWORTH NW, NORTH DAKOTA OBTAINED FROM ESRI IMAGE SERVICE.
3. PROJECTION IS NAD 1983 STATEPLANE NORTH DAKOTA N FIPS 3301 (US FEET).
THE SCALE IS: 1:24,000.

THUNDER BUTTE PIPELINE PROJECT
MOUNTRAIL COUNTY, NORTH DAKOTA

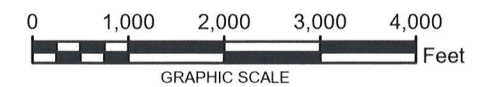
FIGURE 1
TOPOGRAPHIC MAP
DETAIL SHEET 2 OF 9

PN:CO002338.0001
Date: 1/25/2024





- Legend**
- Milepost
 - Existing Pipeline Route
 - - - Proposed Pipeline Route
 - Proposed Midline Pump Station
 - Topo Boundary
 - - - Corridor Study Area (1mi)



NOTE:
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2. USGS 7.5' TOPOGRAPHIC QUADRANGLE(S) BELDEN, EPWORTH NW, NORTH DAKOTA OBTAINED FROM ESRI IMAGE SERVICE.
3. PROJECTION IS NAD 1983 STATEPLANE NORTH DAKOTA N FIPS 3301 (US FEET).
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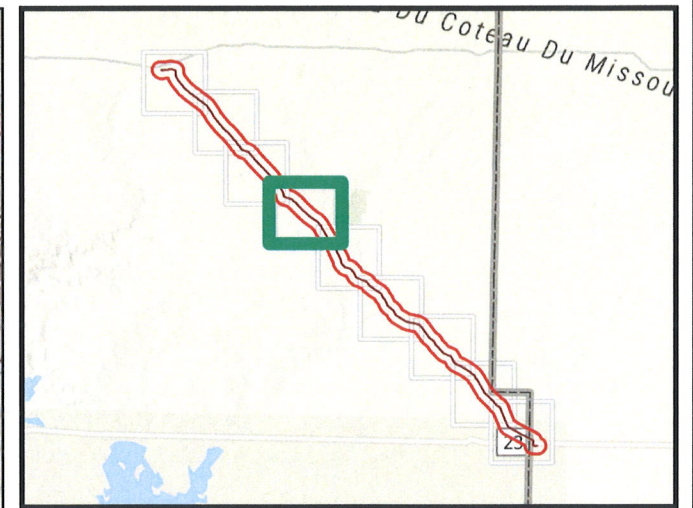
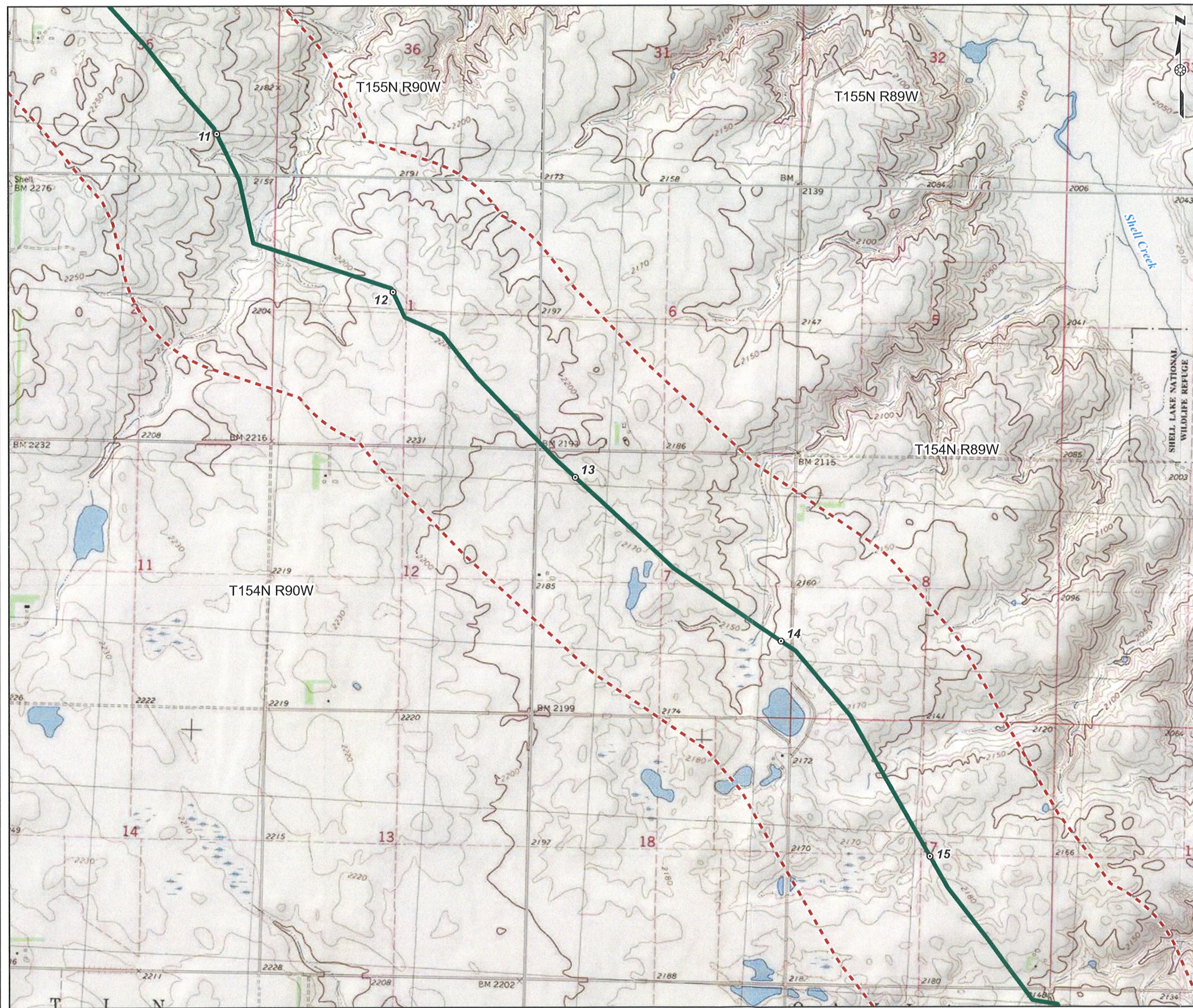
THUNDER BUTTE PIPELINE PROJECT
MOUNTRAIL COUNTY, NORTH DAKOTA

FIGURE 1
TOPOGRAPHIC MAP
DETAIL SHEET 3 OF 9

PN:CO002338.0001

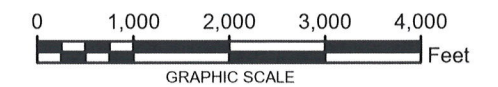
Date: 1/25/2024





Legend

- Milepost
- Existing Pipeline Route
- - - Proposed Pipeline Route
- Proposed Midline Pump Station
- Topo Boundary
- - - Corridor Study Area (1mi)



NOTE:
1. WORLD IMAGERY IS OBTAINED FROM ESRI WORLD IMAGERY SERVICE.
2. USGS 7.5' TOPOGRAPHIC QUADRANGLE(S) EPWORTH NW, NORTH DAKOTA OBTAINED FROM ESRI IMAGE SERVICE.
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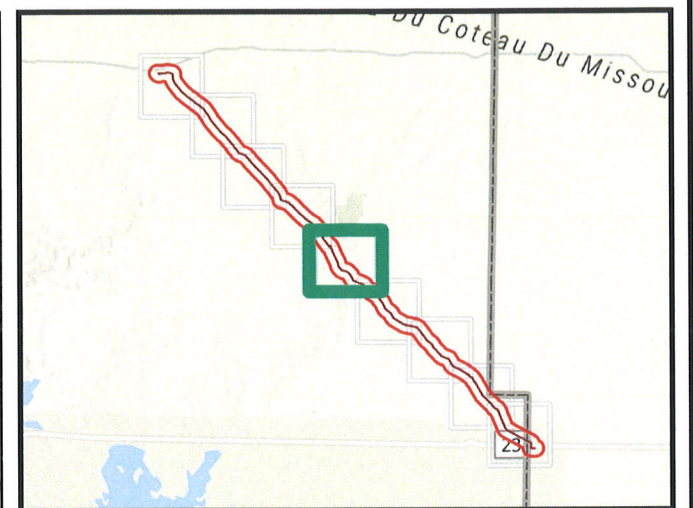
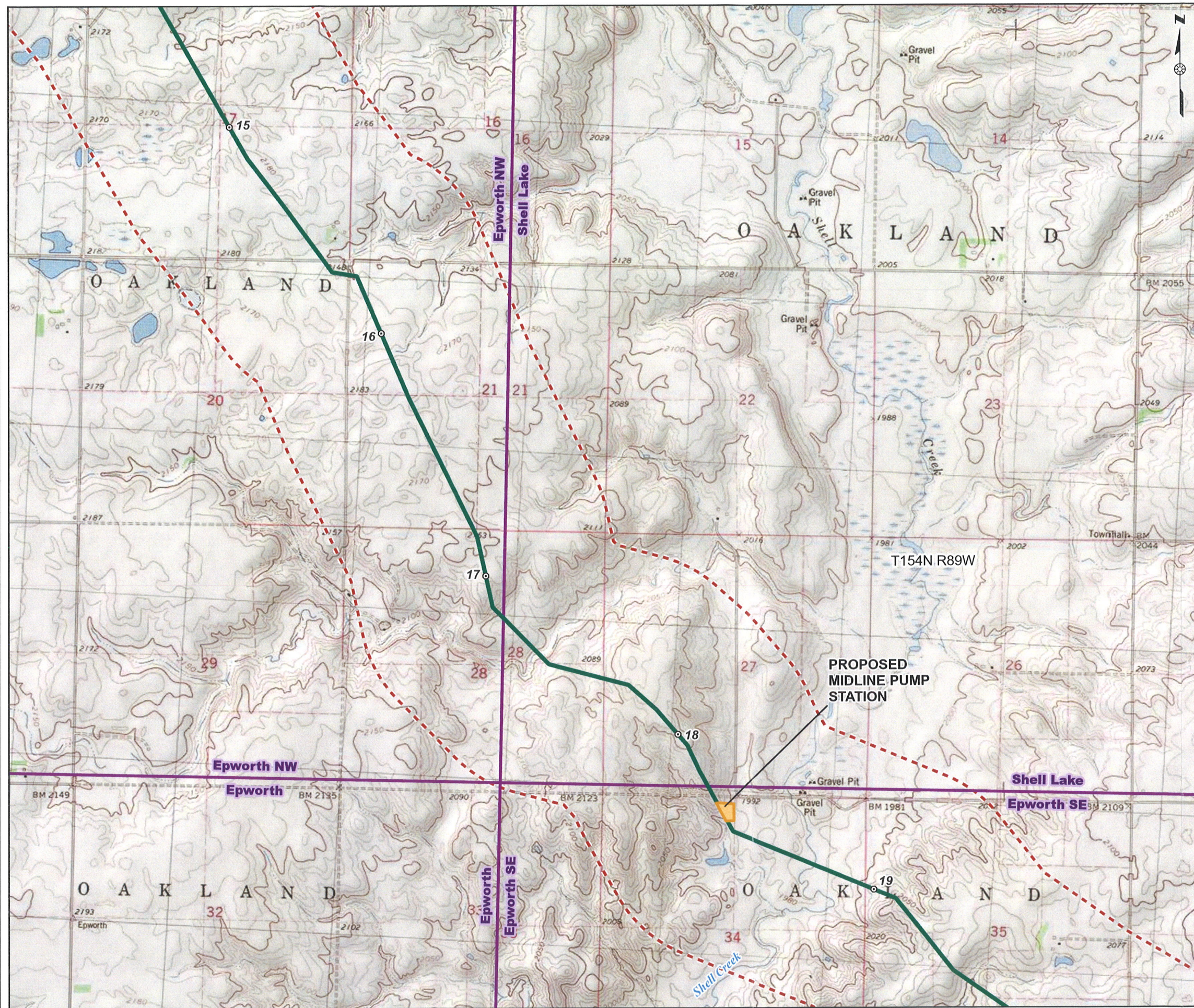
THUNDER BUTTE PIPELINE PROJECT
MOUNTRAIL COUNTY, NORTH DAKOTA

FIGURE 1
TOPOGRAPHIC MAP
DETAIL SHEET 4 OF 9

PN:CO002338.0001

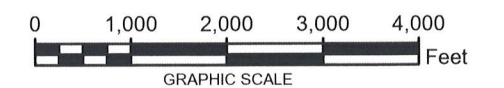
Date: 1/25/2024





Legend

- Milepost
- Existing Pipeline Route
- Proposed Pipeline Route
- Proposed Midline Pump Station
- Topo Boundary
- - - Corridor Study Area (1mi)



NOTE:
1. WORLD IMAGERY IS OBTAINED FROM ESRI WORLD IMAGERY SERVICE.
2. USGS 7.5' TOPOGRAPHIC QUADRANGLE(S) EPWORTH NW, SHELL LAKE, EPWORTH, EPWORTH SE, NORTH DAKOTA OBTAINED FROM ESRI IMAGE SERVICE.
3. PROJECTION IS NAD 1983 STATEPLANE NORTH DAKOTA N FIPS 3301 (US FEET).
THE SCALE IS: 1:24,000.

THUNDER BUTTE PIPELINE PROJECT
MOUNTRAIL COUNTY, NORTH DAKOTA

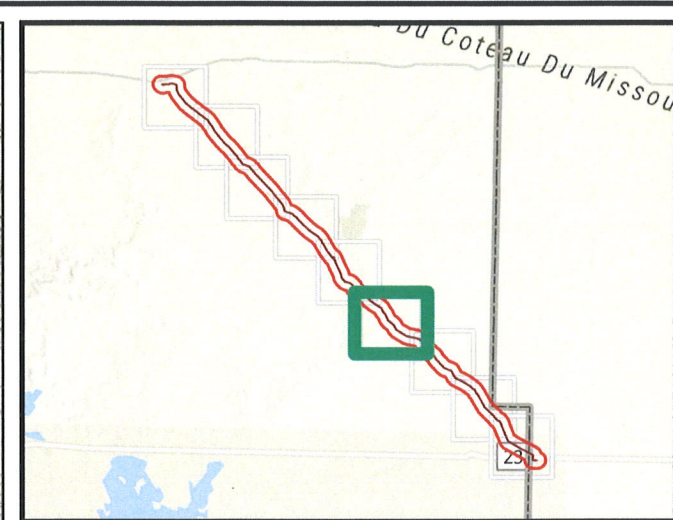
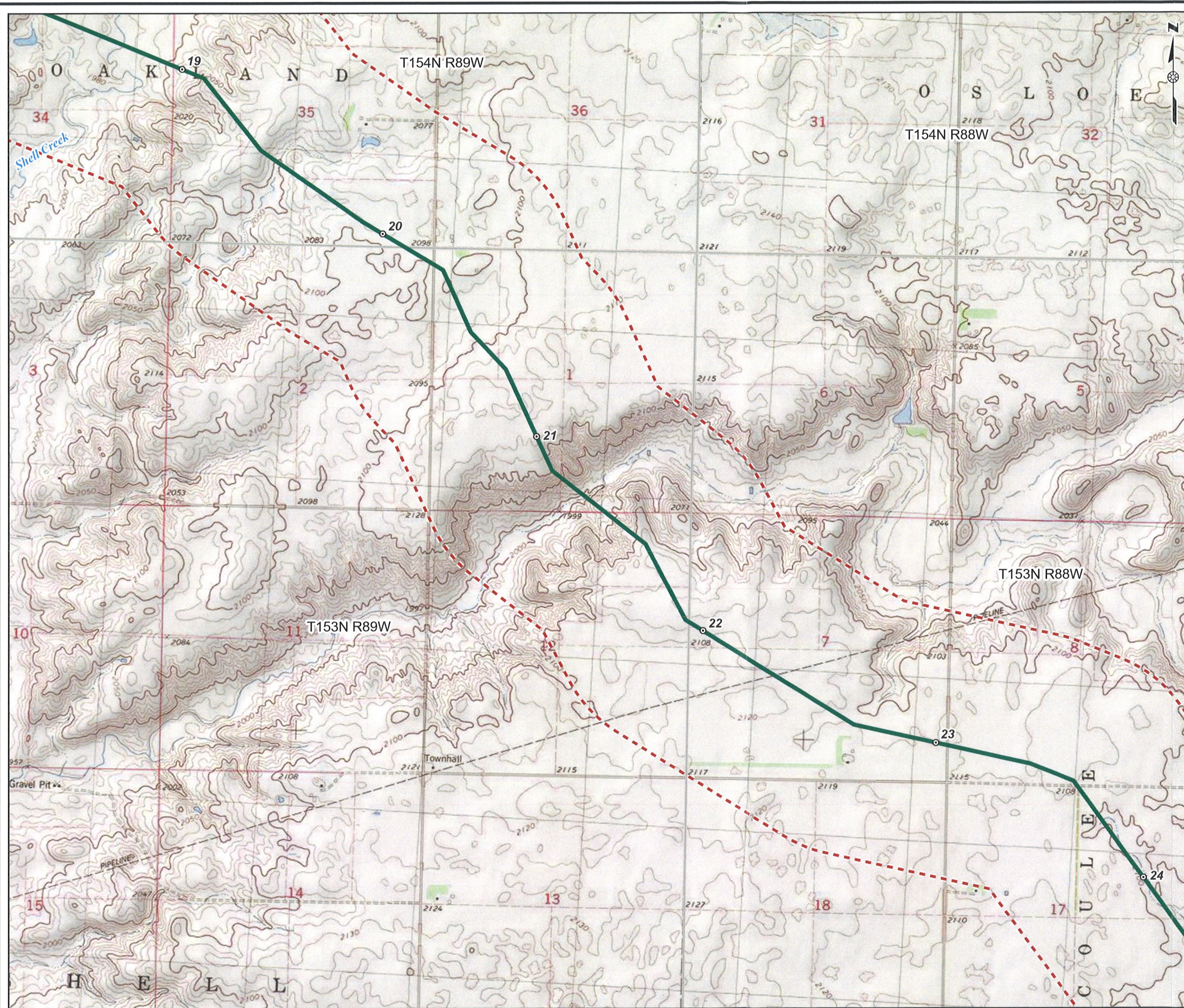
FIGURE 1
TOPOGRAPHIC MAP
DETAIL SHEET 5 OF 9

PN:CO002338.0001

Date: 1/25/2024

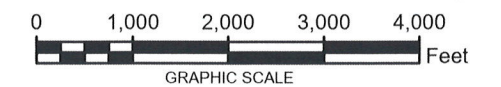


Date: 1/25/2024 User Name: MNugent
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Legend

- Milepost
- Existing Pipeline Route
- Proposed Pipeline Route
- Proposed Midline Pump Station
- Topo Boundary
- - - Corridor Study Area (1mi)



NOTE:
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2. USGS 7.5' TOPOGRAPHIC QUADRANGLE(S) EPWORTH SE, NORTH DAKOTA OBTAINED FROM ESRI IMAGE SERVICE.
3. PROJECTION IS NAD 1983 STATEPLANE NORTH DAKOTA N FIPS 3301 (US FEET). THE SCALE IS: 1:24,000.

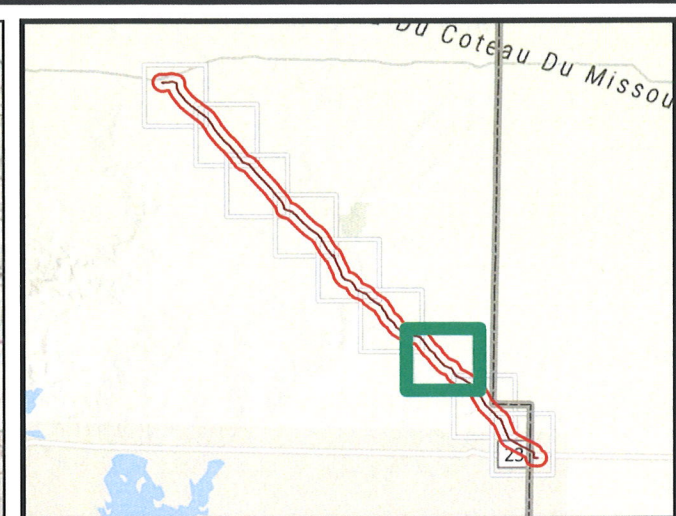
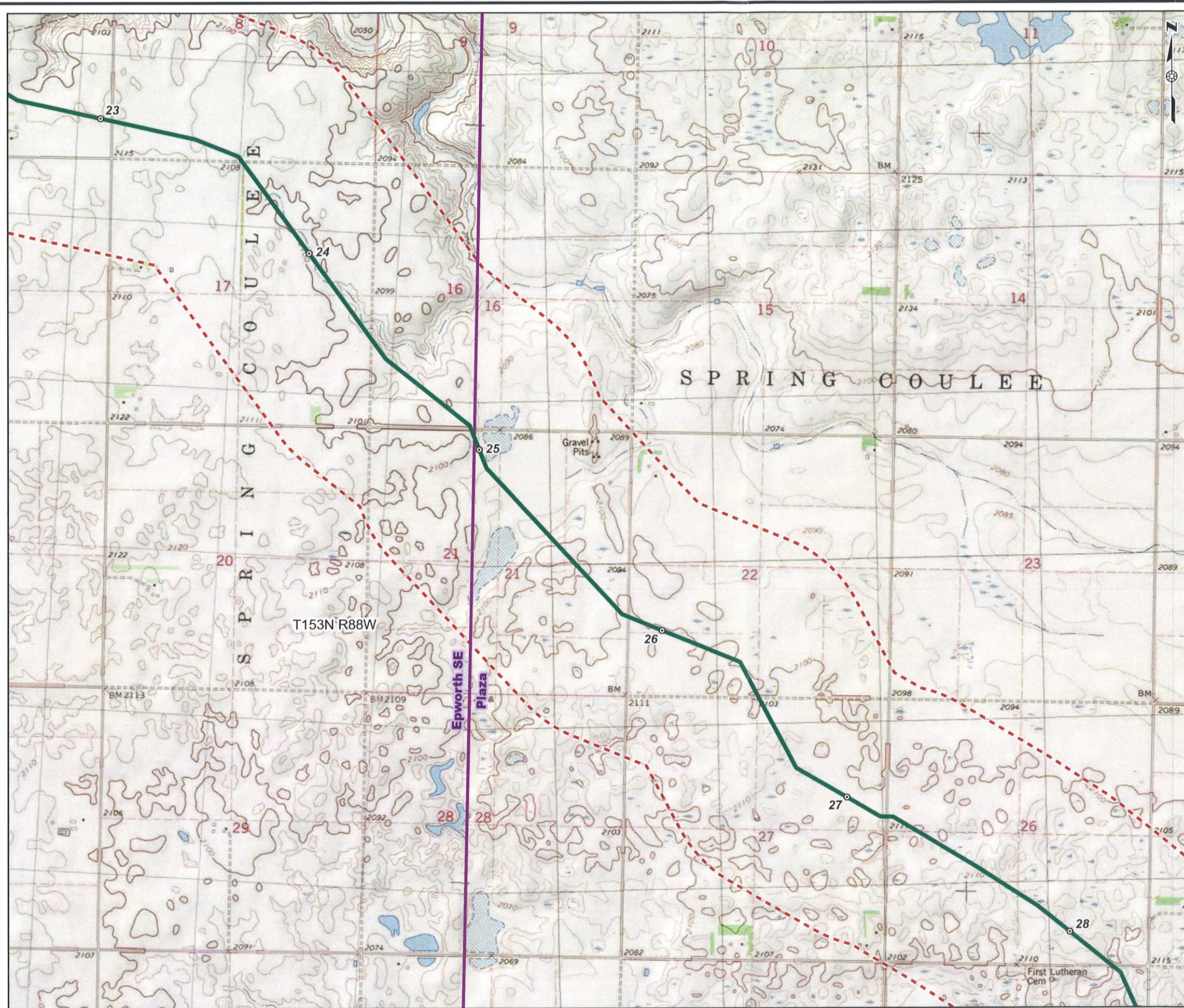
THUNDER BUTTE PIPELINE PROJECT
MOUNTRAIL COUNTY, NORTH DAKOTA

FIGURE 1
TOPOGRAPHIC MAP
DETAIL SHEET 6 OF 9

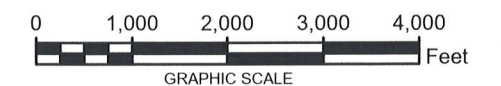
PN:CO002338.0001

Date: 1/25/2024





- Legend**
- Milepost
 - Existing Pipeline Route
 - - - Proposed Pipeline Route
 - Proposed Midline Pump Station
 - Topo Boundary
 - - - Corridor Study Area (1mi)



NOTE:
1. WORLD IMAGERY IS OBTAINED FROM ESRI WORLD IMAGERY SERVICE.
2. USGS 7.5' TOPOGRAPHIC QUADRANGLE(S) EPWORTH SE, PLAZA, NORTH DAKOTA OBTAINED FROM ESRI IMAGE SERVICE.
3. PROJECTION IS NAD 1983 STATEPLANE NORTH DAKOTA N FIPS 3301 (US FEET).
THE SCALE IS: 1:24,000.

THUNDER BUTTE PIPELINE PROJECT
MOUNTRAIL COUNTY, NORTH DAKOTA

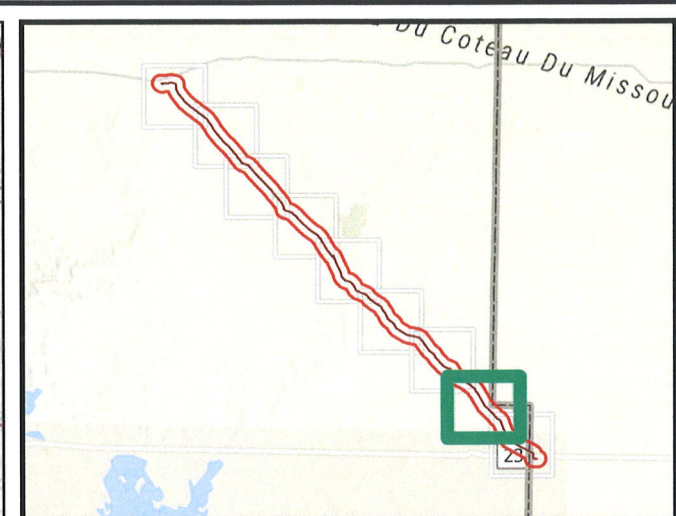
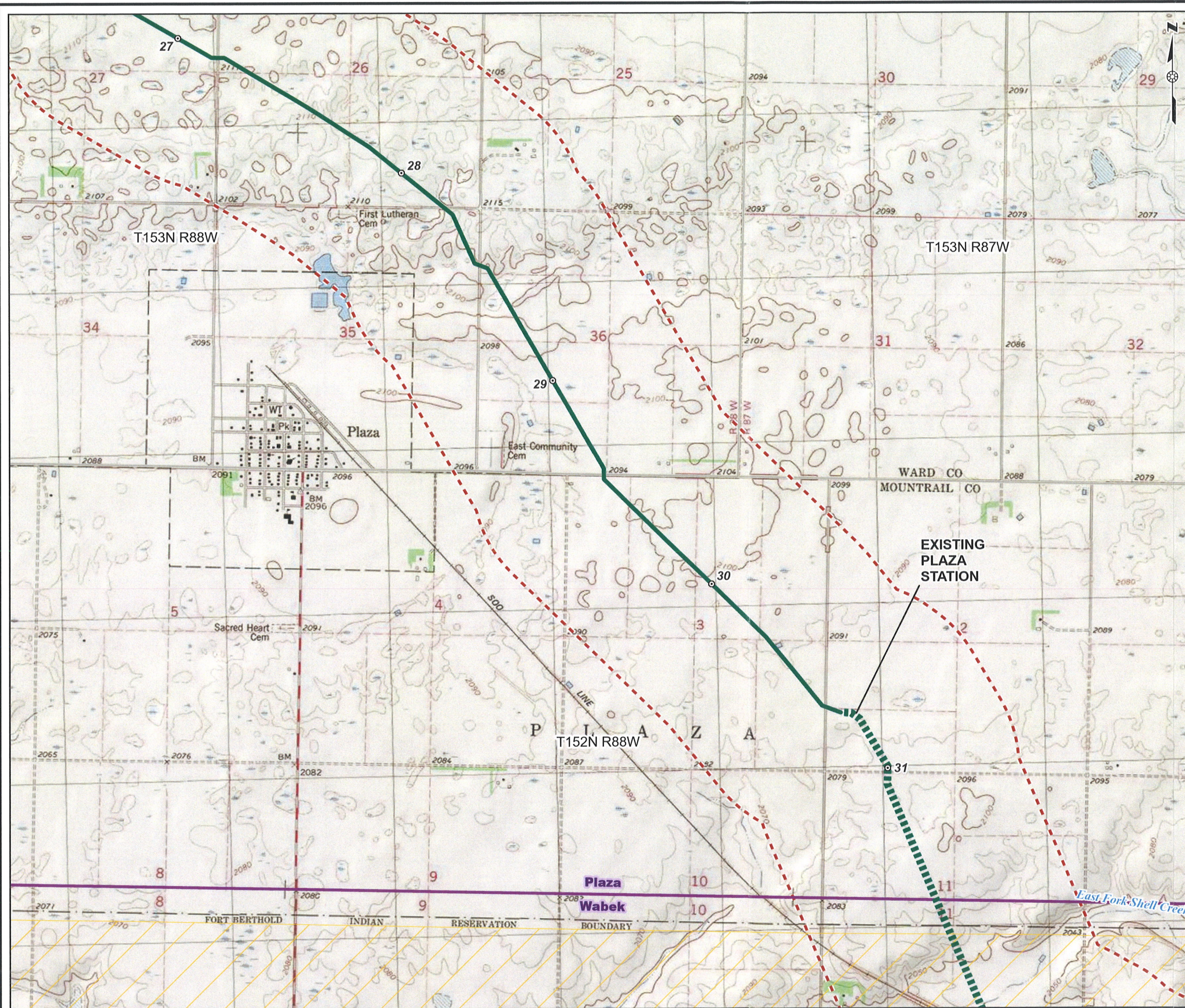
FIGURE 1
TOPOGRAPHIC MAP
DETAIL SHEET 7 OF 9

PN:CO002338.0001

Date: 1/25/2024

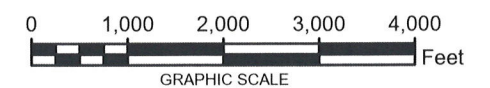


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Legend

- Milepost
- Existing Pipeline Route
- Proposed Pipeline Route
- Proposed Midline Pump Station
- ▨ Fort Berthold Indian Reservation Boundary
- ▭ Topo Boundary
- - - Corridor Study Area (1mi)



NOTE:
1. WORLD IMAGERY IS OBTAINED FROM ESRI WORLD IMAGERY SERVICE.
2. USGS 7.5' TOPOGRAPHIC QUADRANGLE(S) PLAZA, WABEK, NORTH DAKOTA OBTAINED FROM ESRI IMAGE SERVICE.
3. PROJECTION IS NAD 1983 STATEPLANE NORTH DAKOTA N FIPS 3301 (US FEET). THE SCALE IS: 1:24,000.

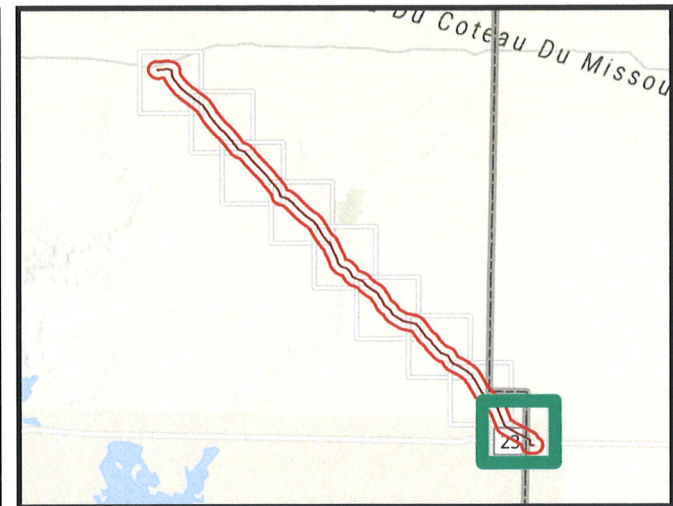
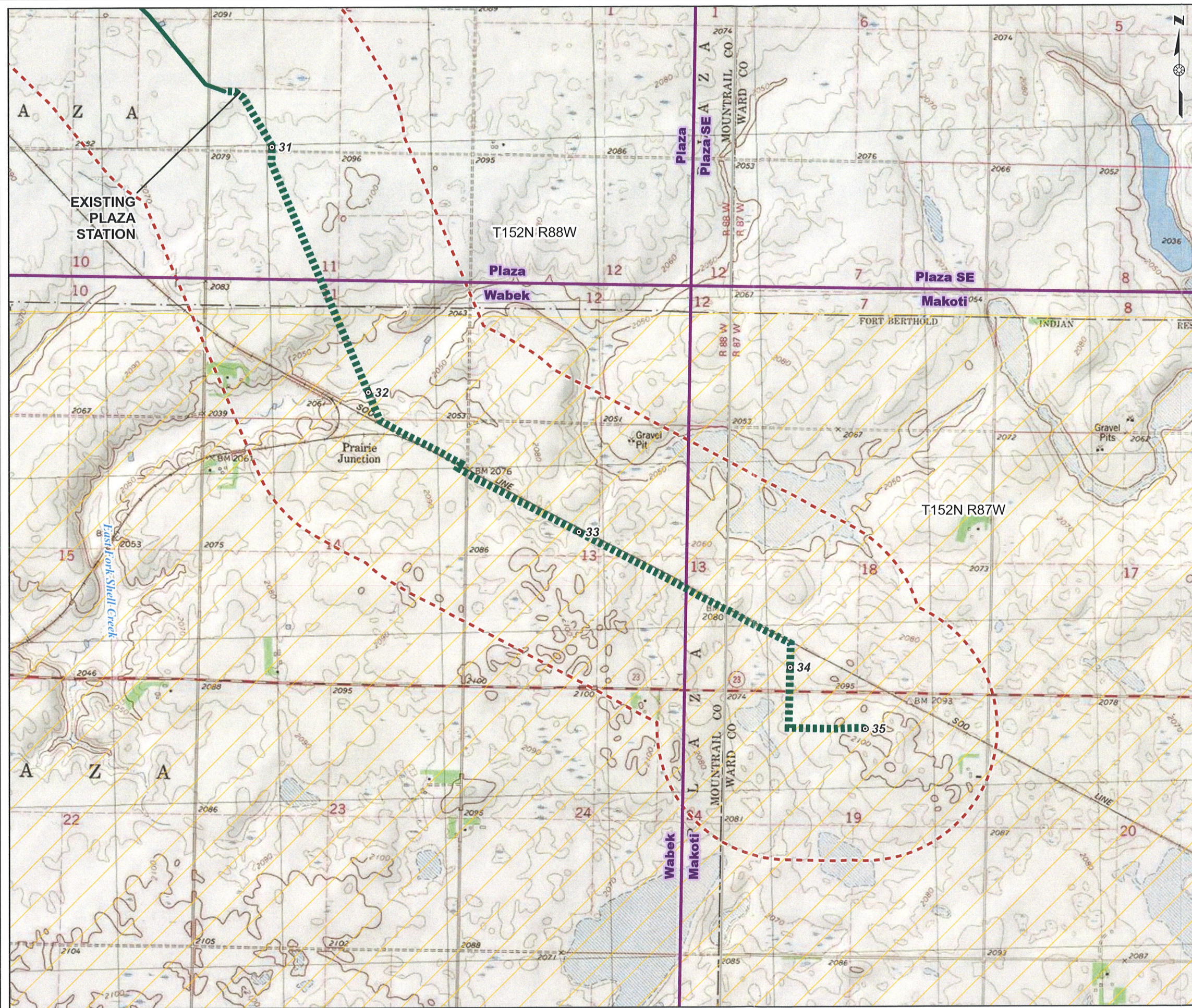
THUNDER BUTTE PIPELINE PROJECT
MOUNTRAIL AND WARD COUNTY, NORTH DAKOTA

FIGURE 1
TOPOGRAPHIC MAP
DETAIL SHEET 8 OF 9

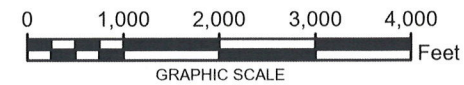
PN:CO002338.0001

Date: 1/25/2024





- Legend**
- Milepost
 - Existing Pipeline Route
 - Proposed Pipeline Route
 - Proposed Midline Pump Station
 - ▨ Fort Berthold Indian Reservation Boundary
 - ▭ Topo Boundary
 - - - Corridor Study Area (1mi)



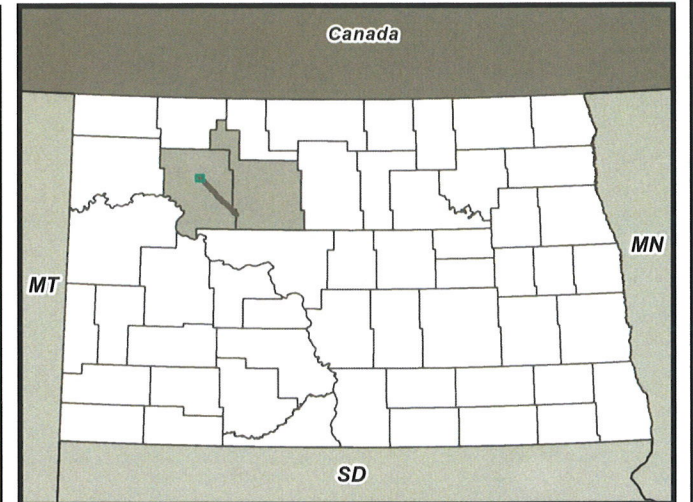
NOTE:
1. WORLD IMAGERY IS OBTAINED FROM ESRI WORLD IMAGERY SERVICE.
2. USGS 7.5' TOPOGRAPHIC QUADRANGLE(S) PLAZA, PLAZA SE, WABEK, MAKOTI, NORTH DAKOTA OBTAINED FROM ESRI IMAGE SERVICE.
3. PROJECTION IS NAD 1983 STATEPLANE NORTH DAKOTA N FIPS 3301 (US FEET). THE SCALE IS: 1:24,000.

THUNDER BUTTE PIPELINE PROJECT
MOUNTRAIL AND WARD COUNTY, NORTH DAKOTA

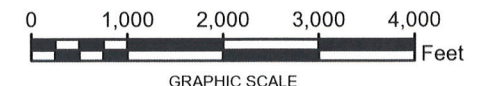
FIGURE 1
TOPOGRAPHIC MAP
DETAIL SHEET 9 OF 9

PN:CO002338.0001
Date: 1/25/2024





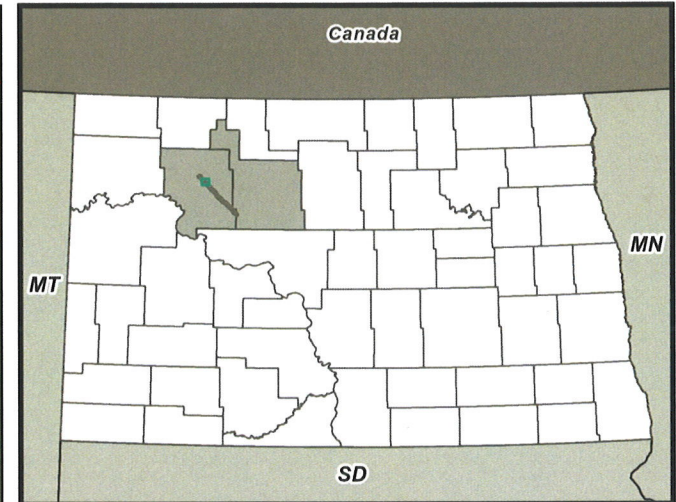
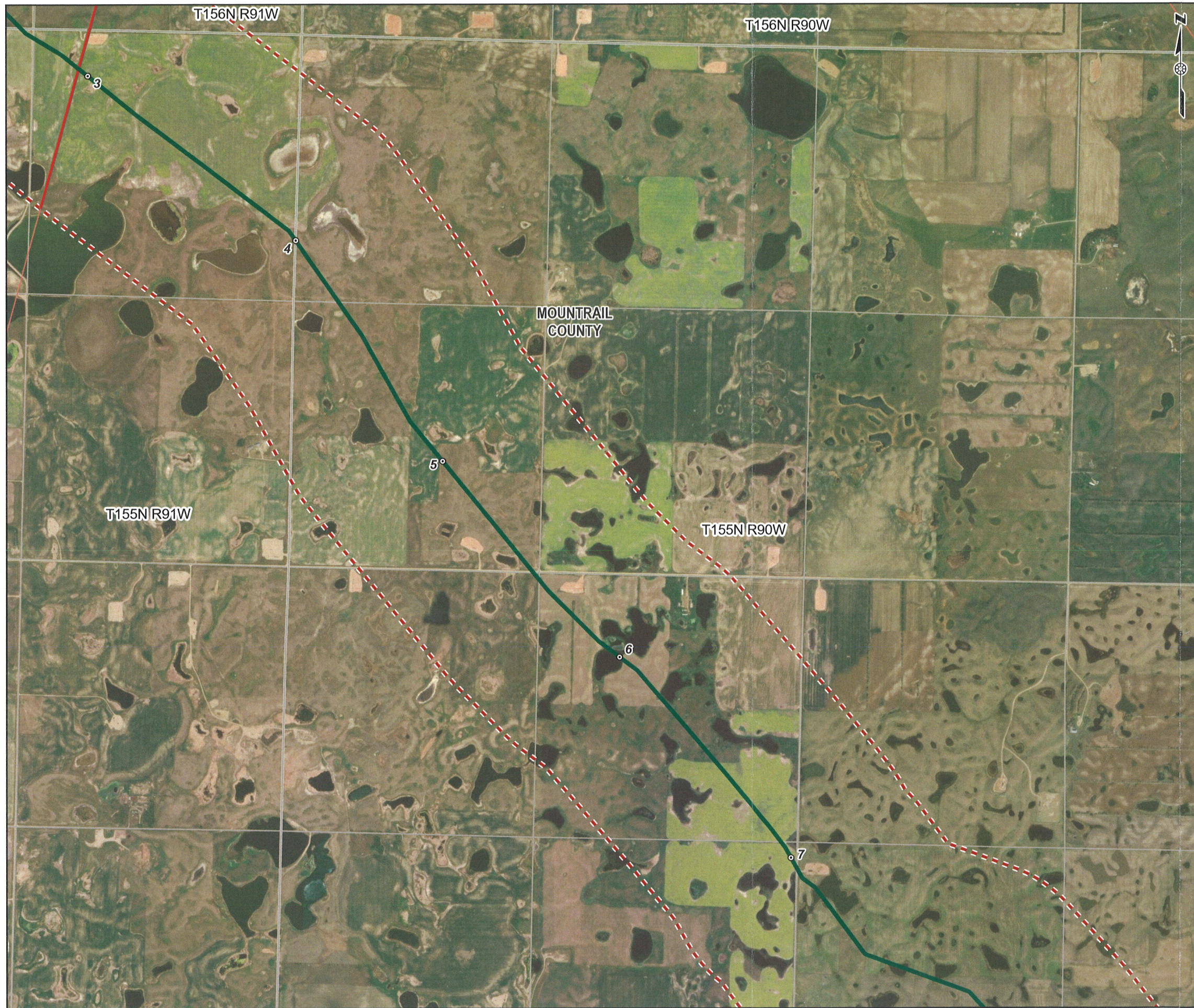
- Legend**
- Milepost
 - Existing Pipeline Route
 - Proposed Pipeline Route
 - Proposed Midline Pump Station
 - ▨ IBCM Exclusion Area (1200ft)
 - IBCM Direct Line (30ft)
 - ▨ Fort Berthold Indian Reservation Boundary
 - - - Corridor Study Area (1mi)
 - ▭ County Boundary



NOTE:
1. PLEASE SEE EXCLUSION AREA REFERENCE DETAILS IN TABLE 1.
2. WORLD IMAGERY IS OBTAINED FROM ESRI WORLD IMAGERY SERVICE.
3. PROJECTION IS NAD 1983 STATE PLANE NORTH DAKOTA N FIPS 3301 (US FEET).
THE SCALE IS: 1:24,000.

