

Minutes of the Board of Ward County Commissioners  
April 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, Betty Braun, Leona Lochthowe, and Amanda Schooling.

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. Louser to approve the minutes of the Commission Meeting on April 5, 2016. Roll call: all voted yes; motion carried.

Auditor/Treasurer Devra Smestad then presented the bills. Moved by Comm. Walter, seconded by Comm. Wepler to approve regular bills totaling \$474,483.05 and the Social Welfare Fund of \$9,154.54. Roll call: all voted yes; motion carried.

The Honorable Judge Gary Lee appeared with an update on North Central District and Ward County court cases. 2015 marked the first time more than 1,000 felony cases were filed and cited a rise in the number of civil and criminal case filings, as well as jury trials.

Judge Lee thanked Comm. Walter and the rest of the Board for continued support of Courthouse Renovation Grants and looks forward to completion of the entire project.

Doug Larson, JLG Architects, appeared with an update on the Courthouse Renovation Project. Moved by Comm. Walter, seconded by Comm. Wepler to authorize chairman sign Badlands Environmental Consultants, Inc. proposal enabling

them to monitor air quality in building throughout the course of construction project.

Roll call: all voted yes; motion carried.

Larson also presented proposal for abatement, equipment rental, demo, and waste disposal costs. Moved by Comm. Walter, seconded by Comm. Wepler to authorize chairman sign Mavo Systems Proposal for \$123,007. Roll call: all voted yes; motion carried.

Highway Engineer Dana Larsen appeared with information on County Road 20 grade raise projects. Moved by Comm. Walter, seconded by Comm. Louser to select KLJ Engineering to perform the construction engineering on CER-5154(057), County Road 20 Grade Raise and authorize chairman sign the ND DOT Engineering Agreement. Roll call: all voted yes; motion carried.

Larsen then presented Memorandum of Understanding between US Fish and Wildlife Service, Des Lacs National Wildlife Refuge and Ward County. This MOU formally documents the past and future maintenance of the road and bridge. Moved by Comm. Wepler, seconded by Comm. Walter to approve MOU and authorize chairman sign document. Roll call: all voted yes; motion carried.

Larsen also requested approval of Utility Relocation Agreement for County Road 24 Grade Raise, ROM-0300(129) project. The cost of the relocation will be funded by the Department of Defense through the Federal Highway Administration. Moved by Comm. Louser, seconded by Comm. Wepler to approve request and authorize chairman sign agreement. Roll call: all voted yes; motion carried.

Additionally, Larsen submitted Memorandum of Agreement for permanent road easement for Parcel #RL030090000060, also known as North Shore Addition Lot 6.

Currently the entire lot is under water and when the Rice Lake Recreation District improves the road the inslopes of the road will extend into the property. This easement will allow them to complete the project. Moved by Comm. Walter, seconded by Comm. Nybakken to approve request and authorize chairman sign documents. Roll call: all voted yes; motion carried.

Finally, Larsen presented information on utility easement required by Verendrye Electric at Rice Lake to bring in new electric line to resident. Proposed utility improvement is located on Ward County property just south of County Road 13 in area that was used as borrow site by Mr. Ron Kramer. Moved by Comm. Walter, seconded by Comm. Louser to use standard highway utility easement permit and advise Verendrye Electric hold off on completing the work until the matter with Mr. Kramer is resolved. Roll call: all voted yes; motion carried.

Emergency Management Director Amanda Schooling introduced recently hired Assistant Director Kris Weber. Weber brings Red Cross experience to the job and was welcomed by the Board.

IT Administrator Jason Blowers appeared with VPN contracts for Morgan Printing and County North buildings at cost of \$63.20/month for each contract. Moved by Comm. Nybakken, seconded by Comm. Louser to approve request and authorize chairman sign documents. Roll call: all voted yes; motion carried.

Auditor/Treasurer Devra Smestad appeared.

Comm. Walter asked if anyone was planning to attend Trade, Transportation & Technology Conference in Estevan May 18<sup>th</sup>, 2016 since discussion may involve future

plans to four-lane U.S. Highway 52. Comm. Weppler expressed interest but will have to check her schedule.

Comm. Weppler informed Board she had sent them an e-mail of entire 161 page packet from the Souris River Joint Board Meeting.

Moved by Comm. Walter, seconded by Comm. Weppler to receive and file the following correspondence: City of Estevan – CNATCA Conference; Eric Martin – Assessment/Lot Rent; Colleen Houmann – Wellness Committee; ND Dept of Health – Transfer Station; ND Dept of Health – Workshop; Shealy Township – Taking of additional ROW; Chief Deputy Barnard – SO Monthly Report March 2016; Letter to Ron Kramer; Souris River Joint Board – Agenda and Minutes; ND Dept of Health – Removal of Asbestos; Badlands Environmental – 3 Analysis Reports. Roll call: all voted yes; motion carried.

Moved by Comm. Nybakken, seconded by Comm. Walter to receive and file the Monthly Reports. Roll call: all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Walter to receive and file the 2015 Annual Reports. Roll call: all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Walter to receive and file the Monthly Financial Reports for February and March. Roll call: all voted yes; motion carried.

Moved by Comm. Weppler, seconded by Comm. Nybakken to approve the following Applications for Gaming Site Authorization: VFW, Fraternal Order of Eagles, MSU Beaver Boosters, American Foundation for Wildlife and two for Minot Junior Golf Association. Roll call: all voted yes; motion carried.

Moved by Comm. Walter, seconded by Comm. Louser to approve Raffle Permit for Dakota Elementary PTA. Roll call: all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Louser to approve the following payroll amendments: Habeeb Rafiu – Sheriff’s Dept (Level 18); Irma Vega – Facilities Management (Level 14); Dawn Lockrem – Social Services (Level 21); Scott Gochanour – Sheriff’s Dept (Level 21); Yenchen Wu – Sheriff’s Dept (Level 18); Robert Barnard – Sheriff’s Dept (Level 37). Roll call: all voted yes; motion carried.

Comm. Nybakken provided Board with information from Personnel Committee Special Meeting on April 18, 2016. Committee recommended Juvenile Detention staff be directly supervised by Sheriff’s Department like the Jail is. Moved by Comm. Walter, seconded by Comm. Nybakken to approve Personnel Committee recommendation. Roll call: all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Louser to approve Special Event Permit for M&S Concessions. Roll call: all voted yes; motion carried.

Smestad reminded Board of Personnel Committee Meeting April 19, 2016 at 1:30 p.m.

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