

## PUBLIC NOTICES

**ADVERTISEMENT FOR BIDS  
SOURIS RIVER JOINT WATER  
RESOURCES BOARD  
MOUSE RIVER ENHANCED  
FLOOD PROTECTION PROJECT  
PHASE MI-7C ROOSEVELT PARK  
ZOO UTILITY IMPROVEMENTS  
WARD COUNTY,  
NORTH DAKOTA**

NOTICE IS HEREBY GIVEN that the Souris River Joint Water Resources Board will receive sealed Bids for the construction of the Mouse River Enhanced Flood Protection Project Phase MI 7C Roosevelt Park Zoo Utility Improvements, at in the City Council Chambers of Minot City Hall, 2 nd floor, room #246, 10 3rd Avenue Southwest, Minot, North Dakota, 5870 until 10:00 AM CST, Tuesday, April 2, 2024, at which time all Bids will be publicly opened and read aloud.

All Bids must be submitted, and all work shall be done, in full and strict compliance with the Plans and Specifications for this Project. Complete digital project bidding documents are available at [www.questcdn.com](http://www.questcdn.com). You may download the digital plan documents for \$50.00 by inputting Quest project #9020842 on the website's Project Search page. Please contact [QuestCDN.com](mailto:QuestCDN.com) at 952.233.1632 or [info@questcdn.com](mailto:info@questcdn.com) for assistance in a free membership registration, downloading, and working with this digital project information. An optional paper set of project documents is also available for a nonrefundable price of \$100.00 per set. Make checks payable to Ackerman-Estvold and send to 1907 17th Street SW, Minot, ND 58701. Potential bidders may contact Barr Engineering Co. at 800.632.2277 with any questions. Copies of the documents are available for viewing at the following locations during normal business hours, Monday through Friday, excluding holidays: Barr Engineering Co., West Century Avenue, Bismarck, ND

Ackerman-Estvold Engineering: 1907 17th Street SE, Minot ND 58701. In general, the Work included in the Project includes the labor, materials, tools, and equipment required to construct the Roosevelt Park Zoo Utility Improvements as fully depicted in the Drawings and Technical Specifications for the Project. The project is located within Ward County, North Dakota.

All Bids are to be submitted on the basis of cash payment for the Work, and are to be enclosed in a sealed envelope addressed to the undersigned Chairman, endorsed as required below. Each bid must be accompanied by a separate envelope containing the contractor's license and bid security. The bid security must be in a sum equal to five percent (5%) of the full amount of the Bid and must be in the form of a bidder's bond. A bidder's bond must be executed by the bidder as principal and by a surety, conditioned that if the principal's bid is accepted and the contract awarded to the principal, the principal, within ten days after notice of the award, shall execute a contract in accordance with the terms of the Bid and the bid bond and any condition of the governing body. A countersignature of a bid bond is not required. If a successful bidder does not execute a contract within the ten days allowed, the bidder's bond must be forfeited to the governing body and the project awarded to the next lowest responsible bidder. The bidder must be licensed for the full amount of the bid as required by Section 43-07.12 of the North Dakota Century Code.

The outside of the sealed envelope containing the bid and other required items shall be endorsed with the following verbiage:

1. "Souris River Joint Water Resource Board, Mouse River Enhanced Flood Protection Project, Phase MI 7C Roosevelt Park Zoo Utility Improvements".
2. The name of the person, firm, corporation, or joint venture submitting the Bid.
3. The Bidder's Contractor's License or Contractor's License Renewal Number.
4. Acknowledgement of Addenda.

No Bid may be read or considered if it does not fully comply with the requirements of Section 48-01.2-05 of the North Dakota Century Code. Any deficient Bid received will be resealed and returned to the Bidder immediately.

The Owner reserves the right to hold all bids for 45 days, to reject any or all Bids and to waive any informality or irregularity in any Bid and to accept the Bid deemed in the best interest of the Owner. The Owner reserves the right to rebid the project until a satisfactory Bid is received. The Work shall be substantially complete by June 28, 2024. All Work shall be complete and ready for final payment in accordance with the General Conditions by July 26, 2024.

Should the Contractor fail to complete its obligations under the Contract within the time required herein or within such extra time as may have been granted by formal extensions of time approved by the Owner, there will be deducted from any amount due to the Contractor the sum of \$1,000.00 per day for each and every calendar day that the substantial or final completion of the Work is delayed. The Contractor and his Surety will be liable for any excess. Such payment will be as and for liquidated damages and not as a penalty.

By order of the Souris River Joint Water Resources Board, Dated this March 07, 2024  
Souris River Joint Water Resources Board

David Ashley, Chairman  
(March 12, 19, 26, 2024)

**Minutes of the Board of Ward  
County Commissioners  
February 20, 2024**

The regular meeting of the Ward County Commission was called to order by Chairman/Commissioner Fjeldahl at 9:05 AM with Commissioners Anderson, Olson, Rostad, and Weppeler present. Also present were department heads Brian Vangness, Dana Larsen, Emily Burkett, Jason Blowers, Kelly Haugan, Kerianne Boetcher, Kristin Kowalczyk, Lolly Gorze, Marisa Haman, Noreen Wilkie, Robert Roed, and Roza Larson. Moved by Comm. