

Minutes of the Board of Ward County Commissioners

March 6, 2018

The regular meeting of the Ward County Commission was called to order by Chairman Walter at 9:00 a.m. with Comms. Louser, Rostad and Wepler present. Comm. Fjeldahl joined the meeting by phone. Also present were department heads: Amanda Schooling, Betty Braun, Bob Barnard, Dana Larsen, Devra Smestad, John Crosby, Kerriane Boetcher, Roza Larson, Ryan Kamrowski.

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

Moved by Comm. Rostad, seconded by Comm. Louser, to approve the regular Commission meeting minutes from the February 20, 2018 meeting. Roll call; all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Rostad, to approve regular bills totaling \$616,746.25 and Social Services bills totaling \$12,863.81. Roll call; all voted yes; motion carried.

Travis Schmit, Assistant County Engineer presented three signed homeowner agreements associated with the FEMA Pre-Disaster Mitigation Program Grant for Hargrave, Mindt, and Nesdahl. Five homeowners have indicated they do not wish to participate in the program and one homeowner is still making a decision. That agreement could be presented to the Commissioners for signature at a later date.

Moved by Comm. Wepler, seconded by Comm. Rostad, to approve and sign three individual homeowner agreements as well as authorize the Commission Chairman to approve and sign the outstanding homeowner agreement if presented at a later date. Roll call; all voted yes; motion carried.

Nancy Simpson, Planning/Zoning Administrator appeared and presented an approved plat vacation application for Kathleen Kupser.

Moved by Comm. Louser, seconded by Comm. Wepler to approve the plat vacation application for Kathleen Kupser. Roll call; all voted yes; motion carried.

Sheriff Barnard appeared and requested approval to hire the father of a current employment in the correctional facility. The father and son will not be working together and will be scheduled for different shifts. Discussed the possibility that this could present problems in the event of a promotion. Sheriff Barnard said the situation would be dealt with if it arises in the future.

Moved by Comm. Rostad, seconded by Comm. Louser, to approve the hiring of the father of a current employee in the correctional facility. Roll call; all voted yes; motion carried.

Sheriff Barnard also requested permission to bid for the purchase of six new patrol cars to replace vehicles that have reached the end of their useful life in the Sheriff's Department. The outgoing vehicles will either be transferred to other departments or sold at auction.

Moved by Comm. Louser, seconded by Comm. Wepler, to authorize the Sheriff's Department to request bids for six new patrol cars. Roll call; all voted yes; motion carried.

Dana Larsen, Highway Department Engineer, presented a bid from J & J Striping for countywide striping in the amount of \$44,574.06.

Moved by Comm. Louser, seconded by Comm. Rostad, to approve the bid for countywide striping from J & J Striping in the amount of \$44,574.06 Roll call; all voted yes; motion carried.

Mr. Larsen also requested approval to award a bid of \$1,031,304.70 for the 2018 crack seal and chip seal project covering 48 miles of roadway to Asphalt Surface Technologies Corp.

Moved by Comm. Louser, seconded by Comm. Fjeldahl, to award the bid of \$1,031,304.70 for the 2018 crack seal and chip seal projects to Asphalt Surface Technologies Corp. and to authorize the Chairman to sign the contract documents. Roll call; all voted yes; motion carried.

Larsen then asked for approval of a Memorandum of Agreement with Stacey Abel in regard to a low density development of two-acre lots. The County's responsibility would be to construct a left turn lane when needed into the development, remove existing access to Outlot 16 off County Road 14 when the subdivision road is constructed, and to coordinate construction of turn lanes to matchup with proposed access. There was considerable discussion regarding the County's responsibilities versus City responsibilities.

Moved by Comm. Rostad, seconded by Comm. Wepler, to approve the Memorandum of Agreement between Stacey Abel and Ward County and authorize the Chairman to sign the agreement. After discussion it was moved by Comm. Louser, seconded by Comm. Rostad to rescind the motion and table to the next meeting. Roll call; all voted yes; motion carried.

Director of Tax Equalization Ryan Kamrowski presented Memorandum A – Tax Roll Corrections for review and approval:

1. MFH moved out of the County without a moving permit 9-17:

<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>
Kolling, Kimberly & Privratsky, Rodney	TA5103989 Parkway Estates Lot 99	2018	\$30,000	\$0.00	\$1,350	\$0.00

2. Applied and Qualified for Farm Residence Exemption:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Larson, Steven & Jacquelyn	EE270010000000 NE S27-156-83	2017	\$290,000	\$108,000	\$13,500	\$5,400
Larson, Luverne	EE250020000000 NW Less Olt 1,3,4 & Hwy S26-156-83	2017	\$254,000	\$63,500	\$11,710	\$3,175
Herzig, Karla	FO260990000010 Olt 1 of NE S26-156-85	2017	\$285,000	\$3,400	\$12,825	\$170
Zeltinger, Carl	SB5105234 W2NW S12-160-87	2018	\$52,000	\$0.00	\$2,340	\$0.00

3. Property sold to Tax Exempt Entity, value pro-rated from date of sale:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Minot Rural Fire Protection District	EE360070000030 Park Place III Condo Unit 3 Being Lots 7-10 Flickertail Addn. S36-156-83	2017	\$342,000	\$313,500	\$17,100	\$15,675

4. Documentation disclosed to this office identifying utility easement consumes entire parcel adjusting T & F value to represent fair market value for parcel:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Colton Lee Communities ND LLC	BN130560400020 Highlands Ranch 3 <sup>rd</sup> Addn. Lot 2 Block 4	2017	\$64,000	\$5,000	\$3,200	\$250
Grass Roots Properties LLC	BN130560200030 Highlands Ranch Lot 3 Block 2	2017	\$91,000	\$5,000	\$4,550	\$250

5. MFH value prorated for one month, Liechty Homes purchased MHF 2-1-18:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Barron, Steve	MI5105218 Holiday Village MHP Lot 621	2018	\$55,000	\$4,583	\$2,475	\$206

6. MFH is on blocks, shouldn't be assessed as residential:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Wald, Harold & Elayne	SU23005U040000 S2SW S23-155-81	2017	\$197,000	\$149,000	\$9,120	\$6,960

7. Updated document from BNSF RR disclose lease termination date of 5/31/14. Prior documentation stated lease was terminated 1/1/16:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Thompson, David	SYL12857300000 Leased Site GN RR	2015	\$8,800	\$0.00	\$440	\$.00
Thompson, David	SYL12857300000 Leased Site GN RR	2014	\$34,600	\$14,400	\$1,730	\$720

8. Review of assessment data revealed error in square footage calculation, adjusted value to represent fair market value:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Baer, Marilyn	SE050990000030 Olt 3 of SENW S5-153-81	2017	\$249,400	\$61,000	\$11,223	\$2,745
Baer, Marilyn	SE050990000030 Olt 3 of SENW S5-153-81	2016	\$249,400	\$61,000	\$11,223	\$2,745
Baer, Marilyn	SE050990000030 Olt 3 of SENW S5-153-81	2015	\$249,400	\$61,000	\$11,223	\$2,745

9. Parcel combined with adjacent parcel in 2016, remove from tax roll for 2016 & 2017:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Fetzer, Kevin	SY190290000040 Lot 4 Linnertz S/D of Lot 1 Block 1 Dierdorffs 2 <sup>nd</sup> Addn.	2017	\$14,000	\$0.00	\$700	\$0.00
Fetzer, Kevin	SY190290000040 Lot 4 Linnertz S/D of Lot 1 Block 1 Dierdorffs 2 <sup>nd</sup> Addn.	2016	\$14,000	\$0.00	\$700	\$0.00

10. Data Transfer Error:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Fyllesvold, Randy	SH33005U070000 SWSE S33-154-87	2017	\$50,900	\$21,000	\$2,545	\$1,050

11. Property owner by non-profit private school:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Bishop Ryan Catholic School	MI13C490000020 Broadway Heights 2 <sup>nd</sup> Addn. Lot 2	2017	\$689,000	\$57,000	\$34,450	\$2,850

12. Government Entity is only assessed for space rented out to the public:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
State of ND d/b/a ND State Fair Association	MI194640110000 Village Green Gables Addn. S270 Block 1 & S Portion Olt 14	2017	\$462,000	\$277,000	\$23,100	\$13,850

13. Parcel deleted in error, return to tax roll:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
City of Minot (Pietsch Flying Service)	MI37D190000010 Minot International Airport 3 <sup>rd</sup> Addn. Lot 1	2017	\$0.00	\$123,000	\$0.00	\$6,150

14. Valuation changed after on-site inspection:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Harden, Tonya & Michael	MI151140700160 Garden Home Addn. Lot 16 Block 7	2017	\$166,000	\$138,000	\$7,470	\$6,210

15. Land value had been deleted and now put back on tax roll:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Makoni, Stephen & Felistas	MI266880000070 SW Knolls 4 <sup>th</sup> Lot 7	2017	\$521,000	\$650,000	\$23,445	\$29,250

