

Minutes of the Board of Ward County Commissioners  
January 5, 2016

The regular meeting of the Ward County Commission was called to order by Chairman Fjeldahl at 9:00 a.m. with Comm. Louser, Walter, Wepler, and Nybakken, present. Also present were Department Heads: Dana Larsen, Roza Larson, Devra Smestad, Ryan Kamrowski, Amanda Schooling, Leona Lochthowe, Kerrienne Tyler, Betty Braun, Steve Kukowski, and Dale Braun.

Moved by Comm. Louser, seconded by Comm. Wepler to approve the agenda with additions. Roll call: all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Walter to approve the minutes of the Regular Commission Meeting on December 15, 2015. Roll call: all voted yes; motion carried.

Auditor/Treasurer Devra Smestad then presented the bills and expressed concern about a \$4,300.00 bill paid to Computer Store for laptop computers ordered by States Attorney's Office.

IT Director Jason Blowers appeared and informed the board he'd become aware of potential security problems associated with company producing this particular brand of laptops and recommended cancelling the order. Moved by Comm. Walter, seconded by Comm. Louser to hold off picking up the laptops since the business agreed to hold the check until all concerns are satisfied. Roll call: all voted yes; motion carried.

Moved by Comm. Walter, seconded by Comm. Louser to approve 2015 Year-End bills totaling \$4,091,889.65, the Social Welfare Fund of \$49,671.94, and January 2016 Regular bills totaling \$866,768.71. Roll call: all voted yes; motion carried.

Doug Larson, Principal Architect for JLG Architects appeared to provide an update on the Ward County Office Building, Ward County Juvenile Detention and Ward County Juvenile Probation projects.

Brian Kunz, Senior Project Manager for Adolfson & Peterson Construction appeared with an update on the Ward County Jail Expansion. Moved by Comm. Louser, seconded by Comm. Nybakken to approve Change Order Request 001, Amendment for liability of jobsite during winter, at no additional cost to the county.

Trevor Tharaldson, EIT, Advanced Engineering & Environmental Services, Inc. appeared with information on Transportation Alternatives Program for City of Surrey. Moved by Comm. Wepler, seconded by Comm. Louser to approve request for Board of Ward County Commissioners to act as Sponsoring Official for the Grant Application. Roll call: all voted yes; motion carried.

Assistant Highway Engineer Travis Schmit appeared with information about CDBG Sandy Funds for Township Grade Raise Improvements on sites damaged by the 2011 flood event, but denied FEMA assistance. At this point, county is still awaiting the financial award for these projects, but have been given the go ahead to start the environmental assessment. Moved by Comm. Walter, seconded by Comm. Louser to award environmental assessment of approximately \$35,250.00 to CDM Smith and allow the chairman to sign the contract. Roll call: all voted yes; motion carried.

Planning and Zoning Administrator Amber Turnquest appeared. Moved by Comm. Walter, seconded by Comm. Wepler to approve Memorandum #1.

1. Application for plat approval by Norman Sollid on behalf of Duane and Toni Poynter for the following described property:

Outlot 4 NE  $\frac{1}{4}$  NE  $\frac{1}{4}$ , Section 13-153-81, Sawyer Township

This application is for a 5 acre outlot. The Sawyer Township Board has recommended approval. The Ward County Water Resource Board returned the plat without objection, but with the recommendation that a storm water management plan may be required if the property is (a) developed or subdivided or (b) if an application is made for a building permit; and that any development as a result of this plat should not obstruct watercourses or divert surface water flows.

2. Application for plat approval by Norman Sollid on behalf of Roy and Joy Bair Martin for the following described property:

Outlot 3 of S  $\frac{1}{2}$  NE  $\frac{1}{4}$ , Section 20-153-81, Sawyer Township

This application is for a 7.38 acre outlot. The Sawyer Township Board has recommended approval. The Ward County Water Resource Board returned the plat without objection, but with the recommendation that a storm water management plan may be required if the property is (a) developed or subdivided or (b) if an application is made for a building permit; and that any development as a result of this plat should not obstruct watercourses or divert surface water flows.