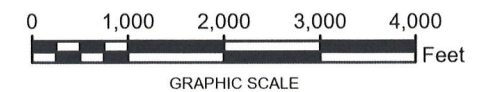
THUNDER BUTTE PIPELINE PROJECT MOUNTRAIL COUNTY, NORTH DAKOTA	
EXCLUSION AREAS DETAIL SHEET 1 OF 9	
PN:CO002338.0001	
Date: 1/25/2024	

Date: 1/25/2024 User Name: MNugent
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Legend

- Milepost
- Existing Pipeline Route
- - - Proposed Pipeline Route
- ▭ Proposed Midline Pump Station
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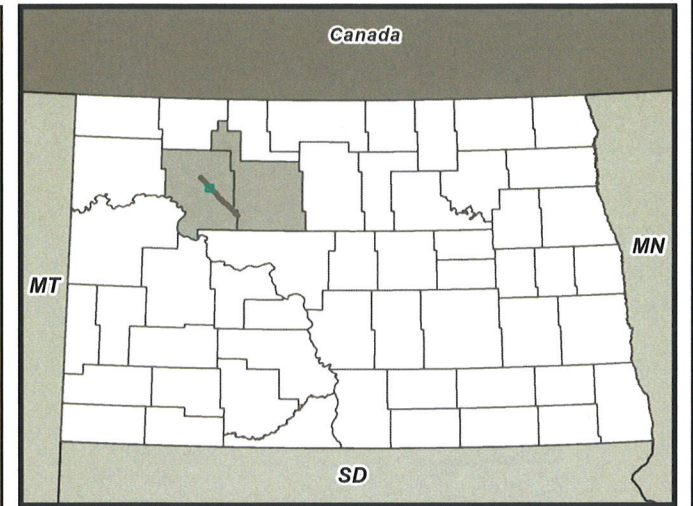
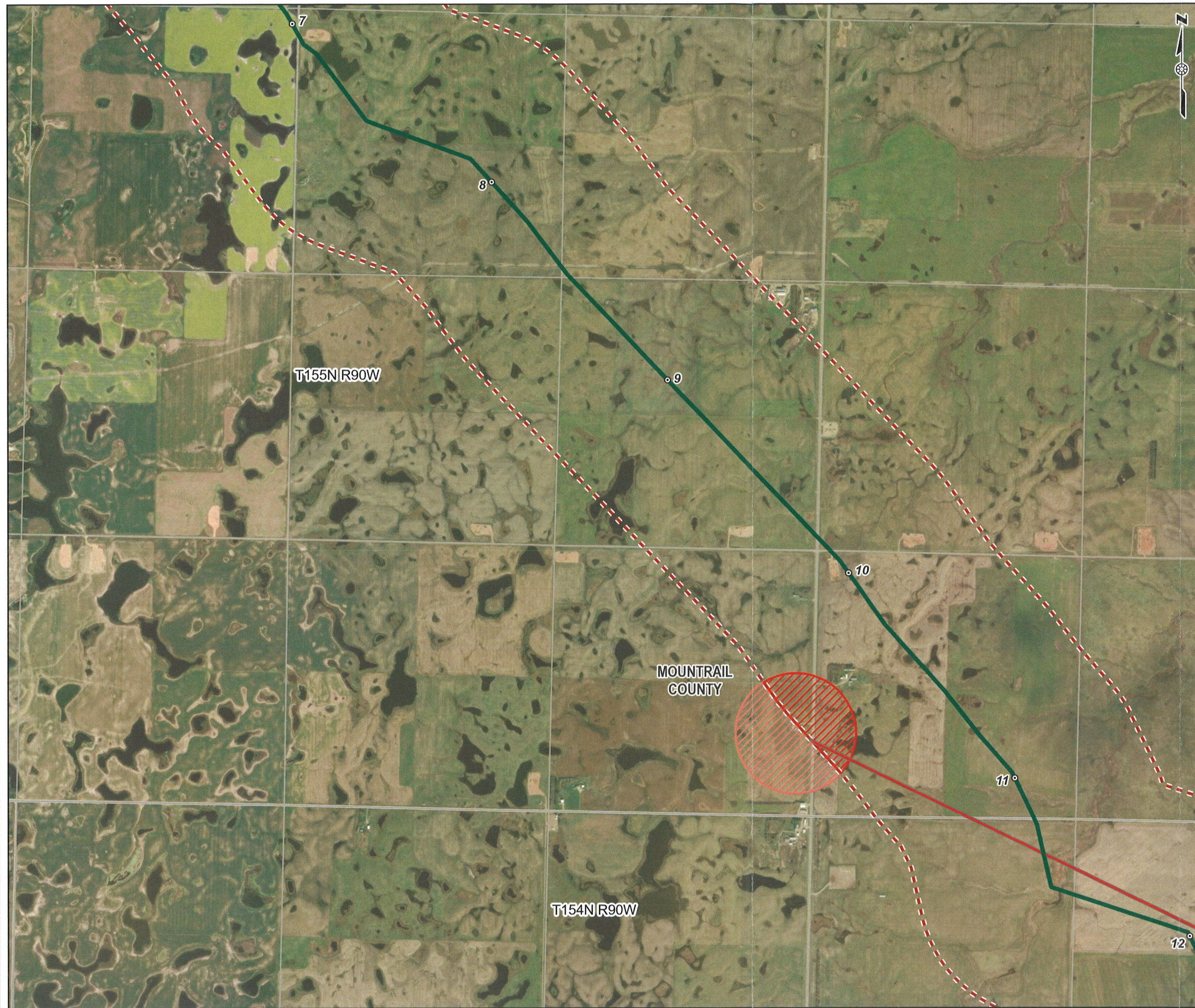
THUNDER BUTTE PIPELINE PROJECT
MOUNTRAIL COUNTY, NORTH DAKOTA

EXCLUSION AREAS
DETAIL SHEET 2 OF 9

PN:CO002338.0001

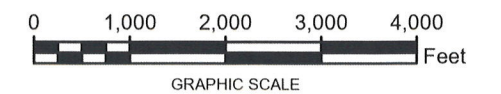
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Legend

- Milepost
- Existing Pipeline Route
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- Proposed Midline Pump Station
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THUNDER BUTTE PIPELINE PROJECT
MOUNTRAIL COUNTY, NORTH DAKOTA

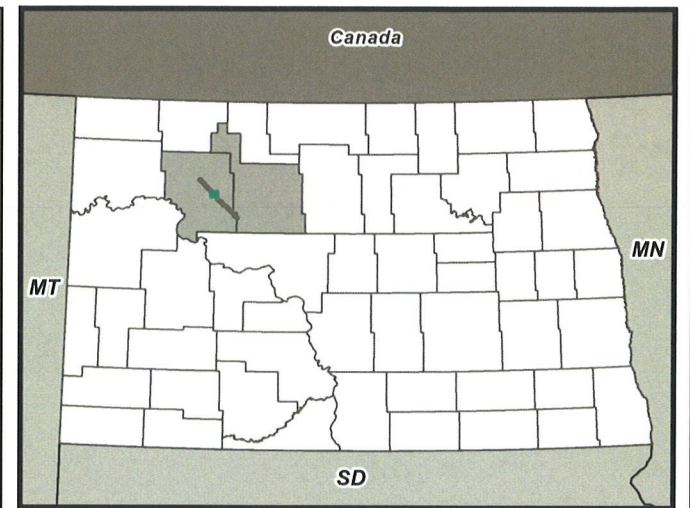
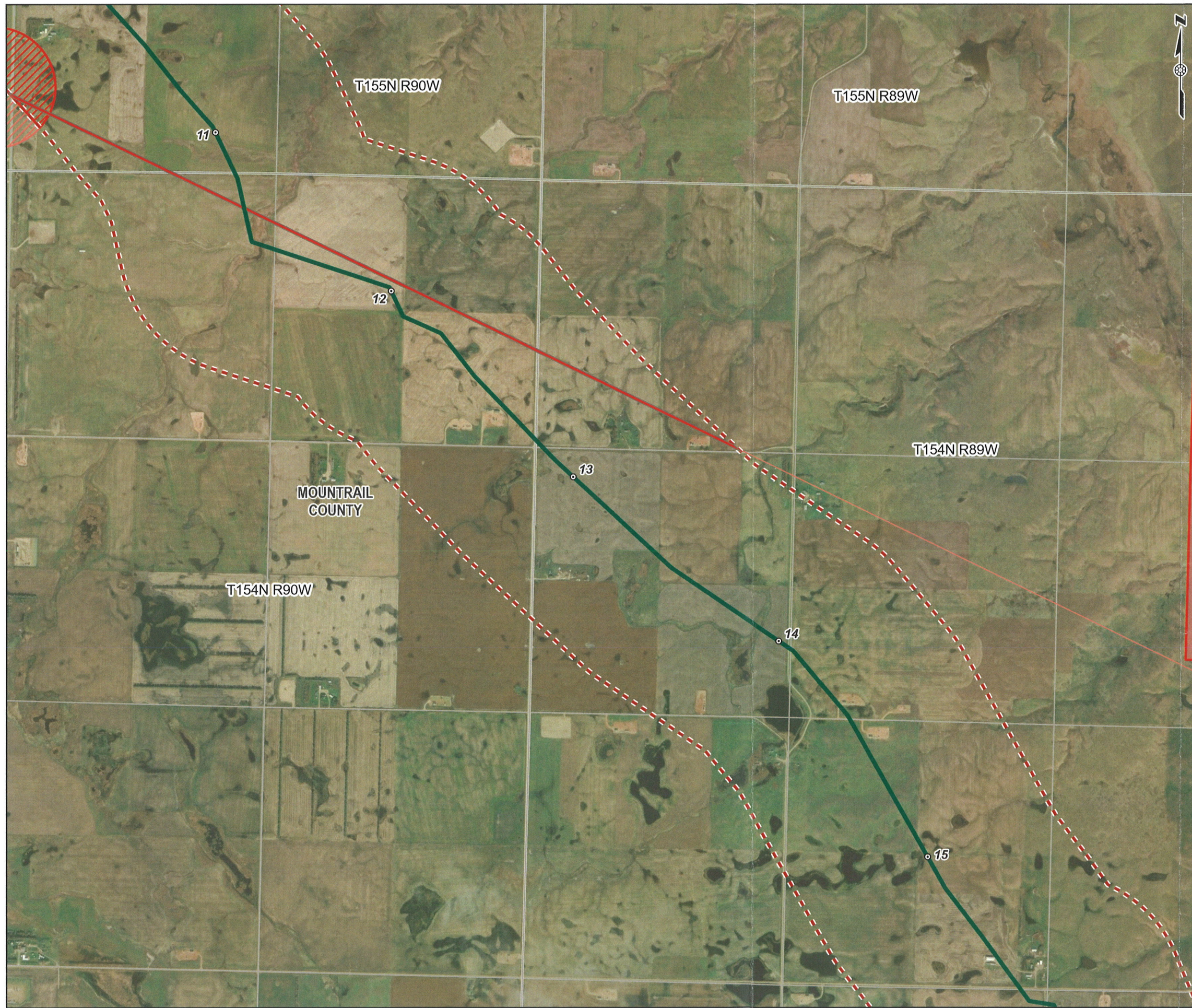
EXCLUSION AREAS
DETAIL SHEET 3 OF 9

PN:CO002338.0001

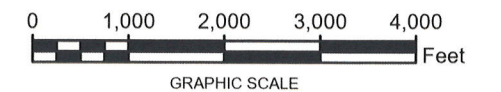
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- Legend**
- Milepost
 - Existing Pipeline Route
 - - - Proposed Pipeline Route
 - Proposed Midline Pump Station
 - USFWS - National Wildlife Refuge
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THUNDER BUTTE PIPELINE PROJECT
MOUNTRAIL COUNTY, NORTH DAKOTA

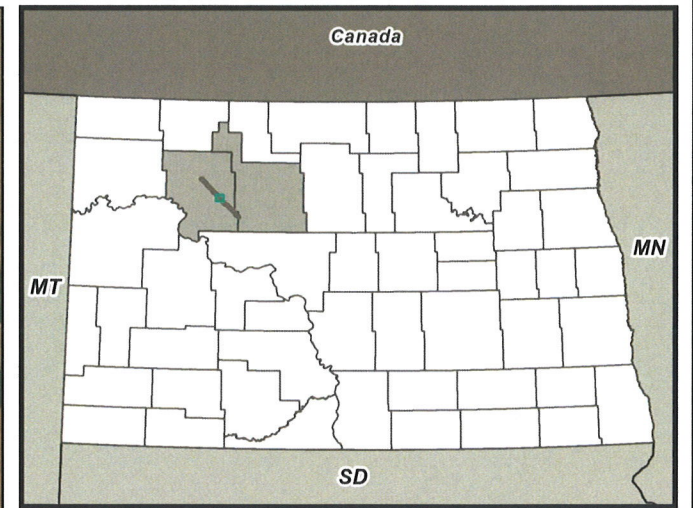
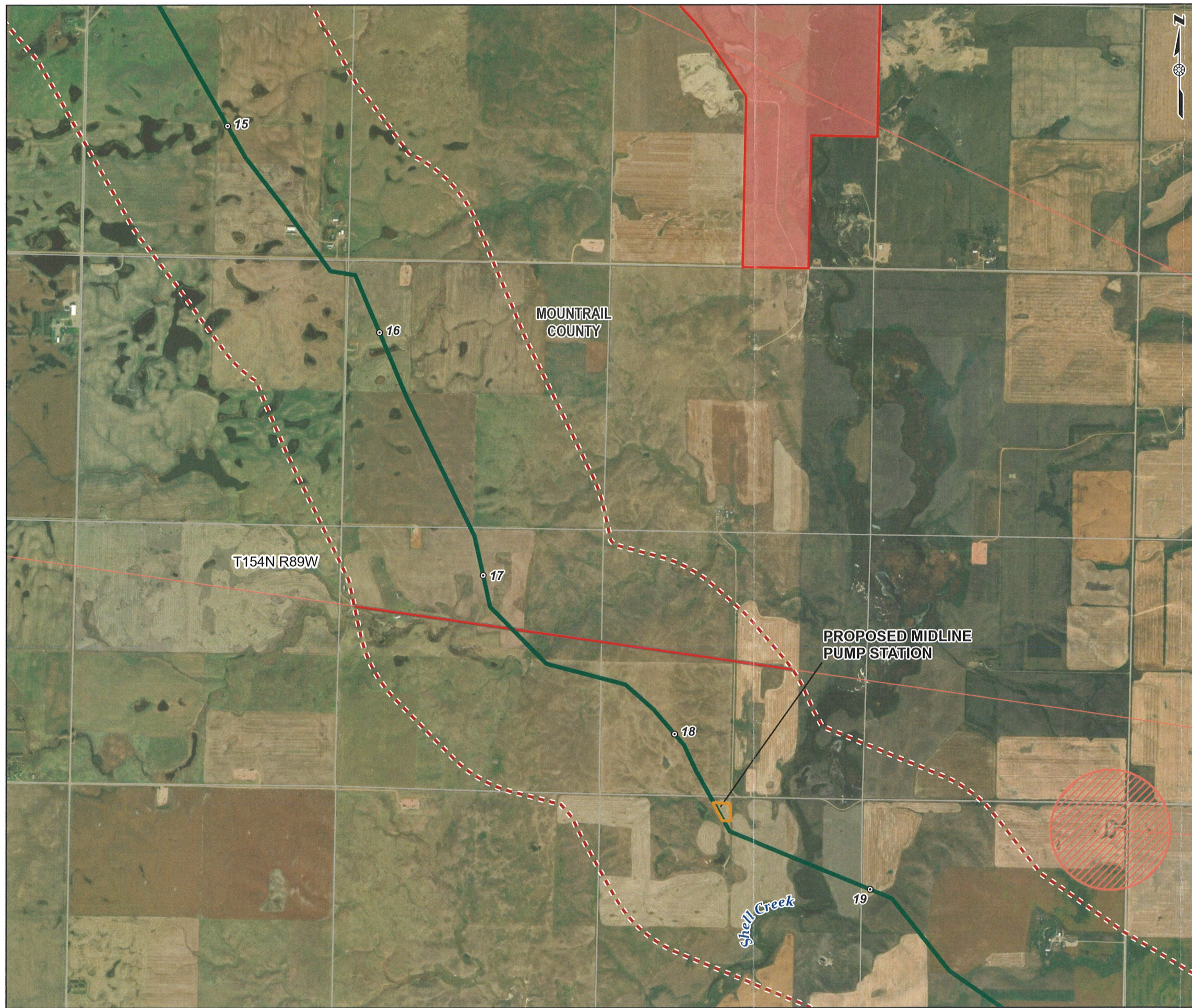
EXCLUSION AREAS
DETAIL SHEET 4 OF 9

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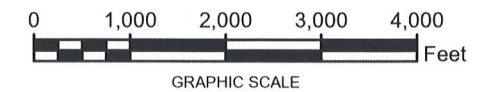


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Legend

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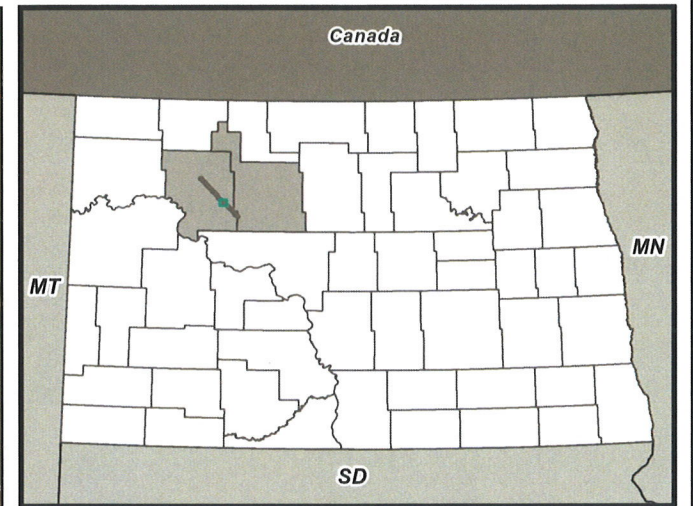
THUNDER BUTTE PIPELINE PROJECT
MOUNTRAIL COUNTY, NORTH DAKOTA

EXCLUSION AREAS
DETAIL SHEET 5 OF 9

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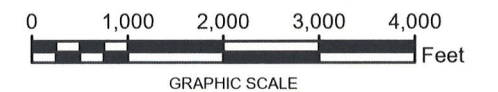
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Legend

- Milepost
- Existing Pipeline Route
- - - Proposed Pipeline Route
- ▭ Proposed Midline Pump Station
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THUNDER BUTTE PIPELINE PROJECT
MOUNTRAIL COUNTY, NORTH DAKOTA

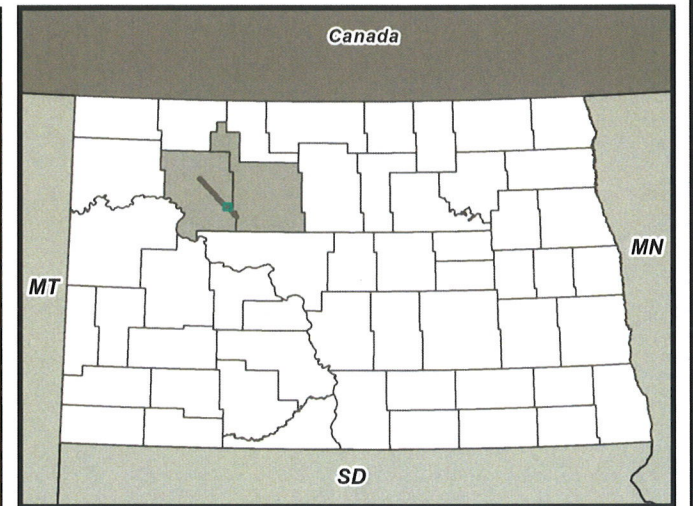
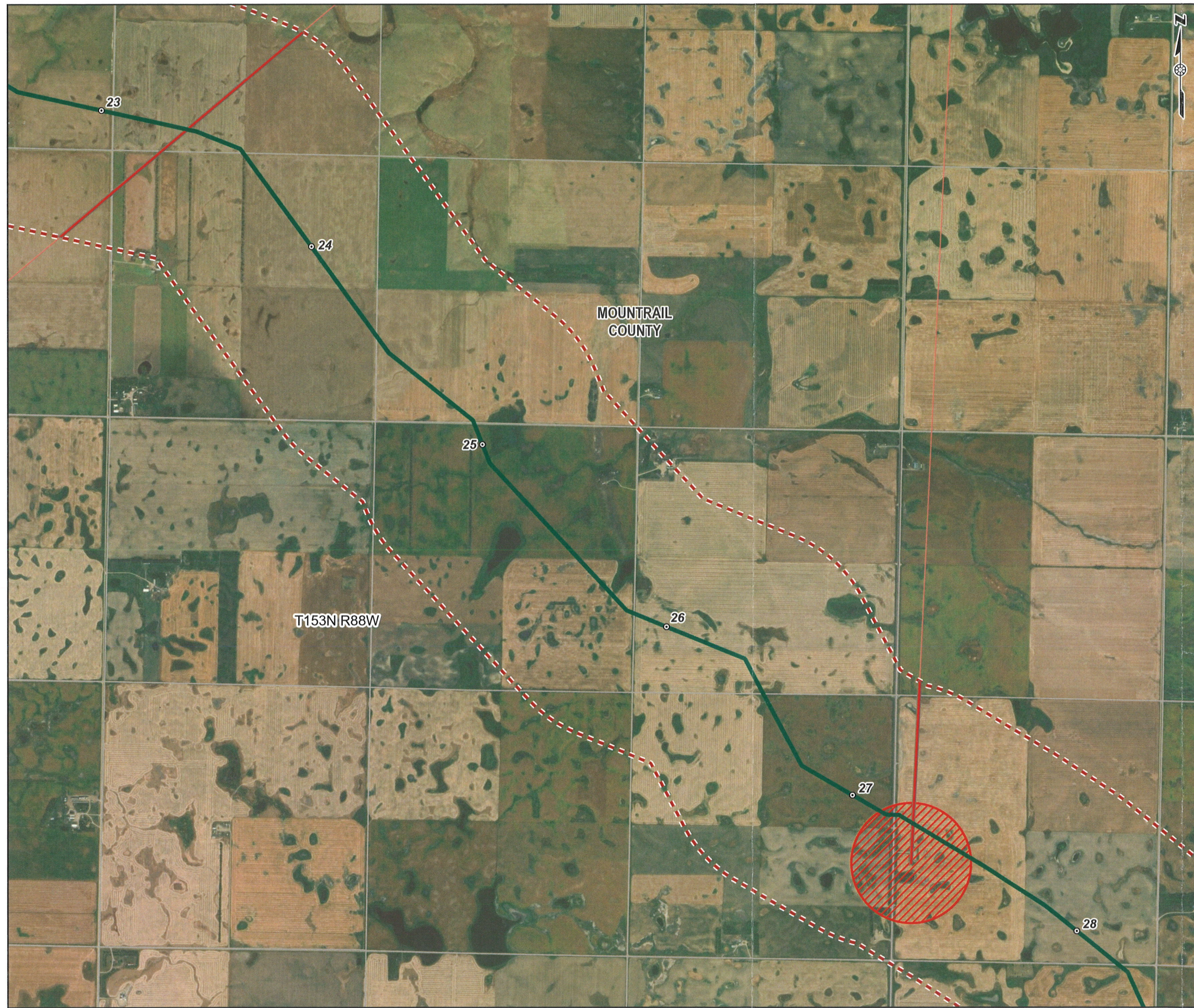
EXCLUSION AREAS
DETAIL SHEET 6 OF 9

PN:CO002338.0001

Date: 1/25/2024

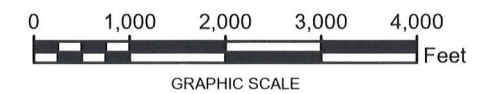


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Legend

- Milepost
- Existing Pipeline Route
- - - Proposed Pipeline Route
- ▭ Proposed Midline Pump Station
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- ▬ IBCM Direct Line (30ft)
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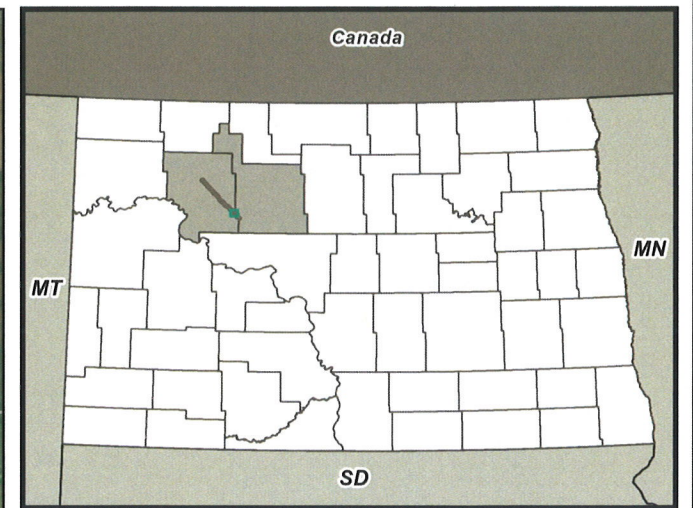
THUNDER BUTTE PIPELINE PROJECT
MOUNTRAIL COUNTY, NORTH DAKOTA

EXCLUSION AREAS
DETAIL SHEET 7 OF 9

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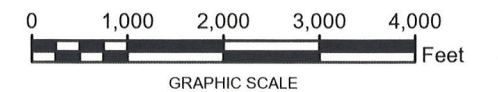
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Legend

- Milepost
- Existing Canadian Pacific Railway
- Existing Pipeline Route
- Proposed Pipeline Route
- Proposed Midline Pump Station
- ▨ IBCM Exclusion Area (1200ft)
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THUNDER BUTTE PIPELINE PROJECT
MOUNTRAIL AND WARD COUNTY, NORTH DAKOTA

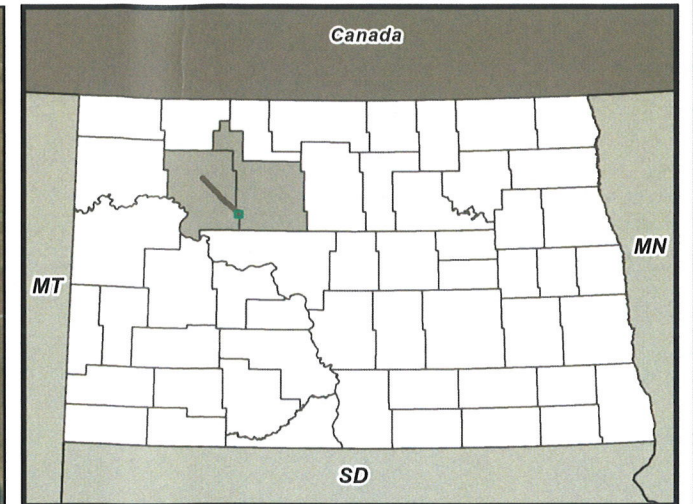
EXCLUSION AREAS
DETAIL SHEET 8 OF 9

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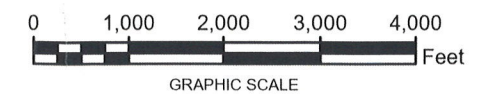


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Legend

- Milepost
- Existing Canadian Pacific Railway
- Existing Pipeline Route
- Proposed Pipeline Route
- Proposed Midline Pump Station
- ▨ IBCM Exclusion Area (1200ft)
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THUNDER BUTTE PIPELINE PROJECT
MOUNTRAIL AND WARD COUNTY, NORTH DAKOTA

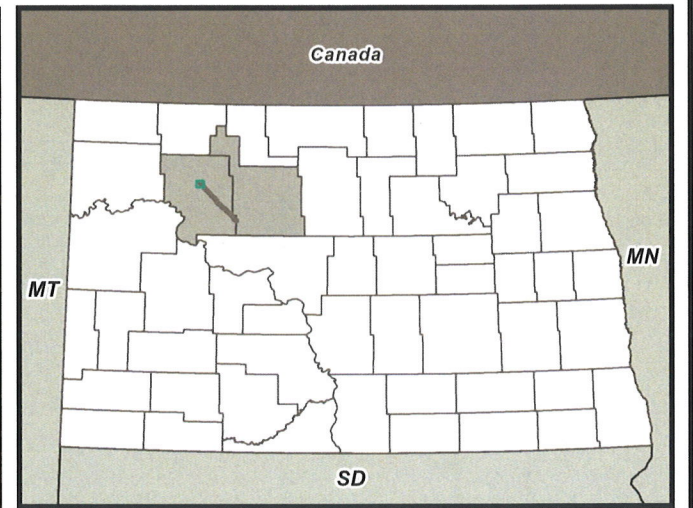
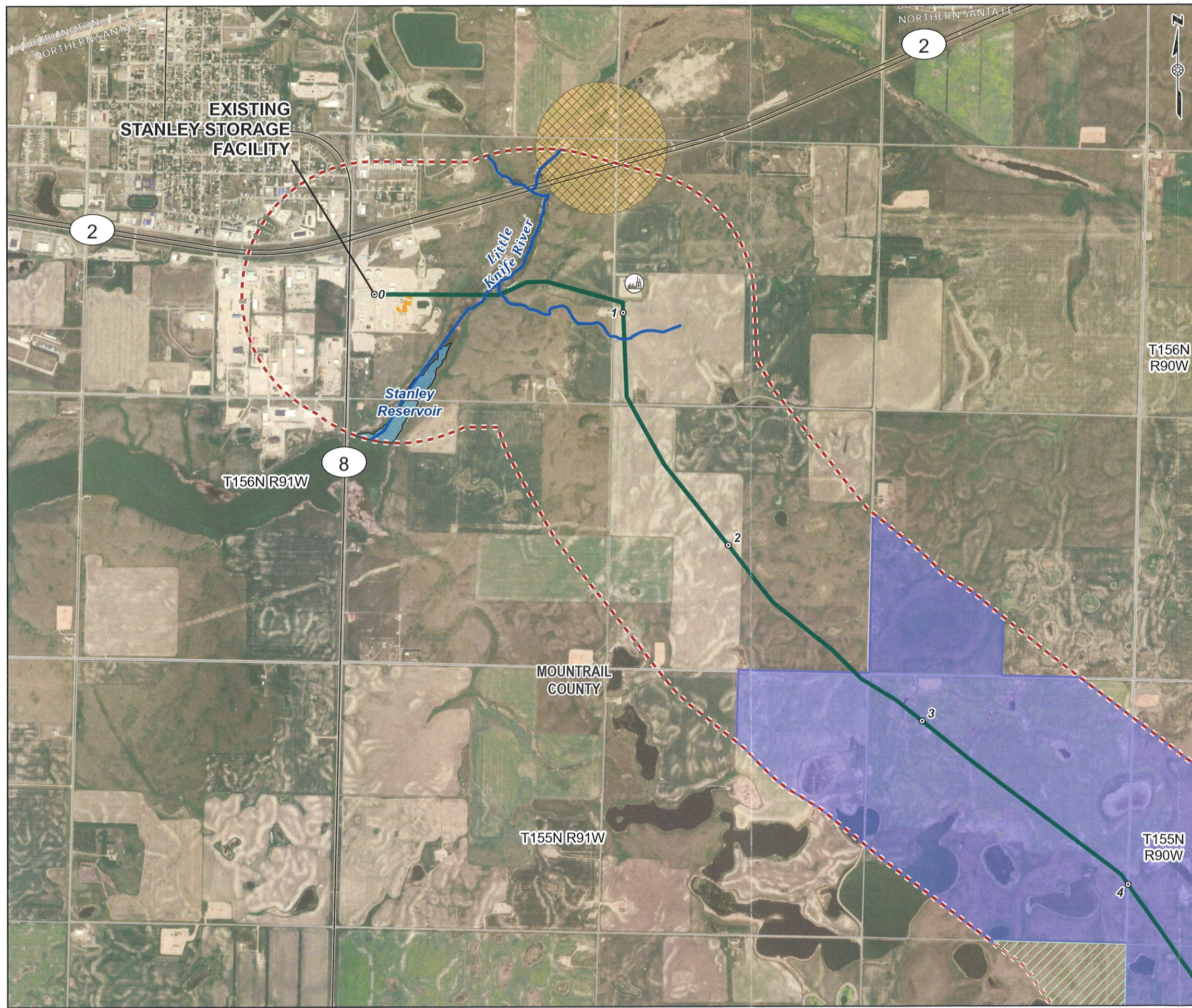
EXCLUSION AREAS
DETAIL SHEET 9 OF 9

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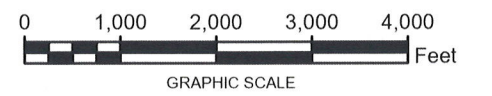
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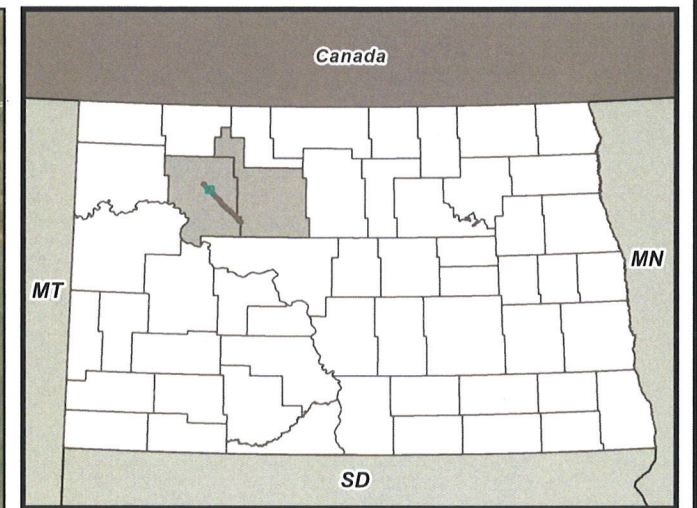
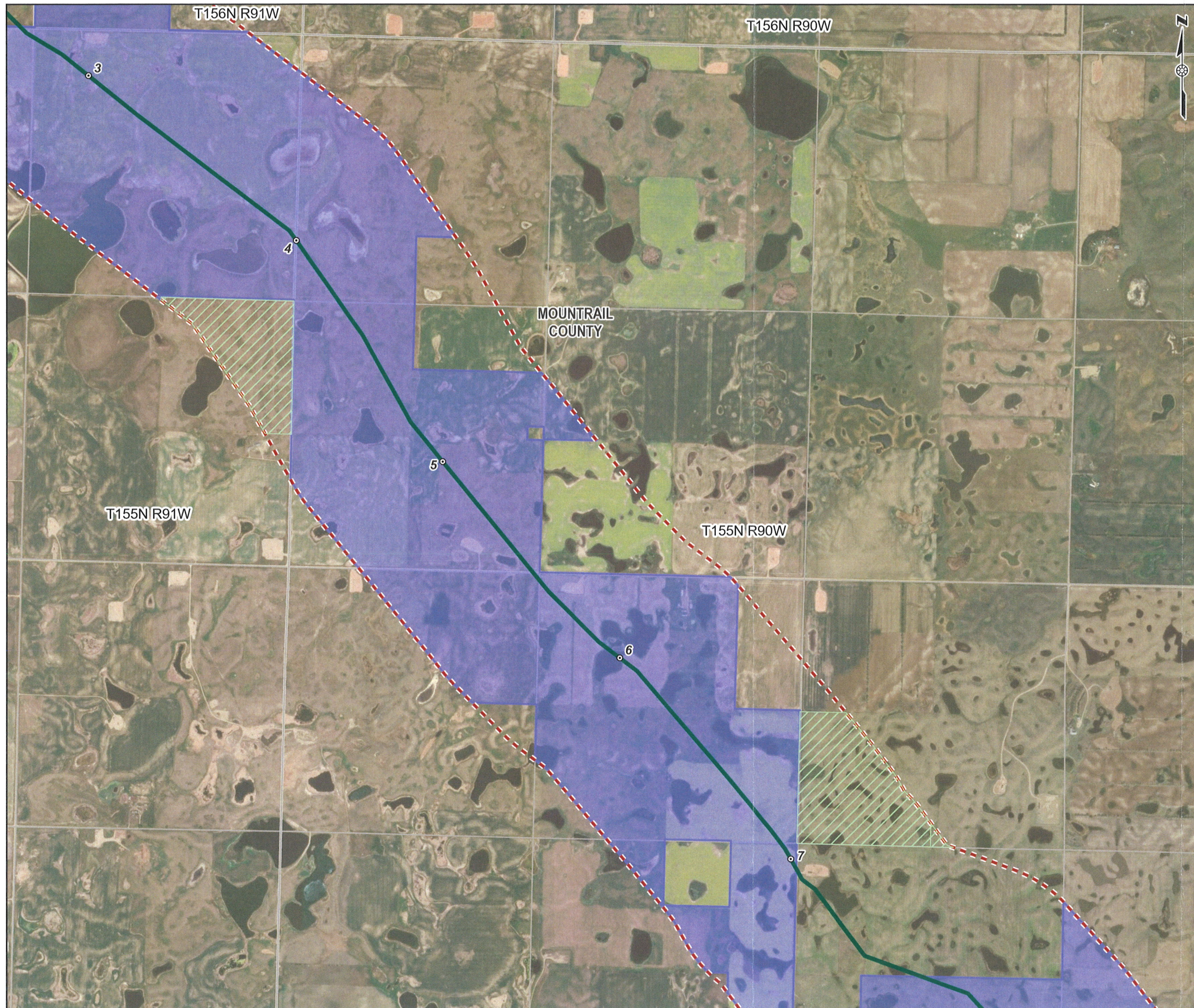


- Legend**
- Milepost
 - Surface Drain Location
 - Production Well
 - Occupied Residence
 - Bald Eagle Nest
 - Snowmobile Trail
 - NHD Stream
 - Existing Canadian Pacific Railway
 - Existing Pipeline Route
 - Proposed Pipeline Route
 - Proposed Midline Pump Station
 - USFWS Waterfowl Production Area
 - NDGF - PLOTS Land
 - NDDTL - School Trust Lands
 - Source Water Protection Area - Noncommunity (Inactive)
 - Source Water Protection Area - Community (Inactive)
 - Potential Landslide Area
 - Hiddenwood Lake Aquifer
 - Shell Creek-White Lake Aquifer
 - Fort Berthold Indian Reservation Boundary
 - Corridor Study Area (1mi)
 - County Boundary



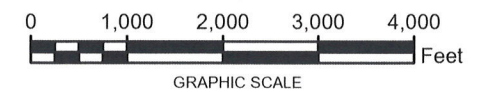
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THUNDER BUTTE PIPELINE PROJECT MOUNTRAIL COUNTY, NORTH DAKOTA	
AVOIDANCE AREAS DETAIL SHEET 1 OF 9	
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Legend

- Milepost
- Surface Drain Location
- 🏠 Occupied Residence
- 🦅 Bald Eagle Nest
- Snowmobile Trail
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MOUNTRAIL COUNTY, NORTH DAKOTA

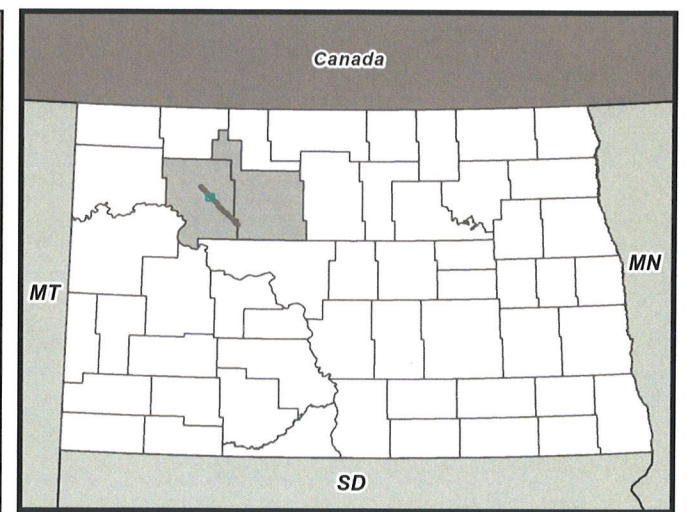
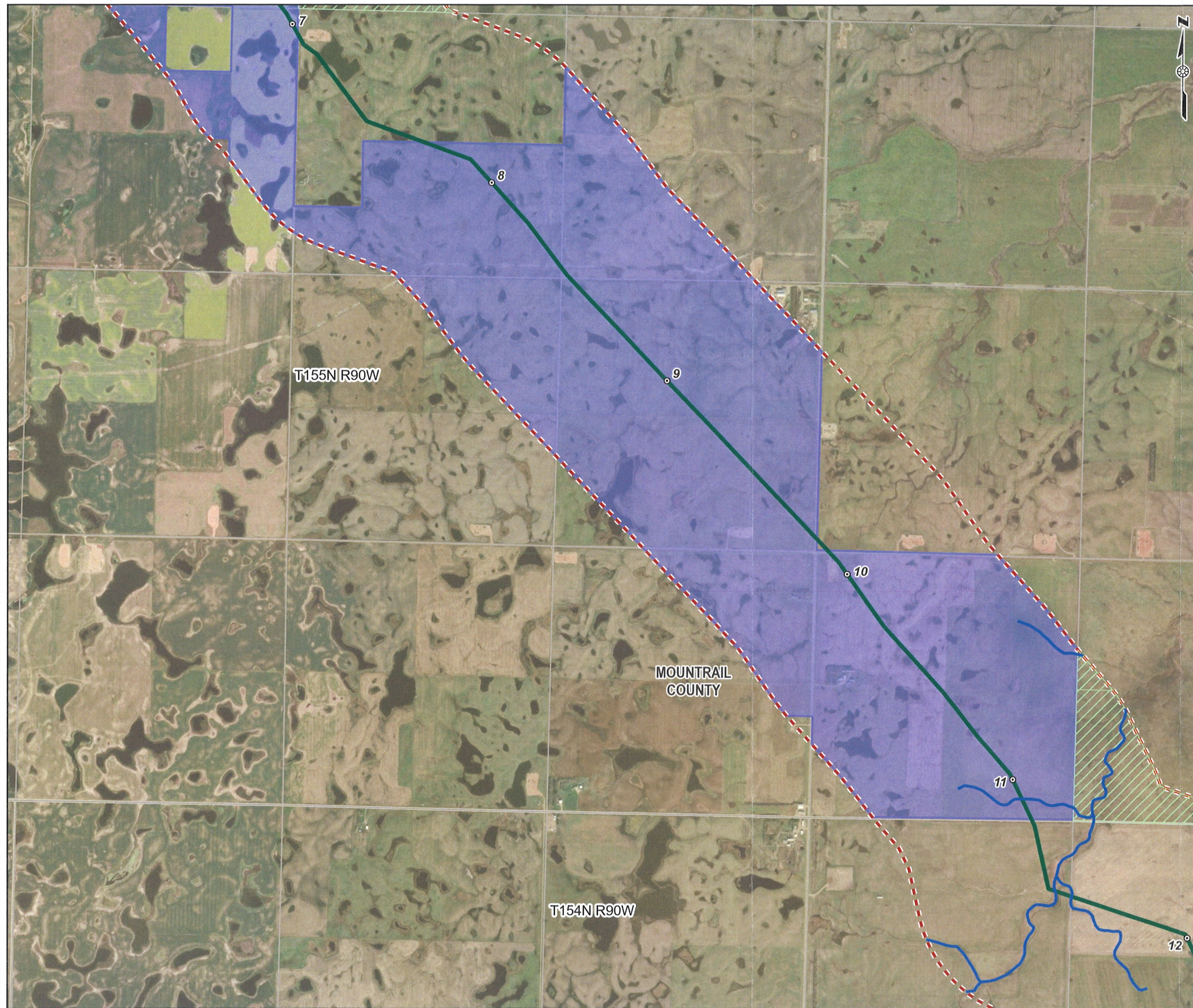
AVOIDANCE AREAS
DETAIL SHEET 2 OF 9

