

Minutes of the Board of Ward County Commissioners
February 16, 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, Weppler, and Nybakken, present. Also present were Department Heads: Dana Larsen, Roza Larson, Devra Smestad, Amanda Schooling, Leona Lochthowe, Betty Braun, Melissa Bliss, and Mark Schrader.

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

Moved by Comm. Walter, seconded by Comm. Louser to approve the minutes of the Regular Commission Meeting on February 2, 2016. Roll call: all voted yes; motion carried.

Auditor/Treasurer Devra Smestad then presented the bills. Moved by Comm. Weppler, seconded by Comm. Walter to approve regular bills, with corrections, totaling \$1,154,089.25, the Social Welfare Fund of \$9,738.13 with Social Services to provide breakdown of phone bills in future. Roll call: all voted yes; motion carried.

Souris River Joint Board Administrator Ryan Ackerman appeared with Quarterly Update to Renville, Ward, McHenry and Bottineau County Commissions. Report provided an update on various initiatives being developed and implemented by organization. Moved by Comm. Weppler, seconded by Comm. Louser to receive and file report. Roll call: all voted yes; motion carried.

At 9:15 a.m. Chairman Fjeldahl opened the public hearing for Adoption of County Floodplain Management map for Rice Lake subject to Ward County Floodplain Zoning Ordinance.

No one appeared to speak for or against the proposed adoption of the map. Moved by Comm. Louser, seconded by Comm. Wepler to close the public hearing at 9:16 a.m.

Moved by Comm. Walter, seconded by Comm. Louser to adopt final reading of Ordinance as written.

Ordinance 2016-1

Be it hereby ordained by the Ward County Commission that a new map showing the area surrounding Rice Lake will be adopted and added to the Ward County Floodplain Zoning Ordinance. The new map shows the area surrounding Rice Lake that falls above and below the outlet elevation of 2047.5 feet. Buildings that are permanent in nature (houses, garages, sheds, etc.) shall be constructed so that the lowest habitable floor of the building is no lower than an elevation of 2049.5 and shall be set back from the edge of the top of bank by a minimum of 20 feet. Structures that require post and pier foundations shall have a minimum finish elevation of 2049.5 at the top of the pier. Floor, ground, and pier elevations shall be verified by a professional licensed surveyor registered in the State of North Dakota. Any variances to these supplemental building requirements shall be submitted by a professionally licensed engineer within the State of North Dakota. The Ward County Building Inspector shall reserve the right to reject any variances brought forward.

Roll call: all voted yes; motion carried.

At 9:25 a.m. Chairman Fjeldahl opened the public hearing for addition of subdivision roads to the county class of roads with an 80' (40' from centerline) right of way, changing Chapter 3, Article 24, Section 4, 12.

The following people appeared before the Board: John Pietsch; Duane Poynter; Larry Holback; Todd Tranby; Linda Anderson; Chad Ness; Nathan Fegley; Jared Lochthowe; Daren Brown; and Dan Deaver.

No one appeared to speak for or against the addition of subdivision roads.

Moved by Comm. Walter, seconded by Comm. Wepler to close the public hearing at 10:20 a.m.

Moved by Comm. Walter, seconded by Comm. Nybakken to remove Subdivision Roads from the county class of roads. Roll call: all voted yes; motion carried.

Commissioner Walter left the meeting.

At 10:25 a.m. the meeting was recessed.

At 10:30 a.m. the meeting reconvened.

At 10:31 a.m. Chairman Fjeldahl opened the public hearing for the close-out of CDBG funds for grade raise on County Road 11.

No one appeared to speak for or against the proposed close-out. Moved by Comm. Louser, seconded by Comm. Nybakken to close the public hearing at 10:32 a.m.

Moved by Comm. Louser, seconded by Comm. Nybakken to approve close-out of the CDBG funds for grade raise on County Road 11. Roll call: all voted yes; motion carried.

Juvenile Detention Administrator Mark Schrader appeared with request to purchase additional items not covered in remodel plans. He stated the department needs a washer/dryer, Prison Rape Elimination Act Audit, medical cart, additional seating, and a key box. Moved by Comm. Louser, seconded by Comm. Nybakken to authorize purchase of washer and dryer and obtain exact cost of Audit. Roll call: all voted yes; motion carried.

