

Minutes of the Board of Ward County Commissioners
January 19, 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, Melissa Bliss, Mark Schrader, and Dale Braun.

Moved by Comm. Louser, seconded by Comm. Walter 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 January 5, 2016. Roll call: all voted yes; motion carried.

Auditor/Treasurer Devra Smestad then presented the bills. Moved by Comm. Wepler, seconded by Comm. Louser to approve regular bills totaling \$479,861.00, the Social Welfare Fund of \$39,195.46, and Human Service fund of \$87,456.43, totaling \$126,651.89 with further review into Social Services real estate and utility bills. Roll call: all voted yes; motion carried.

Roger Mazurek, CEO Minot Family Y, appeared with information on strategic planning process requesting feedback from community leaders via survey link. He will update the Board on any Committee plans and decisions.

Highway Engineer Dana Larsen appeared requesting authorization to take bids for the following construction projects:

<u>Project Location</u>	<u>Project</u>	<u>Funding</u>	<u>Budget</u>
County Road 10 from Berthold to US 52	Mill & Overlay	HB 1176	\$4.8 M
County Wide Seal Coat, County Roads 1, 9, 23	Chip Seal	Local Funds	\$1.3 M
County Wide Graveling, County Road 15, 16, 18	Graveling 37 miles	Local Funds	\$1.8 M
County Wide Center & Edge Striping	Maintenance	Local Funds	\$0.1 M

Moved by Comm. Walter, seconded by Comm. Louser to approve Larsen's request.

Roll call: all voted yes; motion carried.

Larsen also requested permission to advertise for Construction Engineering Services for two federally funded construction projects. Moved by Comm. Wepler, seconded by Comm. Louser to authorize Larsen advertise for Construction Engineering Services for the grade raise on County Road 20 east of County Road 11 and the grade raise on County Road 24 east of US Highway 83. Roll call: all voted yes; motion carried.

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

1. Single Family Residence not completely repaired from 2011 flood:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Palmer, Howard & Mary	MI142760002290 Normal Park Addition Lot 229	2013	\$117,500	\$70,000	\$5,288	\$3,150
Palmer, Howard & Mary	MI142760002290 Normal Park Addition Lot 229	2014	\$119,000	\$70,000	\$5,355	\$3,150
Palmer, Howard & Mary	MI42760002290 Normal Park Addition Lot 229	2015	\$119,000	\$70,000	\$5,355	\$3,150

2. Property Sold to Minot:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
City of Minot	MI231790000050 Jacobson's Addition Lot 5	2015	\$114,000	\$57,000	\$5,700	\$2,850
City of Minot	MI142590900090 North Minot Addition Lots 8 & 9 Blk 9	2015	\$88,000	\$58,000	\$4,400	\$2,900
City of Minot	MI233720400010 Serene Addition Lot 1 Blk 4	2015	\$133,000	\$89,000	\$5,985	\$4,005

3. Remove Residential Land & Residential Structure was replatted for 2014; valuation is currently assessed to another parcel:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Best Scott & Melanie	SU14005U030000 Por N2NE South of RR Less Olt 3	2014	\$101,8000	\$9,600	\$4,627	\$480
Best Scott & Melanie	SU14005U030000 Por N2SE South of RR Less Olt 3	2015	\$105,000	\$10,100	\$4,773	\$505

4. Adjust T & F value to better reflect market value after owner allowed access to perform complete appraisal:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Vetter, Kenneth & Cassie	AF120190000010 Replat of Dakota Estates 5 th Addition Lot 1 Less RD	2015	\$477,800	\$437,600	\$21,501	\$19,692

5. Property should be exempt:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
City of Donnybrook	DB140030500120 Crows Plat Lot 12 Blk 5	2013	\$300	\$0.00	\$15	\$0.00

City of Donnybrook	DB140030500120 Crows Plat Lot 12 Blk 5	2014	\$400	\$0.00	\$20	\$0.00
City of Donnybrook	DB140030500120 Crows Plat Lot 12 Blk 5	2015	\$400	\$0.00	\$20	\$0.00

6. Escaped Assessment:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Jost, Pat & Arnold	BN010590000010 Jost's 5 th Addition Lot 1	2015	\$10,300	\$195,600	\$515	\$8,802

7. Appraisal submitted adjusted valuation to reflect market value of the year of taxation:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Schiele, Clyde & Mary	SU170990000050 Olt 5 of SWSE	2013	\$384,800	\$380,000	\$17,316	\$17,100
Schiele Clyde & Mary	SU170990000050 Olt 5 of SWSE	2014	\$415,600	\$380,000	\$18,702	\$17,100
Schiele Clyde & Mary	SU170990000050 Olt 5 of SWSE	2015	\$428,200	\$391,400	\$19,269	\$17,613

8. Property was assessed Commercial in error, property should be assessed as agricultural land:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Smetana, Dennis & Elizabeth	HA100990000060 Olt 6 of NW Less W 687.5'	2015	\$161,200	\$6,600	\$8,060	\$330
Smetana, Dennis & Elizabeth	EE350990000010 Olt 1 of SWSW	2015	\$51,600	\$1,100	\$2,580	\$55

9. Remove MH from Real Estate property is being taxed MH:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Kabanuck, Richard & Sylvia	RU18005U070000 SWSWSE	2014	\$130,800	\$32,600	\$5,886	\$1,467
Kabanuck, Richard & Sylvia	RU18005U070000 SWSWSE	2015	\$134,600	\$33,600	\$6,057	\$1,512

10. MH Moved out of state in 2015:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
IOS Inspections	MI5105543 Holiday Village Lot 111	2015(2016MH)	\$60,300	\$0.00	\$2,713.50	\$0.00

11. MH moved from Robindale without a moving permit , MH is for sale at Dreamland Homes:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Hurt, Fred	MI5104800 Robindale MHP Lot 75	2015(2016MH)	\$58,900	\$0.00	\$2,650.50	\$0.00

12. Blind Exemption:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Budeau, Ted & Patricia	MI5104485 Woodridge MHP Lot 223	2015(2016MH)	\$59,200	\$0.00	\$2,664	\$0.00
Hartson, Danielle	MI5102979 Northstar MHP Lot 330	2015(2016MH)	\$5,400	\$0.00	\$243	\$0.00

13. Wheelchair Exemption:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Herslip, Larry & Donna	MI5103110 Woodridge MHP Lot 223	2015(2016MH)	\$53,900	\$0.00	\$2,425.50	\$0.00

14. MH burned down in 2015:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Gerard, Jerry	NE5100999 NE Sec 26 S2NWSWSW	2015(2016MH)	\$11,200	\$0.00	\$504	\$0.00

15. MH moved to McClean County without a moving permit:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Fox, Carmon	MI5104760 Holiday Village MHP Lot 131	2015(2016MH)	\$62,900	\$0.00	\$2,830.50	\$0.00

16. Parcel was annexed into Minot:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Puppy Dog Properties	HA36005U020000 N450 of E478 of NENE	2015	\$151,700	\$0.00	\$7,585	\$0.00

17. MH moved from Odd's MHP to another MHP within Ward County:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Urban, Christopher & Dee	MI5105008 Odd's MHP Lot 20	2015(2016MH)	\$56,600	\$0.00	\$2,547	\$0.00
Leier, Darrell & Susan	MI5104918 Odd's MHP Lot 136	2015(2016MH)	\$38,600	\$0.00	\$1,737	\$0.00
Leier, Darrell & Susan	MI5104925 Odd's MHP Lot 118	2015(2016MH)	\$40,300	\$0.00	\$1,813.50	\$0.00
Buresch, Jessica	MI5104928 Odd's MHP Lot 115	2015(2016MH)	\$38,600	\$0.00	\$1,737	\$0.00
Osteroos, Kimble & Marcia	MI5104787 Odd's MHP Lot 108	2015(2016MH)	\$55,900	\$0.00	\$2,115.50	\$0.00

18. Data Entry Error:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Souris Valley Bowman	HA190990000160 Olt 16 of SE & SW Less 1.06 acres	2015	\$680,100	\$183,600	\$34,005	\$9,180

19. MH taken to the landfill in 2015:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Whitetail Properties	MI5101013 Jefferson MHP Lot C-15	2015(2016MH)	\$10,200	\$0.00	\$459	\$0.00

20. MH Escaped Assessment:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Highley William	MI5105583 Wheatland Village Lot 130	2014(2015MH)	\$0.00	\$60,100	\$0.00	\$2,704.50
Highley, William	MI5105583 Wheatland Village Lot 130	2015(2016MH)	\$0.00	\$60,100	\$0.00	\$2,704.50
Mollerud, Tyler & Sharon	BD5105584 Lots 4-9 Blk5 Blaisdell Addition	2013(2014MH)	\$0.00	\$125,800	\$0.00	\$5,661
Mollerud, Tyler & Sharon	BD5105584 Lots 4-9 Blk 5 Blaisdell Addition	2014(2015MH)	\$0.00	\$125,800	\$0.00	\$5,661
Mollerud, Tyler & Sharon	BD5105584 Lots 4-9 Blk 5 Blaisdell Addition	2015(2016MH)	\$0.00	\$125,800	\$0.00	\$5,661

21. Township assessors valuation does not reflect market value of the property, adjust valuation to reflect market value:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Berthold Farmers Elevator Co.	CP010990000030 Olt 3 of NESE	2015	\$115,900	\$8,100	\$5,795	\$405
Neshem, Rodger	CPL54830100000 Lease site of GN RR	2015	\$139,100	\$6,900	\$6,955	\$345

22. Property sold from Ward County to Private Party on 11/15, return to tax roll:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Mike Hayes Consulting LLC	MI141080300130 Forsberg 2 nd Addition Lot 13 Blk 3	2015	\$0.00	\$10,000	\$0.00	\$450

23. Flooded properties purchased by Ward County, pro-rate valuation from date of sale:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Net Taxable Value	New Net Taxable Value
Ward County	BT120990000192 Olt 19 Amended of SENE & N 10 of LD of Olt 2 of NESE	2014	\$283,200	\$283,200	\$12,744	\$5,310
Ward County	BT120990000251 Replat Olt 25 of SENE	2013	\$57,400	\$57,400	\$2,583	\$2,153
Ward County	BT010990000266 Lot E of Olt 26 of NW	2014	\$81,600	\$81,600	\$3,672	\$918
Ward County	BT120990000301 Olt 30 of SWNE Less SE	2014	\$7,500	\$7,500	\$375	\$281
Ward County	BT120990000311 SE 55' of Olt 31 of SWNE	2014	\$1,100	\$1,100	\$55	\$18
Ward County	BT120990000312 NW 80' of Olt 31 of SWNE	2013	\$48,600	\$48,600	\$2,187	\$1,458
Ward County	BT120990000313 SE 135' of NW 215' of Olt 31 SWNE	2014	\$34,000	\$34,000	\$1,530	\$510
Ward County	BT120990000460 Olt 46 of NESE SENE	2014	\$6,400	\$6,400	\$320	\$80
Ward County	BT120990000490 Olt 49 of SWNE	2014	\$4,300	\$4,300	\$215	\$215
Ward County	BT120990000510 Olt 51 of SWNE	2014	\$200	\$200	\$10	\$10
Ward County	BT12005U06000 SWNE NE of River Less Por Olt 52 & 85 Olt 85 RD & Brenno AC	2014	\$500	\$500	\$25	\$25

24. Continuation from #23:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Net Taxable Value	New Net Taxable Value
Ward County	HA180180000250 Robinwood Estates Lot 25	2013	\$142,000	\$142,000	\$6,390	\$3,728
Ward County	HA180180000260 Robinwood Estates Lot 26	2013	\$8,500	\$8,500	\$425	\$248
Ward County	HA180180000281 Robinwood Estates Lot.28 Less Sublot A	2013	\$79,000	\$79,000	\$3,555	\$2,074
Ward County	HA180250000300 Country Club Acres W2 L32 All L33	2014	\$99,400	\$99,400	\$4,473	\$746
Ward County	HA180250000430 Country Club Acres Lot 43	2012	\$217,000	\$217,000	\$9,765	\$8,951
Ward County	HA18025000470 Country Club Acres Por Lot 70 Adj on W & N40 Lot 45 & All Lots 46 & 47	2014	\$135,000	\$135,000	\$6,075	\$2,531
Ward County	HA180990000120 Olt 12 W2NW	2014	\$1,900	\$1,900	\$95	\$40
Ward County	HA180990000130 Olt 13 W2NW	2014	\$3,500	\$3,500	\$175	\$131
Ward County	HA210240000200 Tierrecita Vallejo 1 st S/D Lot 20	2014	\$22,000	\$22,000	\$1,100	\$183
Ward County	HA210240000251 Tierrecita Vallejo 1 st S/D Lot 25 Less W2	2014	\$15,700	\$15,700	\$785	\$196
Ward County	HA210240000252 Tierrecita Vallejo 1 st S/D W2 Lot 25	2014	\$15,700	\$15,700	\$785	\$196

25. Continuation from #23:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Net Taxable Value	New Net Taxable Value
Ward County	HA210240000260 Tierrecita Vallejo 1 st S/D Lot 26	2014	\$22,900	\$0.00	\$1,145	\$0.00
Ward County	HA210990000090 Olt 9 of SWSE	2014	\$1,000	\$1,000	\$50	\$38
Ward County	NE330051100130 East Side Estates Plus Vac Rd Lot 13 Block 11	2014	\$3,700	\$3,700	\$185	\$77
Ward County	NE330051100140 East Side Estates Plus Vac RD Lot 14 Block 11	2014	\$3,500	\$3,500	\$175	\$73
Ward County	NE330990000140 Olt 14 of NESE & Tri 16'x16' of NWSE	2014	\$351,800	\$351,800	\$15,831	\$6,596
Ward County	NE330990000180 Olt 18 Of SESE	2014	\$8,300	\$8,300	\$415	\$173
Ward County	NE330990000210 Olt 21 of SWSE	2014	\$8,300	\$8,300	\$415	\$173
Ward County	NE330990000300 Olt 30 of SWSE	2014	\$13,800	\$13,800	\$6,90	\$288

26. The Lot has a significant amount of land area that is unusable due to wet/swampy conditions:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Buechler, Mike & Stacy	MI27288152009 OltS S27-155-83 Olt 9 of NWNW	2015	\$194,000	\$81,000	\$8,730	\$8,280

27. Property Sold to Ward County 2015:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Ward County	MI253940300030 Summit Park Addition Lot 3 Blk 3	2015	\$250,000	\$208,000	\$11,250	\$9,360

28. The structure containing the business (Best Pet Boarding & Supplies) was not being assessed for 2015:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Roberts, Ronald & Anneliese	MI27D690000020 Sorenson's 6 th Addition Lot 2	2015	\$162,000	\$200,000	\$7,290	\$9,000

29. House demolished, separate lots due to building no longer crossing property lines:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Mountain Vista Development	MI14D370000021 Riverwalk S/D Lot 2A	2015	\$0.00	\$21,000	\$0.00	\$1,050

30. Lot drops off to the north and difficult to build on, no improved street adjacent to lot:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Jacobson, Lane & Audrey Life Estate	MI244010100020 S/D Lot 6 S24-155-83	2015	\$70,000	\$52,000	\$3,150	\$2,340

31. Data Entry Errors, structures are farm building exempt:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Pearson, James & Sharon	CP050990000010 Olt 1 of N2NW	2015	\$115,900	\$400	\$5,795	\$20

32. Owner qualifies for Blind Exemption:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Stanley, Richard & Frances	MI246980000040 Biltmore Villas 2 nd Addition Lot 1	2015	\$141,000	\$26,000	\$6,345	\$1,300

33. Property taxes were assessed incorrectly as Commercial in previous year, property corrected to Residential valuations:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Voeller, Vernon	SR240200000080 Valley Manor Est L8	2015	\$49,400	\$61,800	\$4,970	\$2,781

34. Escaped Assessment of FEMA MH:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Bohl, Travis & Paula	FR24005U020000 W420' of S350' of SE	2014	\$2,600	\$12,400	\$130	\$571
Bohl, Travis & Paula	FR24005U020000 W420' of S350' of SE	2015	\$2,700	\$12,500	\$135	\$576

Roll call: all voted yes; motion carried.