PN:CO002338.0001

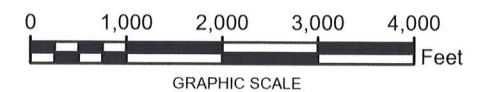
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- Legend**
- Milepost
 - Surface Drain Location
 - 🏠 Occupied Residence
 - 🦅 Bald Eagle Nest
 - Snowmobile Trail
 - NHD Stream
 - Existing Canadian Pacific Railway
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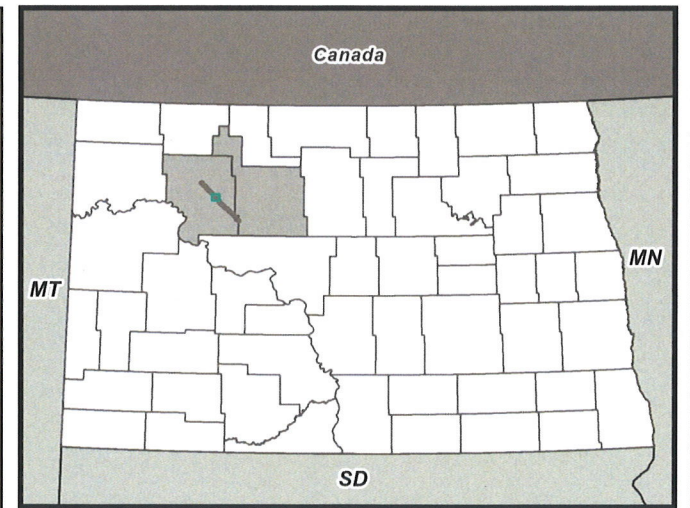
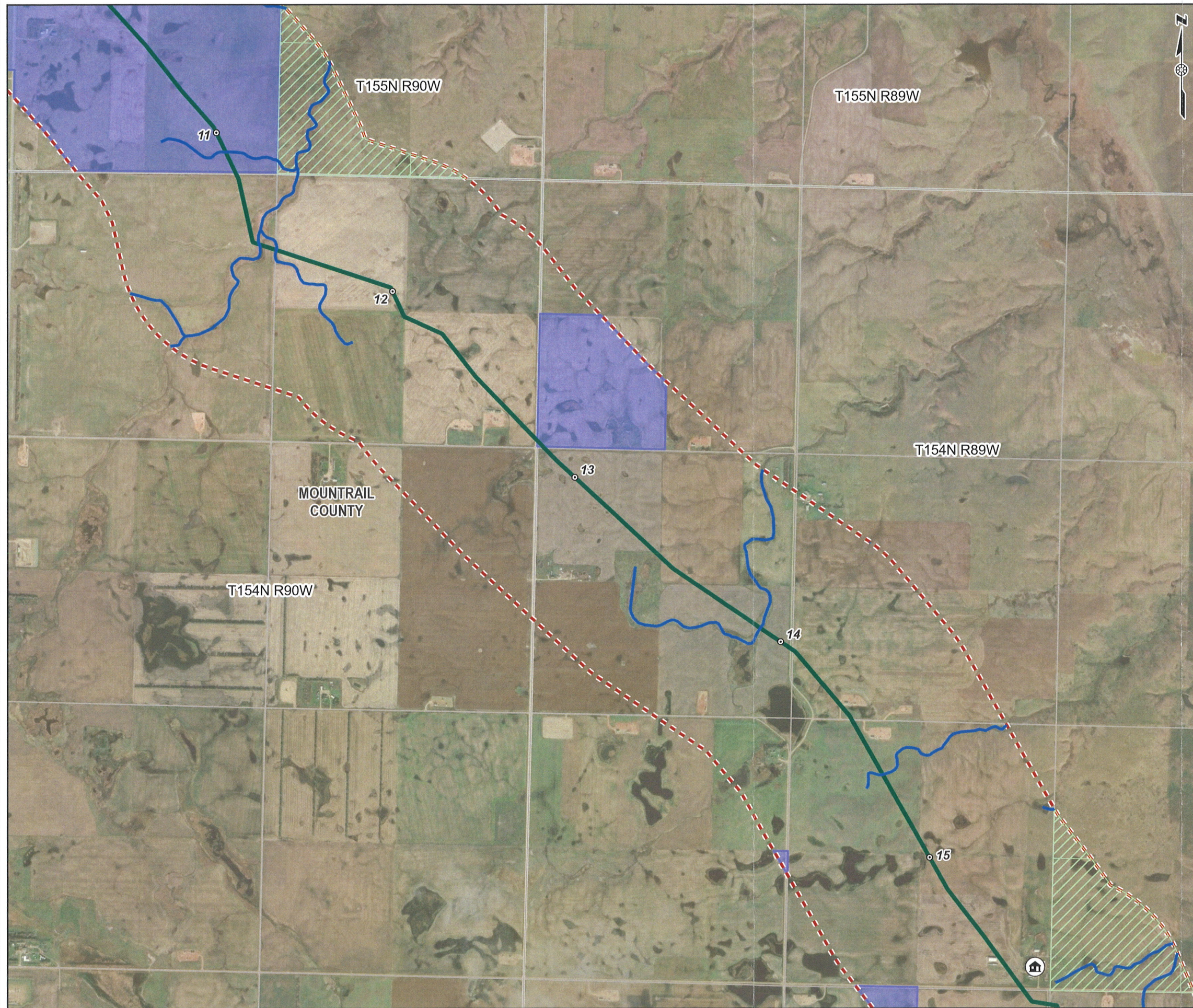
THUNDER BUTTE PIPELINE PROJECT
MOUNTRAIL COUNTY, NORTH DAKOTA

AVOIDANCE AREAS
DETAIL SHEET 3 OF 9

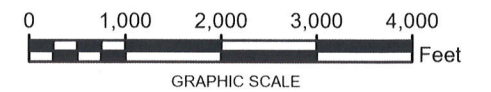
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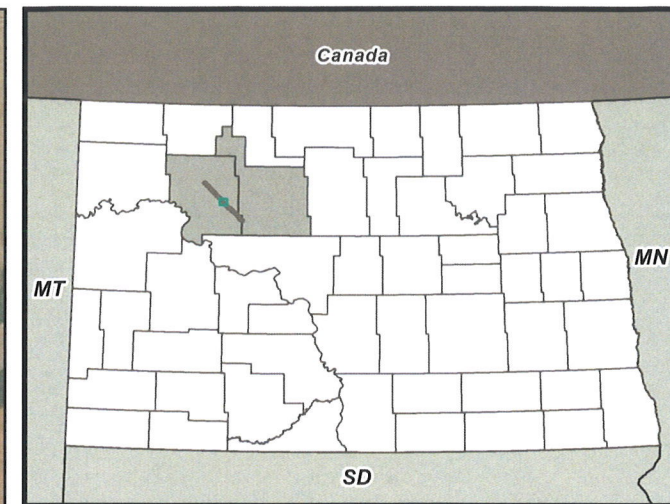
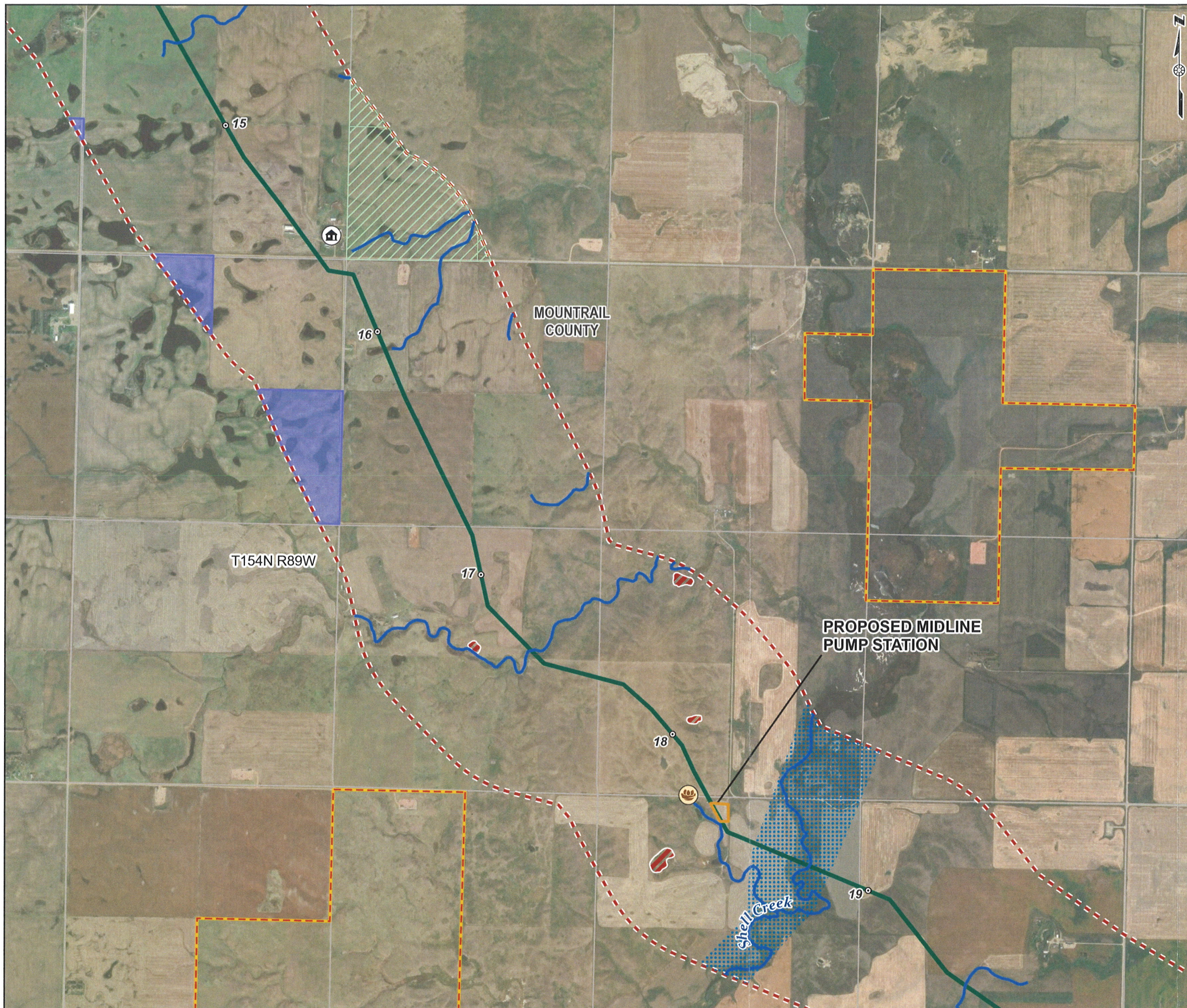
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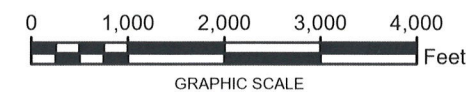
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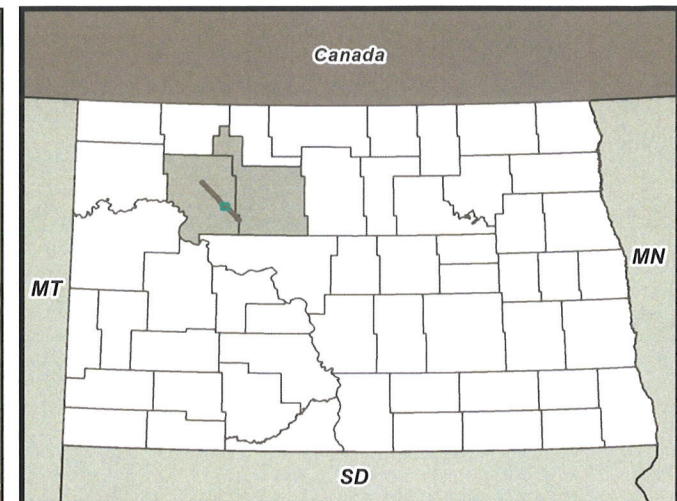
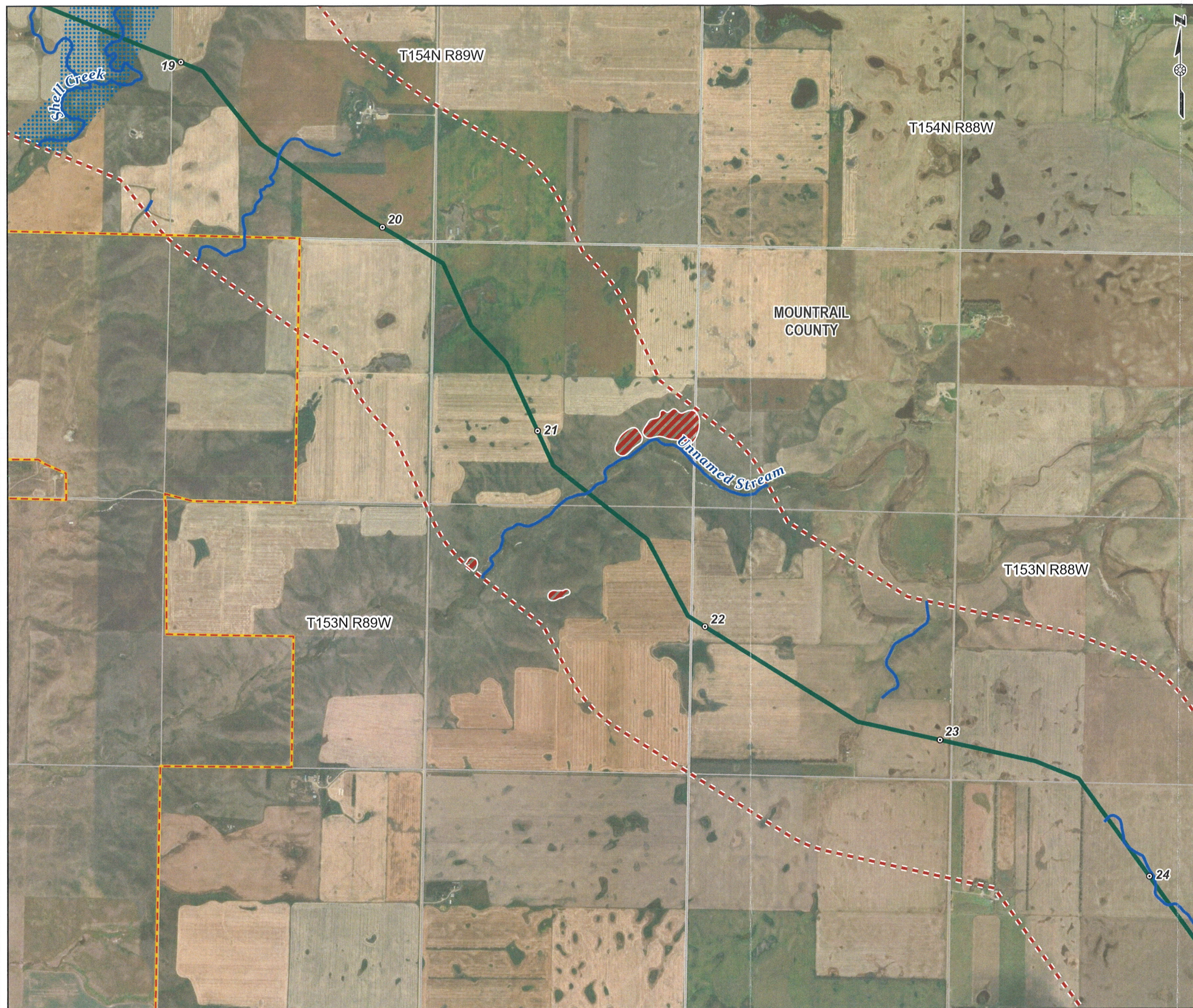
THUNDER BUTTE PIPELINE PROJECT
MOUNTRAIL COUNTY, NORTH DAKOTA

AVOIDANCE AREAS
DETAIL SHEET 5 OF 9

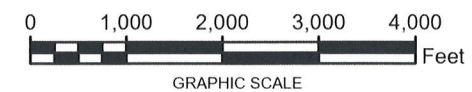
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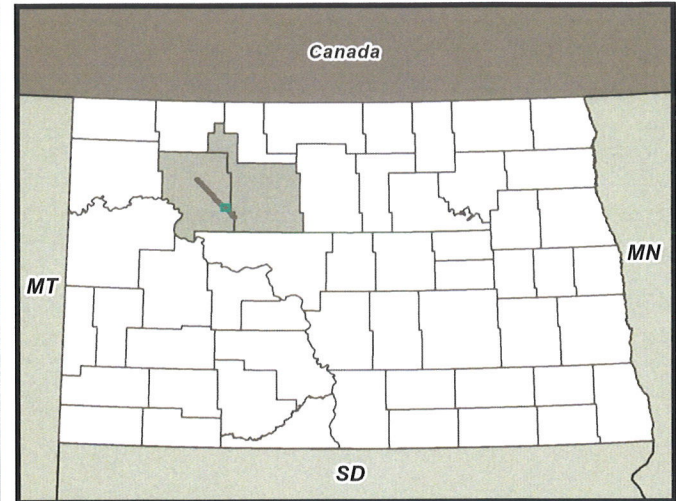
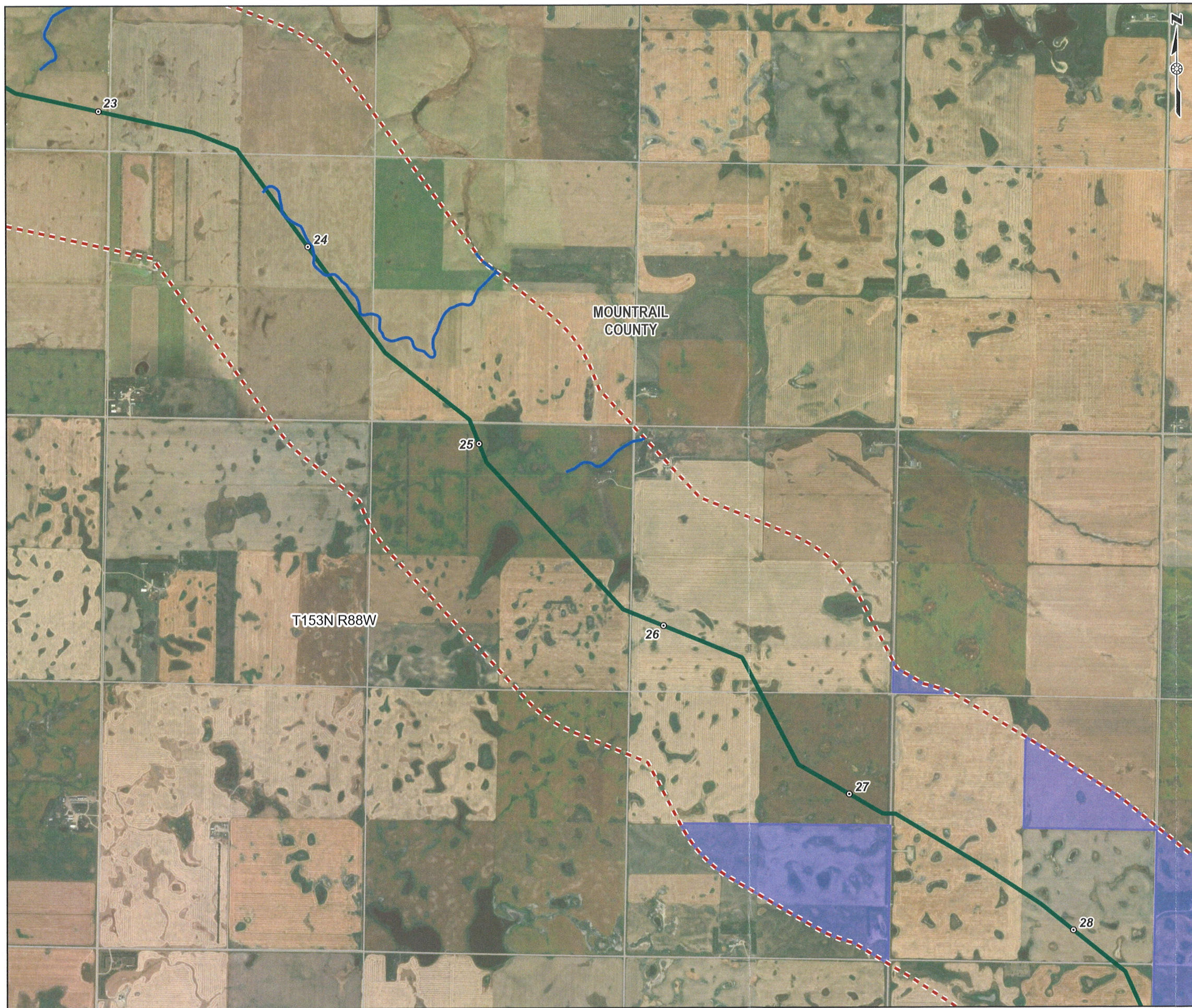
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MOUNTRAIL COUNTY, NORTH DAKOTA

AVOIDANCE AREAS
DETAIL SHEET 6 OF 9

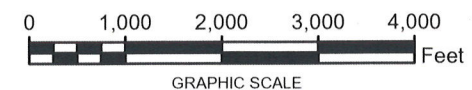
PN:CO002338.0001

Date: 1/25/2024





- Legend**
- Milepost
 - Surface Drain Location
 - 🏠 Occupied Residence
 - 🦅 Bald Eagle Nest
 - Snowmobile Trail
 - NHD Stream
 - Existing Canadian Pacific Railway
 - Existing Pipeline Route
 - Proposed Pipeline Route
 - Proposed Midline Pump Station
 - USFWS Waterfowl Production Area
 - NDGF - PLOTS Land
 - NDDTL - School Trust Lands
 - Source Water Protection Area - Noncommunity (Inactive)
 - Source Water Protection Area - Community (Inactive)
 - Potential Landslide Area
 - Hiddenwood Lake Aquifer
 - Shell Creek-White Lake Aquifer
 - ▨ Fort Berthold Indian Reservation Boundary
 - Corridor Study Area (1mi)
 - ▭ County Boundary



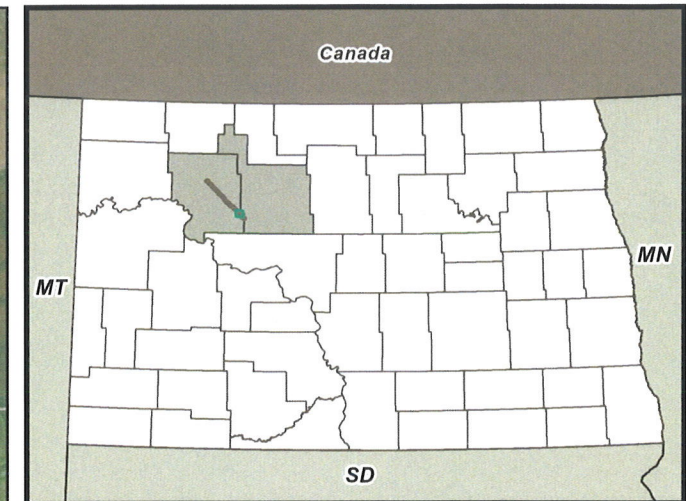
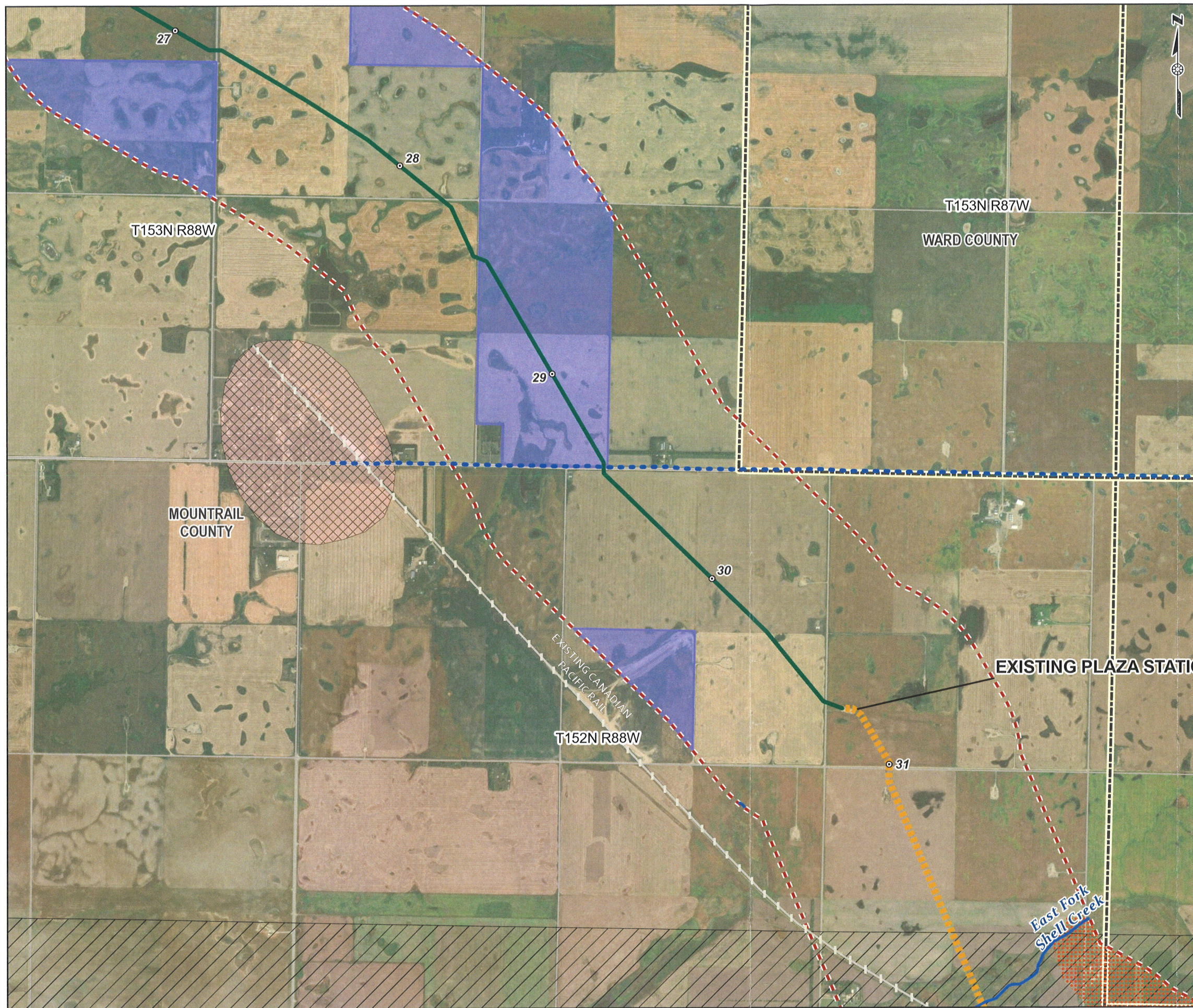
NOTE:
1. PLEASE SEE AVOIDANCE AREA REFERENCE DETAILS IN TABLE 2.
2. WORLD IMAGERY IS OBTAINED FROM ESRI WORLD IMAGERY SERVICE.
3. PROJECTION IS NAD 1983 STATE PLANE NORTH DAKOTA N FIPS 3301 (US FEET).
THE SCALE IS: 1:24,000.

THUNDER BUTTE PIPELINE PROJECT
MOUNTRAIL COUNTY, NORTH DAKOTA

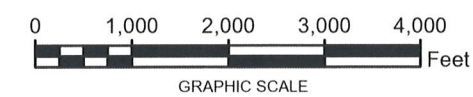
AVOIDANCE AREAS
DETAIL SHEET 7 OF 9

PN:CO002338.0001
Date: 1/25/2024



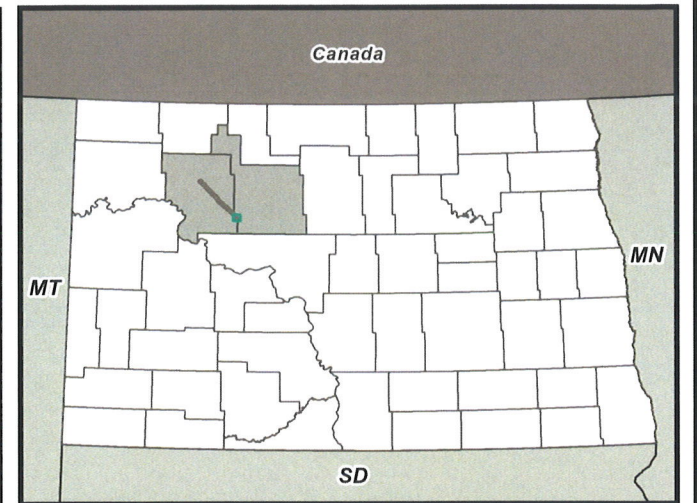
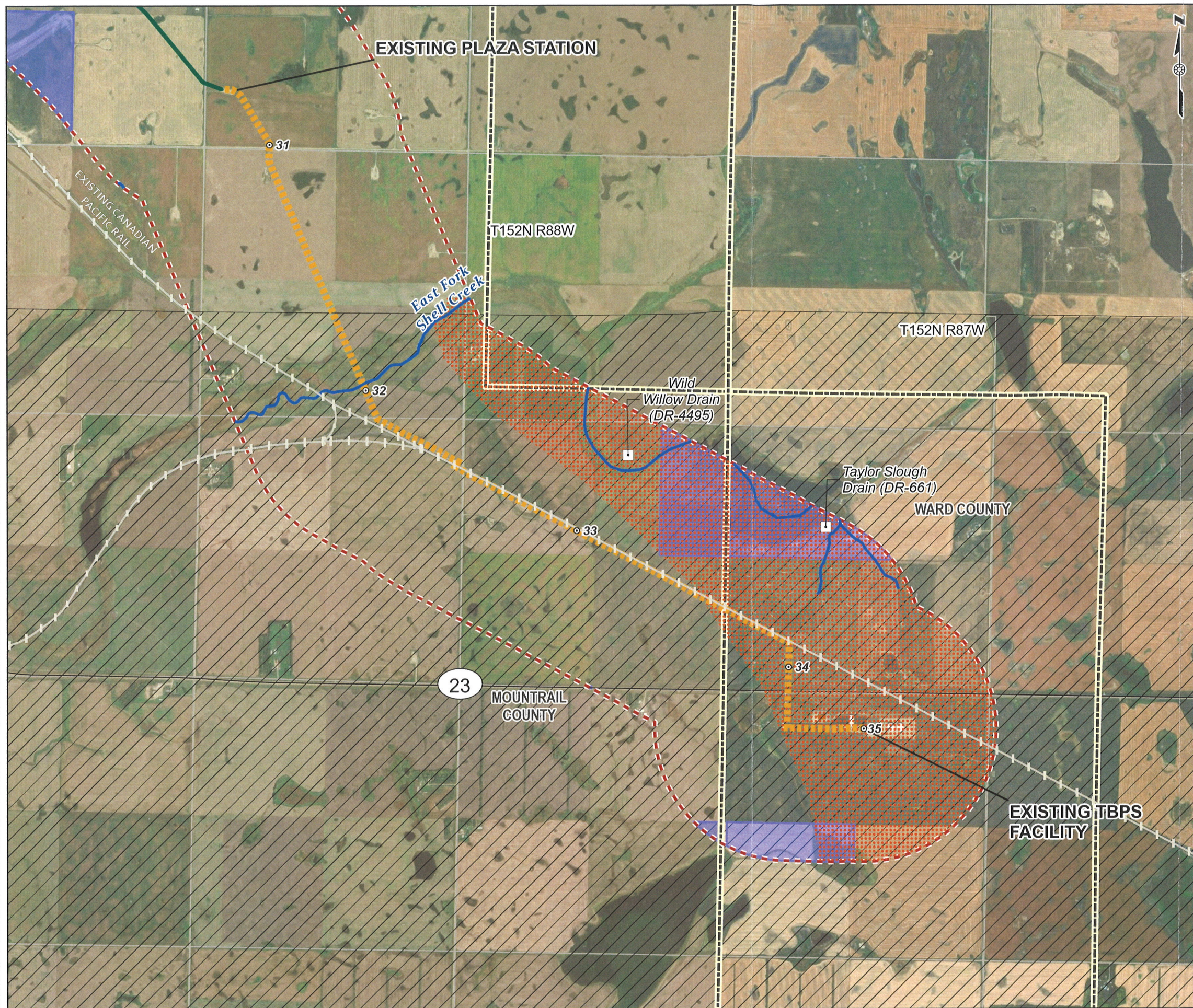


- Legend**
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 - ▭ Shell Creek-White Lake Aquifer
 - ▭ Fort Berthold Indian Reservation Boundary
 - Corridor Study Area (1mi)
 - ▭ County Boundary

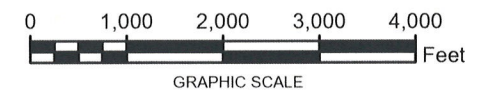


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THUNDER BUTTE PIPELINE PROJECT MOUNTRAIL AND WARD COUNTY, NORTH DAKOTA	
AVOIDANCE AREAS DETAIL SHEET 8 OF 9	
PN:CO002338.0001	
Date: 1/25/2024	



- Legend**
- Milepost
 - Surface Drain Location
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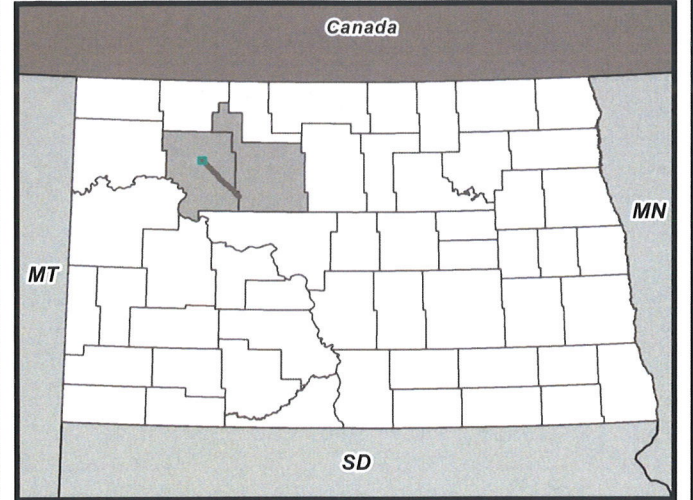
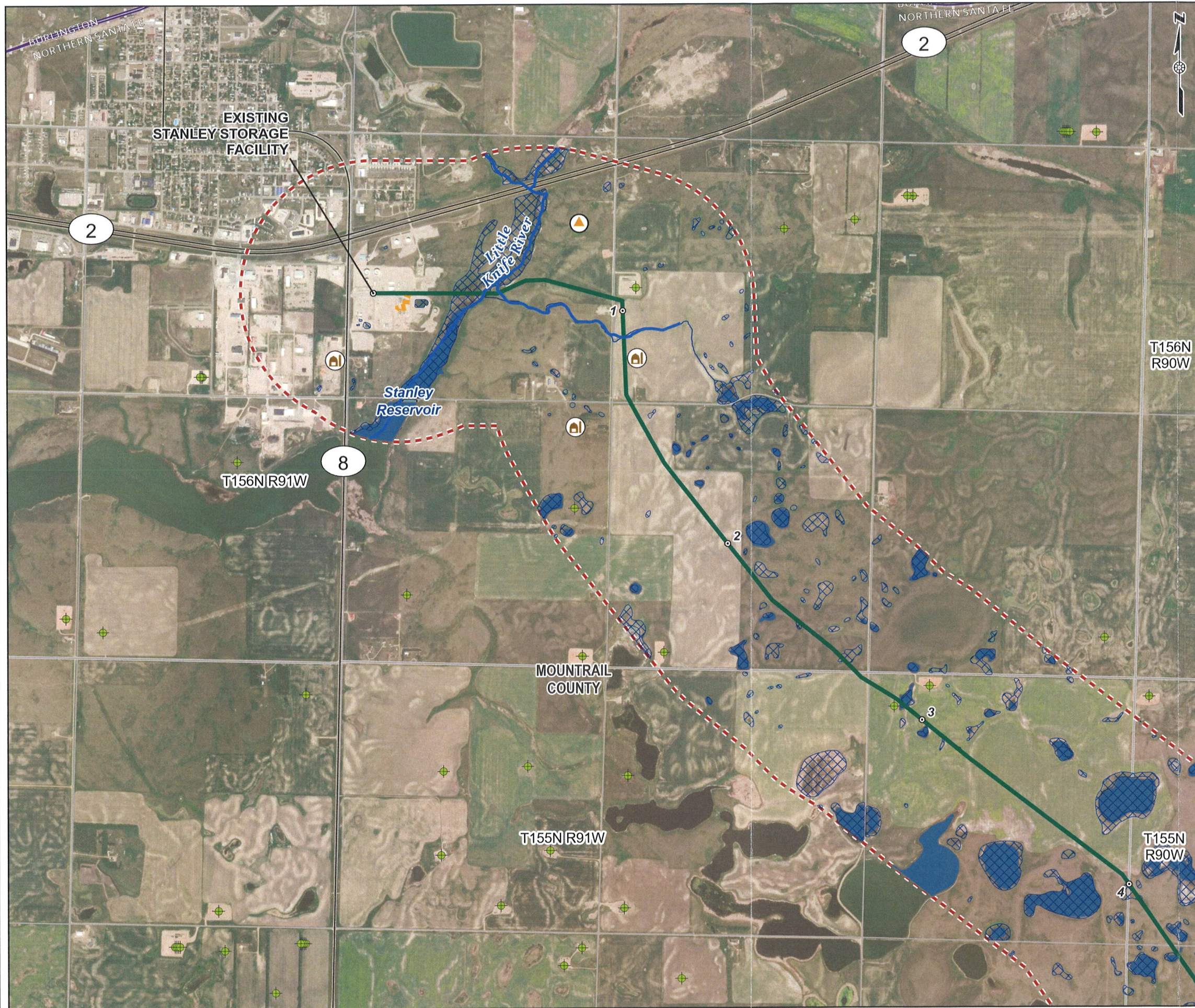
THUNDER BUTTE PIPELINE PROJECT
MOUNTRAIL AND WARD COUNTY, NORTH DAKOTA

AVOIDANCE AREAS
DETAIL SHEET 9 OF 9

PN:CO002338.0001

Date: 1/25/2024





- Legend**
- Milepost
 - Oil and Gas Well
 - Occupied Residence
 - Farm Units
 - Abandoned Coal Mine
 - Cemetery
 - Farm Units
 - Gravel Pit
 - Minor Drainage Structure
 - NHD Stream
 - Existing Pipeline Route
 - Proposed Pipeline Route
 - Snowmobile Trail
 - Proposed Midline Pump Station
 - NWI Wetland
 - Delineated Wetland
 - NHD Waterbody
 - Fort Berthold Indian Reservation Boundary
 - Corridor Study Area (1mi)
 - County Boundary



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THUNDER BUTTE PIPELINE PROJECT
MOUNTRAIL COUNTY, NORTH DAKOTA

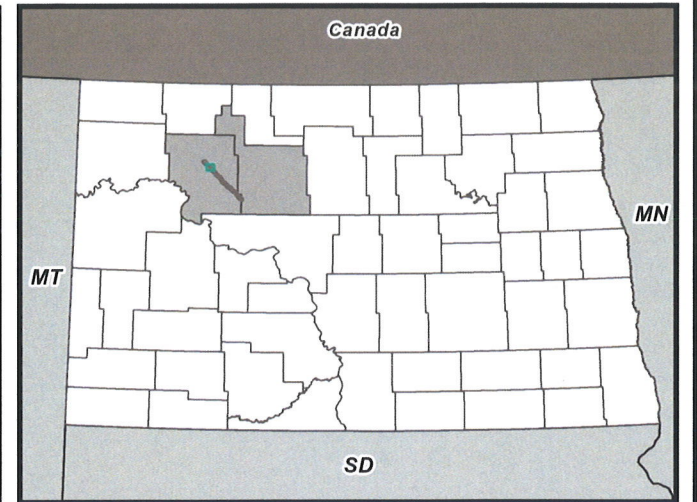
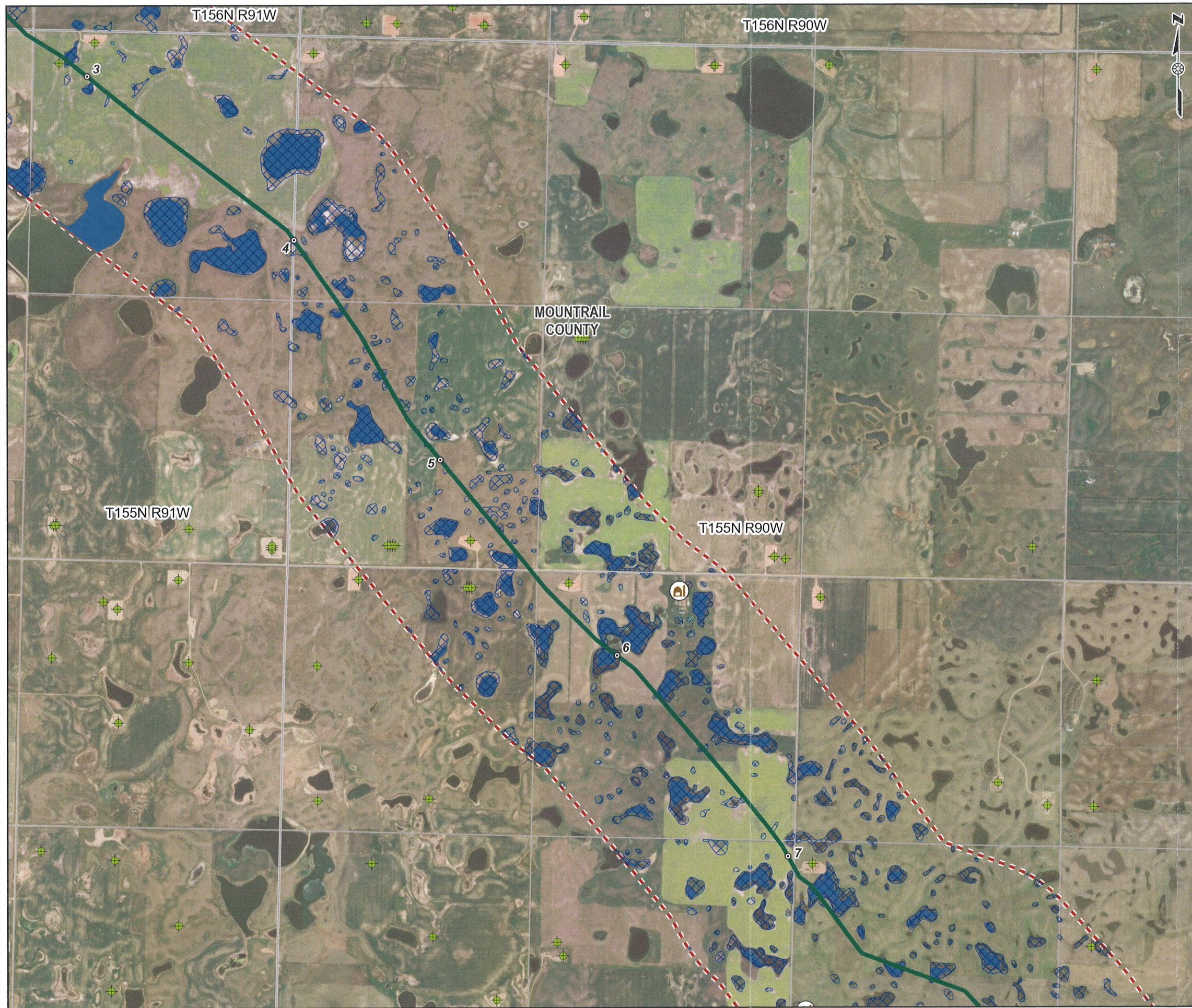
ROUTE SELECTION CRITERIA CONSIDERED
DETAIL SHEET 1 OF 9

PN:CO002338.0001

Date: 1/25/2024

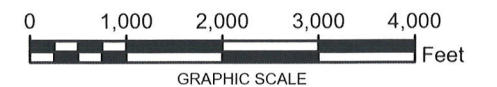


Date: 1/25/2024 User Name: MNugent
Document Path: T:_EPP\Makoti_pipeline\pro\Makoti_Pipeline_Makoti_Pipeline_Rev.aprx



Legend

- Milepost
- Oil and Gas Well
- 🏠 Occupied Residence
- 🏡 Farm Units
- ⛛ Abandoned Coal Mine
- ⛦ Cemetery
- 🏠 Farm Units
- 🏠 Gravel Pit
- ⚙️ Minor Drainage Structure
- NHD Stream
- Existing Pipeline Route
- Proposed Pipeline Route
- Snowmobile Trail
- 🏠 Proposed Midline Pump Station
- 🌊 NWI Wetland
- 🌊 Delineated Wetland
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- 🌊 Fort Berthold Indian Reservation Boundary
- 🌊 Corridor Study Area (1mi)
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THUNDER BUTTE PIPELINE PROJECT
MOUNTRAIL COUNTY, NORTH DAKOTA