16. Property was given a zero value by error:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Low Family Investments LLP	MI195610000020 Lowe's Garden Addn. Lot 2 Less RWY to City Easement D2781518 & D2781519 1/21/2000 Elbow Park Manor Addn. Lot 168	2017	\$0.00	\$1,186,000	\$0.00	\$59,300

17. Home was previously estimated to be in better condition than it was determined to be after inspection on 1/18:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Erickson, Karen	MI266420000270 Centennial Addn. Lot 27	2017	\$337,000	\$304,000	\$15,165	\$13,680

18. 2 Year exemption given in error, correct tax roll:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Fettig, Mark	MI22B250000050 Napa Valley 15 <sup>th</sup> Addn. Lot 5. Lot 11 Block 2	2017	\$243,000	\$318,000	\$10,935	\$14,310
Butgereit, John & Krystal	MI31B310100071	2017	\$189,000	\$264,000	\$8,505	\$11,880

19. Home was estimated to have basement finish, after recent inspection basement was unfinished and quality of construction was determined to high:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Hanson, Jessica	MI142760001981 Normal Park Addn. N 45' of Lot 198	2017	\$132,000	\$112,000	\$5,940	\$5,040

20. After recent inspection, home was found to be in worse condition than when it was last estimated in 2009:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Brite, Virgie & Camilee	MI264130000010 Southdale 4 <sup>th</sup> Addn. Lot 1 & 2 Block 1 of Southdale 5 <sup>th</sup>	2017	\$331,000	\$308,000	\$14,895	\$13,860

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21. Home was estimated to be completed with a finished basement for the 2017 tax year. After inspection, it was determined that the basement was not finished and other components were not completed including flooring and trim:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Clemens, Mark & Deanne Lavon	MI240720700062 Eastwood Park Addn. E ½ Lots 5 & 6 Block 7	2017	\$244,000	\$194,000	\$10,980	\$8,730

22. Home was estimated to have basement finish, after recent inspection basement was unfinished:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Brown, Donald & Samantha	MI130530000050 Crestview Heights Addn. Lot 5	2017	\$336,000	\$286,000	\$15,120	\$12,870
Brown, Ivy	MI130530000160 Crestview Heights Addn. Lot 16	2017	\$335,000	\$278,000	\$15,075	\$7,740

23. Property qualifies for tax exemption:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Monegron, Jared & Heather	MI15C470801350 Eagles Landing Addn. Lot 135 Block 8	2017	\$310,000	\$280,000	\$13,950	\$12,600
Monegron, Jared & Heather	Mi15C470801350 Eagles Landing Addn. Lot 135 Block 8	2016	\$330,000	\$300,000	\$14,850	\$13,500

24. After recent inspection, home was found to be in worse condition than when it was last inspected in 2010:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Blore, William & Joanne	MI15170300020 Marian Heights Park Condos Unit C-2 on Lots 11-19 & Lots 1-18 Block 2	2017	\$135,000	\$120,000	\$6,075	\$5,400

25. Property was estimated, confirmed during recent inspection:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Brethem, Eric	MI142740100040 S/D of Block 14 N Minot Addn. Lot 4 Block 1	2017	\$125,000	\$78,000	\$5,625	\$3,510
Brethem, Eric	MI192130000940 Lenox Park Addn. Lot 94	2017	\$127,000	\$105,000	\$5,715	\$4,725
Hoover, Lenore	MI250190100080 Boston Heights Addn. Lot 8 Block 1	2017	\$134,000	\$111,000	\$6,030	\$4,995
Lin, Cun Ju	MI230340000180 Carney Addn. Lot 19	2017	\$230,000	\$158,000	\$10,350	\$7,110
Lin, Cun Ju	MI232810000540 Oak Park Addn. Lot 54	2017	\$225,000	\$146,000	\$10,125	\$6,570
Lin, Cun Ju	MI232810000640 Oak Park Addn. E 30' Lot 63 & W 30' Lot 64	2017	\$310,000	\$193,000	\$13,950	\$8,685
Degroot, Jory	MI240010300070 Arbor Addn. Lot 6 Less E24' or N 90' & All Lot 7 Block 3	2017	\$208,000	\$172,000	\$9,360	\$7,740
Gangl, Bernard	MI240010100031 Arbor Addn. E 51' Lot 3 Block 1	2017	\$77,000	\$56,000	\$3,465	\$2,520
Sudbrink, Andrew & Elenita	MI244010200070 S/D Lot 6 S24-155-83 Lot 7 Block 2	2017	\$144,000	\$113,000	\$6,480	\$5,085

26. Parcel was split into MI06E930000011 & MI06E930000012:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
ND State Fair Foundation	MI06E930000010 The Bluffs 6 <sup>th</sup> Addn. Lot 1	2017	\$3,240,000	\$0.00	\$162,000	\$0.00