Kamrowski also requested board certify 2016 Agricultural Land Values. Pursuant to Section 57-02-27.27 of North Dakota Century Code, the Tax Equalization Office must certify an average agricultural value per acre to the county and each township. This certified value is the average value per acre that must be returned by each township for the 2016 agricultural assessments. Moved by Comm. Walter, seconded by Comm. Wepler to approve recommended Ag Land Values of \$570.14 per acre. Roll call: all voted yes; motion carried.

Additionally, Kamrowski recommended reduction of minimum sale price for tax foreclosed property located at 1108 S Main Street, Minot, ND, Parcel #MI2539403000030 from \$125,000 to \$69,000. Initial valuations were based on assessment data collected before water damage was discovered in the home. Moved by Comm. Wepler, seconded by Comm. Walter to approve recommendation. Roll call: all voted yes; motion carried.

Emergency Management Director Amanda Schooling provided update on ways Ward County residents may qualify for discounted flood insurance premiums. Moved by Comm. Wepler, seconded by Comm. Louser Ward County participate in the Community Rating System and allow Insurance Services Office, Inc., review current flood plans. Roll call: all voted yes; motion carried.

Schooling then presented Application for Energy Infrastructure and Impact Office Grant. Money would be used for backup generators utilized during Emergency sheltering in Des Lacs, Douglas, Kenmare and Sawyer. 100% of the cost would be paid by the grant and cities have agreed to maintain generators. Moved by Comm.

Louser, seconded by Comm. Walter to authorize chairman sign documents. Roll call: all voted yes; motion carried.

Chief Deputy Barnard appeared with North Dakota Department of Transportation Amendment to Traffic Safety Contract #12152045 previously approved by Board. Moved by Comm. Louser, seconded by Comm. Wepler to authorize chairman sign document. Roll call: all voted yes; motion carried.

Facilities Management Supervisor Leona Lochthowe presented need for two additional podiums in Administrative Building as well as re-engineering of two existing podiums to accommodate new equipment. Moved by Comm. Wepler, seconded by Comm. Walter to approve purchase of two podiums from Minot Sash & Door for approximately \$615.00 each and refurbish current podiums to accommodate new equipment. Roll call: all voted yes; motion carried.

Lochthowe also presented card reader options to limit floor access and elevator use in the new building. Motion was tabled pending more information and cost for these options.

IT Director, Jason Blowers appeared with request for installation of Panic Buttons in Social Services office and Library. Motion tabled pending cost of additional items.

Blowers presented contract from SRT for public wireless internet in administrative building. Moved by Comm. Walter, seconded by Comm. Louser to approve \$6,057.05 initial contract and \$42.95 per month service fee. Roll call: all voted yes; motion carried.

States Attorney Roza Larson appeared with request her office maintain \$50 petty cash fund to make change for individuals paying restitution. Moved by Comm. Louser, seconded by Comm. Wepler to approve request. Roll call: all voted yes; motion carried.

Auditor/Treasurer Devra Smestad appeared.

Moved by Comm. Walter, seconded by Comm. Nybakken to receive and file the following correspondence: Annual Reports - Rushville Township, Veterans Service Office, and Social Services; Sheriff Kukowski – December 2015 SO; NTI – Soil Tests; State Fire & Tornado – Commercial Building Valuation Report; Ward County Pledged Securities – December 31, 2015; and Minot Planning Department – Variance Hearing. Roll call: all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Walter to receive and file monthly reports to include Financial Report after verification of money transferred to Social Services account and document date correction. Roll call: all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Louser to approve Request for Duplicate Warrant. Roll call: all voted yes; motion carried.

Moved by Comm. Walter, seconded by Comm. Louser to approve Annual Contracts per 2016 budget for Berthold Development Corporation, Ward County Historical Society and Makoti Development Corporation. Roll call: all voted yes; motion carried.

Moved by Comm. Walter, seconded by Comm. Nybakken to approve the following Budget Amendments: (1) Increase Emergency Budget Account 120-7000-

419-9800 to \$337,000 (a \$20,000 increase reimbursed from DES); (2) Increase Emergency FEMA Township Account 121-8800-419-9800 to \$1,847,180 (a \$473,700 increase reimbursed by FEMA); (3) Increase Emergency flood recovery-Burlington Project Account 123-9000-419-9800 to \$5,047,830 (a \$7,040 increase reimbursed by CDBG); (4) Increase Foster Home Recruitment and Retention Account 437-2900-419-9900 in amount of \$43,000 (donated funds from the Oppen Foundation); (5) Increase County Park Budget 179-000-398-000 to \$147,953 (a \$14,953 increase). Roll call: all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Walter to approve the following 2016 Liquor License Applications:

<u>Applicant</u>	<u>Type of License</u>	<u>Sundays</u>
Minot Gun Club	Beer & Wine – on sale	Yes
Lawdawgs	Liquor, beer & wine – on & off sale	Yes

Roll call: all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Walter to approve chairman sign the contract with Rochester Armored Car Company for service December - March: Mon/Wed/Fri @ \$454.64 per month and April - November: Tues & Thurs @ \$346.40 per month. Roll call: all voted yes; motion carried.

Moved by Comm. Louser, seconded by Comm. Nybakken to approve the following Quit Claim Deed on Tax Foreclosed Property redeemed by previous owner:

<u>Name of Purchaser</u>	<u>Description</u>
LINDSEY, SHEILA BR02005U010000	S2NW LESS OLTS 2 & 3, S2-152-81 BRILLIAN TOWNSHIP

Roll call: all voted yes; motion carried.

Smestad presented information on the Elmer Jesme Conference held January 25, 2016 at 10:00 in the Ex-Servicemen’s Room of the Ward County Courthouse.

HR Coordinator Colleen Houmann appeared and requested assistance from the Board to fund advertising for Veteran's Service Administrator vacancy, and set dates to review applications and conduct interviews. Applications will be reviewed February 16, 2016 following the Commissioner's Meeting with interviews to follow on February 24, 2016. Moved by Comm. Walter, seconded by Comm. Weppler to use money from Contingency Fund for advertisement on radio and newspaper. Roll call: all voted yes; motion carried.

Smestad then presented bills from contractors for new Administration Building. Moved by Comm. Walter, seconded by Comm. Weppler to withhold payment on all bills pending resolution of problems throughout the building. Roll call: all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Walter to approve the following payroll amendments: Ashley Counts – Social Services (Level 25); Christopher Harris – Sheriff's Department (Level 18). Roll call: all voted yes; motion carried.

Chairman Fjeldahl informed Board reading of Jail Expansion Project bid packets has been postponed until the week of January 25, 2016. He will inform everyone of new date.

Comm. Weppler suggested Board set a date for Administration Building Open House/Ribbon Cutting Ceremony. Moved by Comm. Weppler, seconded by Comm. Walter ceremony be held April 7, 2016 with details to follow. Roll call: all voted yes; motion carried.

Comm. Walter stated deadline is approaching for Probation Office remodel project; more information to follow. Smestad added 2014 Grant Application extensions

were submitted, but hasn't heard if they were granted. She will provide status at later date.

Smestad mentioned the Morgan Printing building will be vacant end of February and options for housing the Bookmobile are being discussed.

Smestad also stated First International Bank will be providing an Appreciation Luncheon for Ward County Employees sometime in February. More information to follow.

At 11:10 a.m. the meeting was recessed for an Executive Session.

At 11:20 a.m. Chairman Fjeldahl opened an Executive Session with the other Commissioners providing discussion on pending legal matter.

At 11:32 Chairman Fjeldahl closed the Executive Session with the regular meeting reconvened. Moved by Comm. Wepler, seconded by Comm. Nybakken to approve States Attorney Roza Larson's recommendation to appoint Seymour R. Jordan, Divide County State's Attorney, as Special Prosecutor in pending legal matter. Roll call: all voted yes; motion carried.

At 11:35 a.m., with no further business, the meeting was adjourned.