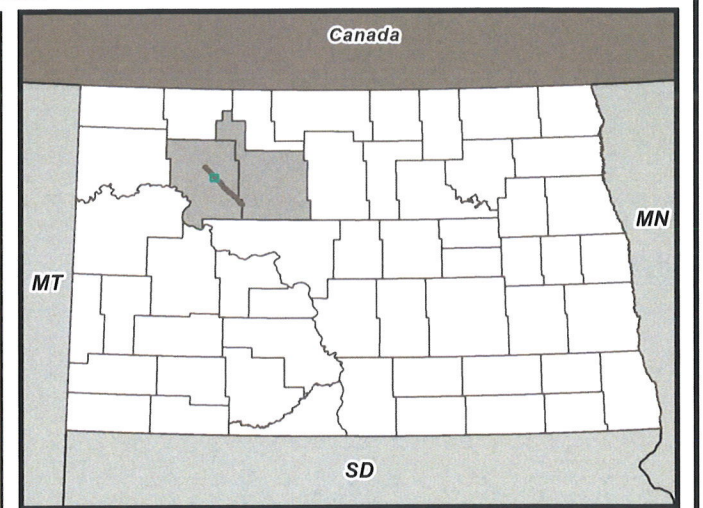
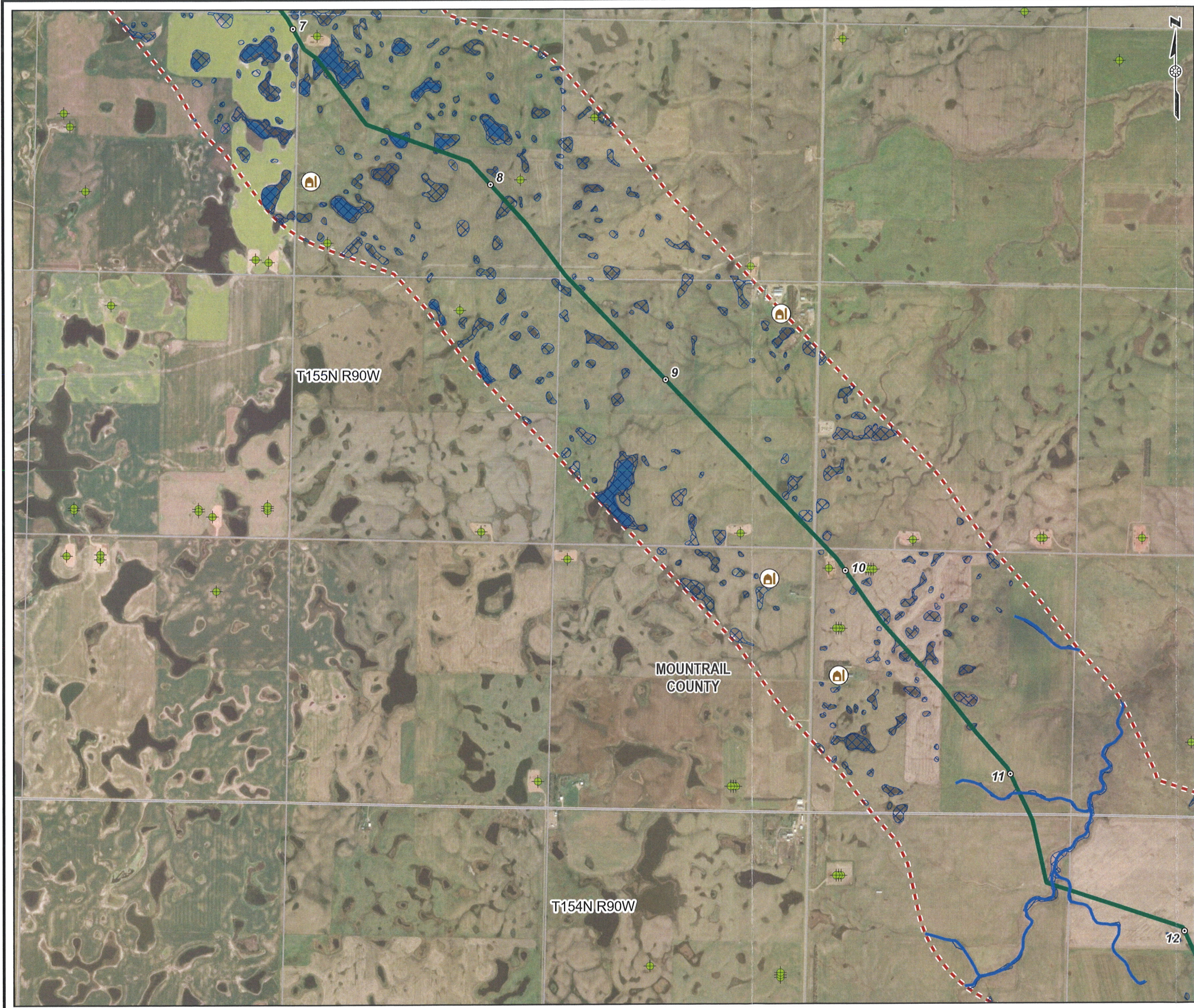
ROUTE SELECTION CRITERIA CONSIDERED
DETAIL SHEET 2 OF 9

PN:CO002338.0001

Date: 1/25/2024



Date: 1/25/2024 User Name: MNugent
Document Path: T:_EPP\Makoti_pipeline\pro\Makoti_Pipeline\Makoti_Pipeline_Rev.aprx



Legend

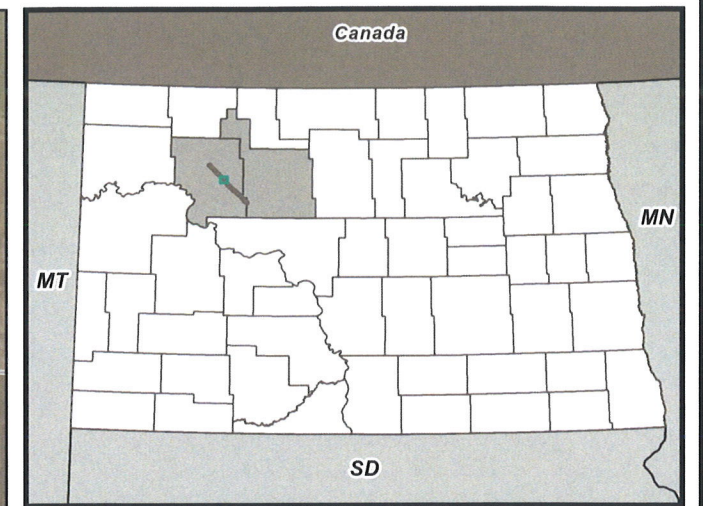
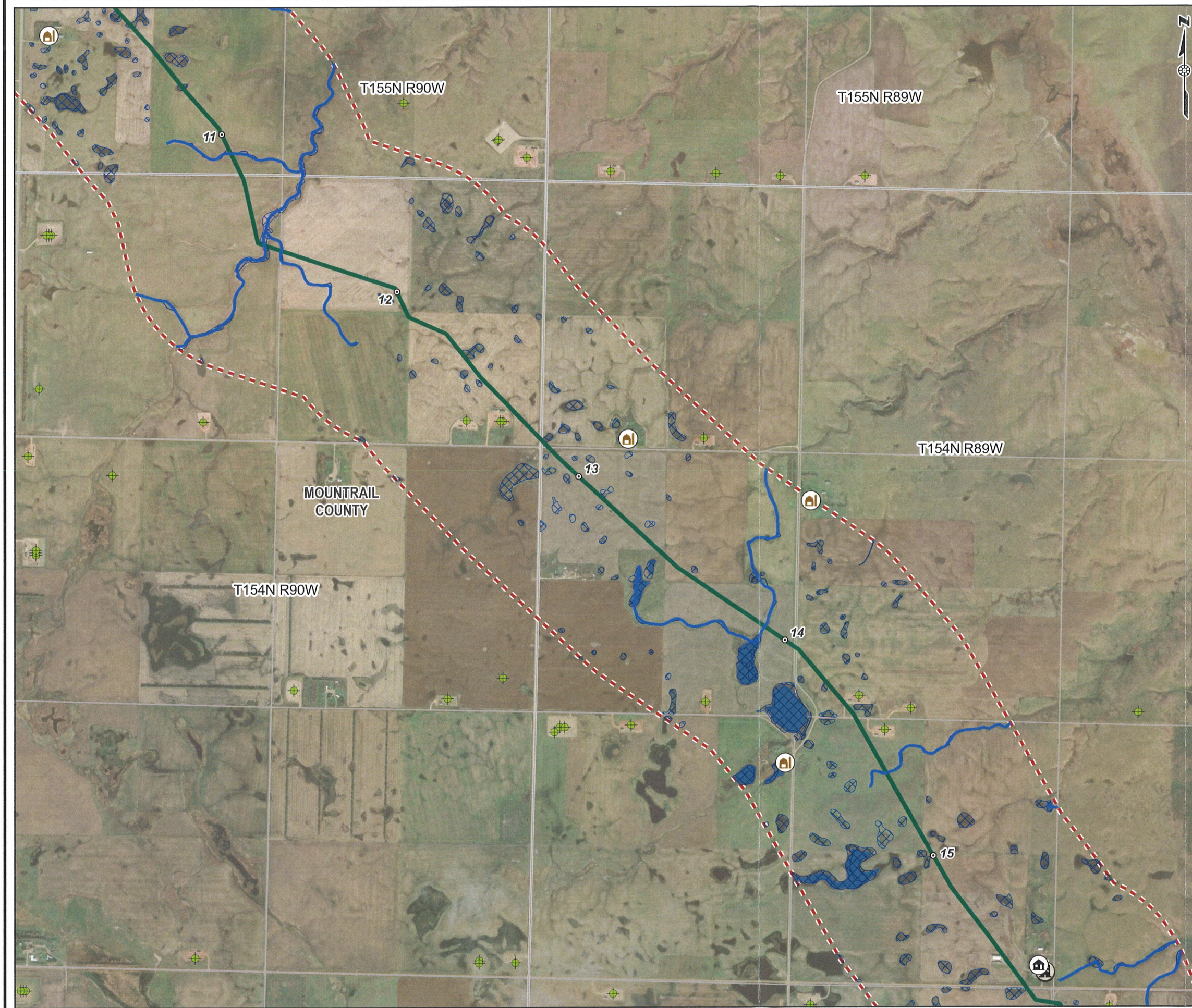
- Milepost
- ✚ Oil and Gas Well
- 🏠 Occupied Residence
- 🏠 Farm Units
- ⛛ Abandoned Coal Mine
- ✚ Cemetery
- 🏠 Farm Units
- 🔺 Gravel Pit
- ⦿ Minor Drainage Structure
- NHD Stream
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- - - Proposed Pipeline Route
- ⋯ Snowmobile Trail
- ▭ Proposed Midline Pump Station
- ▨ NWI Wetland
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- ▨ NHD Waterbody
- ▨ Fort Berthold Indian Reservation Boundary
- - - Corridor Study Area (1mi)
- ▨ County Boundary

0 1,000 2,000 3,000 4,000 Feet
GRAPHIC SCALE

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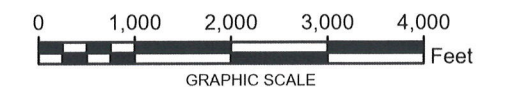
THUNDER BUTTE PIPELINE PROJECT MOUNTRAIL COUNTY, NORTH DAKOTA	
ROUTE SELECTION CRITERIA CONSIDERED DETAIL SHEET 3 OF 9	
PN:CO002338.0001	
Date: 1/25/2024	

Date: 1/25/2024 User Name: MNguent
Document Path: T:_EPP\Makoti_pipeline\Makoti_Pipeline_Rev.aprx



Legend

- Milepost
- ⊕ Oil and Gas Well
- 🏠 Occupied Residence
- 🏠 Farm Units
- ⚡ Abandoned Coal Mine
- ✙ Cemetery
- 🏠 Farm Units
- ⚠ Gravel Pit
- ⦿ Minor Drainage Structure
- NHD Stream
- Existing Pipeline Route
- Proposed Pipeline Route
- Snowmobile Trail
- 📦 Proposed Midline Pump Station
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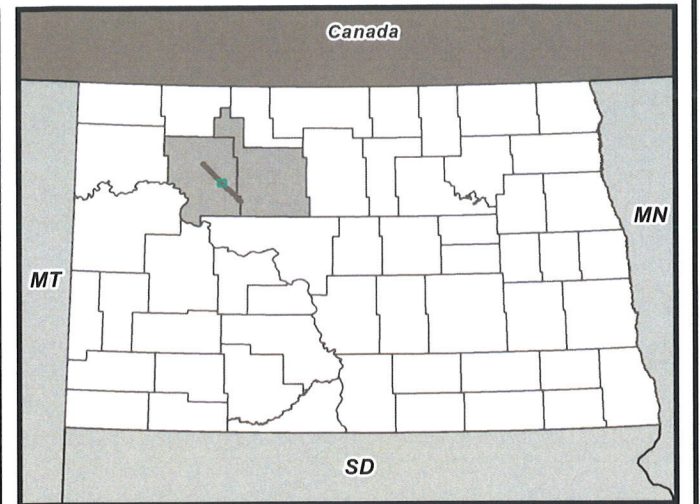
THUNDER BUTTE PIPELINE PROJECT
MOUNTRAIL COUNTY, NORTH DAKOTA

ROUTE SELECTION CRITERIA CONSIDERED
DETAIL SHEET 4 OF 9

PN:CO002338.0001

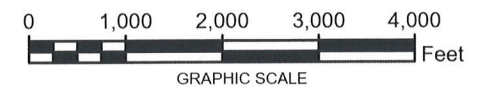
Date: 1/25/2024





Legend

- Milepost
- ⊕ Oil and Gas Well
- 🏠 Occupied Residence
- 🏡 Farm Units
- ⛛ Abandoned Coal Mine
- ⛦ Cemetery
- 🏠 Farm Units
- ⚠ Gravel Pit
- ⚙ Minor Drainage Structure
- NHD Stream
- Existing Pipeline Route
- - - Proposed Pipeline Route
- ⋯ Snowmobile Trail
- ▭ Proposed Midline Pump Station
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THUNDER BUTTE PIPELINE PROJECT
MOUNTRAIL COUNTY, NORTH DAKOTA

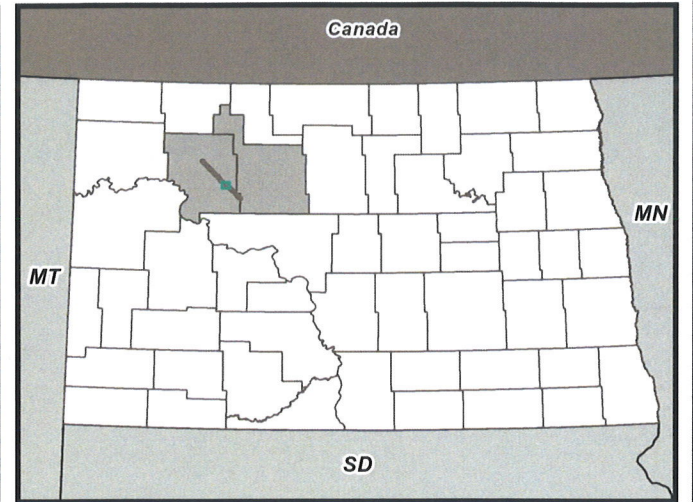
ROUTE SELECTION CRITERIA CONSIDERED
DETAIL SHEET 5 OF 9

PN:CO002338.0001

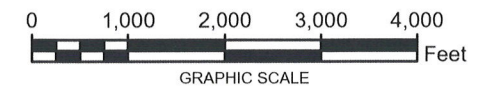
Date: 1/25/2024



Date: 1/25/2024 User Name: MNugent
Document Path: T:_EPP\Makoti_pipeline\proMakoti_Pipeline\Makoti_Pipeline_Rev.aprx



- Legend**
- Milepost
 - ⬮ Oil and Gas Well
 - 🏠 Occupied Residence
 - 🏠 Farm Units
 - ⬮ Abandoned Coal Mine
 - ⬮ Cemetery
 - 🏠 Farm Units
 - 🏠 Gravel Pit
 - ⬮ Minor Drainage Structure
 - NHD Stream
 - Existing Pipeline Route
 - Proposed Pipeline Route
 - Snowmobile Trail
 - 🏠 Proposed Midline Pump Station
 - 🏠 NWI Wetland
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THUNDER BUTTE PIPELINE PROJECT
MOUNTRAIL COUNTY, NORTH DAKOTA

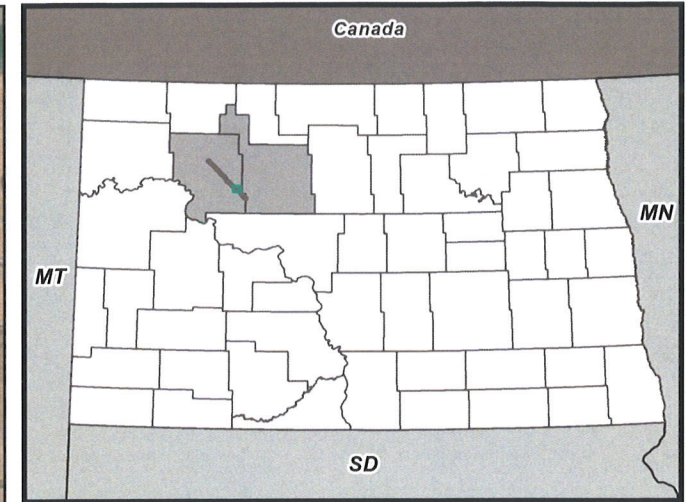
ROUTE SELECTION CRITERIA CONSIDERED
DETAIL SHEET 6 OF 9

PN:CO002338.0001

Date: 1/25/2024



Date: 1/25/2024 User Name: MNugent
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Legend

- Milepost
- ⬮ Oil and Gas Well
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- 🏡 Farm Units
- ⚡ Abandoned Coal Mine
- ⛎ Cemetery
- 🏠 Farm Units
- ⬮ Gravel Pit
- ⬮ Minor Drainage Structure
- NHD Stream
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- Proposed Pipeline Route
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- 📦 Fort Berthold Indian Reservation Boundary
- Corridor Study Area (1mi)
- County Boundary

0 1,000 2,000 3,000 4,000
Feet
GRAPHIC SCALE

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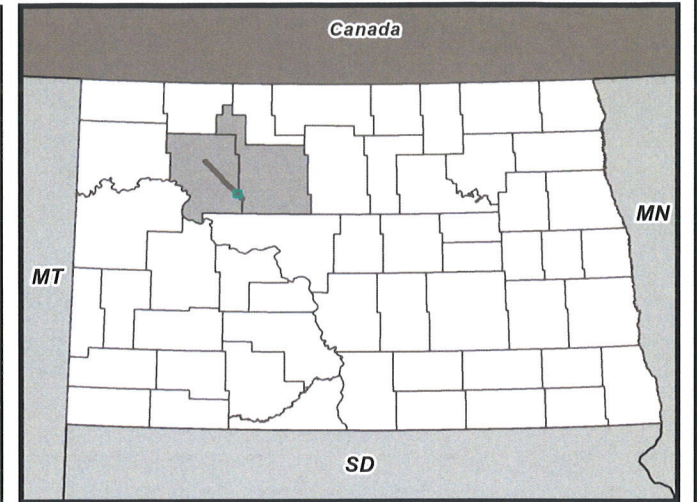
THUNDER BUTTE PIPELINE PROJECT
MOUNTRAIL COUNTY, NORTH DAKOTA

**ROUTE SELECTION CRITERIA CONSIDERED
DETAIL SHEET 7 OF 9**

PN:CO002338.0001
Date: 1/25/2024

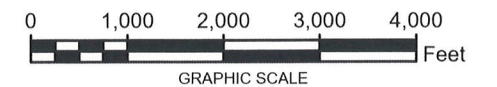


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Legend

- Milepost
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- 🏠 Farm Units
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THUNDER BUTTE PIPELINE PROJECT
MOUNTRAIL AND WARD COUNTY, NORTH DAKOTA

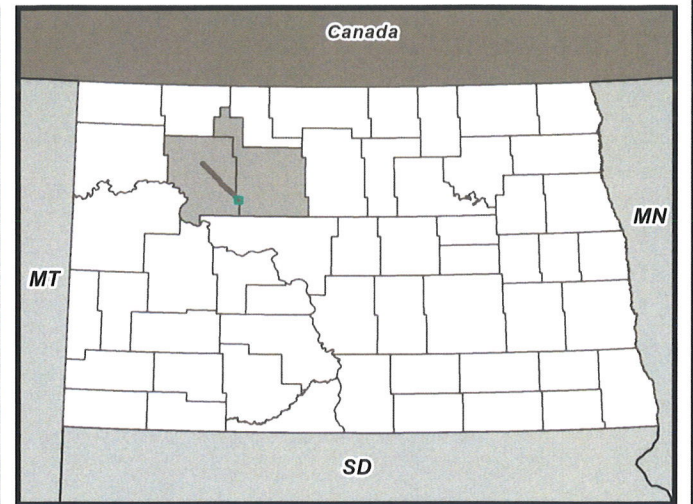
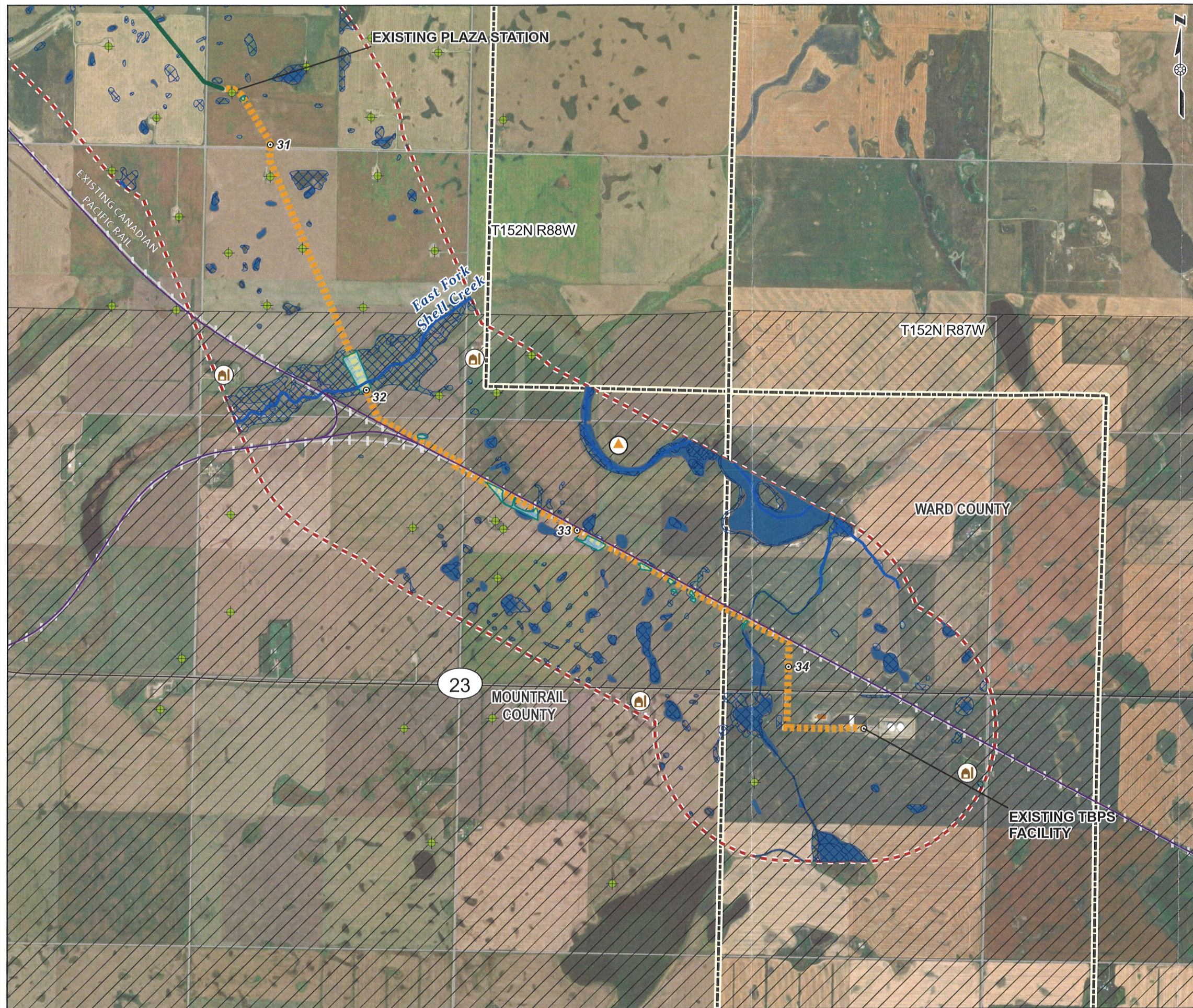
ROUTE SELECTION CRITERIA CONSIDERED
DETAIL SHEET 8 OF 9

PN:CO002338.0001

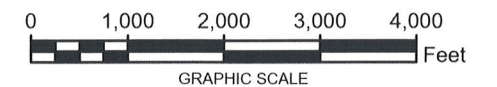
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- Legend**
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 - 🏡 Farm Units
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NOTE:
1. WORLD IMAGERY IS OBTAINED FROM ESRI WORLD IMAGERY SERVICE.
2. NATIONAL WETLANDS INVENTORY (NWI) WETLAND DATA OBTAINED FROM THE US FISH & WILDLIFE SERVICE AT: WWW.FWS.GOV.
3. NATIONAL HYDROGRAPHY DATASET (NHD) OBTAINED FROM THE US GEOLOGICAL SURVEY AT: [HTTPS://NHD.USGS.GOV](https://NHD.USGS.GOV).
4. NDDOT LANDMARKS IS OBTAINED FROM : [HTTPS://WWW.GIS.ND.GOV/DATA](https://WWW.GIS.ND.GOV/DATA).
5. OIL AND GAS WELL INFORMATION IS OBTAINED FROM DMR OIL AND GAS DIVISION: [HTTPS://GIS.DMR.ND.GOV/GISDOWNLOAD.ASP](https://GIS.DMR.ND.GOV/GISDOWNLOAD.ASP)
6. PROJECTION IS NAD 1983 STATE PLANE NORTH DAKOTA N FIPS 3301 (US FEET). THE SCALE IS: 1:24,000.

THUNDER BUTTE PIPELINE PROJECT
MOUNTRAIL AND WARD COUNTY, NORTH DAKOTA

ROUTE SELECTION CRITERIA CONSIDERED
DETAIL SHEET 9 OF 9

PN:CO002338.0001

Date: 1/25/2024



**PURSUANT TO THE SOVEREIGN AUTHORITY OF THE
MANDAN HIDATSA ARIKARA NATION**

**ARTICLES OF ORGANIZATION
OF
THUNDER BUTTE PIPELINE LLC**

The Mandan Hidatsa Arikara Nation ("Tribe"), a federally recognized Indian Tribe organized pursuant to Section 16 of the Act of June 18, 1934 (48 Stat. 987)(25 U.S.C. § 476), as amended, acting through the Tribal Business Council, hereby authorizes these Articles of Organization to be filed under the laws of the Tribe, for the purpose of creating a Tribal Limited Liability Company ("LLC"), and states as follows:

ARTICLE I - NAME

The Name of the Limited Liability Company is **THUNDER BUTTE PIPELINE LLC.**

ARTICLE II – PURPOSES AND POWERS

1. The purposes for which this LLC is formed are:
 - a. To serve the common welfare of the Tribe;
 - b. To serve the social, economic, educational and health needs of the Tribe;
 - c. To increase tribal revenues;
 - d. To enhance the Tribe's economic self-sufficiency and self-determination; and
 - e. To provide positive, long-term social, environmental and economic benefits to tribal members by enhancing the Tribe's business undertakings and prospects.

In furtherance of the foregoing purposes the LLC shall have and may exercise all of the rights, powers and privileges now or hereafter conferred upon LLCs organized under the laws of the Tribe. In addition, it may do everything necessary, suitable or proper for the accomplishment of any of its purposes.

2. Without in any way limiting the scope and generality of the foregoing, the LLC shall have and may exercise the following powers:
 - a. To carry on the business of a financial services company providing, among other things related to such a business, small-denomination, short-term consumer loans, installment consumer loans and other related goods and services to consumers through its internet and call/customer service center operations;

- b. To form subsidiary LLCs and enter into business associations, and other business arrangements;
 - c. To conduct and carry out business either within or outside the exterior boundaries of the Fort Berthold Indian Reservation;
 - d. To exercise such powers as may be at any time permitted under the laws of the Tribe and deemed desirable to give effect to the LLC's purpose.
3. The enumeration herein of any specific purpose or power shall not be held to limit or restrict in any manner the exercise by the LLC of the general powers and privileges now or hereafter conferred by the laws of the Tribe upon LLCs formed under such laws, or the accomplishment of any purpose now or hereafter permitted to the LLC pursuant to these Articles of Organization.

ARTICLE III – REGISTERED AGENT

The Name and Address of the registered Agent is:

Bernard Fox
PO Box 1227
New Town, ND 58763

ARTICLE IV – PRINCIPLE OFFICE

The principal office of the LLC is 37685 247th Ave. SW, Makoti, North Dakota 58756 and a mailing address of PO Box 1227, New Town, ND 58763.

ARTICLE V - DURATION

The period of the LLC is perpetual.

ARTICLE VI – DIRECTORS

The number of directors constituting the initial Board of Directors under this Articles of Organization until permanent directors are named by Thunder Butte Petroleum Services Inc. Board of Directors is five, the names and addresses of the persons serving as the initial board of directors, who shall serve until the first meeting when the permanent directors are so named, are as follows:

Karen Rabbithead (Chair), PO Box 361, Parshall, ND 58763
Richard Mayer, 426 9th Street North, New Town, North Dakota 58763
Fred Fox, PO Box 1346, New Town, ND 58763
Randy Phelan, 404 Frontage Road, New Town, ND 58763
James Simon, 410 Groveland Ave., #1801, Minneapolis, MN 55403

ARTICLE VII – ORGANIZERS

The name and address of the organizer is:

Bernard Fox
PO Box 1227
New Town, ND 58763

ARTICLE VIII – CAPITALIZATION

The LLC is formed pursuant to and shall be subject to the laws of the Tribe and shall be at all times wholly owned, directly or indirectly, by the Tribe. The Tribe shall have, directly or indirectly, the sole proprietary interest in, and shall have sole responsibility for, the conduct of the activities of the LLC.

ARTICLE IX – IMMUNITY

The LLC, being wholly owned, directly or indirectly by the Tribe, is to enjoy the Tribe's sovereign immunity. In furtherance thereof, for so long as it is wholly owned, directly or indirectly, by the Tribe, the Tribe hereby confers on the LLC sovereign immunity from suit to the same extent that the Tribe would have such sovereign immunity if it engaged directly in the activities undertaken by the LLC. It is the intention of the Tribe that the extension to the LLC of such sovereign immunity from suit shall apply to the LLC's managers, officers, employees and agents to the same extent that the Tribe's managers, officers, employees and agents would have such sovereign immunity if the Tribe engaged directly in activities undertaken by the LLC. In furtherance of and in clarification of the LLC's power to "sue or be sued" as set forth in Article XI and as set forth and intended in the laws of the Tribe, the LLC shall have the power to sue and is authorized to consent to be sued in the Tribe's Tribal Courts or another court of competent jurisdiction, provided, however, that:

- a. Any such consent to suit shall not be effective against the LLC in any manner and to any extent whatsoever unless such consent is:
 - (1) Explicit;
 - (2) Contained in a written contract or commercial document to which the LLC is a party and under which the LLC is involved in the suit; and
 - (3) Specifically approved by the LLC's Board of Directors.
- b. Any recovery against the LLC shall be expressly limited to the assets of the LLC in the manner and to the extent as explicitly set forth in such written consent.

- c. The LLC's Chief Executive Officer or his/her authorized representative shall be required to provide quarterly reports to the Tribe's Tribal Business Council on any contracts, agreements and/or stipulations that require the LLC to waive its corporate sovereign immunity in any manner.
- d. Any written consent to be sued by the LLC shall in no way extend to any action against the Tribe, nor shall consent to suit by the LLC in any way be deemed a waiver of any of the rights, privileges and immunities of the Tribe. The Tribe shall not be held liable for the payment or performance of any of the obligations of the LLC, and no recourse shall be had against any of the assets or revenues of the Tribe outside the assets or revenues of the Tribal LLC to satisfy the LLC's obligations.
- e. The sovereign immunity of the LLC shall not extend to any actions against the LLC by the Tribe.

ARTICLE X – ENCUMBRANCE

The LLC, as duly authorized under the Three Affiliated Tribes Limited Liability Code (Resolution 19-069-FWF, April 12, 2019) and these Articles, shall have the authority to incur limited recourse liability through the encumbrance of its company assets.

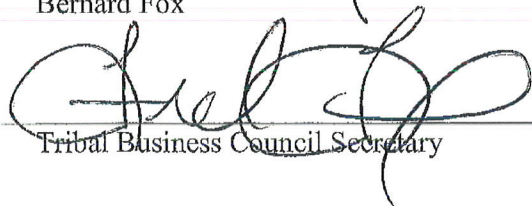
ARTICLE XI - SUE AND BE SUED

The LLC may sue and be sued in any court of competent jurisdiction, including but not limited to the U.S. District Court for the District of North Dakota and the Tribal courts of the Mandan Hidatsa Arikara Nation. Further, the LLC may agree to any such other dispute resolutions as deemed necessary.

For the purposes of forming a LLC under the authority of the Mandan Hidatsa Arikara Nation, I, the undersigned, have personally executed these Articles of Organization on July 27, 2020.


Bernard Fox

Filed: 7/27/2020
Date


Tribal Business Council Secretary

CERTIFICATE OF GOOD STANDING

OF

Thunder Butte Pipeline LLC

The Executive Secretary of the Tribal Business Council of the Three Affiliated Tribes of the Fort Berthold Reservation, hereby certify that, according to the records of this office the above named entity was validly organized as a limited liability company on 09-30-2020 under the law and requirements of the Three Affiliated Tribes the Three Affiliated Tribes Limited Liability Company Act (Resolution No. 19-069-FWF, April 12, 2019).

This entity has been assigned identification number 2020-002.

The undersigned, as the Secretary of the Tribal Business Council of the Three Affiliated Tribes of the Fort Berthold Reservation, hereby certifies that Thunder Butte Pipeline LLC is currently in Good Standing.




OFFICE OF THE EXECUTIVE SECRETARY

2-14-2024

ISSUE DATE

STATE OF NORTH DAKOTA
PUBLIC SERVICE COMMISSION

**Thunder Butte Pipeline, LLC
Thunder Butte Pipeline Project
Siting Application**

Case No. PU-24-86

AFFIDAVIT OF SERVICE BY CERTIFIED MAIL

**STATE OF NORTH DAKOTA
COUNTY OF BURLEIGH**

Geralyn R. Schmaltz deposes and says that:

she is over the age of 18 years and not a party to this action and, on the **26th day of March 2024**, she deposited in the United States Mail, at Bismarck, North Dakota, **8** envelopes with certified postage, return receipt requested, fully prepaid, securely sealed and containing a photocopy of:

- **Notification of Application**

The envelopes were addressed as follows:

Ward County Planning/Zoning Administrator
Beth Pietsch
PO Box 5005
Minot, ND 58702
Cert. No. 9589 0710 5270 1582 7542 72

Mountrail County Planning & Zoning
Melissa Vachal
PO Box 248
Stanley, ND 58784
Cert. No. 9589 0710 5270 1582 7542 89

City of Stanley
Dave Brown, Director
404 Reservoir Rd.
Stanley, ND 58784
Cert. No. 9589 0710 5270 1582 7542 96

City of Plaza
Terry Reese, Mayor/City Council
Plaza Municipal Building
PO Box 188
Plaza, ND 58771
Cert. No. 9589 0710 5270 1582 7543 02

Chairman – Ward County Commission
John Fjeldahl
301 SW 254th St.
Berthold, ND 58718
Cert. No. 9589 0710 5270 1582 7543 19

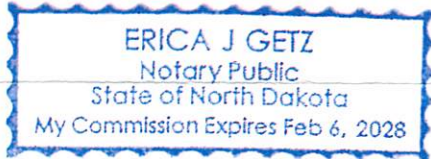
Auditor – Ward County
Marisa Haman
PO Box 5005
Minot, ND 58702-5005
Cert. No. 9589 0710 5270 1582 7543 26

Chairman – Mountrail County Commission
Trudy Ruland
9380 33rd Ln NW
New Town, ND 58763-9536
Cert. No. 9589 0710 5270 1582 7555 21

Auditor – Mountrail County
Stephanie Pappa
101 N Main Street
Stanley, ND 58784
Cert. No. 9589 0710 5270 1582 7555 38

Each address shown is the respective addressee's last reasonably ascertainable post office address.

Subscribed and sworn to before me
this **26th day of March 2024**.



SEAL

A handwritten signature in blue ink, appearing to read "Jennifer Deering", written over a horizontal line.

A handwritten signature in blue ink, appearing to read "Erica J Getz", written over a horizontal line.

Notary Public

STATE OF NORTH DAKOTA
PUBLIC SERVICE COMMISSION

**Thunder Butte Pipeline, LLC
Thunder Butte Pipeline Project
Siting Application**

Case No. PU-24-086

NOTIFICATION OF APPLICATION

March 26, 2024

On January 8, 2024, Thunder Butte Pipeline, LLC filed an application with the Public Service Commission for a Certificate of Corridor Compatibility and Route Permit for a crude oil transmission pipeline. The project will consist of construction of an approximately 3.84-mile pipeline and the conversion of an approximately 30.8-mile existing gathering pipeline in Ward and Mountrail Counties, North Dakota, with approximately 3-miles of the new pipeline located within the Fort Berthold Indian Reservation.

On February 20, 2024, Thunder Butte Pipeline, LLC filed amended information related to their application indicating that it now proposes to modify its plan by constructing the midline pump station with an access road at a new location.

A map showing the pipeline location is attached. The application may be reviewed online at the following web link:

<https://apps.psc.nd.gov/webapps/cases/psdocketdetail?getId=24&getId2=86&getId3=1>

The amended information may be reviewed online at the following web link:

<https://apps.psc.nd.gov/webapps/cases/psdocketdetail?getId=24&getId2=86&getId3=2>

The Public Service Commission may not schedule a public hearing sooner than forty-five days from the date this notification is sent by mail or electronic mail. The Commission will issue a Notice of Hearing setting the hearing date.

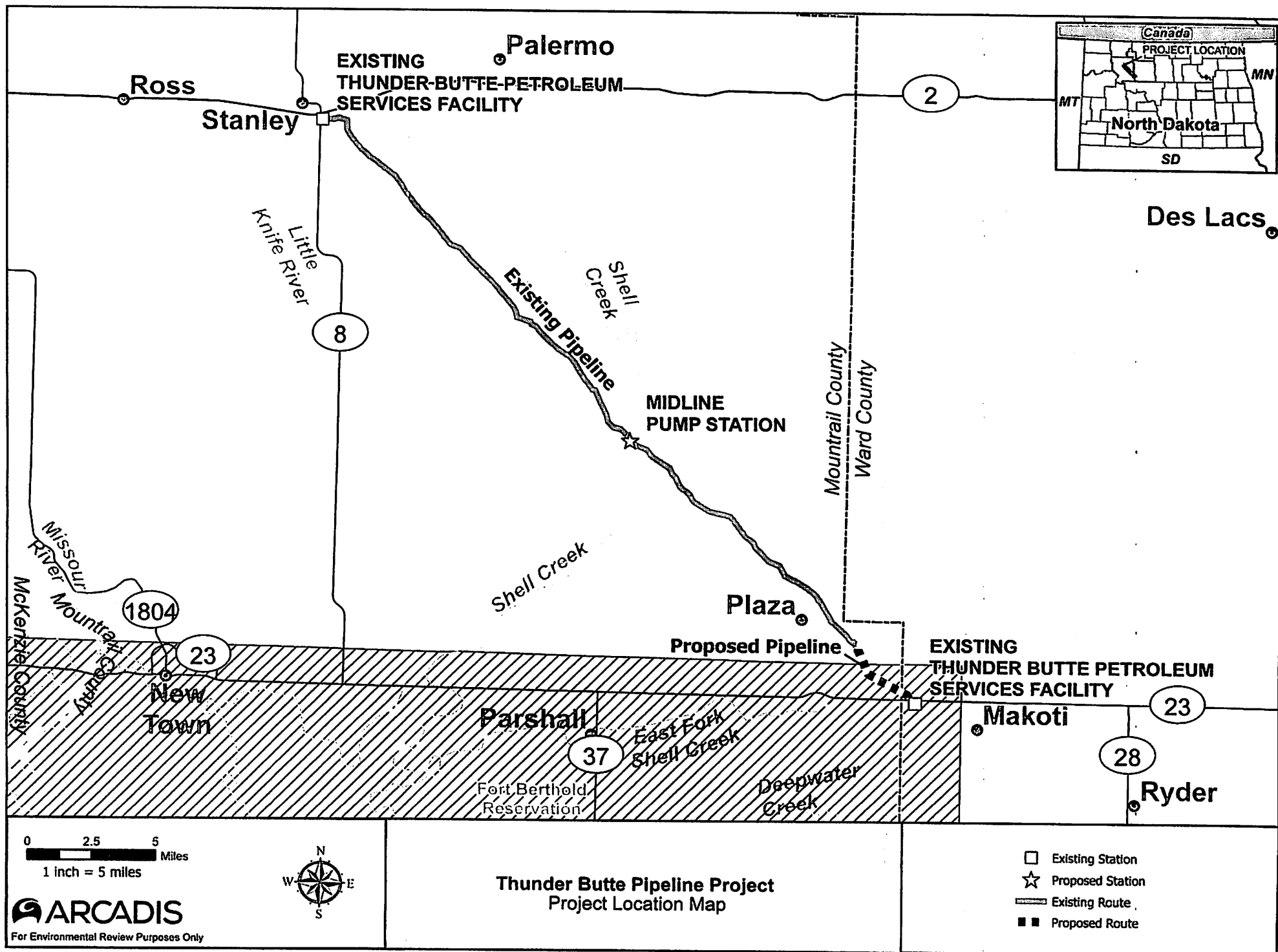
Under North Dakota Century Code section 49-22.1-13(2)(d), political subdivisions shall provide a listing to the Public Service Commission of all local land use, zoning, or building rules, regulations or ordinances. The list of requirements must be filed at least

ten days before the Commission hearing or the requirements are superseded and preempted.

Please respond to:
Steve Kahl, Executive Secretary
North Dakota Public Service Commission
600 E Boulevard, Dept. 408
Bismarck, ND 58505-0480



Adam Renfandt
Analyst, Public Utilities Division



2024 POLICY BRIEF

PROVIDE FULL MANDATORY FUNDING FOR THE PAYMENT IN LIEU OF TAXES (PILT) PROGRAM

ACTION NEEDED:

Urge your members of Congress to support mandatory full funding for the Payments in Lieu of Taxes (PILT) program. Because local governments are unable to tax the property values or products derived from federal lands, PILT payments are necessary to support essential local government services. Unless Congress acts, counties will have received their last fully funded PILT disbursement in 2023.

Without mandatory full funding, PILT will remain a discretionary program (subject to the annual appropriations process) and could fall back to pre-2008 funding levels, which would devastate local government service delivery in areas with significant federal land ownership.

BACKGROUND:

The PILT program was created in 1976 to offset costs incurred by counties for services provided to federal employees and families, the public and to the users of public lands. Services include education, solid waste disposal, law enforcement, search and rescue, health care, environmental compliance, firefighting, parks and recreation and other important community services.

Annual PILT funding levels remained static for many years. For nearly two decades, counties watched the value of their PILT receipts drop due to inflation. In 1995, NACo was successful in securing an amendment to the PILT formula, (P.L. 103-397), which adjusted annual authorization levels for inflation.

The FY 2023 Omnibus appropriations package (P.L. 117-103), enacted in December 2022, ensured full, mandatory funding for PILT to over 1900 counties nationwide. PILT was fully funded in FY 2023 at \$578.8 million. PILT was fully funded in FY 2022 at \$549.4 million. In FY 2021, public lands counties received \$529.7 million from PILT. The program was funded at \$514.7 million in FYs 2019 and FY 2020. The FY2018 Omnibus appropriations package signed into law on March 23, 2018 funded PILT at \$552.8 million. The Consolidated Appropriations Act of 2017 also fully funded PILT at \$465 million for FY 2017.

THE U.S. DEPARTMENT OF
INTERIOR MAKES PILT
PAYMENTS TO OVER 1,900
COUNTIES IN 49 STATES, THE
DISTRICT OF COLUMBIA, GUAM,
PUERTO RICO AND THE U.S.
VIRGIN ISLANDS

PILT PROVIDES PAYMENTS TO
COUNTIES TO OFFSET LOST
PROPERTY TAX REVENUES DUE
TO THE PRESENCE OF NON-
TAXABLE FEDERAL LANDS
WITHIN THEIR JURISDICTIONS

62 PERCENT OF COUNTIES
HAVE FEDERAL LANDS WITHIN
THEIR BOUNDARIES

SCAN THE QR CODE TO
DOWNLOAD THE BRIEF



2024 POLICY BRIEF

In FY 2014, PILT was extended through the farm bill (P.L. 113- 79) as a fully funded, mandatory entitlement program at \$425 million. Mandatory funding of \$399 million for FY 2013 was achieved through the Moving Ahead for Progress in the 21st Century Act (MAP-21) (P.L. 112-141). Previously, the enactment of the Emergency Economic Stabilization Act (P.L. 110-343) provided full funding for PILT from FY 2008 through FY 2012. From its enactment in 1976 through 2007, PILT was a discretionary program subject to annual appropriations and as a result was underfunded year after year.

KEY TALKING POINTS:

- The PILT program provides payments to counties and other local governments to offset forgone tax revenues due to the presence of substantial federal land acreage within their jurisdictions.
- Because local governments are unable to tax the property values or products derived from federal lands, PILT payments are necessary to support essential local government services (mandated by law) such as education, emergency services, transportation infrastructure, law enforcement and health care in over 1,900 counties in 49 states, the District of Columbia, Guam, Puerto Rico and the U.S. Virgin Islands.
- Without predictable mandatory funding, PILT will remain a discretionary program subject to the annual appropriations process. Counties urge the administration and members of Congress to support long- term, predictable full funding for PILT.
- While the Senate and House continue to discuss long-term legislative solutions for funding the PILT program, NACo will continue to urge leadership in both chambers and on both sides of the aisle to work together to fully fund the program.
- Urge your member of Congress to support and cosponsor the Permanently Authorizing PILT Act (H.R. 5929) sponsored by Representatives Brittany Pettersen (D-Colo.) and John Duarte (R-Calif.) which would permanently fund the PILT program, giving local governments a reliable funding stream to support critical local infrastructure and services.