3. Application for plat approval by Terry and Jean Barsness for the following described property:

Outlot 1 of SW  $\frac{1}{4}$  SW  $\frac{1}{4}$ , Section 17-156-81, Maryland Township

The application is for a 6.69 acre outlot. The Maryland Township Board has recommended approval. The Ward County Water Resource Board returned the plat without objection, but with the recommendation that a storm water management plan may be required if the property is (a) developed or subdivided or (b) if an application is made for a building permit; and that any development as a result of this plat should not obstruct watercourses or divert surface water flows.

4. Application for plat and variance approval by Robert and Judith Rice for the following described property:

Outlots 3 & 4 Being Outlot 1 & Lot "A" of Outlot 1, Section 32-157-82, Tatman Township

The application is for 2.66 and 0.95 acre outlots respectively. The Tatman Township Board has recommended approval. The Ward County Water Resource Board returned the plat without objection, but with the recommendation that a storm water management plan may be required if the property is (a) developed or subdivided or (b) if an application is made for a building permit; and that any development as a result of this plat should not obstruct watercourses or divert surface water flows.

Outlot 4, if approved, would be 0.95 acres which is less than the 2 acres required by the Ward County Zoning Ordinance. Minot Air Force Base and North Prairie Rural water had no objections to the approval of the variance.

Roll call: all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Louser to approve

Memorandum #2 as follows:

After a second reading and public hearing, the Ward County Planning Commission forwarded the following recommendation to the Ward County Commission:

Adopt a new map showing the area surrounding Rice Lake to the County Floodplain Management Maps. The new map shows the area surrounding Rice Lake that falls above and below the outlet elevation of 2049.5 feet and would be subject to the Ward County Floodplain Zoning Ordinance.

Roll call: all voted yes; motion carried.

Moved by Comm. Walter, seconded by Comm. Wepler to adopt Memorandum #3, Proposed Changes to Road Right-of-Ways, to include Subdivision Roads with 80 foot right of ways. Subdivision roads are those that run internally, within subdivisions. This class of road was added as developers had specifically asked for this change and the addition to this table would clarify the requirement. Surveyors, designers, and engineers maintain that the minimum roadway design exceeded the right of way of 66 feet in most conditions and they felt it would be more practical to have a standard 80 feet for those roads.

Motion to amend made by Comm. Louser, seconded by Comm. Fjeldahl for county to pay landowner for right of ways. Roll call: Comm. Walter, Weppler, and Nybakken voted no, Comm. Louser and Chairman Fjeldahl voted yes; amendment failed. Roll call on original motion: Comm. Nybakken, Walter, and Weppler voted yes, Comm. Louser and Chairman Fjeldahl voted no; motion carried.

Director of Tax Equalization Ryan Kamrowski appeared. Moved by Comm. Walter, seconded by Comm. Weppler to approve changes to County Tax Roll as follows:

1. Owner Qualifies for 2 year New Construction Exemption for the city of Burlington:

<b>Property Owner</b>	<b>Description</b>	<b>Valuation Year</b>	<b>Old True &amp; Full</b>	<b>New True &amp; Full</b>	<b>Old Taxable Value</b>	<b>New Taxable Value</b>
Rynestad, Dirk & Jeana	BN010140000020 Lot 2 Johnson's 2nd Addn	2014	\$155,200	\$80,200	\$6,984	\$3,609
Rynestad Dirk & Jeana	BN010140000020 Lot 2 Johnson's 2nd Addn	2015	\$152,200	\$77,200	\$6,849	\$3,474

2. Farm Residence Exemption:

<b>Property Owner</b>	<b>Description</b>	<b>Valuation Year</b>	<b>Old True &amp; Full</b>	<b>New True &amp; Full</b>	<b>Old Taxable Value</b>	<b>New Taxable Value</b>
Fischer, Joel & Connie	HN040010000000 S2NE Lots 1 & 2	2014	\$147,700	\$113,100	\$7,212	\$5,655
Fischer, Joel & Connie	HN040010000000 S2NE Lots 1 & 2	2015	\$153,800	\$117,600	\$7,509	\$5,880
Hornberger, Wayne & Carol	TO04005U010000 E2SE SWSE SESW Less RD & ROW	2015	\$145,600	\$84,800	\$6,976	\$4,240
Johnson, William	BA340990000050 Olt 5 of SESE	2015	\$139,100	\$17,000	\$6,342	\$850