27. Parcel came from MI06E930000010:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
ND State Fair Foundation	MI06E930000012 The Bluffs 6 <sup>th</sup> Addn. Portion of Lot 1 in Minot School District	2017	\$0.00	\$213,000	\$0.00	\$10,650
ND State Fair Foundation	MI06E930000011 The Bluffs 6 <sup>th</sup> Addn. Portion of Lot 1 in Minot School District	2017	\$0.00	\$2,985,000	\$0.00	\$149,250

28. Value adjusted after on-site inspection of property:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Castillo, Nelbert & Joanna	MI152250000050 Rogers R/A W ½ Block 4 E ½ Block 5 Lloyds R/A Lot 5	2017	\$203,000	\$176,000	\$9,135	\$7,920

29. A roof covering over the deck included too much square footage requiring a small adjustment to the value:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Kimball, Landon James	MI118730300040 Royal Suites Condominiums on Lot 1 Lakeside 6 <sup>th</sup> Addn. Unit #4 Bldg. C	2016	\$220,000	\$219,000	\$9,900	\$9,855

30. Parcel was split into two separate parcels, MI06E940000011 & MI06E940000012:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Golf, Minot Inc.	MI06E940000010 The Bluffs 7 <sup>th</sup> Addn. Lot 1	2017	\$3,865,000	\$0.00	\$193,250	\$0.00

31. Parcel was split from MI06E940000010:

Property Owner	Description	Valuation Year	Old True & Full	New True & Full	Old Taxable Value	New Taxable Value
Golf, Minot Inc.	MI06E940000011 The Bluffs 7 <sup>th</sup> Addn. South Portion of Lot 1 in Minot School District	2017	\$0.00	\$2,794,000	\$0.00	\$139,700
Golf, Minot Inc.	MI06E940000012 The Bluffs 7 <sup>th</sup> Addn. South Portion of Lot 1 in Minot School District	2017	\$0.00	\$1,030,000	\$0.00	\$51,500

Moved by Comm. Wepler, seconded by Comm. Rostad, to approve Memorandum A – Tax Roll Corrections. Roll call; all voted yes; motion carried.

Auditor/Treasurer Devra Smestad appeared;

Moved by Comm. Wepler, seconded by Comm. Louser, to Receive and File the following correspondence: Patrick Murphy – Weather Modification; Henry Bodmer – Weather Modification; Center for Rural Affairs – Wind Energy; ND Legendary – Business Incentives; ND State Water Commission –

Progress Report; ND DOT – Vision Zero Workshop; International Souris River Board – Invitation to Provide Comments; Director of Tax Equalization – Vehicle Transfer; Sheriff's Department – CorrectionalNEWS Article about Jail Remodel. Roll call; all voted yes; motion carried.

Moved by Comm. Wepler seconded by Comm. Rostad, to approve the job description for the HR Director position with modifications. Roll call; all voted yes; motion carried.

Moved by Comm. Louser, seconded by Comm. Rostad, to approve the proposal by the Sheriff's Department to cover the necessary funds for the HR Director position. As a result of some unfilled and vacant positions, there is money available from that department in the amount of \$67,560.60 which would cover salary and benefit expenses for the new position assuming a May 1 start date. Roll call; all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Rostad, to advertise for the HR Director position with a starting salary of \$72,650.00 with the end date to accept applications of March 31, 2018. Roll call; Comm. Louser voted no; motion carried.

Moved by Comm. Rostad, seconded by Comm. Wepler, to approve the budget amendment for the new exchange server in the amount of \$18,826.00. Roll call; all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Louser, to approve the raffle permit for the North Plains PTA. Roll call; all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Rostad, to approve the sale of foreclosed property located at 1314 5th Avenue SE in Minot for \$50,000.00. Roll call; all voted yes; motion carried.

Moved by Comm. Wepler, seconded by Comm. Louser to approve the County Deed for property located at 1314 5th Avenue SE in Minot and the Duplicate Deed for real property described as Lots 7, 8 & 9, Original Plat to Douglas County. Roll call; all voted yes; motion carried.

Moved by Comm. Rostad, seconded by Comm. Louser, to approve the following payroll amendments: Goforth, T. – Juvenile Detention (Level 18); Bryan, O. – Juvenile Detention (Level 18); Maline, A. – Social Services (Level 13); Reichenbach, J. – Sheriff's Department (Level 18); Schepp, M. – Juvenile Detention (Level 19); West, A. – Sheriff's Department (Level 18). Roll call; all voted yes; motion carried.

At 10:07 a.m. with no further business, the meeting was adjourned.