For further information, contact Jonathan Shuffield at 512.965.7268 or jshuffield@naco.org.

Amanda Mahlum

From: Marisa Haman
Sent: Thursday, March 28, 2024 9:36 AM
To: Amanda Mahlum
Subject: FW: Tax impact of Renaissance Zone Program

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



From: Shelly Weppler
Sent: Thursday, March 28, 2024 8:44 AM
To: Marisa Haman <Marisa.Haman@co.ward.nd.us>
Subject: Fw: Tax impact of Renaissance Zone Program

Sending the email below to you. Should the email, because it was sent to all, be in correspondence for the next commission meeting?

Shelly

Shelly C. Weppler
Ward County Commissioner
701-721-6979

"What you are will show in what you do." Thomas A. Edison

From: hugret@srt.com <hugret@srt.com>
Sent: Wednesday, March 27, 2024 7:23 PM
To: John Fjeldahl; Jim Rostad; Shelly Weppler; Bucky Anderson; Jason Olson
Cc: Brian Billingsley
Subject: Tax impact of Renaissance Zone Program

EXTERNAL email received. DO NOT open suspicious emails.

Dear Commissioners:

As Chair of the Renaissance Zone Committee I'd like to one point out to you that the yearly property tax impact of the Renaissance Program on a Minot household is quite small.

The value of the property that is currently exempt from property taxes due to the Renaissance Zone Program is approximately \$6.2 million. The taxes from the mill rate that would be applied to that amount computes to about \$112,000 per year for all taxing entities put together (the city of Minot, Ward County, the school districts, the park district). Of that amount about \$35,000 would be paid directly to the city of Minot. If Minot has about 48,000 residents, that computes to about \$0.75 year per resident or about \$3.50 per year for a household of 4. I would submit that \$3.50 per year isn't going to change any household's income substantially.

I appreciate your consideration of this information. Please contact me if you have any questions.

Peter Hugret

Peter J. Hugret
hugret@srt.com



GREETINGS,

Dakota College at Bottineau is pleased to announce the forthcoming expansion of our programs in the Minot Area, and we are enthusiastic about the opportunities this presents. In line with our commitment to meeting the evolving educational needs of the community, we are proposing the formation of a Minot Programs Advisory Board. This board will focus on analyzing employment trends, educational requirements, and overall workforce development to ascertain the potential demand for new programs within the Minot Community.

We believe that representation from you or someone within your organization would greatly enhance the effectiveness of this board. This initiative includes the exploration of expanding programs offered at all of our Minot locations including Dakota College Downtown, Dakota College at Minot State Campus, Dakota College Nursing location and potential expansion at Minot Air Force Base. Our aim is to provide support and opportunities to residents of Minot and the surrounding areas, enabling them to acquire training that aligns with the workforce needs of the Minot Area and beyond. We are also optimistic that Dakota College's programs will attract individuals from beyond our region, fostering community expansion as we embrace newcomers and aid them in putting down roots in our area.

We kindly request your assistance by your participation in or by helping to identify a suitable representative who would be interested in participating on the Minot Programs Advisory Board for Dakota College. The commitment involves biannual meetings, with our inaugural session scheduled for May 9, 2024 at 4pm at our Dakota College Downtown location, a formal invitation will follow. Your cooperation and support in this matter would be greatly appreciated. Please respond back at your earliest convenience.

Thank you for your attention to this matter.

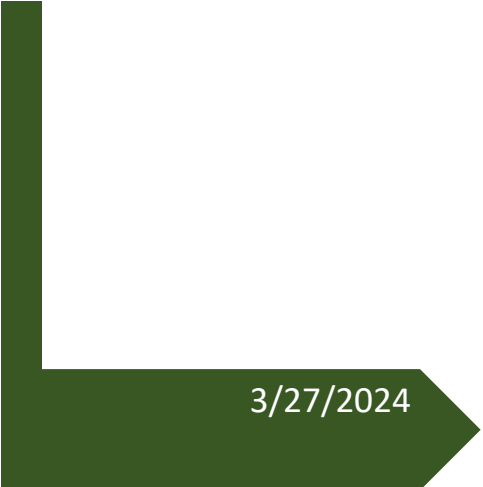
Sincerely,

Maggie Backen

Minot Programs Director

DAKOTA COLLEGE AT BOTTINEAU- MINOT CAMPUS

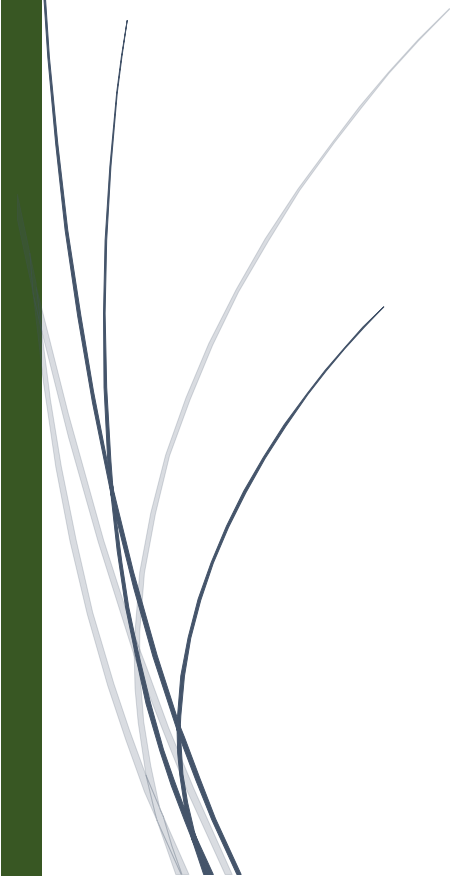
500 UNIVERSITY AVE- ADMIN 363A · MINOT, ND 58707 · 701-858-4339 · WWW.DAKOTACOLLEGE.EDU



3/27/2024

2023

ANNUAL REPORT TAX EQUALIZATION



Noreen Wilkie
DIRECTOR OF TAX EQUALIZATION



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

March 27, 2024

Board of County Commissioners
225 3rd St. SE
Minot, ND 58701

Honorable Commissioners,

The 2023 annual report of the Ward County Tax Equalization Department is a summary of the 2023 assessment roll and a review of what occurred in terms of real estate value, appraisal activity, building permit applications and planning & zoning from January through December, 2023. This report will include the total 2023 True and Full value of all taxable property located in Ward County that is not exempt by state law. The True and Full market valuation of taxable real property, property transfers, sales, new construction, and property division and consolidations all combine to give a tax base for Ward County's 2023 property tax year.

All procedures of assessment and appraisal are conducted according to North Dakota Tax Department guidelines, the North Dakota Century Code, and nationally recognized principles of mass appraisal of real property. The Director of Tax Equalization and four Assessors in the Tax Equalization Department hold Class 1 Assessor Certifications from the ND State Tax Department. The Tax Equalization Department is committed to development and use of processes that support integrated data management, providing Ward County with the most current and accurate source of property information. This department strives to provide all Ward County taxpayers with a fair and equitable assessment.

In 2023, the Ward County Tax Equalization office completed residential and commercial reappraisals of five cities: Douglas, Makoti, Ryder, Des Lacs and Sawyer. Letters were sent out in the spring of 2023 to the property owners. It is the property owner's responsibility to call our office and set up an appointment for an interior/exterior inspection. If the property owner did not set up an appointment the Assessors placed a notice on the front door of the residence, completed an exterior inspection, measured the exterior of the structures and updated the photos.

The Ward County Building Inspector provides services to 48 townships and two cities, City of Kenmare and City of Donnybrook, that have current joint powers agreements with Ward County to provide their permitting authority and a statistical breakdown is included in this report.

The Planning and Zoning area includes 41 townships and the statistical breakdown is included in this report.

The Ward County Tax Equalization office is budgeted for the Director of Tax Equalization, Deputy Director of Tax Equalization, three Property Appraisers, a Building Inspector, an Administrative Assistance and the Planning & Zoning Administrator to conduct the following activities:

- Estimating the market value or true & full value of over 21,406 properties each assessment year (total includes exempt parcels).
- Measuring and listing all new construction.
- Providing data related to legal descriptions, lot sizes, property tax estimates, and building information to all county and city departments and the public.
- Administering almost 1300 tax exemptions and tax credits on a yearly basis.
- Explaining, defending, or recommending changes to the assessed value of various properties in abatement proceedings.
- Assisting all county departments in determining market value of land and building as relating to the conducting of county business.
- Administer Manufactured Home taxation as outlined in North Dakota Century Code for 2,362 properties.
- Act as the building permitting authority for 48 townships and 2 cities.
- Planning & Zoning Administrator promotes sound growth and planning policies by preparing, implementing and administering land use plans, policies, rules and regulations for 41 townships.

I would like to thank all of the Tax Equalization office staff for a job well done in meeting the challenges of the department's goals and deadlines this past year.

The Tax Equalization Staff, at the present time, includes:

- Jeff Mutchler – Deputy Director of Tax Equalization
- Nicholas Metzgian – Property Appraiser
- Julie Straabe – Property Appraiser
- Erica Brewer – Property Appraiser
- Aaron Rust – Building Inspector
- Patti Eisenzimmer – Administrative Assistance
- Elizabeth Pietsch – County Planner

Regards,

Noreen Wilkie
Director of Tax Equalization

2023 Sales Ratio Study

North Dakota property tax is an ad valorem tax. This means, simply, a tax according to value. The true and full value for tax purposes must reflect the market value of the property. To maintain equitable assessments and achieve an accurate portrayal of the market our office conducts a sales ratio study annually. It is the intent of the ND legislature that local assessors use the results of the sales ratio study as a guide in making and equalizing assessments of property.

The State Board of Equalization adopted a tolerance level of 90 to 100 percent for agricultural, residential and commercial assessments for the 2023 sales ratio study. This means that our final ratio analysis, after adjustments, must have a median between 90 and 100 percent. Adjustments made to the classes of property resulted in the final ratios listed below:

2023 Assessment Ratio Study for Ward County (excluding City of Minot)

	2023 Measurements		Tolerance
Median Ratio Residential	93.5%	State Mandated	90-100%
Median Ratio Commercial	91.2%	State Mandated	90-100%
Median Ratio Agricultural Land	93.7%	State Mandated	90-100%

2023 Assessment Ratio Study for City of Minot

	2023 Measurements		Tolerance
Median Ratio Residential	92.9%	State Mandated	90-100%
Median Ratio Commercial	91.4%	State Mandated	90-100%

The sales ratio study is conducted annually by the ND State Tax Commissioner's Office to insure that the local jurisdictions comply with setting appropriate property values. Every sale of property in Ward County is filed with the state indicating the adjusted sales price and the true and full value. If the prior year sales percentage were not within the tolerance range, which for 2023 was 90-100% of the true and full value, then Ward County would need to decrease or increase the valuations to bring the overall values into compliance. Value adjustments for new construction or exemptions expiring are not considered in these increases.

DEFINITION

- **Median Ratio:** A measure of central tendency. Median is affected by the number of observations and is not distorted by the size of extreme ratios. The State Board of Equalization, when equalizing residential and commercial property assessments, uses this. Individual ratios of the sales are arranged in order of magnitude, and then the middle ratio in the series is the "Median Ratio".

True and Full, Assessed, and Taxable Value Comparison

<u>True & Full Value</u>	<u>2022</u>	<u>2023</u>	<u>Change</u>	<u>Percent</u>
Commercial Land	782,960,200	801,762,200	18,802,000	2.40%
Commercial Bldg	<u>1,527,699,500</u>	<u>1,533,673,500</u>	<u>5,974,000</u>	0.39%
Total Commercial	2,310,659,700	2,335,435,700	24,776,000	1.07%
Residential Land	837,060,400	845,246,000	8,185,600	0.98%
Residential Bldg	<u>3,376,443,000</u>	<u>3,637,733,000</u>	<u>261,290,000</u>	7.74%
Total Residential	4,213,503,400	4,482,979,000	269,475,600	6.40%
Total Agricultural Land	685,337,900	734,512,500	49,174,600	7.18%
Total All Property	7,209,501,000	7,552,927,200	343,426,200	4.76%

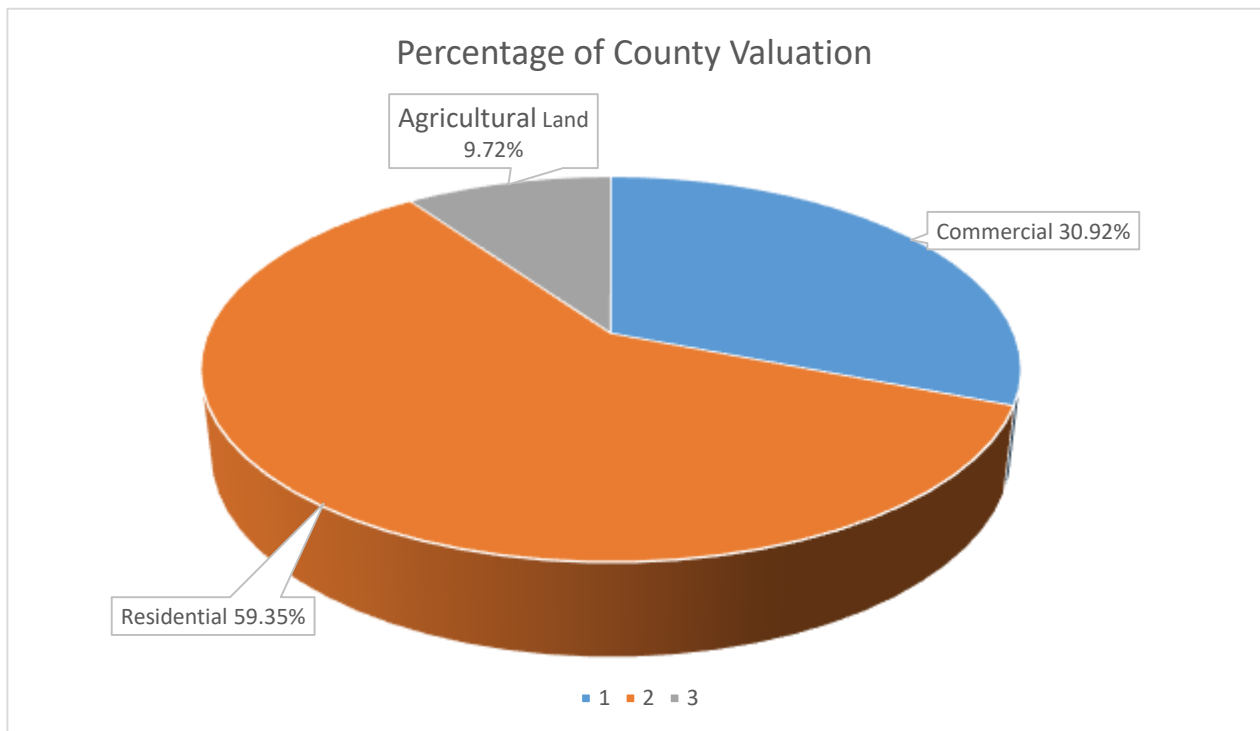
*The 2022 and 2023 assessment roll total reflects values that were certified to the State Tax Department June, 2023. These values have changed during the years due to abatements, corrections, adjustments and exemptions.

<u>Assessed Values</u> (50% of Market Value)	<u>2022</u>	<u>2023</u>	<u>Change</u>	<u>Percent</u>
Commercial Land	391,480,100	400,881,100	9,401,000	2.40%
Commercial Bldg	<u>763,849,750</u>	<u>766,836,750</u>	<u>2,987,000</u>	0.39%
Total Commercial	1,155,329,850	1,167,717,850	12,388,000	1.07%
Residential Land	418,530,200	422,623,000	4,092,800	0.98%
Residential Bldg	<u>1,688,221,500</u>	<u>1,818,866,500</u>	<u>130,645,000</u>	7.74%
Total Residential	2,106,751,700	2,241,489,500	134,737,800	6.40%
Total Agricultural Land	342,668,950	367,256,250	24,587,300	7.18%
Total All Property	3,604,750,500	3,776,463,600	171,713,100	4.76%

<u>Taxable Value</u> (10% of Assessed Value for Commercial and Agricultural land and 9% of Assessed Value for Residential)	<u>2022</u>	<u>2023</u>	<u>Change</u>	<u>Percent</u>
Commercial Land	39,148,010	40,088,110	940,100	2.40%
Commercial Bldg	<u>76,384,975</u>	<u>76,683,675</u>	<u>298,700</u>	0.39%
Total Commercial	115,532,985	116,771,785	1,238,800	1.07%
Residential Land	37,667,718	38,036,070	368,352	0.98%
Residential Bldg	<u>151,939,935</u>	<u>163,697,985</u>	<u>11,758,050</u>	7.74%
Total Residential	189,607,653	201,734,055	12,126,402	6.40%
Total Agricultural Land	34,266,895	36,725,625	2,458,730	7.18%
Total All Property	339,407,533	355,231,465	15,823,932	4.66%

2023 True and Full Value

True and Full Value	2022	2023	Change	%of Change	% of Total
Commercial	2,310,659,700	2,335,435,700	24,776,000	1.07%	30.92%
Residential	4,213,503,400	4,482,979,000	269,475,600	6.40%	59.35%
Agricultural Land	685,337,900	734,512,500	49,174,600	7.18%	9.72%
Total All Property	7,209,501,000	7,552,927,200	343,426,200	4.76%	100.00%



*The 2023 True and Full Value reflects the values that were certified to the State Tax Department in June of 2023.

Homestead Credit & Disabled Veterans Credit Comparison

	2022 Credits	2023 Credits	Difference in Credits	2022 Total Taxable Value	2023 Total Taxable Value	Difference In Value
Homestead Credits	544	852	308	\$2,044,059	\$4,599,984	\$2,555,925
Disabled Veterans Credits	742	845	103	\$4,460,594	\$5,083,840	\$623,246

*The totals are what were submitted on the abstract for the year. If a credit was filed after the current year abstract was submitted, the credit was submitted on the abstract for the following year. The totals also include the 2024 Mobile Home credits.

*Ward County does not lose any revenue due to the Homestead Credit or Disabled Veterans Credit. State Treasurer's Office reimburses the revenue that is not collected due to the credit.

Farm Residence Exemptions & Exempt Inundated

	2022 # of Exemptions	2023 # of Exemptions	Difference 2022-2023
Farm Residence Exemptions	488	482	-6
Exempt Inundated	140	148	8

*The Farm Residence Exemption totals include Mobile Home parcels.

Ward County Assessing Services Annual Income

<u>Year</u>	<u># of Jurisdictions</u>	<u>Revenue Produced</u>
2023	67	66077
2022	64	63798
2021	64	64733
2020	64	63347
2019	64	63226
2018	64	64618
2017	64	63974
2016	61	60510
2015	49	52899
2014	42	50210
2013	41	51270

***Total # of Jurisdictions is 11 cities and 56 Townships**

***New for 2023 City of Berthold, Carbondale Township & Passport Township**

***Assessing fee per parcel – \$1.80 for Agricultural Land & Vacant Lots**

\$6.00 for Commercial & Residential Structures

Building Permit Total Comparison

	2023		2022		2021		2020		2019	
	#Permits	Valuation	#Permits	Valuation	#Permits	Valuation	#Permits	Valuation	#Permits	Valuation
Commercial Permits	5	1,879,739	7	3,147,617	6	1,137,000	3	1,003,223	3	143,000
Single Family Dwellings	5	2,697,598	8	3,570,301	16	5,639,038	11	4,016,367	15	2,776,000
Relocated Single Family Dwellings	6	597,987	3	291,160	9	515,500	9	261,500	7	142,900
Outbuildings	8	747,789	12	1,335,271	18	1,028,243	14	554,000	14	657,000
Additions/Remodels/Decks	5	308,068	6	560,358	6	292,234	15	630,500	8	145,500
Cell Tower Upgrades	1	111,111	0	0	3	152,690	3	235,000	3	175,000
Billboards	0	0	0	0	0	0	0	0	0	0
Total Permits & Total Valuation of Permits Issued	30	6,342,292	36	8,904,707	58	8,764,705	55	6,700,590	50	4,039,400
Moving Permits	1	\$176.07		\$340.98		\$524	3	\$380	6	\$1,049
Total Income from Permit Fees		29,326		\$40,370		\$39,977		\$30,465		\$23,679

Fee Schedule: \$4.50 per \$1000 of estimated construction cost

The cost is based on ICC Building Valuations

Ward County Planning and Zoning Statistics:

	2023		2022		2021		2020	
Application Type	#Permits	Total Fees Collected	#Permits	Total Fees Collected	#Permits	Total Fees Collected	#Permits	Total Fees Collected
Outlot Plat Applications	26	1300	36	\$1800.00	46	\$2300.00	39 (w/46 Lots)	\$2100.00
Subdivision Plat Applications	3	400	3	\$450.00	5	\$ 750.00	2	\$ 300.00
Subdivision Plat Lot Fees	5	0	11	\$275.00	11	\$ 275.00		
Variance Applications/Public Hearing Notices	7	500	4	\$400.00	6	\$ 600.00	6	\$ 200.00
Special Use Permit Application/Public Hearing Notice	4	800	2	\$400.00	4	\$ 800.00	1	\$ 200.00
Right of Way Vacation Request	1	0	4	None	2		1	
Development Reviews	31	0	46	None	56		25	
USDA Zoning Request Letters	2	0	2	None	5		7	
Estimated Total Fees Collected for P&Z Applications Processed		\$3000.00		\$3225.00		\$4725.00		\$2800.00

The Ward County Planning Commission met 13 times in calendar year 2023.

- The Board consists of seven Planning Commissioners and two County Commissioners.
- Seven Planning Commissioners are paid \$50 per meeting attended.

2023 FEE SCHEDULE:

\$50 per Outlot Plat Application

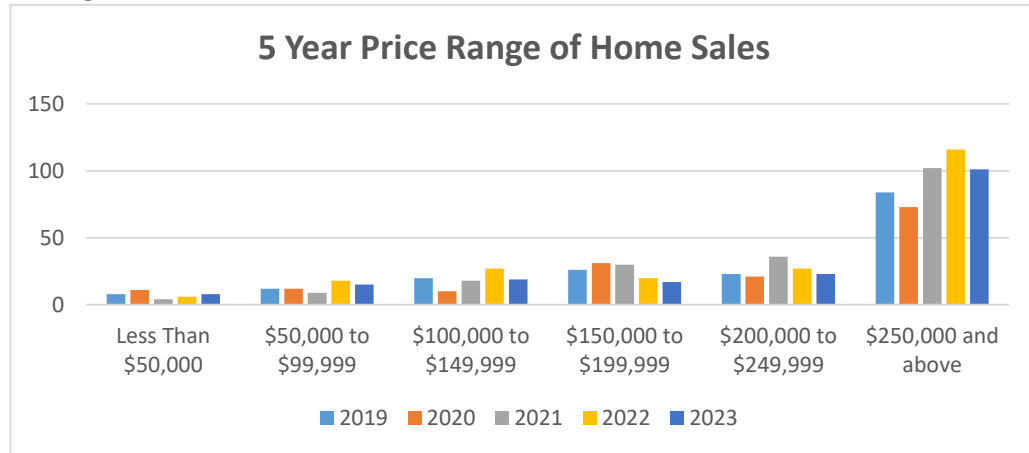
\$100 for each Variance Application

\$200 for each Special Use Permit Application

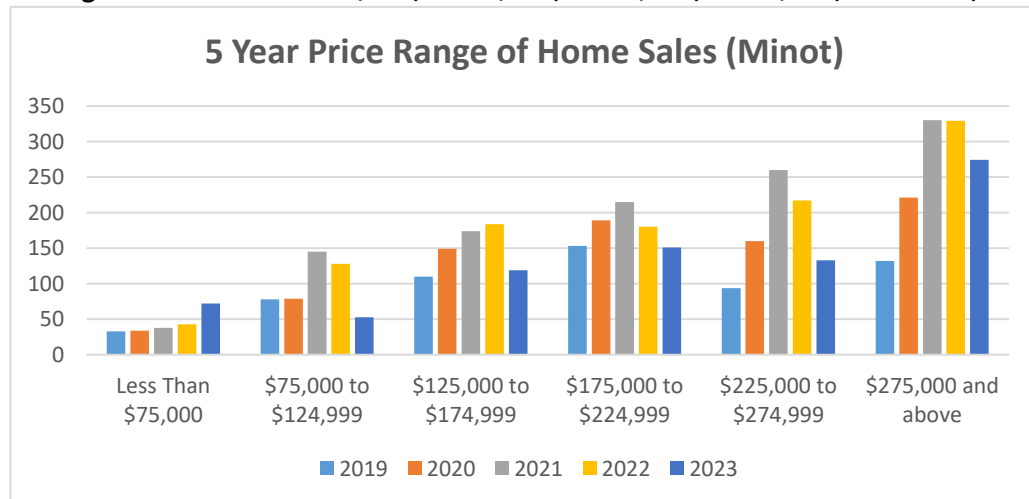
\$150 application fee + \$25 per lot platted for Subdivision Plat Applications

5-Year Price Range of Homes Sold (Not Including Minot)

	2019	2020	2021	2022	2023
Less Than \$50,000	8	11	4	6	8
\$50,000 to \$99,999	12	12	9	18	15
\$100,000 to \$149,999	20	10	18	27	19
\$150,000 to \$199,999	26	31	30	20	17
\$200,000 to \$249,999	23	21	36	27	23
\$250,000 and above	84	73	102	116	101
Total Residential Sales	173	158	199	214	183
Average Sale Price	\$253,000	\$246,000	\$255,000	\$273,000	259,000

5-Year Price Range of Homes Sold (Minot)

	2019	2020	2021	2022	2023
Less Than \$75,000	33	34	38	43	72
\$75,000 to \$124,999	78	79	145	128	53
\$125,000 to \$174,999	110	149	174	184	119
\$175,000 to \$224,999	153	189	215	180	151
\$225,000 to \$274,999	94	160	260	217	133
\$275,000 and above	132	221	330	329	274
Total Residential Sales	600	832	1162	1081	802
Average Sale Price	\$213,000	\$223,000	\$233,000	\$234,000	241,000



Ward County Sheriff's Department 2023 Annual Report



Introduction

The Ward County Sheriff's Department had another busy year in 2023. We continue to operate with high numbers statistically for most categories and divisions. We continue to be aggressive in many areas to include fundraising and looking for grants with the overall safety of the citizens of Ward County as our main priority. Our entire staff is always working hard and they are constantly providing results and bringing safety to the Ward County community.

Patrol Division

The patrol division, as always, is considered the backbone of any department. Patrol contacts consist of the majority of the contacts that Law Enforcement Officers have with the public as they are often the first to respond to most incident calls. The division is overseen by the Captain and is supervised by one Lieutenant and three Sergeants. Additionally the Patrol Division has fourteen deputies assigned with one deputy assigned as the K9 Deputy with partner Baxi. One additional Deputy is assigned as our School Resource Officer. The Patrol Division provides 24-hour coverage, seven days a week, including weekends and holidays.

Patrol Division

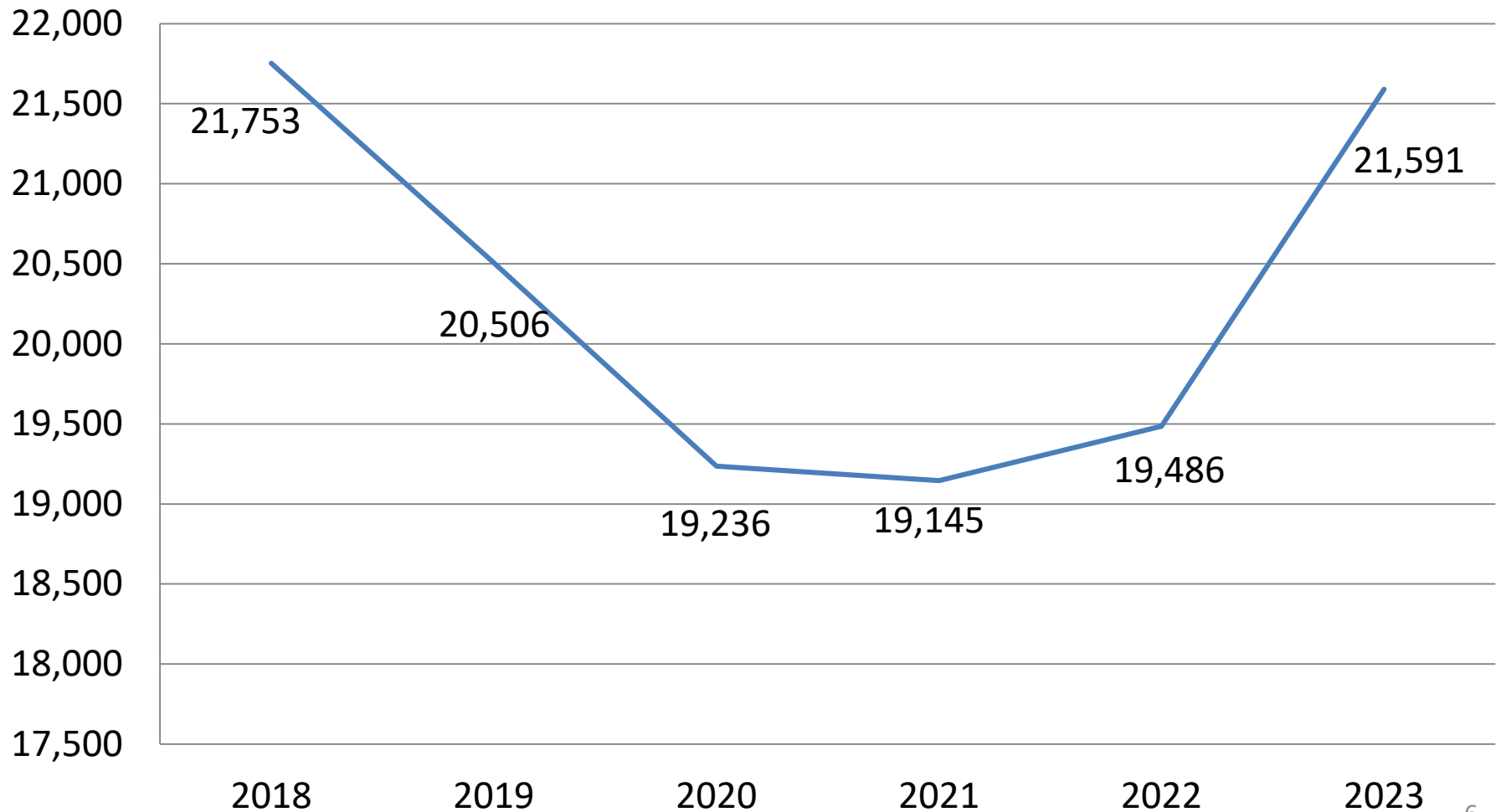
The main duties of the Patrol Division are traffic enforcement, responding to calls for service, traffic crash investigations, responding to crimes in progress, prisoner transports, serving subpoenas and civil process, and responding to alarm calls. Deputies also work extra duties and special events, such as the North Dakota State Fair, the Norsk Hostfest, and other various events. In addition, deputies participated in state-funded grant programs, such as Alcohol Saturation Patrol and “Click it or Ticket.” The department also participates in another grant program where we conduct additional patrols and intelligence gathering within Ward County along the US highway routes going towards the Canadian border.

Patrol Division

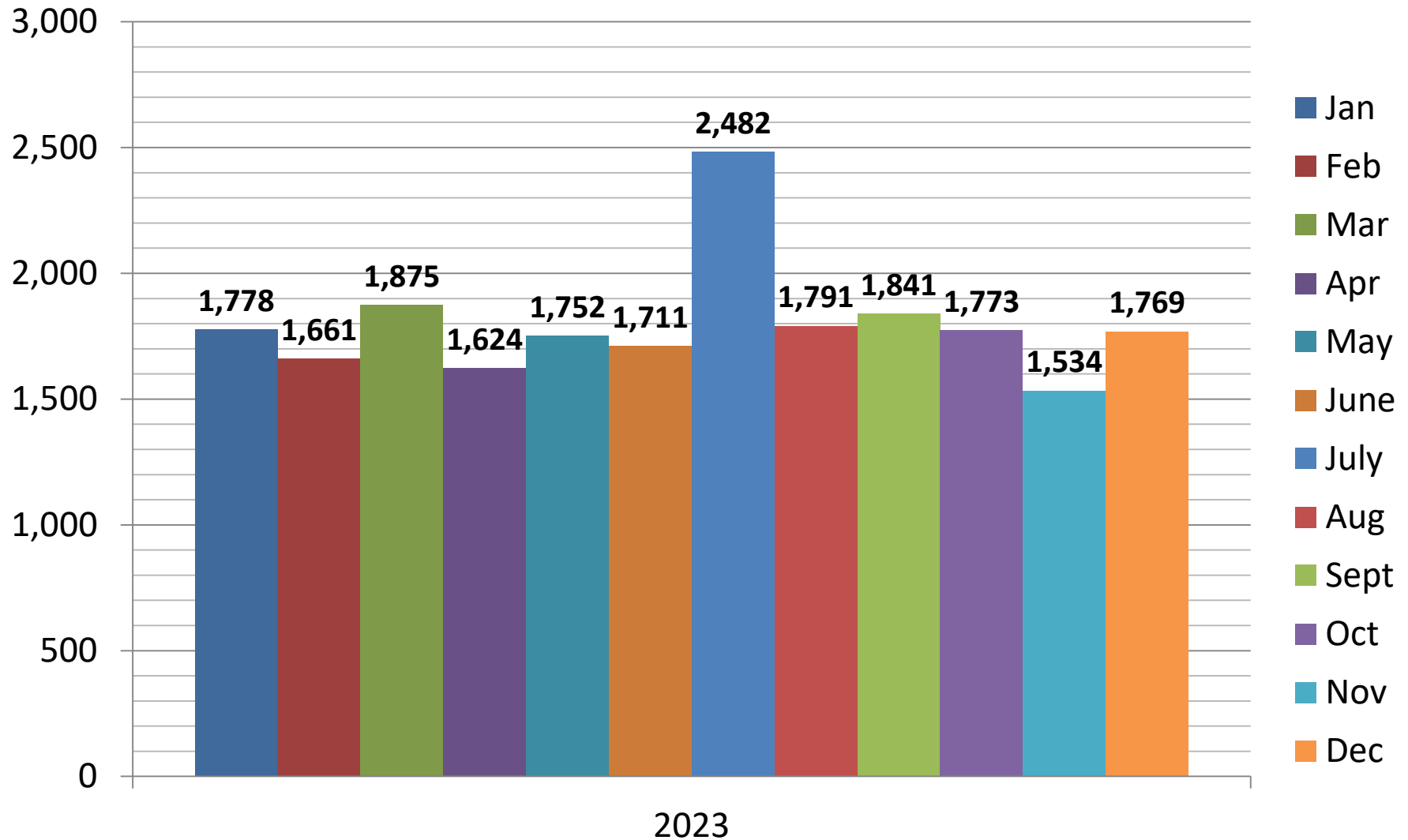
Each year for the past several years, there has been a large number of calls for service. In 2023, there were **21,591** calls for service, an increase of **2,105** calls over the prior year. With the increase, that is a daily average of **59.15** calls per day. The following graph depicts a consistent high number in the calls for service over the prior six years.

Patrol Division

Calls for Service



All Reported Incidents

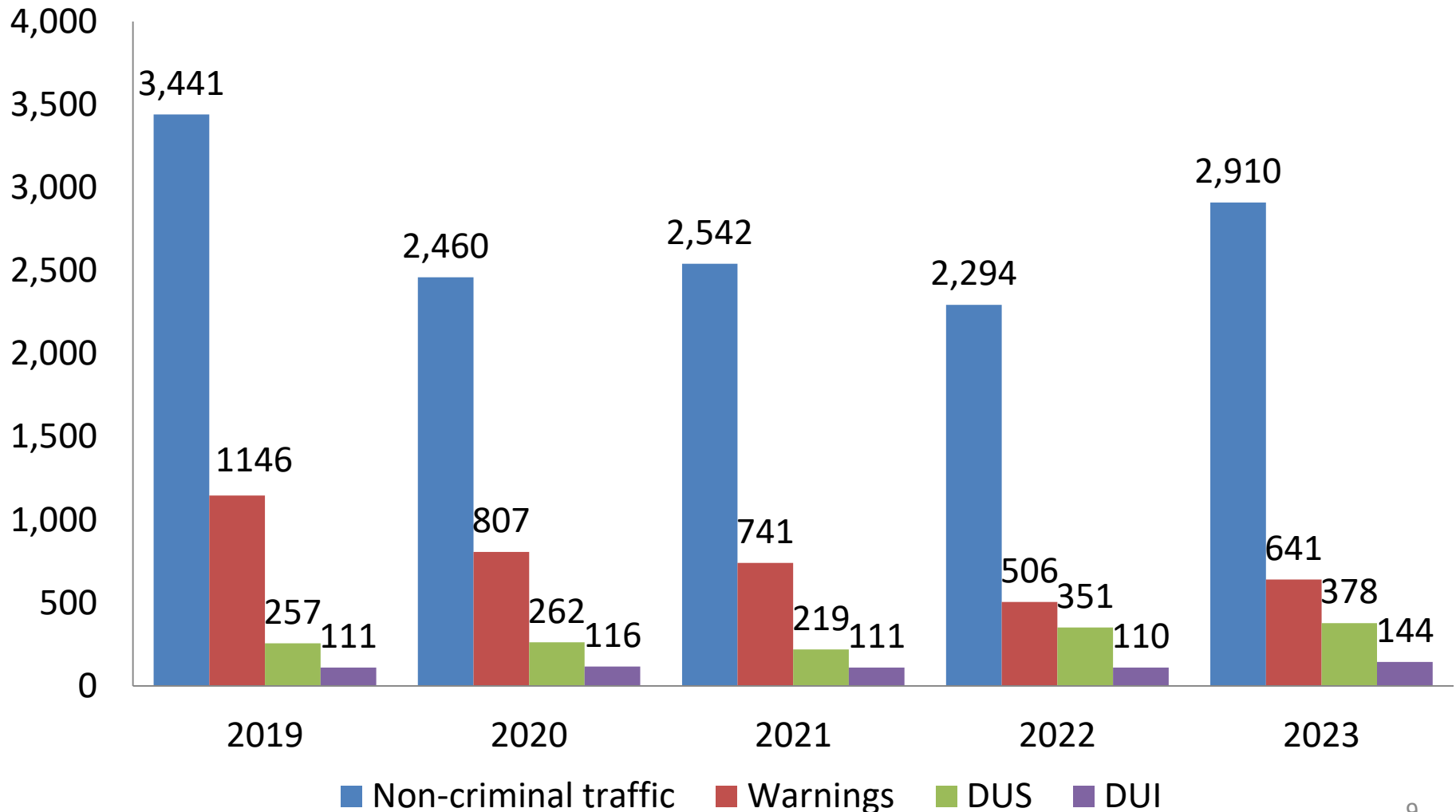


Patrol Division

Because patrol deputies spend most of their time patrolling our Ward County communities, they make frequent contacts with the public. Many times these contacts lead to traffic citations. In addition, many of these contacts reveal that persons are wanted or need to be served with civil process. The following graph represents the some of the activity and citations issued by the Department during the past five years.

Patrol Division

Traffic-Related Activity

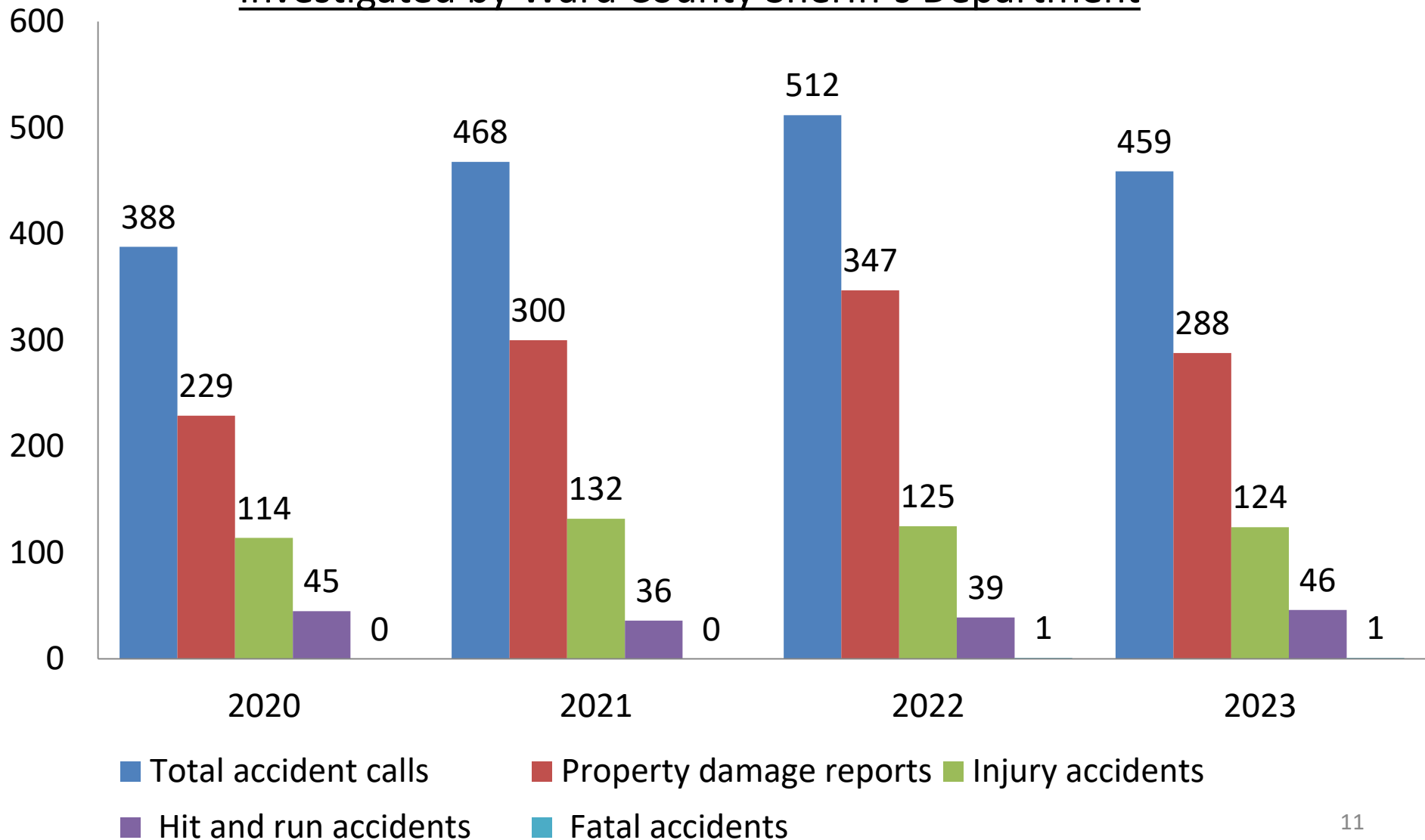


Accidents

Traffic accidents remain a common call for a Deputy. Property damage accidents make up a majority of the accident calls. Some accidents result in minor damage and do not require that a State Crash Report be completed. In 2023, Deputies were involved in the investigation of a total of **459** accidents, showing a slow decrease in accident calls.