3. No Longer Farm Residence Exemption / Omitted Property:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Huizenga, Leon	WA170990000030 Olt 3 of NW Less Rd	2015	\$5,000	\$142,600	\$250	\$6,417
Buechler, Richard & Christine	SR330990000040 Olt 4 of N2NE including Olt 1	2015	\$600	\$237,300	\$30	\$10,682

4. Should have been made history for 2015:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Renfandt, Janice	WI240990000010 Olt 1 of SENE	2015	\$100	\$0.00	\$5.00	\$0.00

5. Property was assessed as Commercial land in error for 2015, property is used as Ag Land:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Haugen, Terence	FO31005U010000 Por SWSE of Rd & RY	2015	\$32,500	\$2,600	\$1,625	\$130
Haugen, Terence	FO31005U060000 Por SESE SW of Hwy	2015	\$1,800	\$200	\$90	\$10

6. Data Entry Error, adjust valuation to reflect present market value:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Precision Plus Construction	SY19T480100010 Myers 6 <sup>th</sup> Addn Lot 1 Blk 1	2014	\$31,800	\$10,800	\$1,590	\$540

7. Escaped Assessment:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Anderson, Darren & Jodi	BN5105557 Burlington MHP Lot 33	2014 (2015MH)	\$0.00	\$58,400	\$0.00	\$2,628

Anderson, Darren & Jodi	BN5105557 Burlington MHP Lot 33	2013 (2014 MH)	\$0.00	\$58,400	\$0.00	\$2,628
Anderson, Darren & Jodi	BN5105557 Burlington MHP Lot 33	2012 (2013MH)	\$0.00	\$58,400	\$0.00	\$2,628
ERA LLLP	NE5105558 Holiday Park Lot B-5	2014 (2015MH)	\$0.00	\$10,900	\$0.00	\$491.50
ERA LLLP	NE5105558 Holiday Park Lot B-5	2013 (2014 MH)	\$0.00	\$10,900	\$0.00	\$491.50
Johnson, Tyler	SY19T340000150 Mahoney's 4 <sup>th</sup> Addn Lot 15	2014	\$600	\$251,500	\$30	\$11,318.50
Johnson, Tyler	SY19T340000150 Mahoney's 4 <sup>th</sup> Addn Lot 15	2015	\$700	\$250,900	\$35	\$11,290.50

8. Added to Real Estate for 2015 remove from MH tax roll:

<b>Property Owner</b>	<b>Description</b>	<b>Valuation Year</b>	<b>Old True &amp; Full</b>	<b>New True &amp; Full</b>	<b>Old Taxable Value</b>	<b>New Taxable Value</b>
Olson, James	KK5103000	2015	\$47,700	\$0.00	\$2,146.50	\$0.00
Olson, James	KK5103000	2014	\$55,400	\$0.00	\$2,493	\$0.00

9. Omitted Property:

<b>Property Owner</b>	<b>Description</b>	<b>Valuation Year</b>	<b>Old True &amp; Full</b>	<b>New True &amp; Full</b>	<b>Old Taxable Value</b>	<b>New Taxable Value</b>
Schmidt, Charles & Deeann	SY190990000620 Olt 62 S2NW	2015	\$206,600	\$250,200	\$9,297	\$11,259
Schmidt, Charles & Deeann	SY190990000620 Olt 62 S2NW	2014	\$206,600	\$249,000	\$9,297	\$11,205
Schmidt, Charles & Deeann	SY190990000260 Olt 62 S2NW	2013	\$206,600	\$245,800	\$9,297	\$11,061

10. Property is not within TIF District, reported to Auditor's office in error by the city of Surrey:

<b>Property Owner</b>	<b>Description</b>	<b>Valuation Year</b>	<b>Old True &amp; Full</b>	<b>New True &amp; Full</b>	<b>Old Taxable Value</b>	<b>New Taxable Value</b>
Schmidt, Charles & Deeann	SY19T990000620 Olt 62 S2NW	2015	\$43,600	\$0.00	\$1,962	\$0.00
Schmidt, Charles & Deeann	SY19T990000620 Olt 62 S2NW	2014	\$42,400	\$0.00	\$1,908	\$0.00
Schmidt, Charles & Deeann	SY19T990000620 Olt 62 S2NW	2013	\$39,200	\$0.00	\$1,764	\$0.00

11. Adjusted T & F to represent market value after being allowed access to property to perform accurate appraisal:

<b>Property Owner</b>	<b>Description</b>	<b>Valuation Year</b>	<b>Old True &amp; Full</b>	<b>New True &amp; Full</b>	<b>Old Taxable Value</b>	<b>New Taxable Value</b>
Pardon, Richard & Beverly	BT120990000690 Olt 69 of N2NE	2015	\$792,600	\$556,600	\$35,685	\$25,065

12. Parcel was historied in 2015 remove value from tax roll:

<b>Property Owner</b>	<b>Description</b>	<b>Valuation Year</b>	<b>Old True &amp; Full</b>	<b>New True &amp; Full</b>	<b>Old Taxable Value</b>	<b>New Taxable Value</b>
M & J Development LLC	HA101430100030 Magic City Walmart Addn Lot 3 BLk 1	2015	\$34,900	\$0.00	\$1,745	\$0.00
M & J Development LLC	HA101430100020 Magic City Walmart Addn Lot 3 Blk 1	2015	\$28,900	\$0.00	\$1,445	\$0.00
M & J Development LLC	HA101430100010 Magic City Walmart Addn Lot 3 Blk 1	2015	\$122,700	\$0.00	\$6,135	\$0.00

13. Adjusted T & F Value to reflect Market Value of property after recent inspection of the property:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Behm, Roger & Judy	HA210360000050 Behm's S/D of Olt 13 Lot E	2015	\$210,000	\$172,200	\$9,450	\$7,749

14. Property owner requested review and per aerial photo and on-site review about ½ is wet area. Parcel has no public access except across the same owners land to the South:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Scherr, Anton & Marcella	MI212882530620 Olts S21-155-82 Olt 62 of NESE Plus ½ Vac. 53 <sup>rd</sup> St.	2014	\$274,000	\$192,000	\$13,700	\$9,600
Scherr, Anton & Marcella	MI212882530620 Olts S21-155-82 Olt 62 of NESE Plus ½ of Vac. 53 <sup>rd</sup> St.	2015	\$274,000	\$192,000	\$13,700	\$9,600

15. Manufactured home was removed prior to February 1, 2015:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Scherr, Anton & Marcella	MI212882530520 Olts S21-155-82 Olt 52 of NESE	2015	\$342,000	\$170,000	\$17,100	\$8,500

16. A 28 x 64 Building was removed:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Scherr, Anton & Marcella	MI212882530550 Olts S21-155-82 Olt 55 of NESE Less RD	2014	\$447,000	\$417,000	\$22,350	\$20,850
Scherr, Anton & Marcella	MI212882530550 Olts S21-155-82 Olt 55 of NESE Less RD	2015	\$453,000	\$420,000	\$22,650	\$21,000

17. Property Sold to Ward County exempt status:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Ward County	MI243170200080 Ramstad's Riverview S/D Lot 8 Blk 2 Plus ½ Vac 3 <sup>rd</sup> Ave SE	2014	\$131,400	\$23,000	\$6,570	\$1,150
Ward County	MI243170200080 Ramstad's Riverview S/D Lot 8 Blk 2 Plus ½ Vac 3 <sup>rd</sup> Ave SE	2015	\$131,400	\$0.00	\$6,570	\$0.00
Ward County	MI2407200400012 Eastwood Park Addn E 44.66 Lot 1 Blk 4	2015	\$11,000	\$0.00	\$550	\$0.00

18. Property sold to Ward County 10/16/15 Prorate 10 months:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
City of Minot	MI192130000550 Lenox Park Addn Lot 55	2015	\$32,000	\$27,000	\$1,440	\$1,215

19. Property sold to the City 11/4/2015 Prorate 10 months:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
City of Minot	MI233720200061 Serene Addn Lot 6 Less N25 X 140 X 50 & Less 9x30x30 In SW Corner Blk 2	2015	\$37,000	\$31,000	\$1,665	\$1,395

20. The 2015 Assessment includes living area finished in the basement. Property was reviewed fall 2015 and has no living area finished in the basement:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Auman, Fawn	MI144870200010 W Minot Addn S/D Portion Blk 13 Lot 1 Blk 2	2015	\$136,000	\$111,000	\$6,120	\$4,995

21. Property does not have City Water to the site, value is reduced for lack of City Services:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Meier, Virginia Miller	MI142620000060 N Minot Addn S/D W 90.3 Lot 2 Blk 5 Addn Lot 5 & 6	2015	\$24,000	\$15,000	\$1,200	\$750

22. Property sold to the City of Minot Prorated from date of sale:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
City of Minot	MI239530300120 Unplatted S23-155-83 S23-155-83 Portion 427' x722' W of River & N of Kittelsons S/D in NE ¼ SW ¼	2015	\$788,000	\$657,000	\$39,400	\$32,850
City of Minot	MI230230000060 Brooklyn Addn Rogers & Haugen's S/D of Wittenborns S/D Blks 4 & % Lot 6	2015	\$59,000	\$54,000	\$2,950	\$2,700
City of Minot	MI244490100060 Torbensons Addn Lot 6 Blk 1	2015	\$71,000	\$65,000	\$3,550	\$3,250
City of Minot	MI244490100050 Torbensons Addn Lot 5 Blk 1	2015	\$27,000	\$25,000	\$1,350	\$1,250
City of Minot	MI239530200430 Unplatted S23-155-83 SE ¼ NW ¼ on SW side of River	2015	\$28,000	\$23,000	\$1,400	\$1,150

23. Airport Hanger Leased out from 10-1-15 – 12-31-15

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
City of Minot/ Tenant Doug Mcdonald	MI37A680800216 Minot International Airport 2 <sup>nd</sup> Addn Lot 2 Blk 8 hanger #16 (airport hanger #12)	2015	\$0.00	\$4,000	\$0.00	\$200

24. Property qualifies for 57-02-08 (9) property used for or belonging to religious organization:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Foundation for Orthodoxy	MI355880000040 Dakota Condos Condominiums Prairie Green 3r Addn East ½ Lot 5 & all of 6 Blk 4 Unit 1127D	2015	\$132,000	\$0.00	\$5,940	\$0.00

25. IBEW begin using property as a non-profit 7/15, property qualifies for 57-02-08 (11) non-profit lodges, clubs to be used for meetings and ceremonies. Prorate 6 months:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
IBEW Local Union 714	MI01E080000010 Airport Industrial Park 3 <sup>rd</sup> Addn Lot 1	2015	\$1,110,000	\$555,000	\$55,500	\$27,750

26. Property Sold 12/15 remove 1 month of 2 year new construction exemption:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Martins, Victor & Aubrey	MI02D030100030 Ballantyne 2 <sup>nd</sup> Addn Lot 3 Blk 1	2015	\$221,000	\$227,250	\$9,945	\$10,226

27. Property owned by a tax exempt entity:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
City of Surrey	SU200990000041 Olt 4 NW Less s 100'	2015	\$40,900	\$0.00	\$2,045	\$0.00

28. Recent Review of property and sales comparable properties indicate the 2015 assessment needs to be reduced to reflect market value:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Ostdahl, Daryl	MI241450000372 Heckers 1 <sup>st</sup> Addn S ½ Lot 37	2015	\$85,000	\$70,000	\$3,825	\$3,150

29. Property was recently reviewed and is in average condition, a reduction in the 2015 assessment needs to be made to reflect market value:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Pinkerton, Albert & Ruth	MI341260000390 Green Acres 2 <sup>nd</sup> Addn Lot 39	2015	\$489,00	\$425,000	\$22,000	\$19,125

30. Removing valuation of property classified by 1971 ND Administrative Code as personal property; not assessable by current laws:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
McCormick, Steven & Thomas	BT01005U070000 N2SE Less Por Olts 23,24, 27 & RD S1-55-84	2015	\$278,700	\$193,300	\$13,935	\$9,665
Dakota Midland Grain LLC	FR010990000060 Olt 6 of SWNW S1-153-83	2015	\$102,800	\$86,800	\$5,140	\$4,340

31. Building is exempt 57-02-08 (16):

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Minot State University Development Foundation	MI142591200053 N Minot Addn W 100' L S 18' Lot 5 Blk 12	2015	\$93,000	\$37,000	\$4,650	\$1,850
Minot State University Development Foundation	MI142740100140 Lots 11-16 S 75' of Lots 17-18 & Lot 2 of North Minot 2 <sup>nd</sup> Addn	2015	\$3,793,000	\$320,000	\$189,650	\$16,000

Minot State University Development Foundation	MI142740100100 North Minot Addn S/D of Block 14 Lot 10 Block 1	2015	\$142,000	\$41,000	\$7,100	\$2,050
Minot State University Development Foundation	MI144770000010 West Minot Rear of Block 1 Lot 1	2015	\$106,000	\$38,000	\$5,300	\$1,900
Minot State University Development Foundation	MI144770000020 West Minot R/A of Block 1 Lot 2	2015	\$136,000	\$45,000	\$6,800	\$2,250
Minot State University Development Foundation	MI144770000030 West Minot Addn R/A of Block 1 Lot 3	2015	\$155,000	\$45,000	\$7,750	\$2,250
University of ND Foundation	MI264300000016 SW Knolls Addn Lot 1 Less S90' of W 439.91 for street and less tract of Land	2015	\$4,528,000	\$829,000	\$226,400	\$41,450
Minot State University Development Foundation	MI142990200120 North Minot Addn Lot 11& 12 Blk 2	2015	\$462,000	\$105,000	\$231,000	\$5,250

32. Property was recently reviewed, needs a reduction of the 2015 assessment to reflect market value:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Double the Back Property Group LLC	MI243190400341 Block 7 S/D Ramstads Riverview Center 50' Units 33 & 34 Block 4	2015	\$151,000	\$96,000	\$6,795	\$4,320
Double the Back Property Group LLC	MI243170800032 Ramstads Riverview S/D S1/2 of E 142' Lot 3 Block 8	2015	\$138,000	\$90,000	\$6,210	\$4,050
Double the Back Property Group LLC	MI243171100031 Ramstads Riverview S/D N 60' of W 90' of Lot 3 Blk 11	2015	\$120,000	\$70,000	\$5,400	\$3,150

33. Property sold to a tax exempt entity prorate from date of sale 12/1/15:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Net Taxable Value	New Net Taxable Value
City of Surrey	SY180600200190 Silver Springs 3 <sup>rd</sup> Addn BLk 2 Lot 19	2015	\$1,700	\$1,700	\$85	\$78
City of Surrey	SY180590000010 Silver Springs 3 <sup>rd</sup> Addn Lot 1	2015	\$4,000	\$4,000	\$200	\$183
City of Surrey	SY180520002040 Silver Springs 2 <sup>nd</sup> Addn Lot 204	2015	\$1,100	\$1,100	\$55	\$50

Roll call: all voted yes; motion carried.

Kamrowski also requested the board set date for Initial County Board of Tax Equalization Meeting. By law, this meeting must be within the first 10 days of June.

Moved by Comm. Walter, seconded by Comm. Louser to set meeting date for Wednesday, June 1<sup>st</sup>, 2016 at 8:30 a.m. in the Commissioner's Chambers. Roll call: all voted yes; motion carried.

Kamrowski then presented revised Ward County Moonlighting Policy for Employee Handbook with changes recommended to conform to Labor Laws. Moved by Comm. Louser, seconded by Comm. Wepler to adopt the Moonlighting Policy with changes. Roll call: all voted yes; motion carried.

