

Minutes of the Board of Ward County Commissioners
June 21, 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, Betty Braun, Kerrienne Tyler, John Crosby, Melissa Bliss and Ryan Kamrowski.

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 Regular Commission Meeting on June 7, 2016. Roll call: all voted yes; motion carried.

Auditor/Treasurer Devra Smestad then presented the bills. Moved by Comm. Nybakken, seconded by Comm. Walter to approve regular bills totaling \$2,703,655.44 and the Social Welfare Fund of \$16,869.66. Roll call: all voted yes; motion carried.

Jory Stevenson, Owner of Patriot's Pub, appeared requesting suspension of liquor license since he plans to lease building to another organization. Moved by Comm. Wepler, seconded by Comm. Louser to approve suspension of liquor license, at owner's request, effective July 1, 2016. Roll call: all voted yes; motion carried.

Eric Hoffer, representative from JLG Architects, appeared with Financial Summary and list of alternates for Jail Expansion and Courthouse Remodel projects. Board will review and make decisions at board meeting on July 19, 2016.

Doug Larson, JLG Architects, appeared with updates on Juvenile Detention project. Project is scheduled for completion July 15, 2016 with Scott Huber providing tour of facility following today's meeting.

Moved by Comm. Walter, seconded by Comm. Weppler to authorize Chairman sign Change Order #5 for Juvenile Detention in amount of \$6,181.06. Roll call: all voted yes; motion carried.

Larson then presented Ward County Administration Building Change Order G8, credit in amount of \$8,163.79, which includes Mattson Construction bid for \$5,013.71 to sand and seal black panels in Administration Building. Discussion ensued about whether or not this included refinishing of panels on both wall and ceiling. Jerome Gruenberg, representative from Mattson Construction, said the current bid does not include ceiling panels. Moved by Comm. Weppler, seconded by Comm. Walter to authorize Mattson Construction move forward with repairs but also submit another bid for refinishing of ceiling panels. Roll call: all voted yes; motion carried.

Hoffer then reappeared and presented Courthouse Remodel Change Orders from A&P Construction for approval. Moved by Comm. Weppler, seconded by Comm. Walter to authorize Chairman sign Change Order #1 in amount of \$5,764. Roll call: all voted yes; motion carried.

Moved by Comm. Walter, seconded by Comm. Louser to approve Change Order #4 in amount of \$4,956 to cover cost of electrical connections. Roll call: all voted yes; motion carried.

Smestad then presented bill from Mattson Construction for cleanup and repair of Juvenile Detention Center. During abatement process, liquid chemical drained to the

rooms below, causing damage to floor and walls. Mavo has indicated they are not responsible for any damages or cost of cleanup. Moved by Comm. Walter, seconded by Comm. Wepler to not pay final Mavo bill pending further discussion with company. Roll call: all voted yes; motion carried.

Moved by Comm. Walter, seconded by Comm. Wepler to authorize Mattson Construction proceed with clean-up of area based on bid submitted. Roll call: all voted yes; motion carried.

Highway Engineer Dana Larsen appeared with bids for township Grade Raise Projects. Moved by Comm. Walter, seconded by Comm. Nybakken to award low bid of \$137,384.08 to J&S Construction for Grade Raise Project RUS016 in Rushville Township and low bid of \$188,179.04 to J&S Construction for Grade Raise Project EUR011 in Eureka Township. Roll call: all voted yes; motion carried.

Additionally, Larsen provided update on Federal Land Access Program Bridge replacement west of Kenmare. Federal Highway Administration bids came in over estimate, however the project will continue to move forward with total additional cost to County approximately \$40,000. No action needed from Board at this time.

Larsen then presented information about obstruction placed in Rushville township right-of-way. Since landowner has agreed to remove obstacles, no action is needed at this time from Board.

Larsen also submitted Memorandum of Understanding for Rice Lake Borrow Pit.

Moved by Comm. Wepler, seconded by Comm. Walter to authorize Chairman sign document upon review of States Attorney. Roll call: all voted yes; motion carried.

Finally, Larsen informed Board of options discussed by Ward County Complex Parking Committee and provided recommendations. Comm. Walter stated City of Minot will be striping additional crosswalk and replacing parking signs in front of Administration Building. Moved by Comm. Nybakken, seconded by Comm. Wepler to approve Parking Committee's recommendations. Roll call: all voted yes; motion carried.

Director of Tax Equalization Ryan Kamrowski appeared with 2016 New Growth Memorandum. Moved by Comm. Wepler, seconded by Comm. Walter to receive and file correspondence. Roll call: all voted yes; motion carried.

Chief Deputy Barnard appeared with request to call for bids on two patrol vehicles. Moved by Comm. Louser, seconded by Comm. Wepler to approve request. Roll call: all voted yes; motion carried.

States Attorney Roza Larson appeared regarding recommendation from Attorney General Stenehjem and Governor Dalrymple that Sheriff Steve Kukowski be placed under interim suspension. Larson stated correct process has now been followed and statute requires Commissioners fill vacant position within five days.

Moved by Comm. Walter, seconded by Comm. Louser to approve Chief Deputy Robert Barnard continue as interim sheriff. Roll call: all voted yes; motion carried. Brief discussion followed regarding Barnard's salary.

The Board was then informed they must decide whether Sheriff Kukowski's suspension should be with or without pay. Moved by Comm. Louser, seconded by Comm. Nybakken to approve Sheriff's suspension with pay. Roll call: all voted yes; motion carried. Larson will notify proper state agencies.

Board continued discussion about Barnard's salary. Moved by Comm. Wepler, seconded by Comm. Louser to adjust Barnard's pay equal to that of Sheriff Kukowski. Roll call: all voted yes; motion carried.

Facilities Management Administrator Leona Lochthowe appeared with quotes from Fargo Glass & Paint in amount of \$1,553 for Social Services office, and \$2,551 for Public Administrator's office. Moved by Comm. Wepler, seconded by Comm. Walter to approve requests. Roll call: all voted yes; motion carried. Funds should be drawn from general building maintenance.

Auditor/Treasurer Devra Smestad appeared.

Moved by Comm. Walter, seconded by Comm. Wepler to receive and file the following correspondence: Chief Deputy Barnard – SO Monthly Report May 2016; ND DOT – Final voucher on CER-5154(056) Project-Retention; ND DOT – Tentative Award to Farden Construction; ND Dept of Commerce – Proposed Building Code Amendments; ISO – Notification of Publication of BCEGS Classification. Roll call: all voted yes; motion carried.

Chairman Fjeldahl asked to pull Kenmare Scenic Trail correspondence. Moved by Comm. Louser, seconded by Comm. Nybakken to notify agency of plans to move forward with project, authorize chairman sign required documents, and receive and file ND DOT & Gov. Dalrymple – Kenmare Scenic Trail TAP correspondence. Roll call: all voted yes; motion carried.

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

Moved by Comm. Walter, seconded by Comm. Wepler to approve the Gaming Site Authorization for Hostfest-Heritage Foundation. Roll call: all voted yes; motion carried.

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

Moved by Comm. Walter, seconded by Comm. Nybakken to accept Memorandum of Understanding regarding allocation of Fiscal Year 2016 Edward Byrne Memorial Justice Assistance Grant. Roll call: all voted yes; motion carried.

Smestad will attend Annual National Association of Counties Conference in July, 2016. Moved by Comm. Louser, seconded by Comm. Wepler to authorize Smestad act as voting delegate during Conference. Roll call: all voted yes; motion carried.

Smestad talked to Board about Dennis Olliney, former IT support, to assist with computer security issues in exchange for continued county sponsorship on classes. Moved by Comm. Walter, seconded by Comm. Wepler to approve request. Roll call: all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Nybakken to approve the following payroll amendments: Tina Velazquez – Juvenile Detention (Level 18); Brian Szablewski – Juvenile Detention (Level 18); Anthony Ricci – Juvenile Detention (Level 18); Jill Gasaway – Social Services (Level 19); Marybelle Garcia – Social Services (Level 19); Kristen Bjergaard – Social Services (Level 21); Matthew Kuske – Highway Dept (Level 15); Amber Tikalsky – Sheriff's Dept (Level 18); Randall Jones – Auditor/Treasurer (Level 21); Amy Becker – Sheriff's Dept (Level 18). Roll call: all voted yes; motion carried.

Moved by Comm. Louser, seconded by Comm. Walter to approve the Gaming Site Authorization for Sertoma Club of Minot. Roll call: all voted yes; motion carried.

Director of Tax Equalization Ryan Kamrowski reappeared with Abatement Application for MAB1-22, LLC requesting reduction in 2015 assessment for Apartment Building located at 1919 35th Ave SW. The Minot City Council has returned the application with recommendation for denial; Kamrowski also requests denial. Moved by Comm. Walter, seconded by Comm. Louser to approve recommendation for denial as requested. Roll call: all voted yes; motion carried.

Comm. Walter discussed suspension of 18-month jail monitoring by Robert Werlinger since copies of his reports indicate compliance with set guidelines. Moved by Comm. Walter, seconded by Comm. Weppler to authorize Chairman sign letter to agency. Roll call: all voted yes; motion carried.

Smestad provided informational copy of correspondence from City of Minot regarding flood home nuisance abatement assessment.

At 10:55 a.m., with no further business, the meeting was adjourned.