Accidents

Investigated by Ward County Sheriff's Department

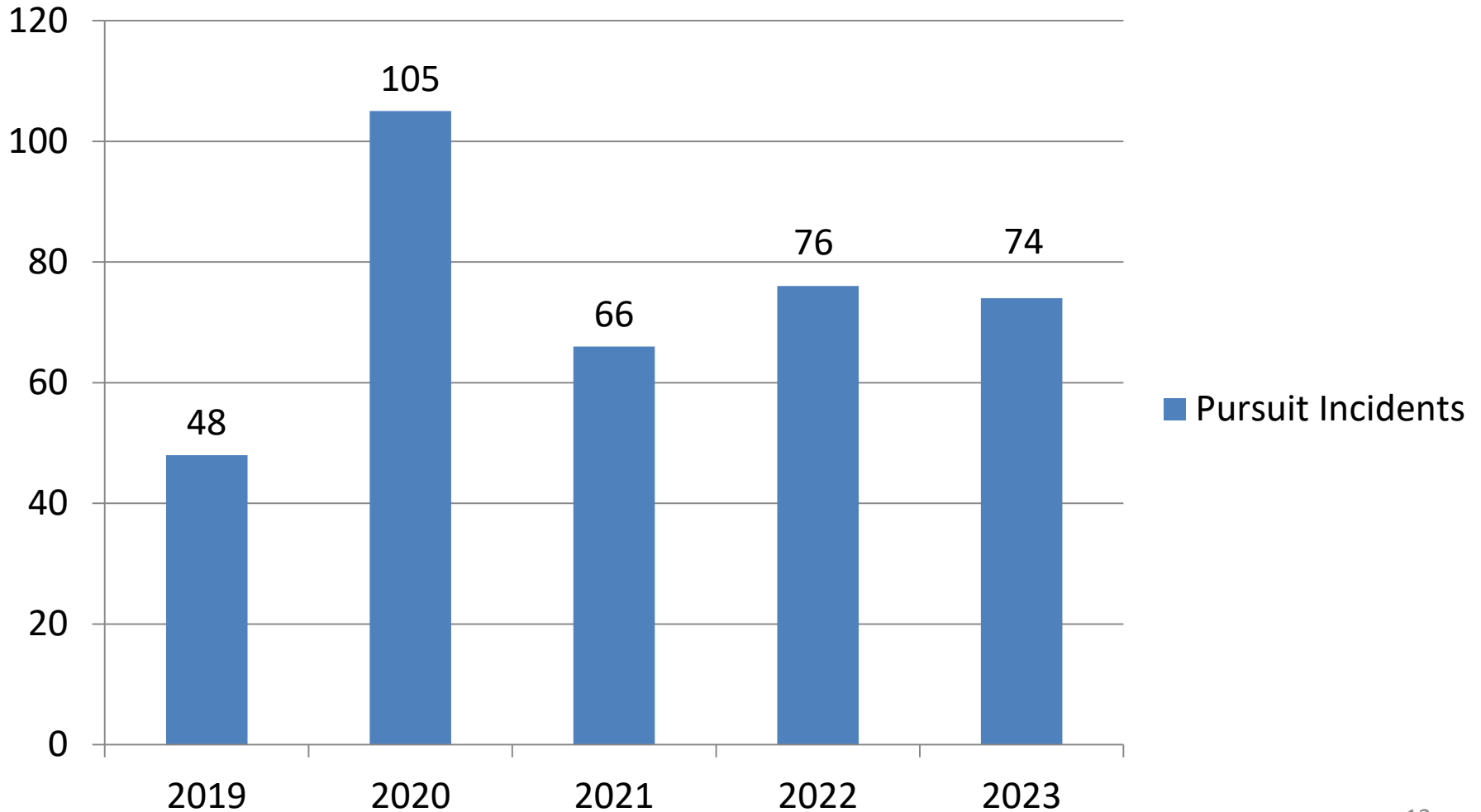


Patrol Division

While on patrol, deputies can find themselves responding to a variety of calls. Some of these calls will require that deputies deal with situations in which people fail to stop and are actively fleeing in a motor vehicle and attempting to elude being caught. Some of the suspects in these cases have active warrants, are in possession of illegal items or are intoxicated. The pursuits can be initiated by Deputies or are due to Deputies assisting other agencies with a pursuit inside Ward County. The following numbers represent the number of pursuits that Deputies were involved in in 2023.

Patrol Division

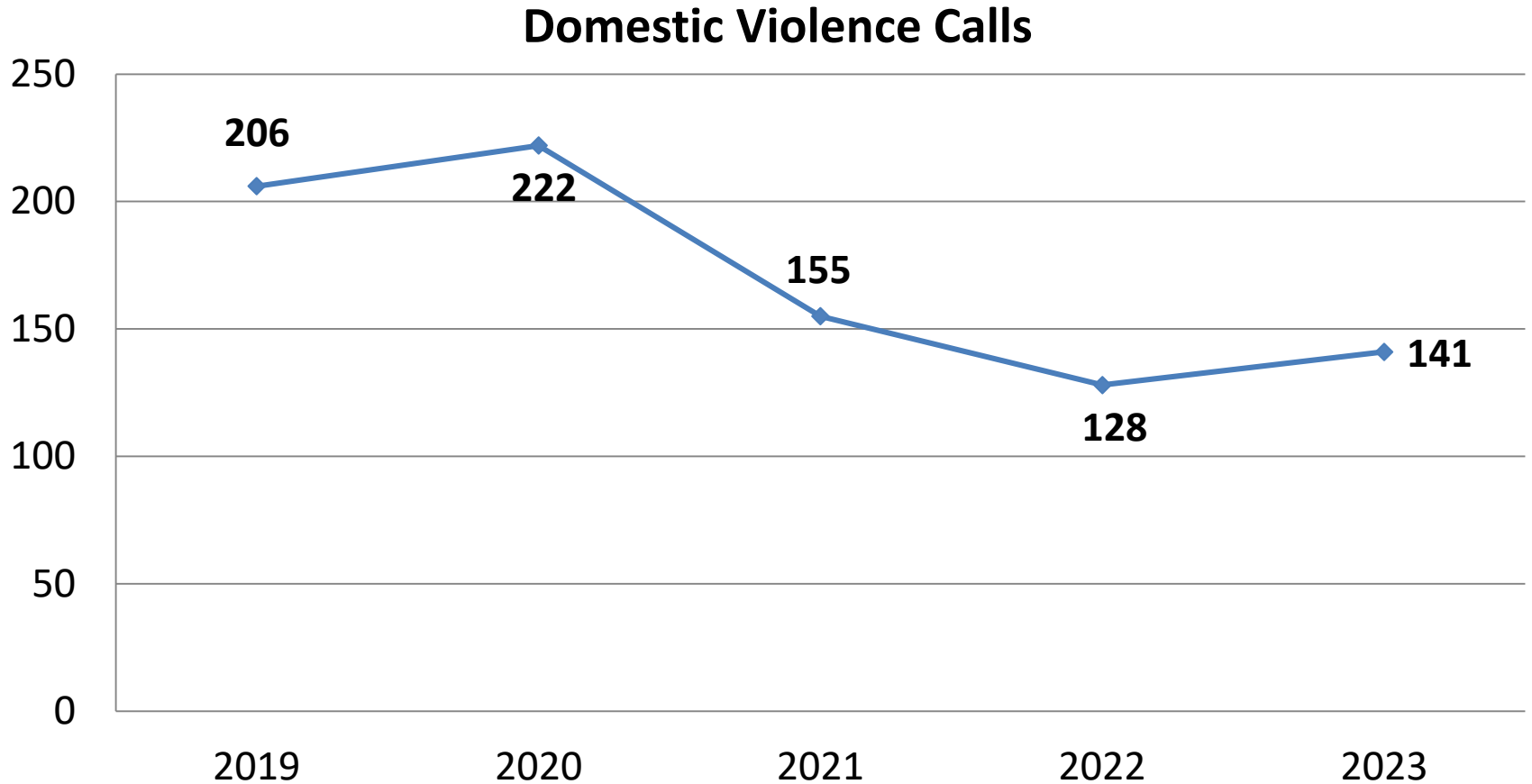
Pursuit Incidents



Domestic Violence Incidents

Like other areas of responsibility for law enforcement, domestic violence calls have remained a constant however, in 2023 the number of domestic disturbance calls we responded to slightly increased from the previous year. The domestic violence calls have consistently remained at an alarmingly high number and those calls are always some of the most complex and dangerous for everyone involved. The following depicts the steady rate of such calls.

Domestic Violence



K9



K9

The Ward County Sheriff's Department was able to raise funds with the help of several community partners to add a K9 to the Department in June of 2020. Deputy Michael Miller resigned in 2023 and Sgt Jackson took over K9 handler duties with Baxi. Sgt Jackson and Baxi have trained hard to produced great numbers in helping keep our communities safe. We have witnessed a progressive impact on the protection of the community everyday from these partners.

K9

Deputy Miller/Sgt Jackson and Baxi were involved in **67** deployments in 2023. Out of those deployments, Baxi had **59** indications and **77** seizure incidents that resulted in **26** separate arrests. Deputy Miller/Sgt Jackson and Baxi have accumulated a total of **222.8** training hours for 2023. The following slides depict the training and deployment summary for Baxi in 2023.

Deployment Summary

Joseph Jackson and K9 Baxi, Ward County Sheriff's Office, ND
Using all 67 Records from January 1, 2023 to December 31, 2023

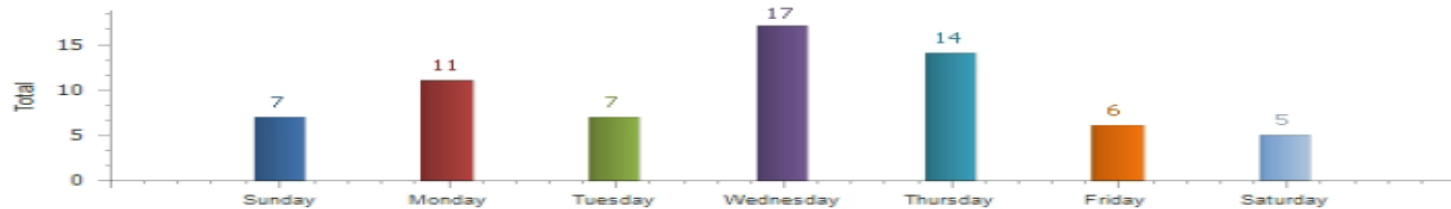
Overview

Total Deployments: 67
Total Arrests: 27

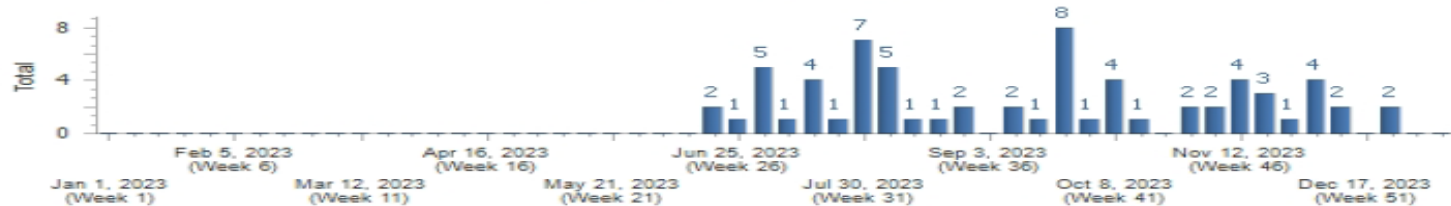
Detection Deployments: 63
Arrests With Bites: 1

Patrol Deployments: 4

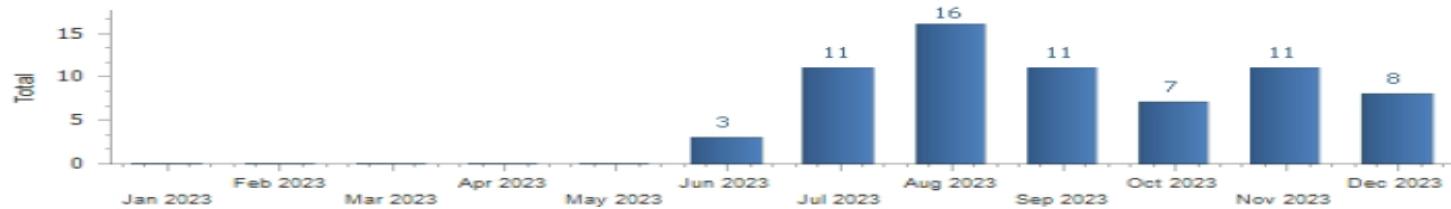
Deployments By Day Of Week



Deployments By Week



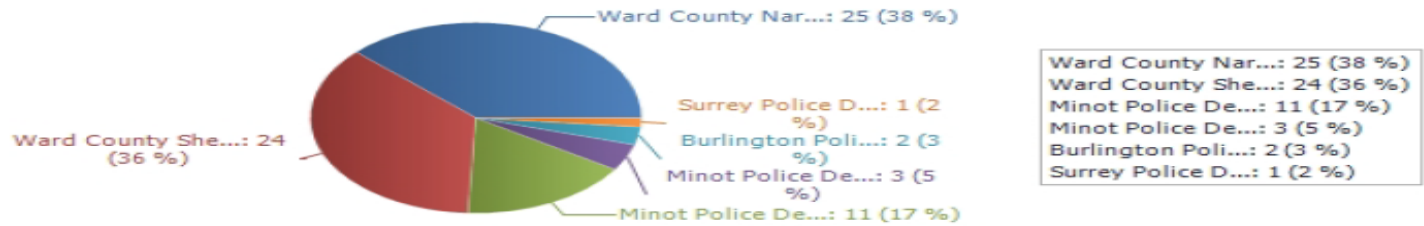
Deployments By Month



Deployment Summary

Joseph Jackson and K9 Baxi, Ward County Sheriff's Office, ND
Using all 67 Records from January 1, 2023 to December 31, 2023

Top 25 Requesting Agencies



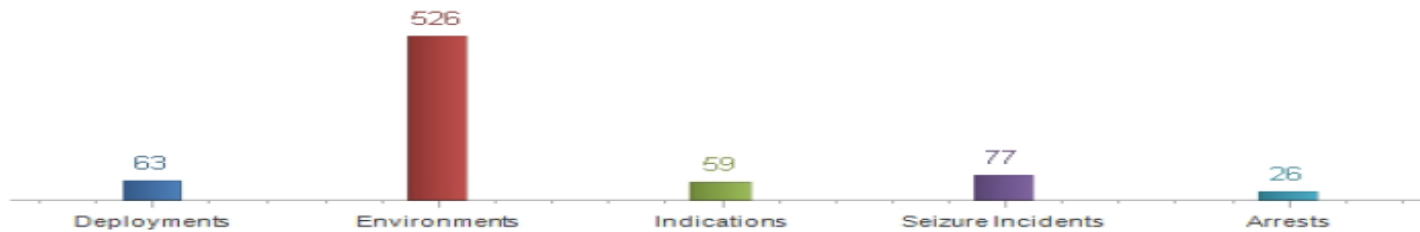
Patrol Types



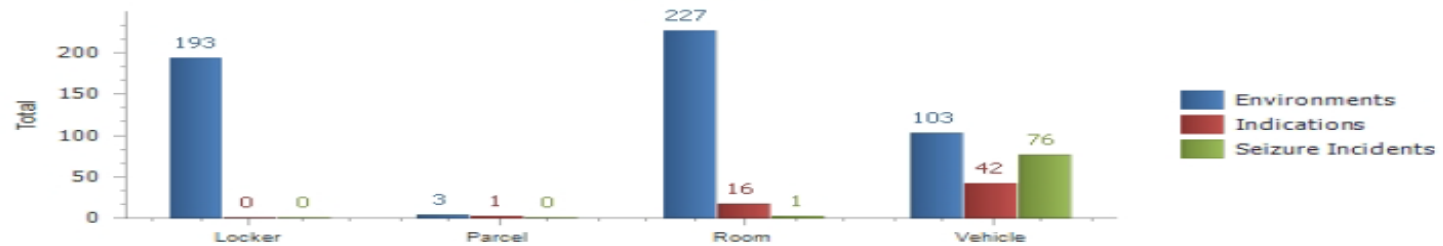
Deployment Summary

Joseph Jackson and K9 Baxi, Ward County Sheriff's Office, ND
Using all 67 Records from January 1, 2023 to December 31, 2023

Detection Statistics



Detection Environments



Currency Indication Ratio



Deployment Summary

Joseph Jackson and K9 Baxi, Ward County Sheriff's Office, ND
Using all 67 Records from January 1, 2023 to December 31, 2023

Currency Indications

Circulated  1 seizure incident (100%): 2200 USD

Packaging Around Currency

None: 1 (100%)

Drug Paraphernalia Indications

Paraphernalia  46 seizure incidents (100%): 65 items

Packaging Around Drug Paraphernalia

Plastic: 16 (34%)

Glass: 14 (30%)

Aluminum Foil: 8 (17%)

Metal: 6 (13%)

Rubber: 1 (2%)

None: 1 (2%)

Drug Indications

Methamphetamine  12 seizure incidents (44%): 35.62 grams

Marijuana  11 seizure incidents (41%): 106.5 grams

Schedule II  2 seizure incidents (7%): 4 items

Heroin  1 seizure incidents (4%): 8 grams

Cocaine  1 seizure incidents (4%): 96 grams

Packaging Around Drugs

Plastic: 20 (74%)

None: 3 (11%)

Rubber: 1 (3%)

Glass: 1 (3%)

Paper: 1 (3%)

Aluminum Foil: 1 (3%)

Firearms Indications

Hand Gun  2 seizure incidents (67%): 3 items

Rifle  1 seizure incidents (33%): 1 items



Training Summary

Joseph Jackson and K9 Baxi, Ward County Sheriff's Office, ND
Using all 129 Records from January 1, 2023 to December 31, 2023

Overview

Total Training Time: 222.8 hours

Events Attended: 112

Events With Training: 112

Performed Detection Exercises: 16

Classes Attended: 16

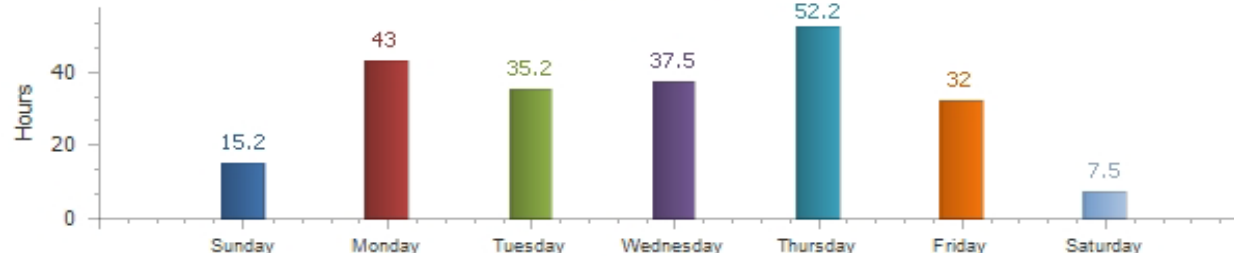
Total Event Duration: 94.8 hours

Avg. Event Time: 0.8 hours

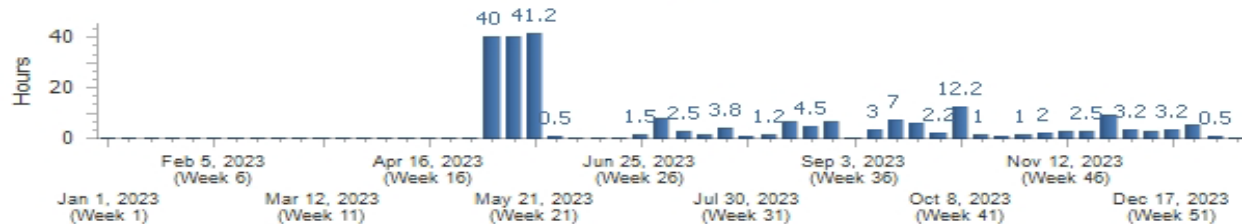
Performed Patrol Exercises: 97

Total Class Duration: 128.0 hours

Training By Day Of Week



Training By Week



Training By Month



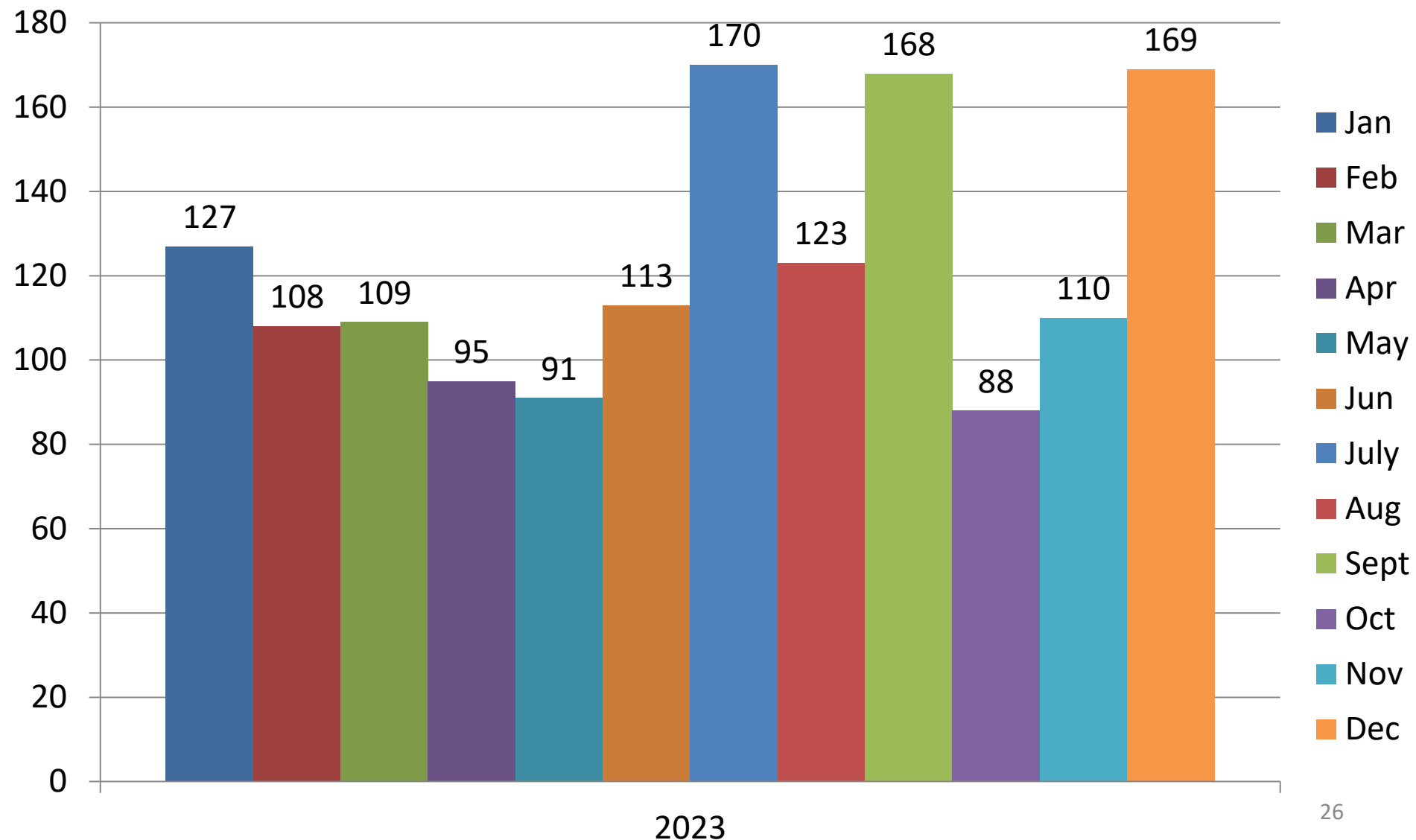
Investigations Division

The investigations division is overseen by the Captain. It is supervised by a Lieutenant and further comprised of one Sergeant, and four Deputies. Two of the deputies are assigned to the Ward County Narcotics Task Force as Narcotics Investigators and they are supervised by the Task Force Coordinator. The other division investigators are responsible for investigating misdemeanor and felony criminal cases. They handle a variety of criminal investigations (i.e. theft, burglary, robbery, arson, assaults, sexual assaults, computer crimes, internet crimes against children, financial crimes, fraud, child abuse/neglect, vulnerable adult crimes, animal abuse/neglect cases, and death cases).

Investigations Division

The investigations division reviews all incident reports. Incident reports are all reported crimes and/or any incidents that require a written report. In 2023 the investigations division received **1,204** cases, which is 139 additional cases from the prior year, with a total of **1,834** offenses that were reported. All the criminal cases reported were assigned for either further investigation or case follow up. A total of **1,479** people were arrested by the Ward County Sheriff's Department, covering **1,612** separate counts in 2023.

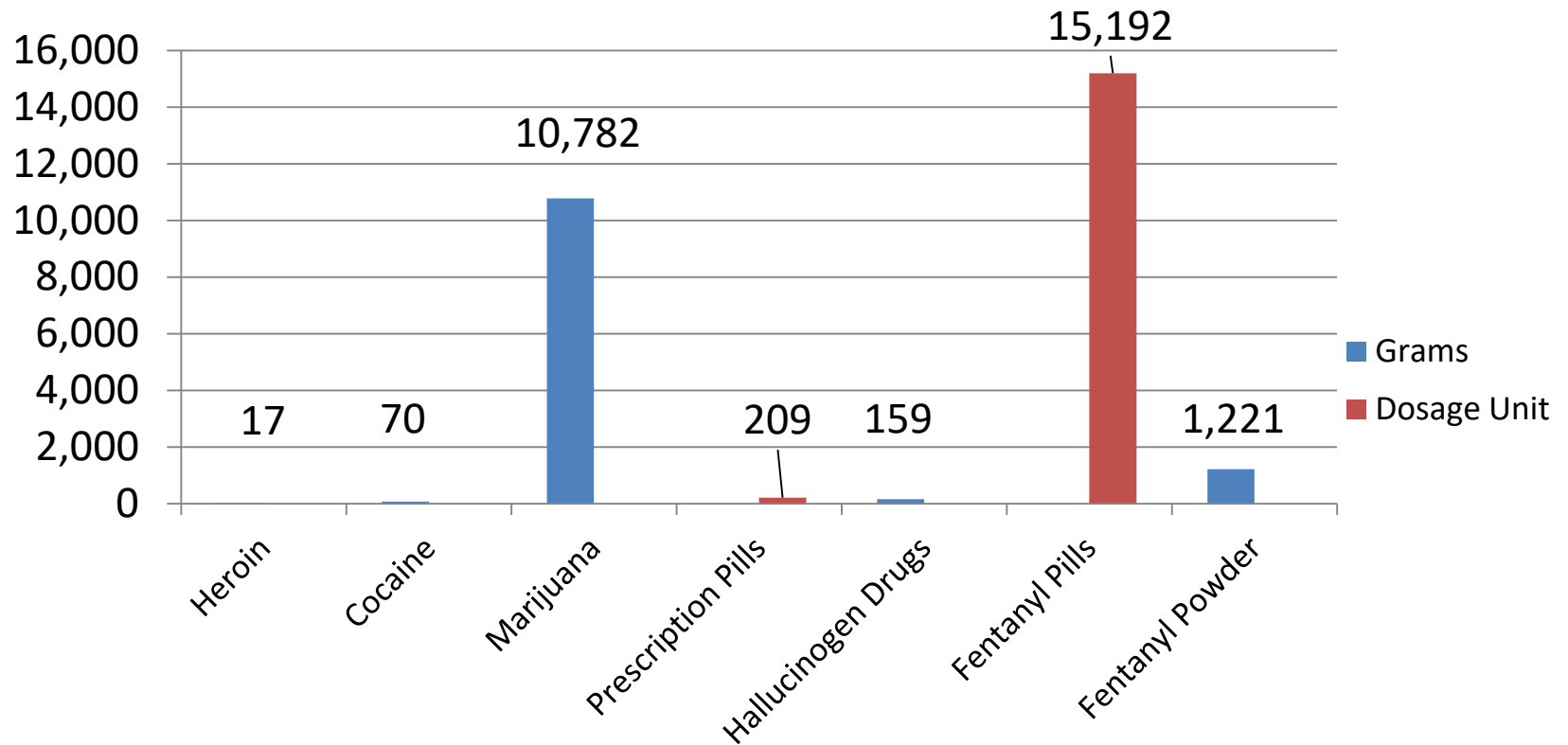
All Criminal Arrests



Ward County Narcotics Task Force

The Ward County Sheriff's Department has two deputies assigned to the Ward County Narcotics Task Force. Additionally, other area members include officers the Minot Police Department, US Homeland Security and special agents from the North Dakota Bureau of Criminal Investigation. This multi-jurisdictional drug task force focuses on a variety of drug activities. Their activities include street-level drug buys, drug conspiracy investigations, drug search warrants, intelligence gathering, informant utilization, and the seizure of assets derived from the sale of illegal drugs. The following depicts the various types and amounts of illegal drugs seized by the Ward County Narcotics Task Force in selected cases for 2023.

Narcotics Seized 2023



452 grams equal 1 pound

Narcotics Violations

Many times, traffic stops result in searches and arrests that yield illegal controlled substances or paraphernalia. The Ward County Sheriff's Department and the Ward County Narcotics Task Force continued to charge out numerous combined narcotic and narcotic equipment arrests in 2023.

Civil Process Division

The Civil Process Division, which is supervised by the Administrative Captain, is comprised of a Lieutenant, one Sergeant, four deputies which includes the Court Officer, and is responsible for a variety of duties within the Ward County Sheriff's Department. Those duties include, but are not limited to, the service of civil and criminal process, executing court orders and judgments, executing the eviction process, assisting landlords and tenants with disputes, collecting delinquent personal property taxes, conducting foreclosure sales for the county, dealing with mental health committals, escorting prisoners to and from court and medical appointments, and responding to calls for service.

Civil Process Division

Mental Health Committals are some of the most time consuming and sensitive issues that this division deals with. Each incident can initially take several hours with additional follow up in the form of several court hearings. In 2023, we served 87 mental health committals.

Civil Process Division

In Ward County, we continue to see increases in yearly numbers associated with the various special execution sales including foreclosures. In total Ward County received **57** requests to schedule sales in 2023. This process requires significant amounts of time to process, set up and complete for each request.

Civil Process Division

The Civil Process Division served and/or returned **7,308** pieces of civil process in 2023.

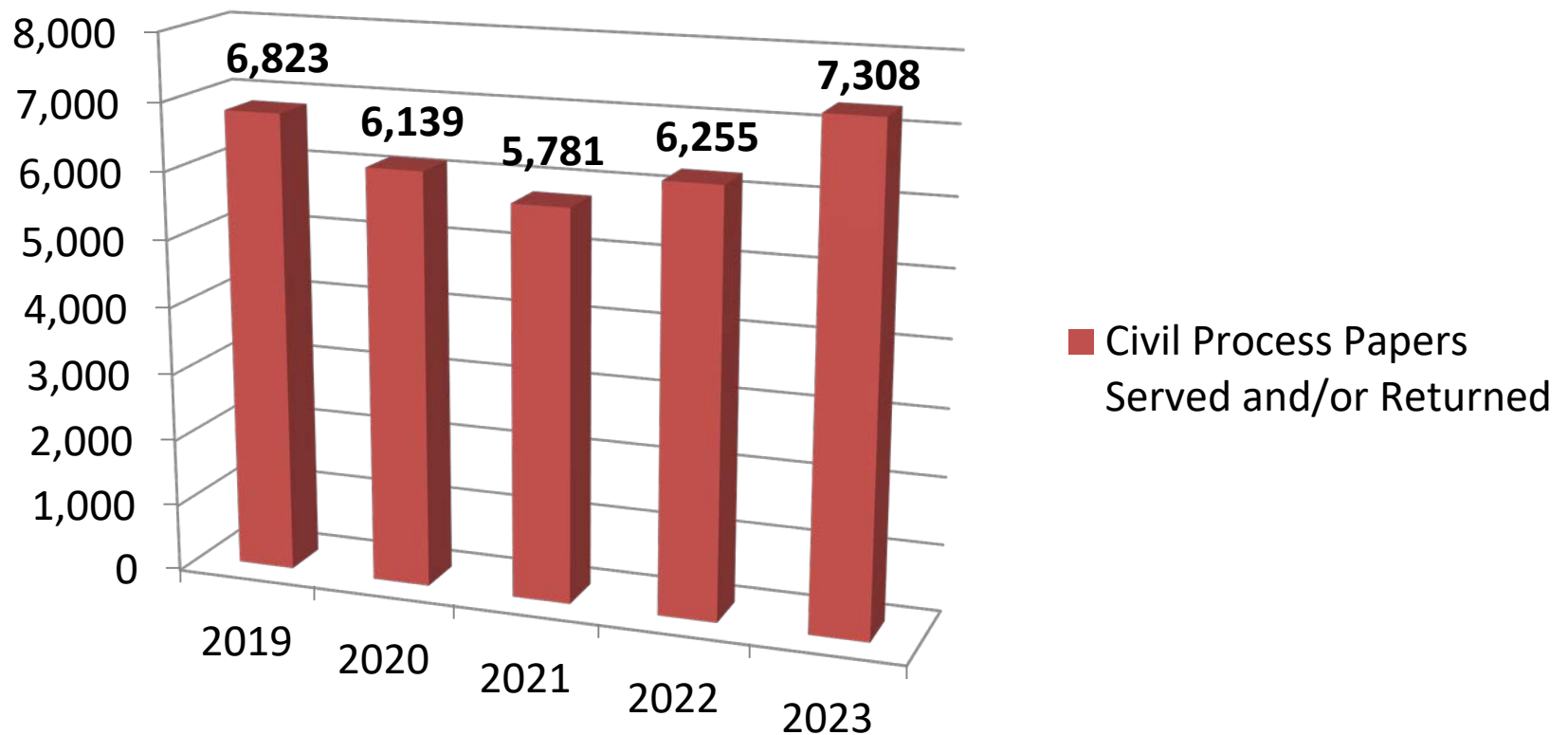
The division generated **\$170,829.24** in revenue from the service of process by years end.

In October 2023, the Ward County Tax Equalization Office turned over **427** delinquent accounts to the Civil Process Division for collection. As of March 21, 2024, 11 accounts remain unresolved.

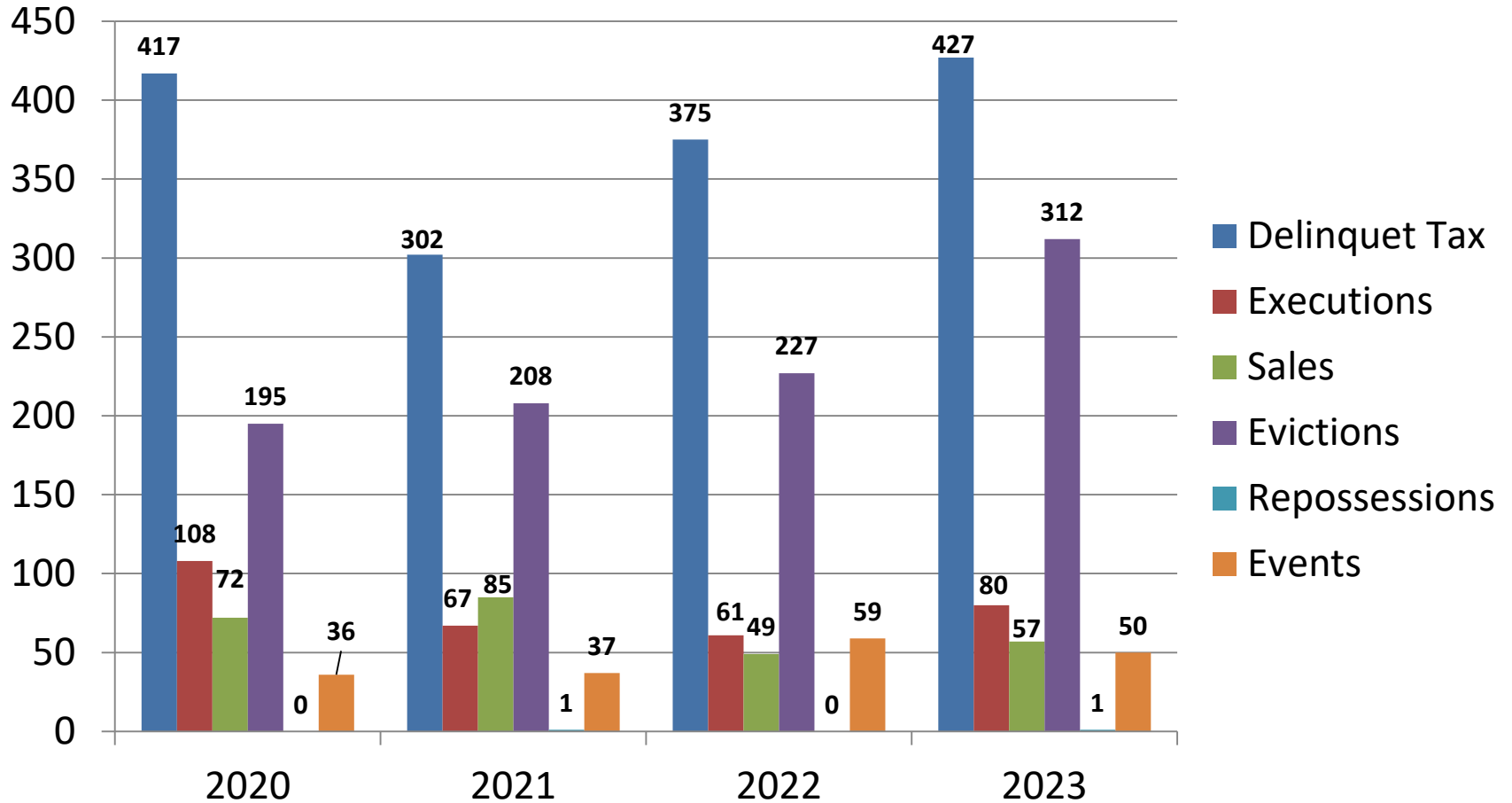
The division also received **80** executions of judgments for collection, **312** evictions and **50** Requests for Law Enforcement Security at various events.

Pieces of Process Served and/or Returned

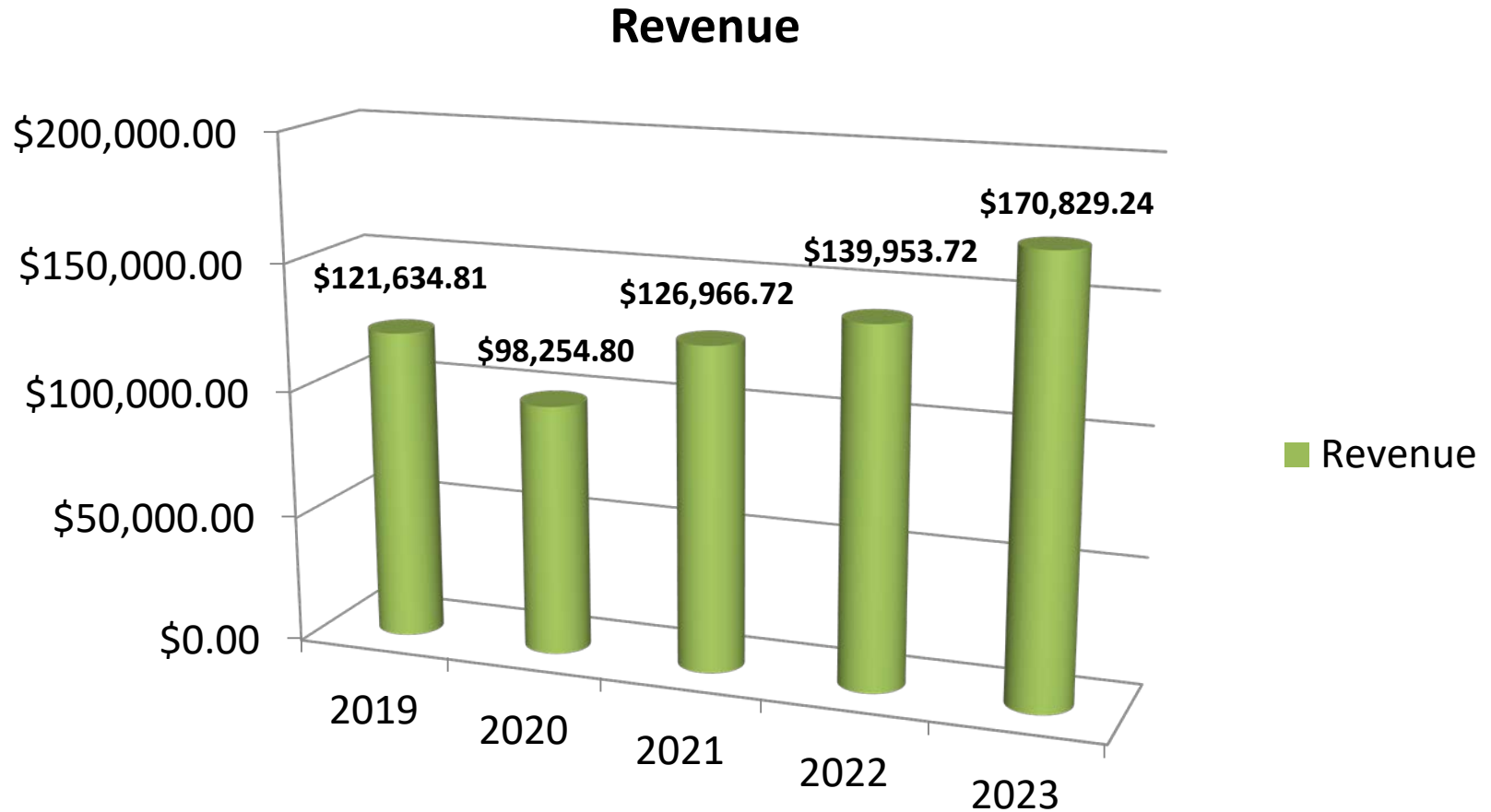
Civil Process Papers Served and/or Returned



Delinquent Tax, Foreclosures & Executions



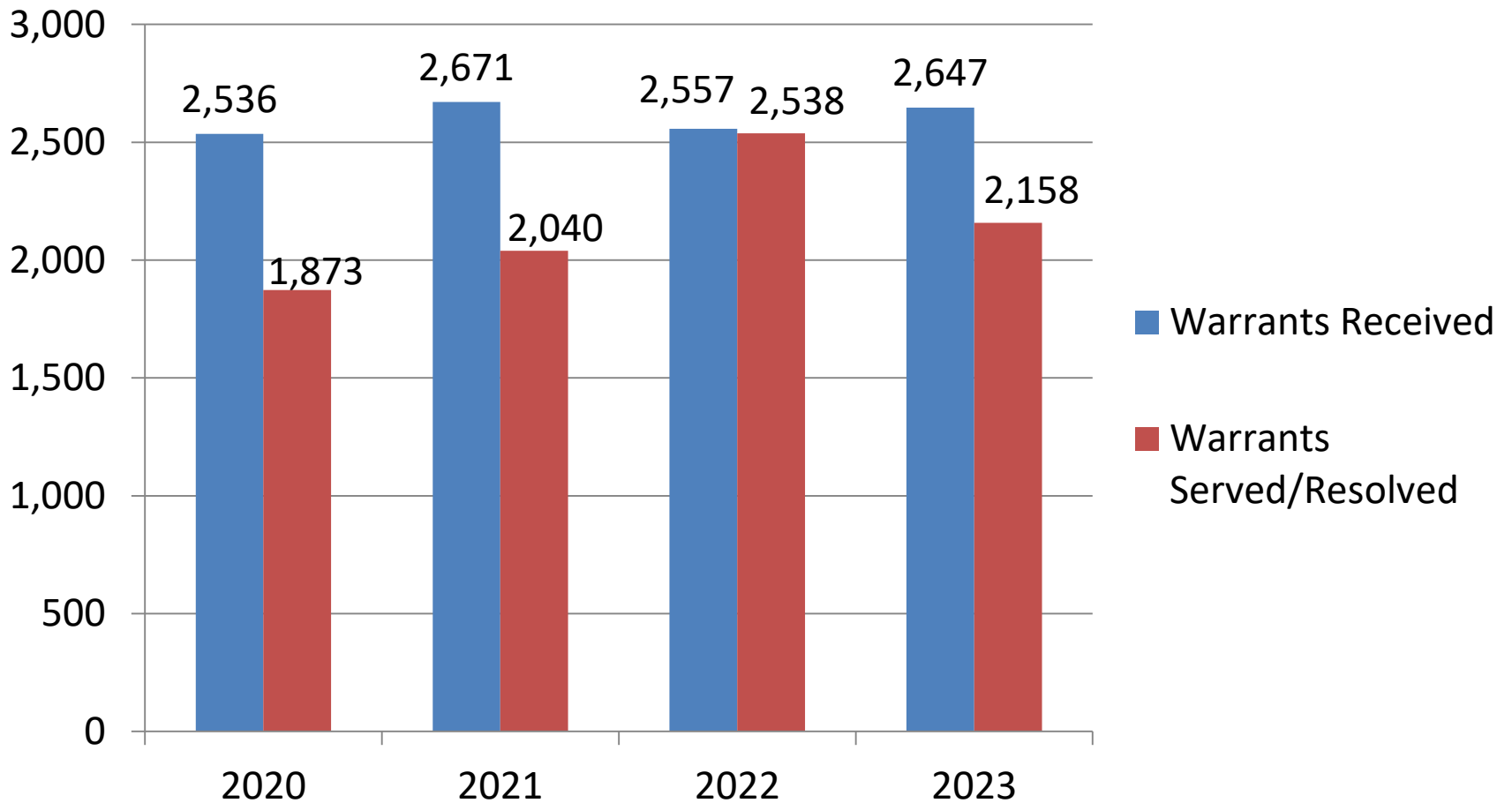
Civil Process Revenue



Warrants

The Ward County Sheriff's Department receives all felony warrants from all law enforcement agencies within Ward County. In addition, we receive numerous misdemeanor warrants to serve as well. The research and service of warrants is the responsibility of one Deputy assigned as the Warrants Officer. The Warrants Officer is supervised by the Investigations Lieutenant and the Administrative Captain. In 2023, the Ward County Sheriff's Department received a total of **2,647** warrants for service. At years end, **2,158** warrants had been either served, cancelled, or dismissed. As of January 1, 2024, we have **2,416** active warrants.