Facilities Management Administrator Leona Lochthowe appeared. She explained need for additional street signs outside Administration Building and requested matter be presented to the Minot Planning Committee. Moved by Comm. Weppler, seconded by Comm. Louser to authorize request. Roll call: all voted yes; motion carried.

Lochthowe then presented memo charging for use of Meeting Rooms on first floor of Administrative Office Building. Veteran Service Organizations and tax supported organizations can use meeting room 105 at no charge. Other organizations using meeting rooms 105, 106, and 108 will be charged daily rate of \$25.00 for one room, \$50.00 for two rooms, \$75.00 for all three rooms. Moved by Comm. Weppler, seconded by Comm. Louser to approve request, but asked Lochthowe to consider more than \$10.00 fee for use of the kitchen and a cost for IT support if needed. Creation of Rental Agreement may be needed in future. Roll call: all voted yes; motion carried.

911 Coordinator Larry Haug appeared with results of review for Emergency Responder Services in Spring Lake Township. He found the house number for Darrin Leifson (33201) is not correct for location of his home. Haug stated this discrepancy could definitely affect emergency response time and requests change of current address from 33201 72nd St SW to 31225 72nd St SW. Moved by Comm. Louser, seconded by Comm. Weppler to approve request and authorize proper notification be given to resident. Roll call: all voted yes; motion carried.

Auditor/Treasurer Devra Smestad appeared.

Moved by Comm. Nybakken, seconded by Comm. Louser to receive and file the following correspondence: Sheriff Kukowski – January 2016 SO; EAP – 2015 Annual Utilization Report; Assiniboine River Basin Initiative (ARBI) – Annual Report; Bryon Fuchs – Revised HB1176 Highway Allocation; NDSWC – Potential Water Projects; Stepping Out – Employee Recognition Programs; Garrison Diversion – Recreation Grants. Roll call: all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Louser to receive and file Court Facilities Grant – Grant Award Notification. The Court Facilities Improvement Advisory Committee approved grant in the amount of \$170,230.96 to assist with renovation of Ex-Servicemen’s Room. Roll call: all voted yes; motion carried.

Comm. Wepler requested notice be given of Special Commission Meeting for Courthouse Renovation to be held at 1:00 p.m. on February 29, 2016.

Moved by Comm. Wepler, seconded by Comm. Nybakken to receive and file monthly Department Reports. Roll call: all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Louser to approve appointment of Stephanie Hagen to Ward County Soils Committee. Roll call: all voted yes; motion carried.

Moved by Comm. Louser, seconded by Comm. Wepler to approve Quit Claim Deeds on Tax Foreclosed Properties redeemed by previous owner:

<u>Name of Previous Owner</u>	<u>Description</u>
JON & ANTON ROISE MI230340000230	CARNEY ADDITION LOT 23 MINOT CITY
KA DEVELOPMENT, LLC KM180071400010	TOLLEYS FIRST ADDTN, LOT 1 BLK 14 KENMARE CITY

Roll call: all voted yes; motion carried.

Smestad presented information on restructure of Community Traveler's Assistance (American Red Cross) with Executive Director now located in Bismarck. Moved by Comm. Wepler, seconded by Comm. Nybakken to send letter to organization clarifying released funds must be used for travel assistance of Ward County residents. 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.

Smestad then presented bids from The Printers, Inc., and Election Systems & Software for election supplies to be used for 2016 Primary and General elections. Moved by Comm. Wepler, seconded by Comm. Louser to award bid to The Printers, Inc. Roll call: all voted yes; motion carried.

Moved by Comm. Nybakken, seconded by Comm. Wepler to approve the following payroll amendments: Andrew Mathieson – Sheriff's Department (Level 21); Jeffrey Mutchler – Tax Equalization (Level 21); Erin Marshall – Social Services (Level 25); Felicia Engel – Social Services (Level 21); Samantha Kruschel – Social Services (Level 25); Ashley Suvanto – Social Services (Level 17). Roll call: all voted yes; motion carried.

At 11:15 a.m., with no further business, the meeting was adjourned.