Emergency Management Director Amanda Schooling appeared with Joint Powers Agreement between Ward County and St. Mary's Township. Moved by Comm. Walter, seconded by Comm. Nybakken to approve JPA and authorize Chairman sign documents. Roll call: all voted yes; motion carried.

Schooling then updated board on applying for a discounted flood insurance rate. She requested two commissioners from the Planning and Zoning Committee attend the next meeting as they review options. More information will follow.

Chief Deputy Barnard appeared with request for bids of three new vehicles for the Sheriff's Department. Moved by Comm. Walter, seconded by Comm. Louser to approve request to disseminate bids to dealerships. Roll call: all voted yes; motion carried

Facilities Management Supervisor Leona Lochthowe appeared with request to purchase floor scrubber for daily use as well removal of wax buildup from hard-surface floors. Moved by Comm. Weppler, seconded by Comm. Walter to approve purchase of scrubber from Advance Equipment for \$6,567.00. Roll call: all voted yes; motion carried.

Auditor/Treasurer Devra Smestad appeared.

Moved by Comm. Walter, seconded by Comm. Weppler to receive and file Kenmare Community Development Corporation – 4-Lane of U.S. Highway 52 request. They are asking Board to support the idea of four-laning U.S. Highway 52 from Portal to Minot. Board recommended support of their idea but encourage four-laning U.S. Highway 52 from Minot to Velva. Roll call: all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Walter to receive and file the following correspondence: Chairman Fjeldahl – Personal Mail policy; NTI – Soils Test (3); NDDOT – BNSF Grade Separation; ND State Water Commission – CR #18; NDDOT – Retention Notices (3); and 2015 Applications for Courthouse Facilities Improvement Grants. Roll call: all voted yes; motion carried.

Moved by Comm. Walter, seconded by Comm. Louser to accept bid of \$30,350.00 by Brian Keller for S2NW Less OLTS 2 & 3; and bid of \$24,050.00 by

Candy & Lonn Satran for Countryside Villas 3<sup>rd</sup> Addn Lot 21, Tax Foreclosed Properties after Auction. Roll call: all voted yes; motion carried.

Moved by Comm. Walter, seconded by Comm. Nybakken to appoint Jody Bullinger to Minot Planning Commission. Roll call: all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Walter to approve submitted 2016 Positions and Salaries. Roll call: all voted yes; motion carried.

Moved by Comm. Nybakken, seconded by Comm. Louser to approve Raffle Permit for Uniform Fire Fighters Local 1157. Roll call: all voted yes; motion carried.

Smestad presented e-mail from NDACO with CY 2016 Federal Mileage Reimbursement Rate as determined by GSA. Moved by Comm. Walter, seconded by Comm. Louser to adopt recommended privately owned automobile rate of \$0.54. Roll call: all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Walter to approve Annual Contracts per 2016 budget from Makoti Threshers Association; Lake County Historical Society; DeSour Valley Development Corporation; Kenmare Community Development Corporation; Minot Area Development Corporation; and Domestic Violence Crisis Center. Roll call: all voted yes; motion carried.

Moved by Comm. Nybakken, seconded by Comm. Weppler to approve the following payroll amendments: Ryan Heagy – Sheriff's Department (Level 18); Misty Benjamin – Sheriff's Department (Level 18); Guillier Garcia – Facilities Management (Level 14); Dustin Westerman – Sheriff's Department (Level 21); Rita Hamsher – Tax Equalization (Level 23). Roll call: all voted yes; motion carried.

Smestad asked permission to close Auditor/Treasurer office for two afternoons to facilitate unpacking of boxes and processing of tax payments. Notice of closure will be advertised in Minot Daily Newspaper and message placed on the telephones. Moved by Comm. Wepler, seconded by Comm. Walter to grant request to close the office at noon on both Friday, January 8<sup>th</sup> and Monday January 11<sup>th</sup> 2016. Roll call: all voted yes; motion carried.

States Attorney Roza Larson appeared requesting board reconsider earlier motion to cancel Computer Store's order for laptops due to potential security issues. Board recommended IT Department check into potential security threats before accepting equipment and explore all options.

At 10:58 a.m., with no further business, the meeting was adjourned.