Warrants



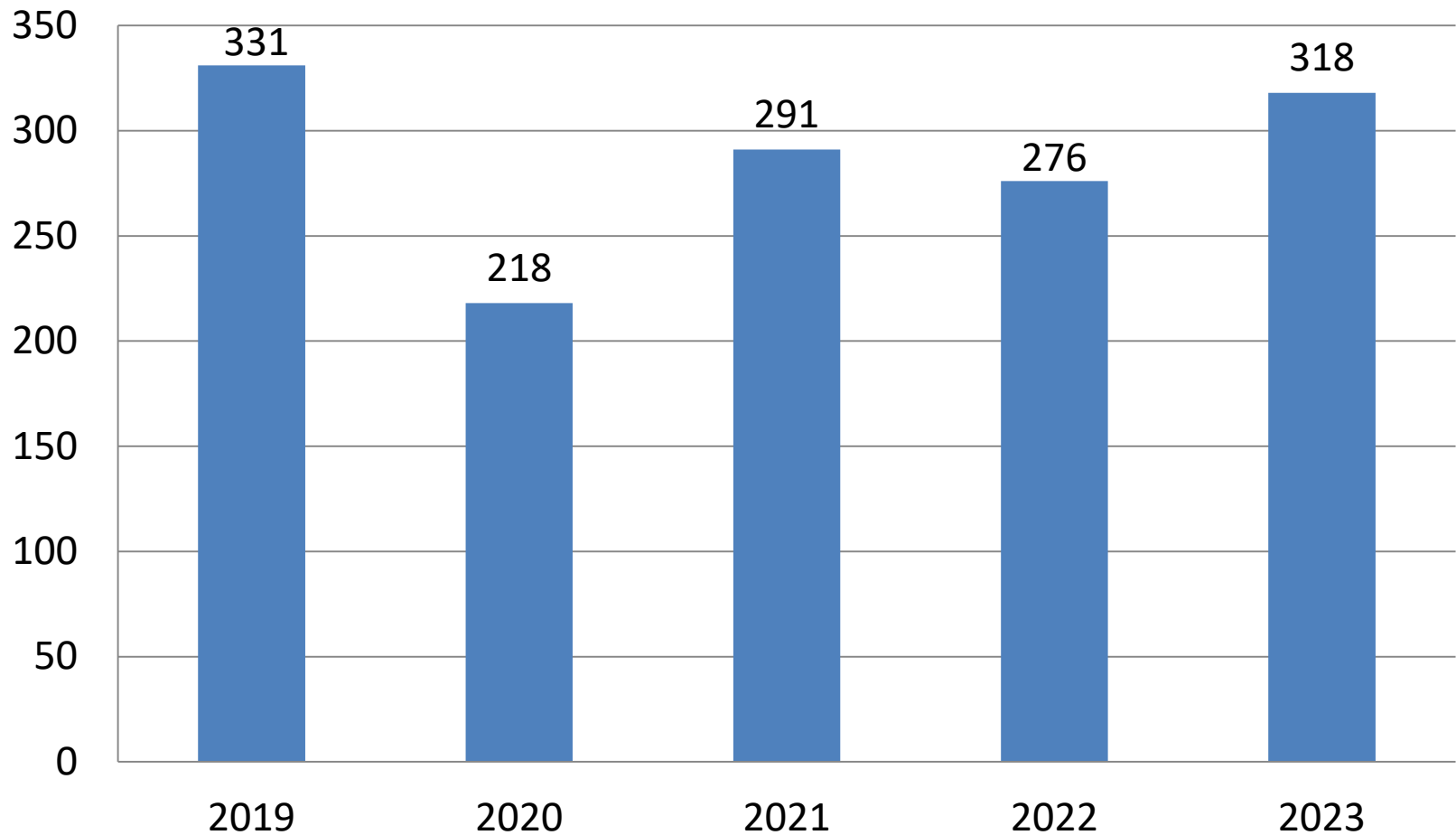
Transports

The Ward County Sheriff's Department expends a great deal of time and energy transporting prisoners. Prisoners are transported to and from the North Dakota State Prison, all detention facilities in the state, court hearings, psychological assessments, and the North Dakota State Hospital. Additionally several extraditions are completed each year to detention facilities located in other states to pick up subjects on Felony Warrants.

Transports

In 2023, our transport Deputy was scheduled to work 251 days, not including any training days, vacation days, or sick days used. The Sheriff's Department conducted transports on **218** days, taking **318** separate transports, and moving a total of **476** people. Transports uses three main transport vans on a daily basis. In addition, the Sheriff's Department conducted **7** extraditions from jurisdictions out of state in 2023.

Transports/Trips



Training

The Ward County Sheriff's Department strives to make sure all of the employees have consistent and high quality training. The requirement for North Dakota Peace Officers is that they each receive a minimum of 60 hours of training every three years to maintain their Law Enforcement License. The Sheriff's Department is committed to providing more training than the minimum standard to ensure all deputies can provide the best possible service to the community.

Training

In 2023, the Ward County Sheriff's Department had 42 sworn Law Enforcement Officers participate in **3,923** hours of training. Three Deputies attended the Law Enforcement Basic Academy, which covered 1,422 hours. The remaining 39 sworn officers which are comprised of 34 Sheriff's Department staff and 5 Jail staff, participated in 2,501 hours of training. That averages to just over **64.1** hours of training for each deputy in 2023, to keep our deputies as some of the better trained and best overall Law Enforcement Officers in the state.

Crime Prevention

The Ward County Sheriff's Department has always been involved in the communities that we serve and 2023 not any different. Deputies attended 23 separate community events throughout Ward County including National Night Out, Coffee with a Cop, Tip a Cop, Special Olympics Polar Plunge, Stuff a Squad and Cops N Kids just to name a few.

Community Awareness

The Ward County Sheriff's Department attended several community meetings throughout 2023 in order to remain involved in all of our communities. Some of the various meeting that Deputies attended are numerous separate city council meetings in all of the Ward County communities, Domestic Violence meetings, Northern Plains Children's Advocacy Center meetings, and meetings for the ongoing SIRN radio project.

Ward County Detention Center



Ward County Detention Center

The Ward County Detention Center Staff is responsible with the care, custody, and control of individuals brought into the facility for criminal, civil, and/or mental health proceedings.

Ward County Detention Center Staff consists of the Detention Center Commander-1 Major position, Assistant Detention Commander-1 Captain position, 1 Adult Detention Lieutenant position, 5 Sergeant positions, 4 Corporal positions, 33 full-time Correctional Officer positions, 1 Corporal full time 24/7 Officer, 1 Corporal full time Medical Officer, 1 full time Programs Officer, 1 full time transport officer, 1 full time court officer, and 2 Administrative office staff. These positions provide care, custody, and control 24 hours a day seven days a week.

Ward County Detention Center

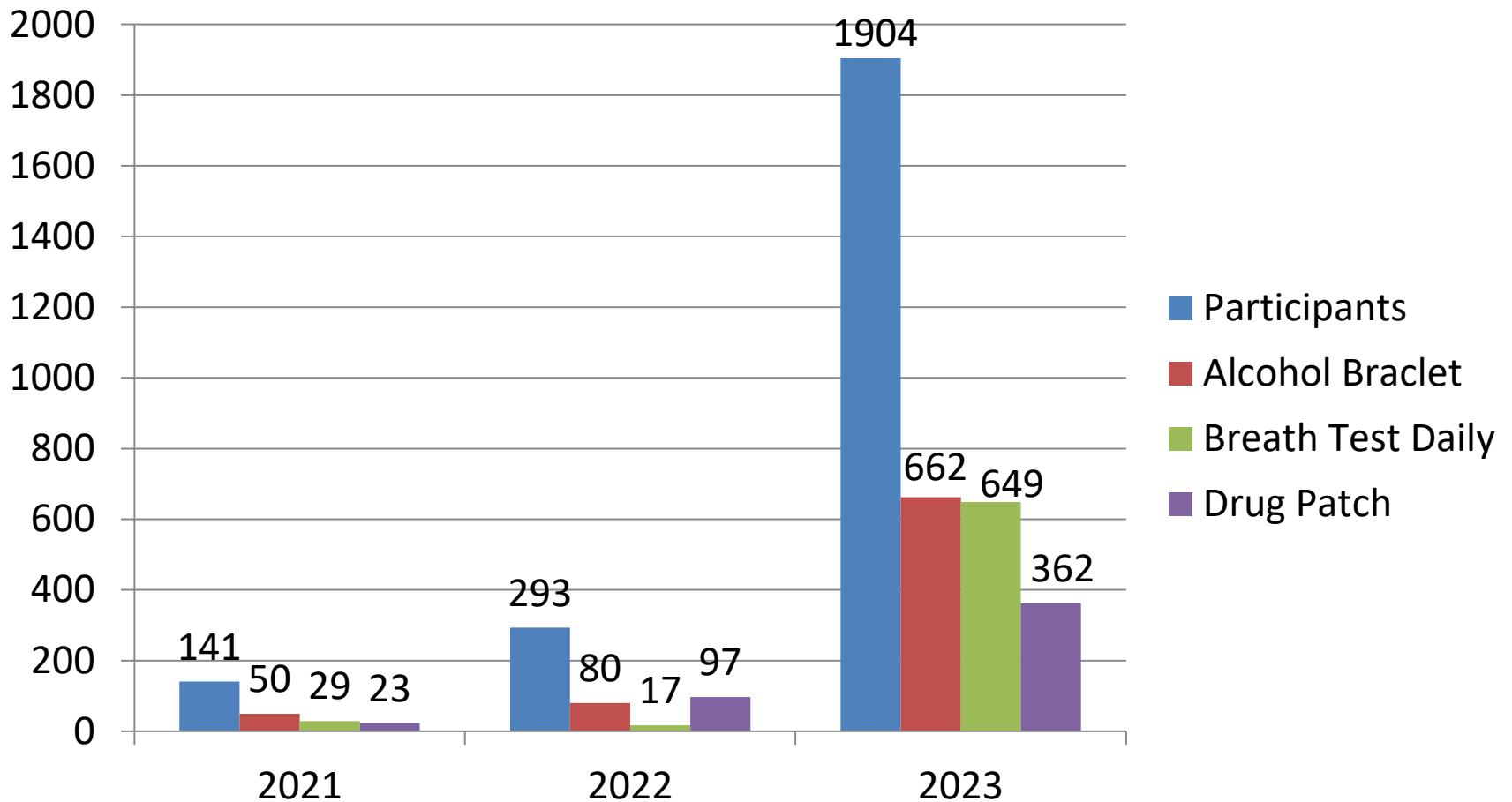
In 2023, the Detention Center staff booked **3,931** individuals into the Ward County Detention Center on numerous different charges.

The Ward County Detention Center continues with the 24/7 Sobriety Program. The program served **1904** participants in 2023. We currently have **80** alcohol monitoring bracelets in use and that served **662** participants in 2023. There were **649** participants taking part in twice daily breath testing and another **362** on the Drugs of abuse patch. In 2023 we continued with the Remote breath testing and we had **231** participants in 2023. The numbers are constantly fluctuating with some participants graduating and others being added to the program.

Detention Center Bookings



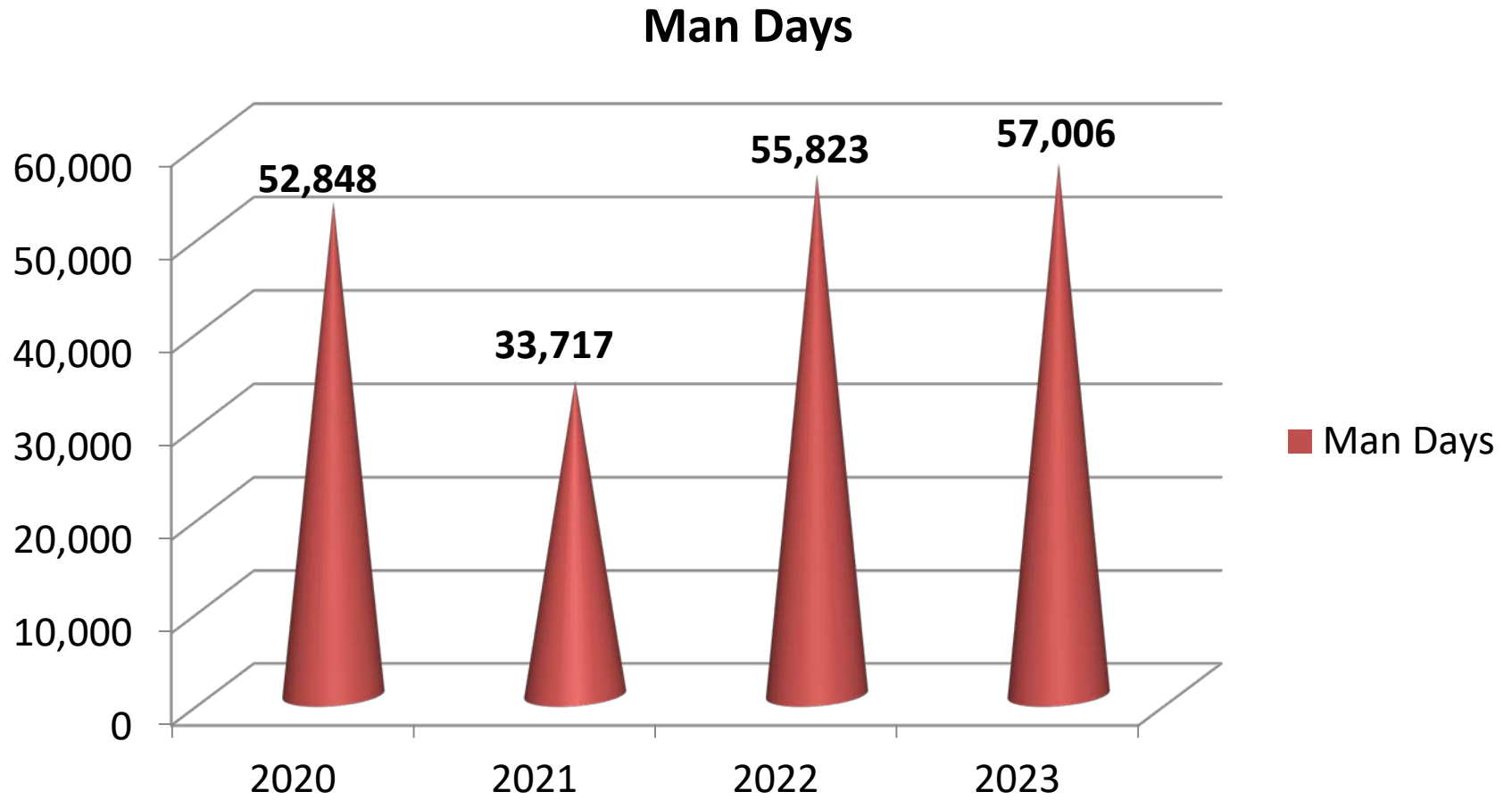
Detention Center 24/7 Program



Ward County Detention Center

In 2023, the “Man days”, the number of prisoners’ times the number of days incarcerated, was **57,006** Man days. Over the last several years, the WCDC has seen a slow and steady increase in the number of man days for the facility.

Detention Center Mandays Per Year

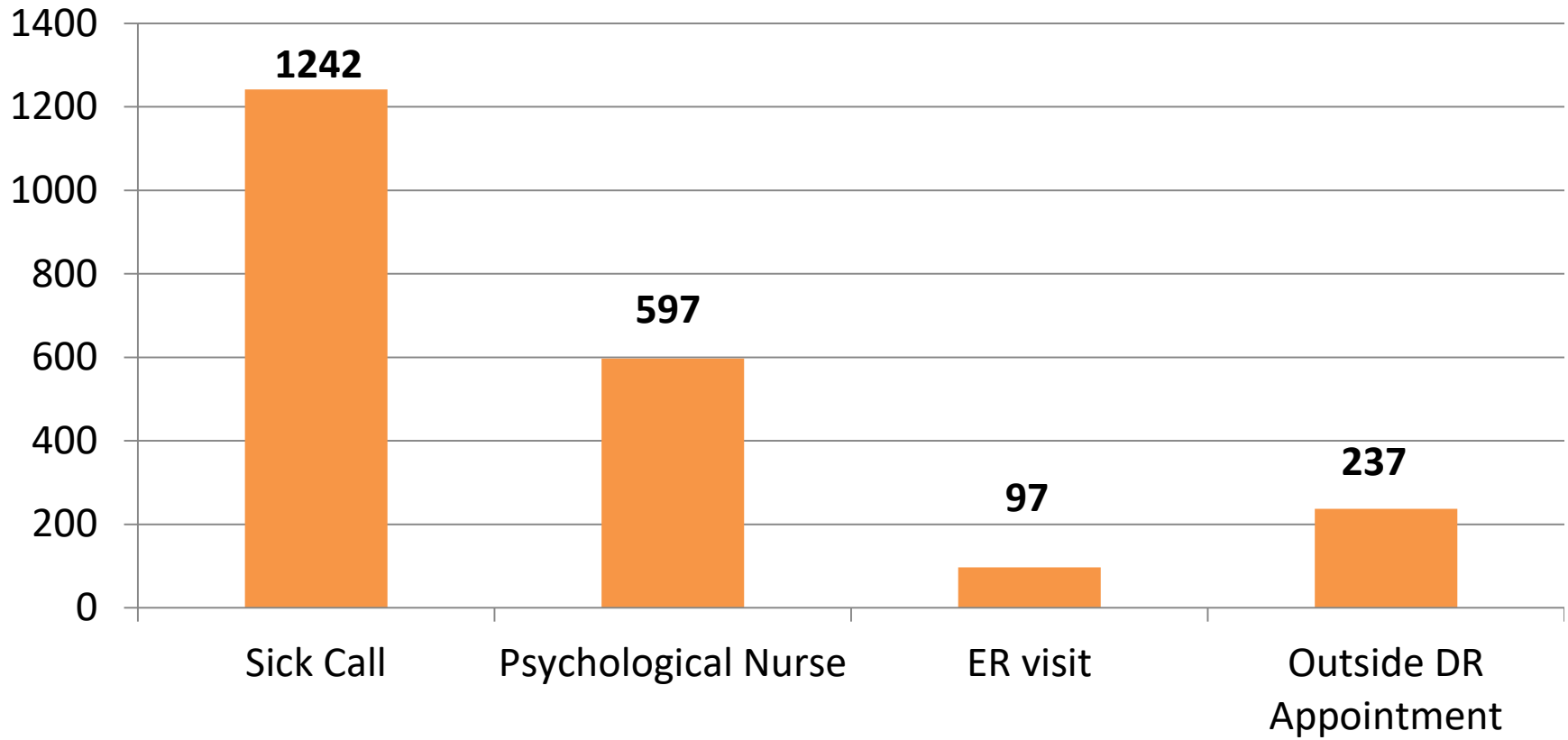


Detention Center Medical

In 2023 the Ward County Detention Center continued to contract with 3 Medical positions for Nurse Practitioners and 1 Psychological Nurse Practitioner. These positions have proved to be extremely useful in providing medical service to all of the inmates. **1,242** inmates were seen at sick call, **597** inmates were seen by a Psychological Nurse, **97** inmates were taken to Trinity ER, and **237** inmates had to be taken to other doctors appointments at facilities outside of the jail. The amount spent on medical for inmates in 2023 was **\$470,191.86**.

Detention Center Medical

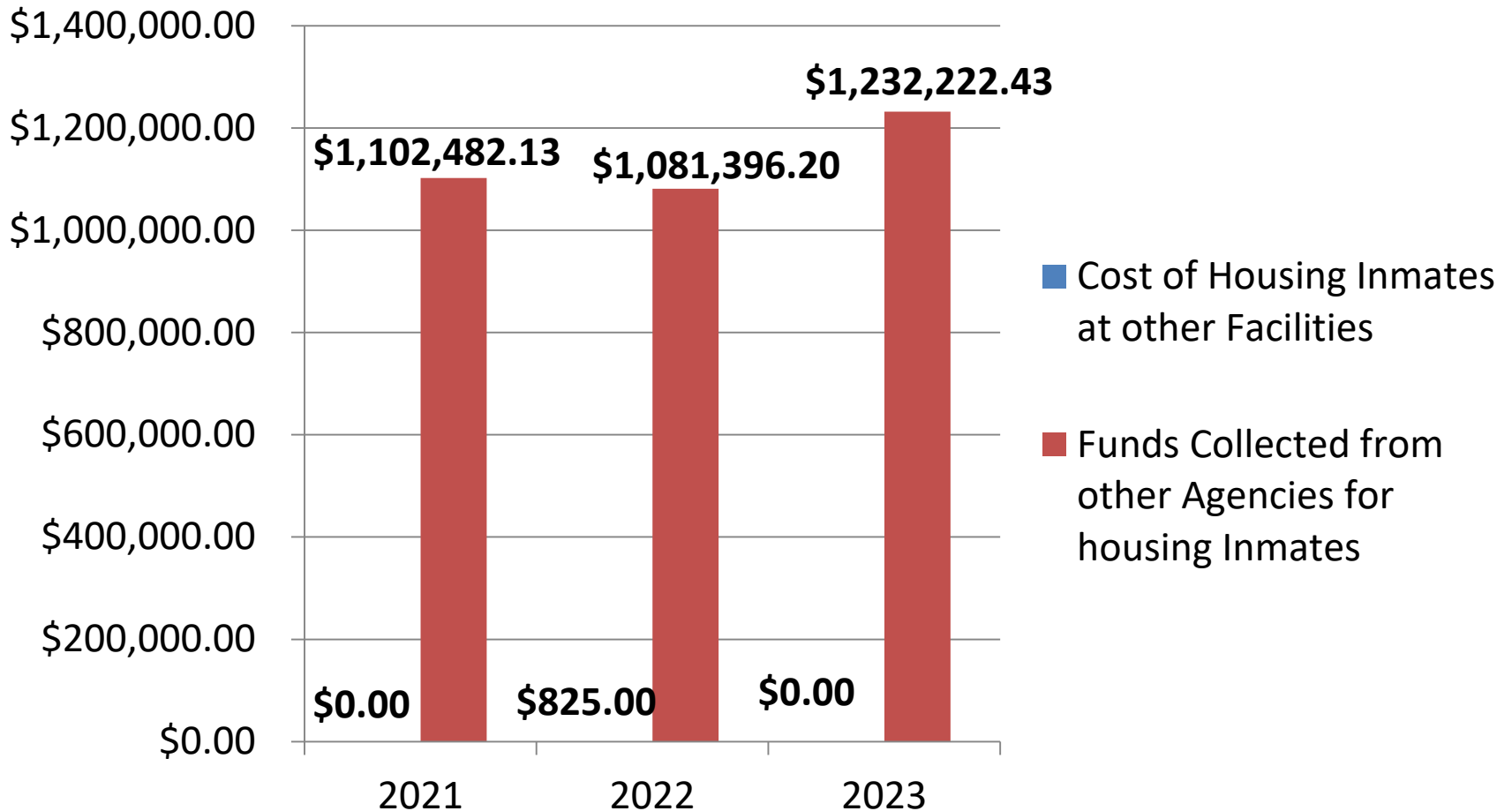
Number of Inmates for Various Medical



Detention Center Inmate Costs

The Detention Center also housed several inmates throughout the year on charges from other jurisdictions. The Detention Center billed **\$1,232,222.43** to those various agencies for housing their inmates, including the U.S. Marshal's Service.

Detention Center Inmate Costs



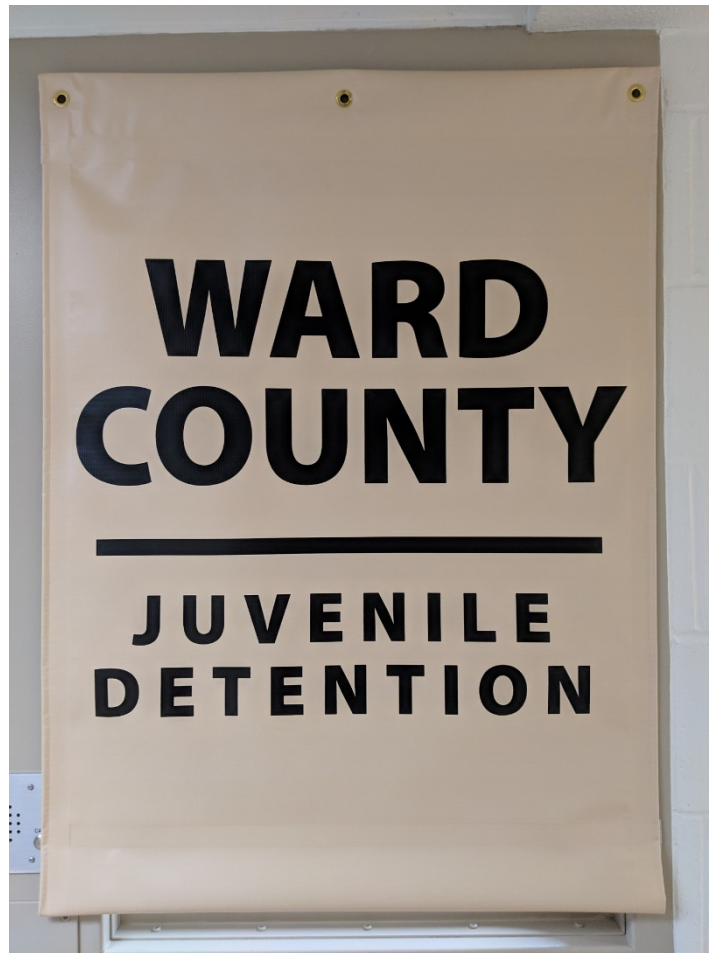
Detention Center Training

The Ward County Detention Center continues to provide training to all of their employees to ensure that all officers are properly trained. The state of ND requires that Detention Center officers complete 48 hours of training every 3 years. In 2023 the Detention Center Staff attended **1,332** hours of training to not only meet those standards but to exceed them.

Detention Center Training

The Ward County Detention Center continues to provide the training for the 3 week Corrections Basic that is approved and required by the State of ND. The Detention Center put on 3 separate Corrections Basic trainings in 2023. Those sessions provided the training for **5** Detention Center officers and **32** officers representing **8** different agencies throughout ND.

Ward County Juvenile Detention Center



Juvenile Detention

The Ward County Juvenile Detention Center provides area agencies, Law Enforcement officials, courts, and others with a better and more efficient avenue to help at risk youth and protect their community.

The Detention Center is overseen by the Sheriff and the staff consisting of the Detention Commander-Major, Assistant Detention Commander-Captain, 1 Juvenile Detention Lieutenant, 1 Corporal and 9 full time correctional officers. The make up of the staff is a recent change to assist in reducing staff turnover and to better provide a high quality facility for the youth in the community.

Juvenile Detention

Juvenile Correctional Officers are tasked with all of the same duties and standards of other correctional officers. In addition to regular duties, they take on call time, assist in transports, and assist with off site guard duties.

Juvenile Detention Offices assisted with **2** separate transports of juveniles.

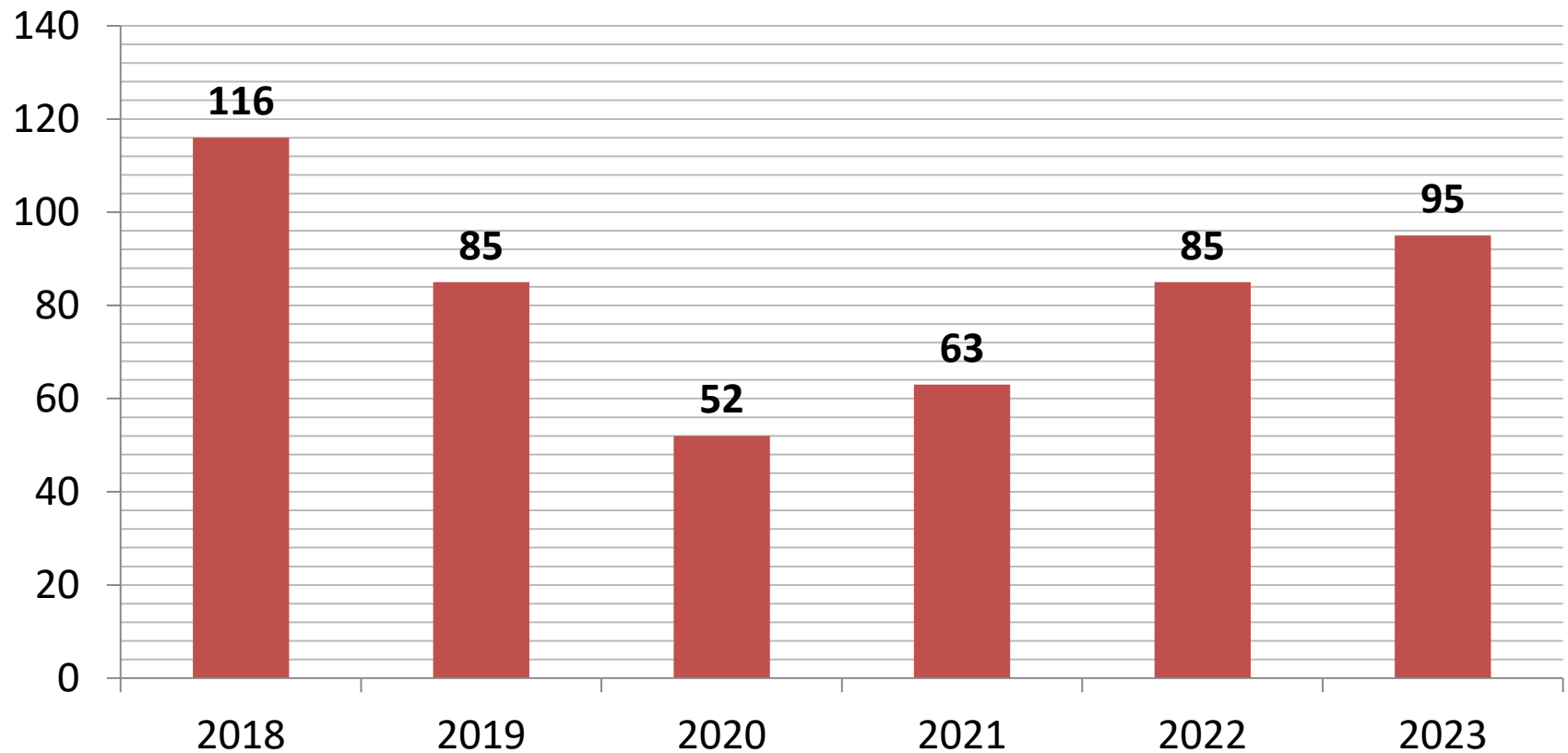
Juvenile Detention

The detention center continues to house numerous juveniles every year from both in and out of North Dakota.

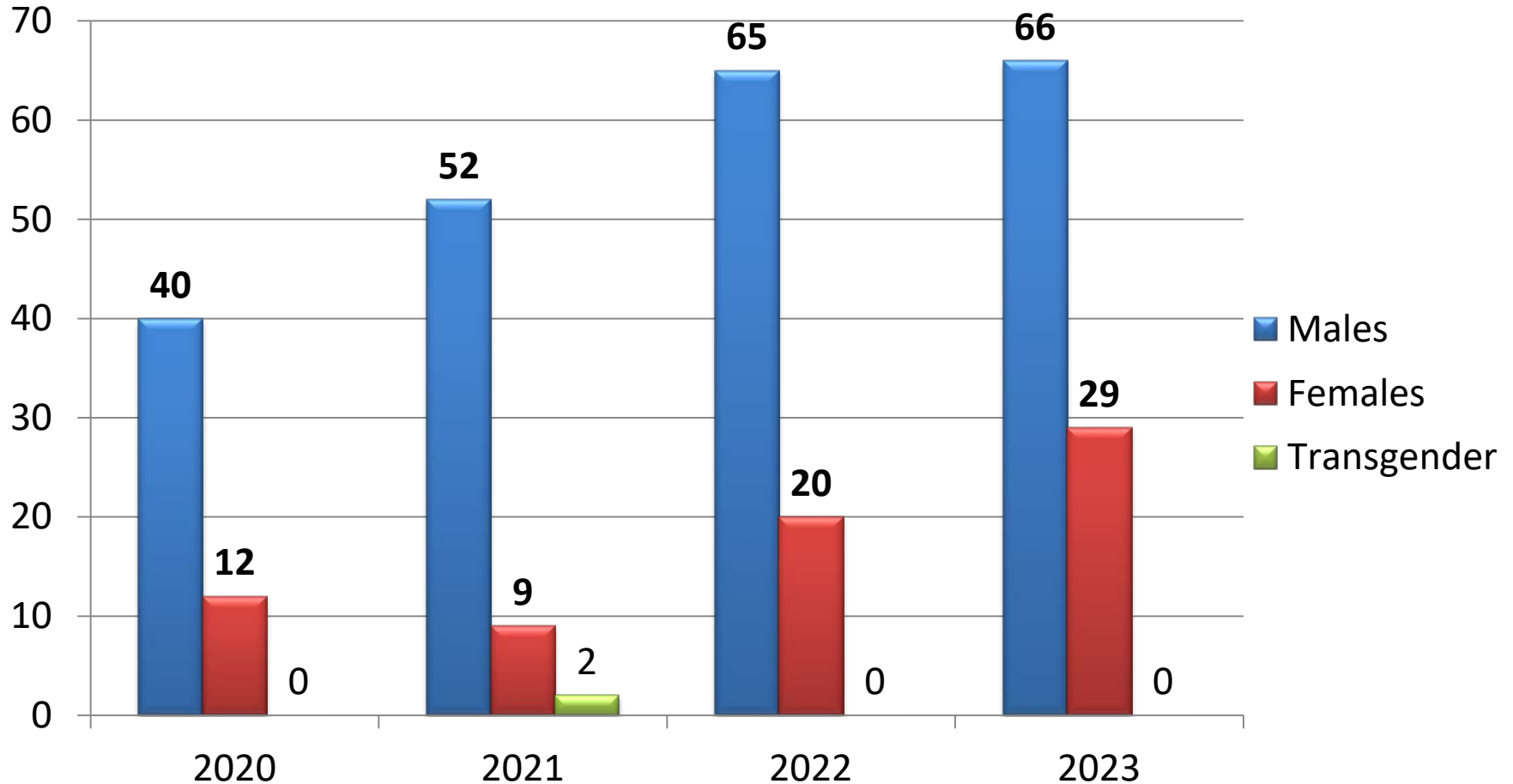
In 2023 the detention center housed **95** juveniles, which is just over another 10% increase from the prior year. Also, we continue to see that the juveniles are staying in the detention center longer than in previous years.

Juvenile Detention

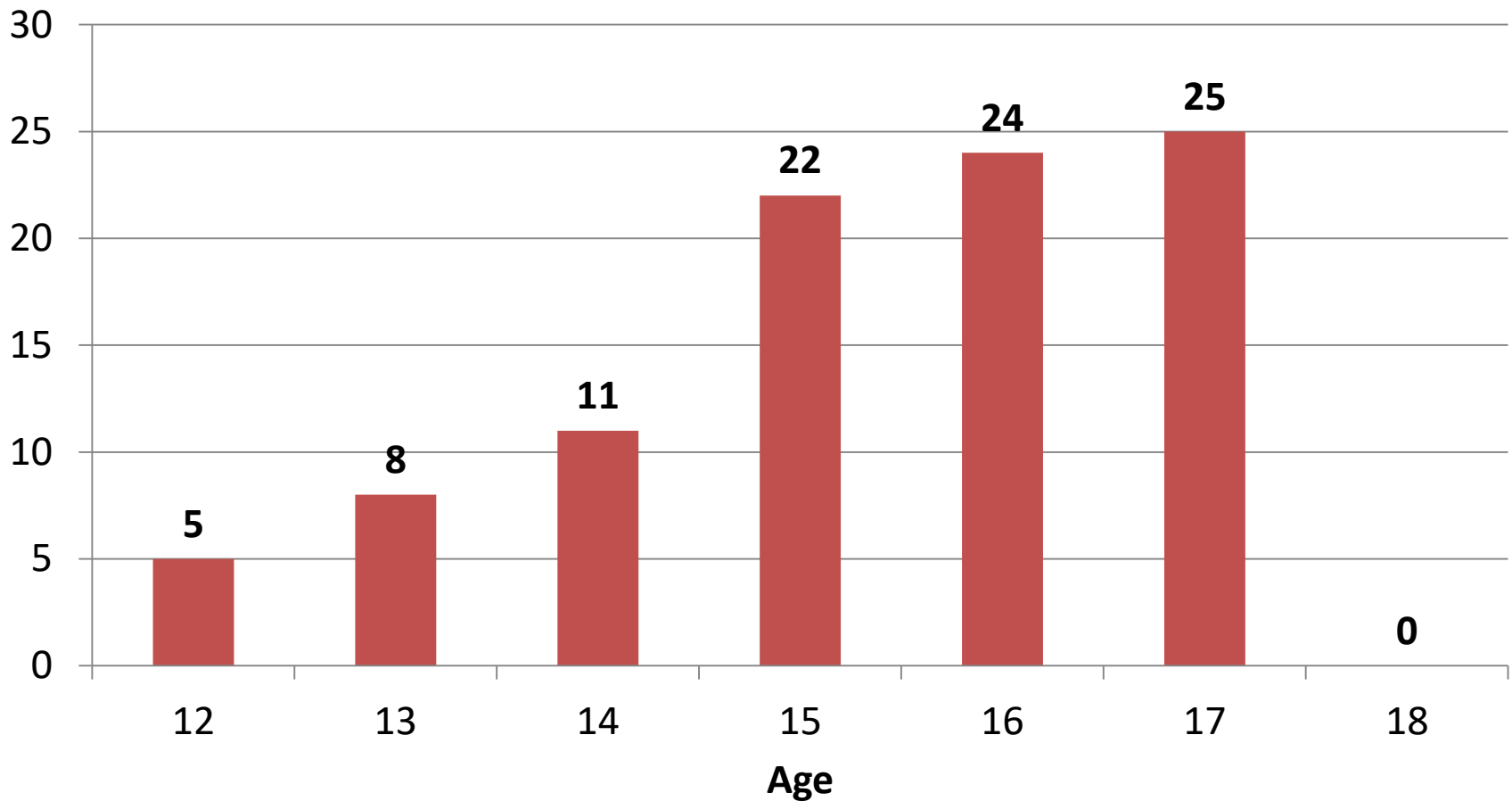
Juvenile Admissions



Juvenile Detention Admissions by Gender



2023 Juvenile Admissions by Age



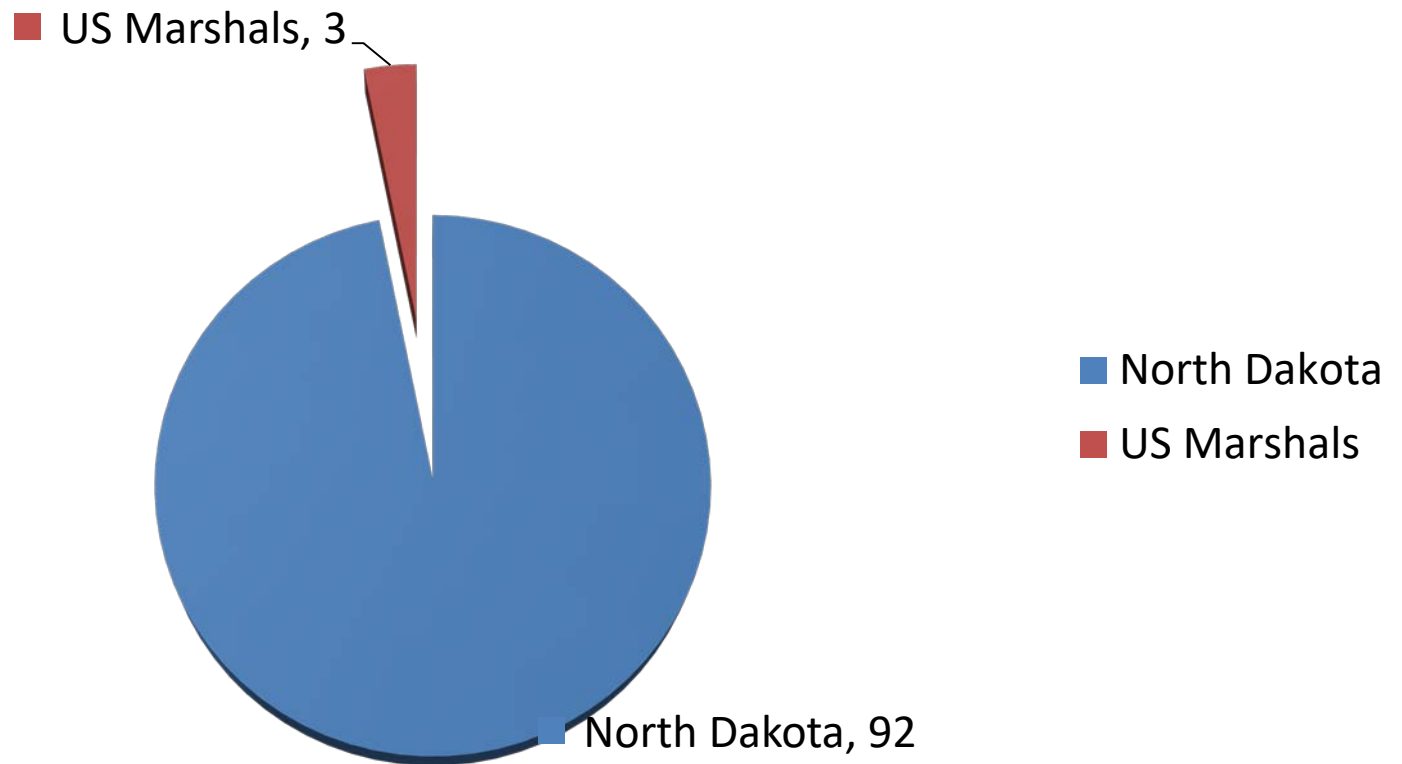
Juvenile Detention

As in previous years, there were numerous types of offenses that were committed by the juveniles housed in the detention center. A total of **158** offenses were committed by the **95** juveniles housed at the detention center.

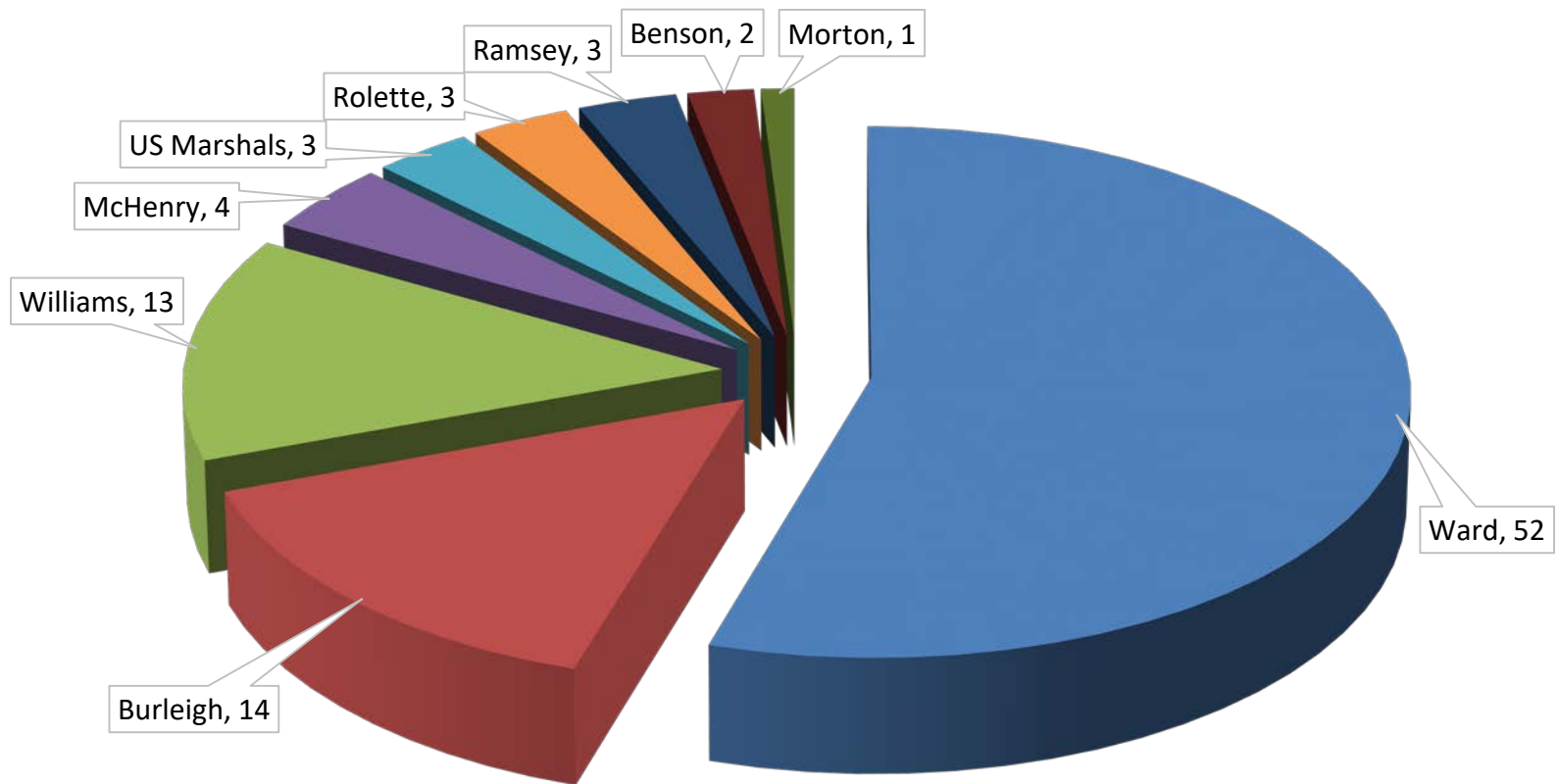
Most of the juveniles housed at the detention center reside in North Dakota with a much smaller number residing from other states. There were only three juveniles that were housed under the contract with the US Marshal Service.

Juvenile Detention

2023 Juvenile Admissions by State



North Dakota Juvenile Admissions by County 2023

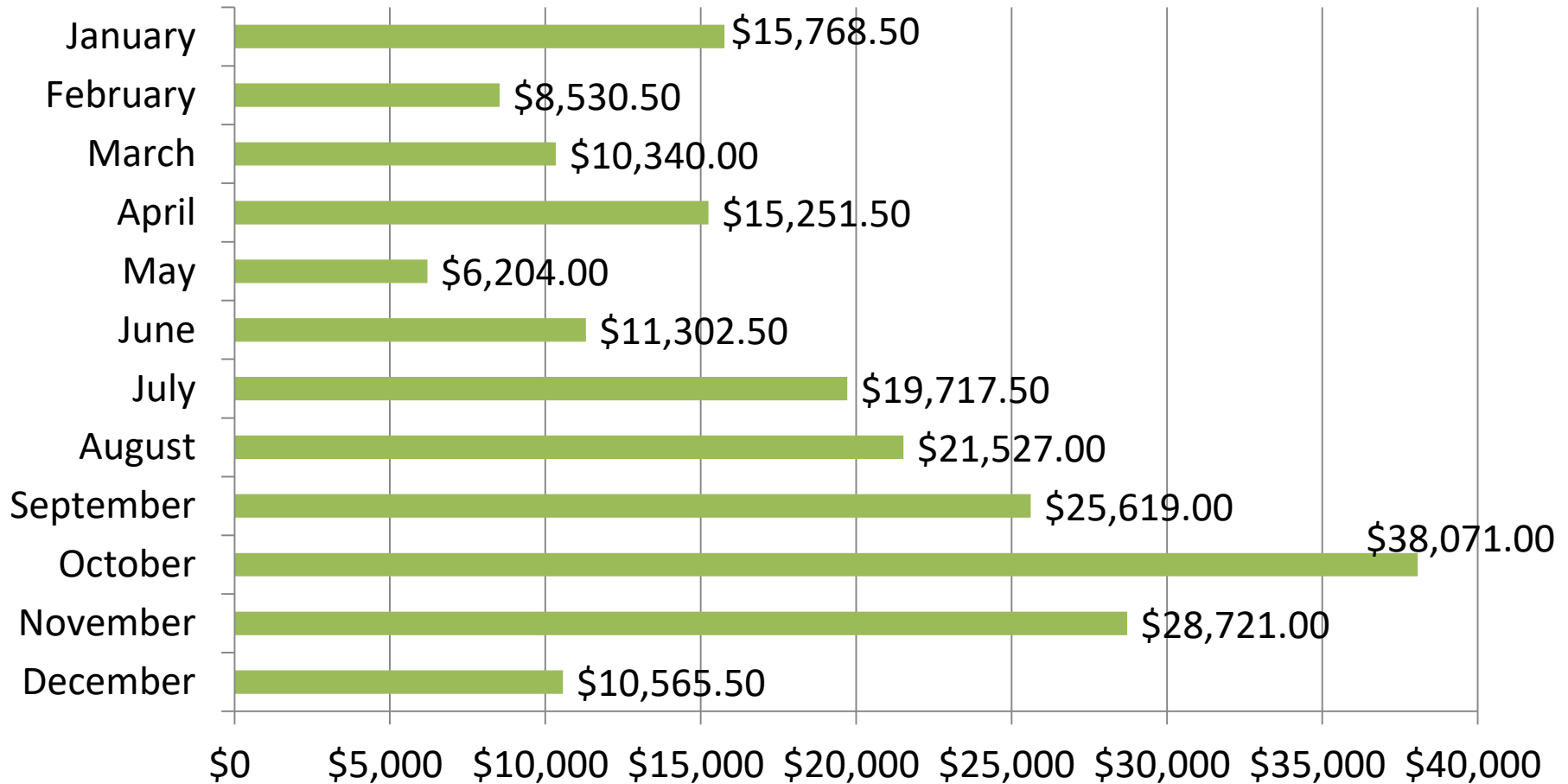


Juvenile Detention Revenue

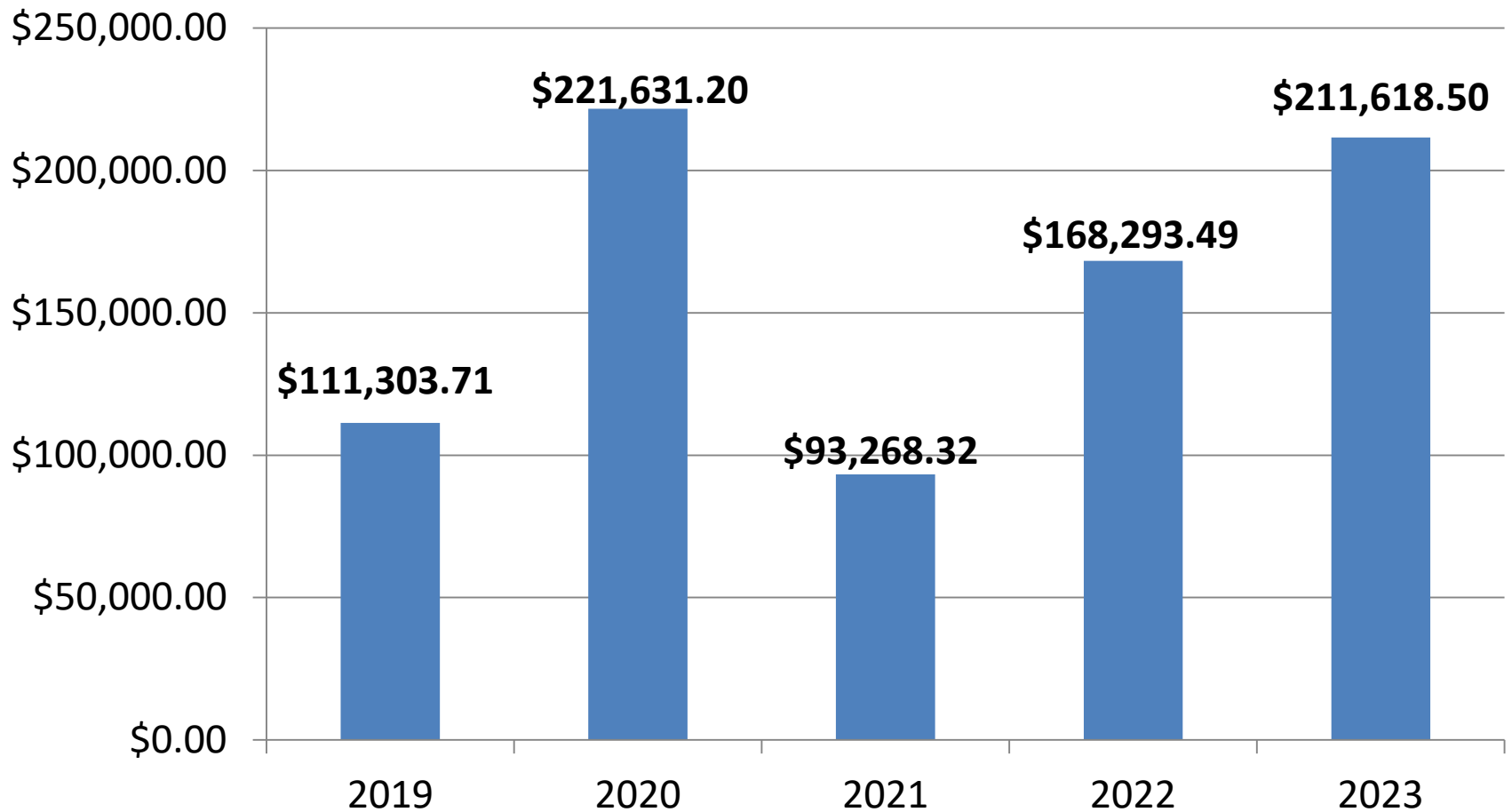
When juveniles from other jurisdictions are housed at the detention center, they are notified that a daily rate of **\$258.50** is charged to that agency after the initial 24 hour period of the juvenile being housed. The rate for US Marshalls holds is contracted at **\$187.00** daily.

In 2023 a total of **\$211,618.50** was received for housing juveniles from other Jurisdictions.

Detention Revenue by Month



Detention Revenue by Year





The staff at the Ward County Sheriff's Department, Ward County Detention Center and the Ward County Juvenile Detention Center continue to be committed to providing the citizens of Ward County with high quality, professional, and around the clock service to ensure that all of our Ward County communities remain a safe environment for everyone.

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

Applicant: Arvid Pomeroy

Address: 40 Rolling Hills Dr
Minot ND 58103

Lost, mutilated, defaced or destroyed warrant information:

Check #: 191573
Date issued: 5/23/2023
Amount: \$ 231.58

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.

Signed by the applicant this 22nd day of March, 2024.

Arvid Pomeroy
Applicant

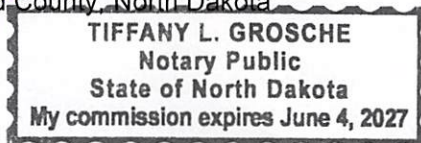
STATE OF NORTH DAKOTA)
) SS
COUNTY OF WARD)

On this 22nd day of March, 2024, before me the undersigned, personally appeared Arvid Pomeroy, to me known to be the person described in and who executed the foregoing agreement.

Witness my hand and seal the day and year above written.

Tiffany L. Grosche
Notary Public, Ward County, North Dakota

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 _____

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

Applicant: WALKERS LAWCARE LLC

Address: 28 164TH AVE NE

HILLSBORO, ND 58045

Lost, mutilated, defaced or destroyed warrant information:

Check #: 192800

Date issued: 12/06/2023

Amount: \$ 37,400.00

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.

Signed by the applicant this 27th day of March, 2024.

Applicant

STATE OF NORTH DAKOTA)

SS

COUNTY OF WARD)

On this 27th day of March, 2024, before me the undersigned, personally appeared Ryan Walker, to me known to be the person described in and who executed the foregoing agreement.

Witness my hand and seal the day and year above written.

Notary Public, Ward County, North Dakota

My commission expires: _____

Trill

AUSTIN REED
Notary Public
State of North Dakota
My Commission Expires Feb. 5, 2025

Application approved this _____ day of _____, 20____.

Chair, Ward County Board

Ward County Auditor/Treasurer

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

Duplicate warrant number _____



March 15, 2024

MARISA HAMAN, AUDITOR
WARD COUNTY
PO BOX 5005
MINOT ND 58702

Votes = 207762

RE: NOTICE OF ANNUAL MEETING

Dear NDIRF Member Representative:

As a representative of a member of the North Dakota Insurance Reserve Fund, you are cordially invited to attend its annual meeting. The meeting is scheduled for **Thursday, May 9, 2024, beginning at 9:30 a.m. CDT, at the North Dakota Heritage Center, 612 East Boulevard Avenue, Bismarck, ND.**

The purpose of the 2024 Annual Meeting is to review 2023 business, discuss current and future business and elect representatives in the **"Cities", "Counties", and "Others" categories** to the NDIRF Board of Directors. A copy of the minutes of the 2023 Annual Meeting is enclosed.

The number of votes to which your entity is entitled is indicated at the top of this page. You may cast votes regarding NDIRF business and/or election of directors at the Annual Meeting or by signing and returning the enclosed proxy. **If your entity is represented by a NDIRF Board Member whose term expires as of the end of the 2024 annual meeting, your proxy includes directions regarding the NDIRF Board Member election.**

If you will not be able to attend the 2024 NDIRF Annual Meeting, please sign and return your proxy. For your proxy to be effective, it must be received by the NDIRF no later than May 8, 2024.

The NDIRF will serve pastries, coffee, and other beverages for those attending the meeting. To assist in the planning of the meeting, complete and return the enclosed RSVP by May 8.

The NDIRF Board of Directors looks forward to meeting with you on May 9, 2024.

Sincerely,

Chad Peterson
Chairperson, NDIRF Board of Directors

For North Dakota. For Local Government. For You.

**NORTH DAKOTA INSURANCE RESERVE FUND
PROXY FOR ANNUAL MEETING**

COUNTIES

This proxy is solicited on behalf of the Board of Directors of the North Dakota Insurance Reserve Fund.

The undersigned hereby appoints the Chairperson of the NDIRF Board of Directors, as its proxy holder, to attend and vote for the undersigned at the Annual Meeting of members of the NDIRF to be held on May 9, 2024, and any adjournments thereof, to cast the votes of the undersigned on such business as may properly come before the meeting in conformance with the directions of the majority of the Board of Directors of the NDIRF. The number of votes you are entitled to is based on your annual NDIRF manual contribution.

In addition: (**circle one** of the three choices)

1. To elect Travis Frey to the Board of Directors of the corporation to serve a term of three years or until a successor is elected and qualified:

OR

2. To elect the following person to the Board of Directors of the corporation to serve a term of three years or until a successor is elected and qualified:

(Write in the name of the candidate for whom you wish to vote)

OR

3. To withhold our vote in the election of directors.

(Unless otherwise specified, this proxy will be voted for the election of the candidate listed in Number 1 above.)

RETURN NO LATER THAN MAY 8, 2024

The undersigned acknowledges that he or she is an officer, manager, or agent for the below-entitled organization and is authorized to cast this proxy on its behalf. The undersigned further acknowledges receipt of the Notice of Annual Meeting of Members to be held on the 9th day of May 2024 at 9:30 a.m., at the ND Heritage Center in Bismarck, North Dakota.

By: _____
Signature of Authorized Representative

MARISA HAMAN, AUDITOR
WARD COUNTY
PO BOX 5005
MINOT ND 58702

Votes = 207762

NDIRF BOARD NOMINEE PROFILES 2024

“CITIES” CATEGORY

CHRIS WEST is the Mayor of Grafton, North Dakota, currently serving his third term in that capacity following two terms on the Grafton City Council. Mr. West is an insurance professional, owning Northern States Insurance in Grafton since 2002. Chris is a Past President of the North Dakota League of Cities and has been a member of the NDIRF Board of Directors since 2014.

“COUNTIES” CATEGORY

TRAVIS FREY is a Mercer County Commissioner (Stanton, N.D.). Mr. Frey holds a bachelor's degree in agricultural and biosystems engineering from North Dakota State University and is currently a project engineer for Interstate Engineering, Inc. in Beulah. Mr. Frey has previously served as Beulah Mayor (June 2018-June 2022), Beulah City Council Member (June 2014-June 2018), Mercer County Fair Board Member (January 2014-January 2016), City of Towner Planning and Zoning Committee Member (February 2012-April 2013), McHenry County Planning and Zoning Committee Member (June 2012-April 2013), McHenry County Planning and Zoning Committee Chairperson (2013), and City of Towner Commissioner (June 2012-April 2013).

“OTHERS” CATEGORY

TYLER JACOBSON is the Director of the Valley City Parks and Recreation District, serving in that capacity since 2001. Before joining the Valley City Parks and Recreation District, Tyler served as the Director of the Casselton Park District. He is a graduate of the University of North Dakota. He has been involved in various advisory or service roles throughout North Dakota, including with the University of North Dakota, the North Dakota Recreation and Park Association, and other community organizations in Valley City and Casselton. Tyler is also currently an instructor at Valley City State University.

**ANNUAL MEETING OF MEMBERS
NORTH DAKOTA INSURANCE RESERVE FUND
MAY 10, 2023
NORTH DAKOTA HERITAGE CENTER, BISMARCK, ND**

NDIRF Board Chairperson Scott Ouradnik called the annual meeting of members of the North Dakota Insurance Reserve Fund to order at 9:34 a.m. at the North Dakota Heritage Center, Bismarck, ND. Chairperson Ouradnik welcomed everyone to the meeting and stated that, with the members in attendance and written proxies received, a quorum had been established.

The minutes from the 2022 annual meeting were reviewed. A motion was made and seconded to approve the minutes as presented. (Duane DeKrey/Aaron Birst, passed unanimously by voice vote.)

Chairperson Ouradnik stated that, for the past 14 years, he has served as a Slope County Commissioner, which also provided an opportunity to serve on the NDIRF Board of Directors and as board chair over the past year. One thing he has learned while serving on the NDIRF Board is the resilience of NDIRF and the political subdivision membership it serves. The shared resilience was first demonstrated in 1986 when NDIRF began its operations and political subdivisions banded together for a common cause to form a member-owned risk pool. In 2022, though the NDIRF experienced unrealized investment losses, it still had an operating surplus of over \$2 million; and members equity of \$22.6 million. The board did not declare a conferment of benefits for 2022 as it wanted to be prudent and wait for the market to rebound rather than sell investments from a loss position. Today, the NDIRF remains strong and stable. Chairperson Ouradnik ended by stating, on behalf of the NDIRF Board of Directors and staff, we look forward to another year of serving you.

CEO Brennan Quintus was introduced. CEO Quintus thanked everyone for attending the meeting today. Brennan recognized the NDIRF Board of Directors and thanked them for their guidance and service to the NDIRF. He also thanked the NDIRF staff for doing a fantastic job this past year and for being great insurance professionals serving the Fund's members. Brennan stated that the 2022 operating year results helped to offset the investment losses (even though they were unrealized) and that the NDIRF retained twice the amount of surplus our consulting actuarial firm requires to provide a 95% confidence level so that the NDIRF can meet future financial obligations. As stated earlier, the NDIRF Board of Directors did not declare a conferment of benefits for 2022 largely due to unrealized investment market losses. However, since the Conferment of Benefits program was introduced in 1996, the Fund has returned over \$75 million to its members.

CEO Quintus provided key highlights from 2022 which included membership at an all-time high of 2,586 members, which is over 90% of the entities eligible to participate in the Fund. Premium distribution showed Cities at 33%; Counties at 31%; Others at 21%; and Schools at 15%. Net written premium was \$17.9 million; losses were \$9.2 million; resulting in an overall 51.5% loss ratio. As a reference, the NDIRF's annual loss ratio budget is 60%. There were 1,747 claims reported with liability losses in 2022 accounting for the Fund's highest amounts at \$4.5 million and auto losses were \$4 million. Those amounts continue to highlight the continued need for risk management courses and training the Fund provides such as online and in-person defensive driving courses, and equipment operation courses through the Fund's partnership with the ND Local Technical Assistance Program. Training partnerships continued with the ND League of Cities, ND Association of Counties, ND School Boards Association, and ND Parks & Recreation Association in conjunction with the HR Collaborative which is an organization that provides ND

local governments with human resource management tools, resources, and training along with a HR Reference Guide for Local Governments. The Fund continued to offer reimbursements for law enforcement officers to receive hands-on subject control and defensive tactics training and continued LocalGovU, which is a free online training platform that offers thousands of local government professional development and training courses. Since 2019, the NDIRF has administered the ND Fire & Tornado Fund (NDFT) which provides property coverage to North Dakota state agencies and political subdivisions. In July 2022, Blanket Limit of Insurance was introduced as an option for adequately scheduled and valued property. The NDFT's total insured value has grown by over \$5.6 billion since 2019, a result that was achieved through the collaboration of the Fund's members, agents, and employees who have verified property schedules, updated property values, and added new or missing property to schedules.

CEO Quintus stated that the Fund ended 2022 with net earnings of -\$2.7 million and \$22.6 million in members' equity. The current members' equity showcases the NDIRF's continued financial strength which allowed the Fund to maintain stable rates for its members. Fund management will continue to monitor the events happening on a regional, national, and international level to evaluate their potential effect on NDIRF's members and determine if adjustments need to be made to Fund coverages or rates in the future. Brennan then provided a breakdown of member services provided in 2022 stating that 518 in-person defensive driving courses (DDC) were completed; 223 online DDC were completed; 1,327 LocalGovU courses were completed, and 116 property surveys were conducted that included a total of 945 total buildings surveyed. The NDIRF also engaged in supporting road maintenance and signage education, and training resources and events covered a variety of topics including playground safety, law enforcement liability, and employment policies and procedures. Training was also provided throughout the year to insurance agents on Fund coverages, claims procedures, and member services.

Mr. Jared Mack from Eide Bailly, LLP was then introduced. Mr. Mack stated that a financial audit was conducted for operating year 2022 and the NDIRF was given an unmodified (clean) opinion. A summary of the financial audit was included in the 2022 NDIRF Annual Report that was provided to members.

Board Chairperson Ouradnik thanked Mr. Mack for the audit update. The meeting then recessed at 10:00 a.m. so the "Others" and "Schools" category of members could caucus for the election of board members. When the meeting reconvened at 10:08 a.m., Chairperson Ouradnik reported that, with all the proxies received as of May 10, 2023, the results were accepted and will stand showing Burdell Johnson elected to represent the "Others" category and Sonya Larson elected to represent the "Schools" category.

Meeting attendees were given an opportunity to ask questions.

The door prize was won by Lynda Roller representing Chaseley Township.

There being no further business to come before the 2023 NDIRF Annual Meeting of Members, the meeting was adjourned at 10:10 a.m.

Respectfully submitted,

Nancy Reis, Recording Secretary

RSVP

**NORTH DAKOTA INSURANCE RESERVE FUND
ANNUAL MEETING**

THURSDAY, MAY 9, 2024

**NORTH DAKOTA HERITAGE CENTER
612 EAST BOULEVARD AVENUE
BISMARCK, NORTH DAKOTA**

9:00 A.M. – 9:30 A.M.: Registration

9:30 A.M. – 10:30 A.M.: Annual NDIRF Business Meeting

NDIRF Member Entity: _____

Name(s) of those attending meeting:

Signed: _____

Please return this form in the envelope provided or fax it to the NDIRF office at (701) 224-0609 or e-mail it to Nancy.Reis@ndirf.com **no later than May 8, 2024**. If you have any questions, you may call Nancy at (701) 751-9115.



APPLICATION FOR A LOCAL PERMIT OR RESTRICTED EVENT PERMIT

NORTH DAKOTA OFFICE OF ATTORNEY GENERAL

GAMING DIVISION

SFN 9338 (9-2023)

Applying for (check one)

☒ Local Permit ☐ Restricted Event Permit*

Games to be conducted

☐ Raffle by a Political or Legislative District Party

☐ Bingo ☒ Raffle ☐ Raffle Board ☐ Calendar Raffle ☐ Sports Pool ☐ Poker* ☐ Twenty-One* ☐ Paddlewheels*

*See Instruction 2 (f) on Page 2. Poker, Twenty-One, and Paddlewheels may be conducted Only with a Restricted Event Permit. Only one permit per year.

LOCAL PERMIT RAFFLES MAY NOT BE CONDUCTED ONLINE AND CREDIT CARDS MAY NOT BE USED FOR WAGERS

ORGANIZATION INFO

Name of Organization or Group Minot Air Force Base African American Heritage Council		Dates of Activity (Does not include dates for the sales of tickets) 27 Apr 2024	
Organization or Group Contact Person Jasmine McClellan	E-mail jasmine.s.mcclellan.mil@health.mil	Telephone Number 2293057872	
Business Address 194 Missile Ave	City Minot AFB	State ND	ZIP Code 58705
Mailing Address (if different)	City	State	ZIP Code

SITE INFO

Site Name McAdoo Fitness Center		County Ward	
Site Physical Address 220 Tanker Trail	City Minot AFB	State ND	ZIP Code 58705
Provide the exact date(s) & frequency of each event & type (Ex. Bingo every Friday 10/1-12/31, Raffle - 10/30, 11/30, 12/31, etc.) Raffle-4/27/24			

PRIZE / AWARD INFO (If More Prizes, Attach An Additional Sheet)

Game Type	Description of Prize	Exact Retail Value of Prize
Raffle	\$150 Gift Card	150.00
Total (limit \$40,000 per year)		\$ 150.00

ADDITIONAL REQUIRED INFORMATION

Intended Uses of Gaming Proceeds For direct benefit of the Department of Defense personnel and routine operations of the African American Heritage Council	
Does the organization presently have a state gaming license? (If yes, the organization is not eligible for a local permit or restricted event permit and should call the Office of Attorney General at 1-800-326-9240) ☐ Yes ☒ No	
Has the organization or group received a restricted event permit from any city or county for the fiscal year July 1 - June 30 (If yes, the organization or group does not qualify for a local permit or restricted event permit) ☐ Yes ☒ No	
Has the organization or group received a local permit from an city or county for the fiscal year July 1 - June 30 (If yes, indicate the total retail value of all prizes previously awarded) ☐ No ☒ Yes - Total Retail Value: 1,500.00 (This amount is part of the total prize limit for \$40,000 per fiscal year)	
Is the organization or group a state political party or legislative district party? (If yes, the organization or group may only conduct a raffle and must complete SFN 52880 "Report on a Restricted Event Permit" within 30 days of the event. Net proceeds may be for political purposes.) ☐ Yes ☒ No	

Printed Name of Organization Group's Permit Organizer Jasmine McClellan	Telephone Number 2293057872	E-mail Address jasmine.s.mcclellan.mil@health.mil
Signature of Organization Group's Permit Organizer 	Title AAHC Vice President	Date Feb 20, 2024

WARD COUNTY LOCAL GAMING PERMIT
SUPPLEMENTARY APPLICATION
(please type or print)

1. The name of your organization: African American Heritage Council
2. Type of gaming applied for: circle one
Bingo Raffle(s) Sports Pool
3. Date of event(s): 27 April 2024
4. Name of the event (if any): Battle of the Ranks
5. Person in charge of gaming event: Jasmine McClellan
- Weekday telephone number: 229 305 7872
6. Has your organization received a local gaming permit from Ward County in the past? Yes
If not, please refer to the attached Ward County gaming resolution and provide with your application the following:
- a. Evidence of the non-profit status of your organization. This may include a copy of your organization's Charter, constitution, by-laws, or articles of incorporation which is dated and signed by an officer of the organization attesting to the authenticity of the document and which clearly identifies the non-profit nature of your organization. A copy of an IRS determination on non-profit state may also be provided.
- b. Evidence your organization serves a "public-spirited" role in the community. This would include documents related to the formation or operation of your organization which specifically state the purposes of your organization. Financial records which identify the way in which the organization's funds are spent and pamphlets or brochures may also be helpful in identifying the purposes of your organization.
7. Attach a permit fee of \$25.00. If a check is used, make it payable to the Ward County Auditor.
8. If different then shown on the application, to which name and address do you wish your permit to be mailed?

Name: Jasmine McClellan

Address: 3215 8th St. NE AMF
Minot ND 58703



APPLICATION FOR A LOCAL PERMIT OR RESTRICTED EVENT PERMIT
NORTH DAKOTA OFFICE OF ATTORNEY GENERAL
GAMING DIVISION
SFN 9338 (2-2023)

Applying for (check one)

☒ Local Permit ☐ Restricted Event Permit*

Games to be conducted ☐ Raffle by a Political or Legislative District Party

☐ Bingo ☒ Raffle ☐ Raffle Board ☐ Calendar Raffle ☐ Sports Pool ☐ Poker* ☐ Twenty-One ☐ Paddlewheels*

*See Instruction 2 (f) on Page 2. Poker, Twenty-One, and Paddlewheels may be conducted Only with a Restricted Event Permit. Only one permit per year.
LOCAL PERMIT RAFFLES MAY NOT BE CONDUCTED ONLINE AND CREDIT CARDS MAY NOT BE USED FOR WAGERS

ORGANIZATION INFO

Name of Organization or Group Souris River Basin Longbeards		Dates of Activity (Does not include dates for the sales of tickets) 5/11/2024	
Organization or Group Contact Person D.J. Randolph	E-mail NWTfminot@gmail.com	Telephone Number 701-720-2134	
Business Address 4562 Valley Road	City Velva	State ND	ZIP Code 58790
Mailing Address (if different)	City	State	ZIP Code

SITE INFO

Site Name Hunter Den		County	
Site Physical Address 12530 182nd St NW	City Foxholm	State ND	ZIP Code 58718
Provide the exact date(s) & frequency of each event & type (Ex. Bingo every Friday 10/1-12/31, Raffle - 10/30, 11/30, 12/31, etc.) Raffle 1/10/2024 5/11/2024			

PRIZE / AWARD INFO (If More Prizes, Attach An Additional Sheet)

Game Type	Description of Prize	Exact Retail Value of Prize
Raffle	3 prize package raffle. Details attached.	1,340.92
50/50 Raffle	\$5 per ticket.	500.00
Total (limit \$40,000 per year)		\$ 1,840.92

Intended Uses of Gaming Proceeds

Holiday frozen turkey giveaway, youth shooting sports day.

Does the organization presently have a state gaming license? (If yes, the organization is not eligible for a local permit or restricted event permit and should call the Office of Attorney General at 1-800-326-9240)

☐ Yes ☒ No

Has the organization or group received a restricted event permit from any city or county for the fiscal year July 1 - June 30 (If yes, the organization or group does not qualify for a local permit or restricted event permit)

☐ Yes ☒ No

Has the organization or group received a local permit from an city or county for the fiscal year July 1 - June 30 (If yes, indicate the total retail value of all prizes previously awarded)

☐ No ☒ Yes - Total Retail Value: \$22,081.54 (This amount is part of the total prize limit for \$40,000 per fiscal year)

Is the organization or group a state political party or legislative district party? (If yes, the organization or group may only conduct a raffle and must complete SFN 52880 "Report on a Restricted Event Permit" within 30 days of the event. Net proceeds may be for political purposes.)

☐ Yes ☒ No

Name D.J. Randolph	Title Chapter President	Telephone Number 701-720-2134	E-mail Address NWTfminot@gmail.com
Signature of Organization or Group's Top Official 		Title President	Date 3/21/24

Raffle Prize 1		Raffle Prize 2		Raffle Prize 3	
Ruger American 7mm-08	\$600.00	Electric Fillet Knife - Rapala	\$113.99	Fishing Net - Slider	\$142.49
		Fishing Reel	\$66.45	Fillet Knife - Bubba	\$208.99
		Fishing Rod	\$209.00		
Raffle Prize 1 Total	\$600.00	Raffle Prize 2 Total	\$389.44	Raffle Prize 3 Total	\$351.48
	\$1,340.92				

DJ Randolph called the Auditor/Treasurer Office on 3.27.24 and wanted to add a 4th raffle prize. The 4th prize is a decorated cooler valued at \$300.00 bringing the exact retail value of prizes to 2,140.92.

MEETING DATE

April 2, 2024

PREPARED BY

Marisa Haman, Auditor/Treasurer

AGENDA ITEM # 11.F

Additional Voting Booth Request

BACKGROUND

We have added 3 Election Day Polling Locations for the 2024 election cycle. I realized we are short on voting booths for these new locations and will need 24 more booths. The booths we purchased in 2022 using ARPA funds have 4 stations on each booth. They are easy to transport and assemble. I have included a quote from the vendor.

RECOMMENDATION

Purchase six 4-station voting booths from Inclusion Solutions using the LATCF funding.

FISCAL IMPACT

\$6,135

ATTACHMENTS

- I. Quote



Inclusion Solutions
2000 Greenleaf St.
Suite 3 Evanston, IL 60202
www.inclusionsolutions.com
Email contact@inclusionsolutions.com
Tel 847-869-2500
Fax 847-869-2515

Sales Quote

Quote #	SQ-012569
Date	3/27/2024

Billing Address **Ward ND, County of**
225 3rd St SE,
Minot, ND
58701

Shipping Address **Ward ND, County of**
225 3rd St SE,
Minot, ND
58701

Contact Marissa Haman
Phone (701) 857-6420

Email marisa.haman@wardnd.com
Fax# (701) 857-6424

Sales Rep
Hollister Bundy

SKU	Description	Quantity	Unit Price	Sub-Total
4SFRKLN	Franklin® 4-Station Voting Booth	6	\$924.00	\$5,544.00

Sub-Total	\$5,544.00
Shipping	\$590.21
Total	\$6,134.21

To approve quote, sign and fax back to 847-869-2515 or sign, scan document, and email to
sales@inclusionsolutions.com

Quote Approved by: _____ (Sign Here)

*By signing this quote, I authorize Inclusion Solutions to ship the product listed herein and acknowledge that I have followed all state, county, or local purchasing requirements



Auditor / Treasurer's Office

April 2, 2024

Board of County Commissioners
Ward County
Minot, ND 58701

Dear Commissioners:

I hereby request authorization to cancel the following checks which will have been outstanding for ninety days or longer, as of April 1, 2024:

Drawn On First International Bank & Trust

Check #	Payee	Amount \$	Check Date
192326	DAVIS, BEN	13.84	10/03/2023
192496	BECKER, KRYSTA	50.00	10/27/2023
192497	BOSWELL, JORDAN	75.00	10/27/2023
192502	KNUTSON, ZACHARY	50.00	10/27/2023
192511	BARTLETT, ALEC	25.00	10/27/2023
192516	HILL, DUSTIN	25.00	10/27/2023
192519	KNUTSON, ZACHARY	25.00	10/27/2023
192521	MYERS, ZACKERY	50.00	10/27/2023
192598	MEUNIER, SERENITY G	6.00	11/07/2023
192603	TRIPLETT, ERIC	6.00	11/07/2023
192607	BARTLETT, ALEC	25.00	11/09/2023
192611	MARTINEZ, ANGELITA	25.00	11/09/2023
192618	WRIGHT, CASSIE	25.00	11/09/2023
192716	BOSWELL, JORDAN	25.00	11/22/2023
192717	FELLOWS, JAYDEN	25.00	11/22/2023
192732	AFLAC	3,619.68	12/01/2023
192840	SWARTOUT, ALEC	11.00	12/12/2023
192853	BLEVINS, ISAAC	12.18	12/14/2023
192927	COFFEY, PATRICIA REE-BLUE	127.33	12/19/2023

\$ 4,221.03

Marisa Haman
Ward County Auditor/Treasurer



WARD COUNTY TREASURER

PO BOX 5005
Minot, ND 58702

*** ORIGINAL RECEIPT ***

Clerk: MarisaH
Batch Number: 20240328-000003

Receipt#		Trans Date	Clerk	Batch#	Receipt Type	Receipt Total
27658		03/28/2024	marisah	20240328-000003	MISC	38,921.50
Received Of				On Account Of		
ND OMB				JP MORGAN ANNUAL CASH BACK		
Line#	PT	Account	Description			Amount
1	G	001.0000.210.1025	PURCHASE CARD REVENUE-GENERAL			29,423.42
2	G	100.0020.204.1025	PURCHASE CARD REVENUE-LIBRARY			989.78
3	G	110.0021.204.1025	PURCHASE CARD REVENUE-911			1,112.07
4	G	120.0023.204.1025	PURCHASE CARD REVENUE-24/7			443.29
5	G	130.0024.204.1025	PURCHASE CARD REVENUE-HWY			2,357.02
6	G	132.0024.204.1025	PURCHASE CARD REVENUE-VISION ZERO			78.55
7	G	140.0025.204.1025	PURCHASE CARD REVENUE-WEED			110.65
8	G	150.0030.204.1025	PURCHASE CARD REVENUE-HSZ			4,406.72
TOTAL:						38,921.50

Payment Type	Doc#	Description	Amount
DD		ND OMB	38,921.50

**JP MORGAN REBATE
COSTS AND ALLOCATION--FEB 2023-JAN 2024**

	ACCOUNT	AMT SPENT	ALLOCATION	
COMMISSIONERS	001.0001	\$ 39,585.51	\$ 714.68	1.84%
AUDITOR	001.0002	6,709.01	121.12	0.31%
TAX	001.0003	9,949.89	179.64	0.46%
STATES ATTORNEY	001.0004	43,770.77	790.24	2.03%
RECORDER	001.0005	2,008.08	36.25	0.09%
SHERIFF	001.0006	148,675.66	2,684.19	6.90%
JAIL	001.0007	607,813.64	10,973.48	28.19%
JUVENILE	001.0008	21,854.52	394.56	1.01%
EXTENSION	001.0009	23,476.19	423.84	1.09%
VET	001.0010	2,843.96	51.34	0.13%
SUPT SCHOOLS	001.0011	1,286.77	23.23	0.06%
FACILITY MGT	001.0012	802.92	14.50	0.04%
FACILITY	001.0013	316,760.55	5,718.80	14.69%
EMERG. MGT.	001.0014	7,347.94	132.66	0.34%
PLANNING	001.0015	1,105.12	19.95	0.05%
PARK	001.0016	103,435.24	1,867.42	4.80%
GENERAL	001.0018	4,958.38	89.52	0.23%
GENERAL	001.0019	85,383.77	1,541.52	3.96%
HUM. RESOURCES	001.0090	6,292.01	113.60	0.29%
IT	001.0091	24,824.99	448.19	1.15%
INDIRECT	001.0092	32,281.04	582.80	1.50%
LIBRARY	100.0020	54,823.03	989.78	2.54%
911	110.0021	61,596.53	1,112.07	2.86%
24/7	120.0023	24,553.27	443.29	1.14%
HIGHWAY	130.0024	130,418.84	2,354.59	6.05%
VISION ZERO	132.0024	4,351.10	78.55	0.20%
WEED	140.0025	6,129.01	110.65	0.28%
SOCIAL WELFARE	150.0026	1,918.63	34.64	0.09%
PARENT AID	150.0027	15,813.89	285.50	0.73%
WRAP AROUND MGT	150.0028	18,409.12	332.36	0.85%
HUMAN SERVICES	150.0030	43,988.06	794.16	2.04%
FOSTER CARE RECRUIT/RETAIN	150.0035	24,452.08	441.46	1.13%
SAFETY/PERMANENCY	150.0093	3,880.54	70.06	0.18%
FOSTER CARE TRANSPORTATION	150.0094	1,890.62	34.13	0.09%
FOSTER CARE NON IV-E TRANS	150.0096	6,230.56	112.49	0.29%
GA BURIALS	150.0098	108,652.16	1,961.61	5.04%
SAFE BEDS	150.0099	1,252.91	22.62	0.06%
PARENT AID	150.0100	7,320.59	132.17	0.34%
S.T. CONTING.	160.0031	206.58	3.73	0.01%
FOSTER CARE RECRUIT/RETAIN	164.0035	10,275.81	185.52	0.48%
COMMISSARY	166.0037	86,793.98	1,566.98	4.03%
EMERGENCY	500.0072	3,599.97	64.99	0.17%
AMERICAN RESCUE PLAN ACT '21	506.0007	22,815.00	411.90	1.06%
AMERICAN RESCUE PLAN ACT '21	506.0013	1,954.09	35.28	0.09%
AMERICAN RESCUE PLAN ACT '21	506.0024	135.09	2.44	0.01%
ASSET FORFEITURES - SHERIFF	601.0077	13,217.32	238.63	0.61%
DOC PRESERVATION	604.0080	646.44	11.67	0.03%
NDSU EXTENSION ACTIVITIES	605.0081	4,339.15	78.34	0.20%
MINOT PARENT RESOURCE	606.0082	4,946.98	89.31	0.23%
RUSHVILLE TOWNSHIP	843.0049	57.72	1.04	0.00%
		\$ 2,155,835.03	\$ 38,921.50	100.00%

REVENUE			
001.0000.210.1025	GENERAL	\$ 29,423.42	75.60%
100.0020.204.1025	LIBRARY	989.78	2.54%
110.0021.204.1025	911	1,112.07	2.86%
120.0023.204.1025	24/7	443.29	1.14%
130.0024.204.1025	HIGHWAY	2,357.02	6.06%
132.0024.204.1025	VISION ZERO	78.55	0.20%
140.0025.204.1025	WEED	110.65	0.28%
150.0030.204.1025	HUM. SVCS.	4,406.72	11.32%
		\$ 38,921.50	100.00%

1.81% RETURN

	February 2022 - January 2023				February 2023 - January 2024				Increase/Decrease Compared to Previous Year		
	Transactions	Amount	Rebate		Transactions	Amount	Rebate		Transactions	Amount	Rebate
ND Association of Counties	1,475	\$ 2,284,492.58	\$ 40,944.30		1,602	\$ 2,396,503.72	\$ 43,266.54		127	\$ 112,011.14	\$ 2,322.24
Adams County					18	\$ 1,965.37	\$ 35.48		18	\$ 1,965.37	\$ 35.48
Billings County					248	\$ 33,185.37	\$ 599.13		248	\$ 33,185.37	\$ 599.13
Bottineau County	1,837	\$ 205,491.90	\$ 3,682.97		2,293	\$ 201,221.42	\$ 3,632.86		456	\$ (4,270.48)	\$ (50.11)
Cavalier County	28	\$ 5,999.36	\$ 107.52		76	\$ 10,322.88	\$ 186.37		48	\$ 4,323.52	\$ 78.85
Dunn County	987	\$ 183,402.09	\$ 3,287.06		955	\$ 186,026.03	\$ 3,358.52		-32	\$ 2,623.94	\$ 71.46
Golden Valley County	131	\$ 11,263.77	\$ 201.88		313	\$ 26,795.85	\$ 483.77		182	\$ 15,532.08	\$ 281.89
Grand Forks County	2,761	\$ 499,229.93	\$ 8,947.55		3,010	\$ 573,953.62	\$ 10,362.17		249	\$ 74,723.69	\$ 1,414.62
Griggs County	229	\$ 19,387.40	\$ 347.47		342	\$ 23,324.76	\$ 421.11		113	\$ 3,937.36	\$ 73.64
McLean County	850	\$ 580,207.90	\$ 10,398.90		849	\$ 435,145.63	\$ 7,856.13		-1	\$ (145,062.27)	\$ (2,542.77)
Morton County	3,098	\$ 1,687,786.98	\$ 30,249.71		3,243	\$ 1,807,502.37	\$ 32,632.70		145	\$ 119,715.39	\$ 2,382.99
Mountrail County	674	\$ 83,640.90	\$ 1,499.07		966	\$ 129,695.58	\$ 2,341.53		292	\$ 46,054.68	\$ 842.46
Pierce County	343	\$ 24,525.93	\$ 439.57		358	\$ 32,527.96	\$ 587.26		15	\$ 8,002.03	\$ 147.69
Ramsey County	3,207	\$ 194,253.76	\$ 3,481.55		3,827	\$ 231,362.27	\$ 4,177.02		620	\$ 37,108.51	\$ 695.47
Ransom County	562	\$ 117,803.72	\$ 2,111.36		760	\$ 166,668.77	\$ 3,009.04		198	\$ 48,865.05	\$ 897.68
Rolette County	2,204	\$ 132,506.95	\$ 2,374.88		1,988	\$ 114,946.55	\$ 2,075.25		-216	\$ (17,560.40)	\$ (299.63)
Rolette County Public Health District	127	\$ 23,318.04	\$ 417.92		179	\$ 31,035.19	\$ 560.31		52	\$ 7,717.15	\$ 142.39
Sioux County	241	\$ 26,963.06	\$ 483.25		230	\$ 18,655.82	\$ 336.81		-11	\$ (8,307.24)	\$ (146.44)
Slope County	437	\$ 41,346.23	\$ 741.04		479	\$ 36,895.46	\$ 666.11		42	\$ (4,450.77)	\$ (74.93)
Steele County	1,639	\$ 554,956.41	\$ 9,946.32		1,641	\$ 356,307.71	\$ 6,432.79		2	\$ (198,648.70)	\$ (3,513.53)
Towner County	331	\$ 34,738.20	\$ 622.60		375	\$ 42,324.69	\$ 764.13		44	\$ 7,586.49	\$ 141.53
Traill County	1,966	\$ 366,182.31	\$ 6,562.98		1,923	\$ 333,217.20	\$ 6,015.91		-43	\$ (32,965.11)	\$ (547.07)
Traill County Economic Development	247	\$ 20,068.46	\$ 359.68		303	\$ 27,692.10	\$ 499.95		56	\$ 7,623.64	\$ 140.27
Ward County	4,220	\$ 1,968,003.54	\$ 35,271.95		4,552	\$ 2,155,835.03	\$ 38,921.50		332	\$ 187,831.49	\$ 3,649.55
Wells County	845	\$ 74,609.85	\$ 1,337.21		663	\$ 60,181.63	\$ 1,086.52		-182	\$ (14,428.22)	\$ (250.69)
TOTAL	28,439	\$ 9,140,179.27	\$ 163,816.74		31,193	\$ 9,433,292.98	\$ 170,308.91		2,754	\$ 293,113.71	\$ 6,492.17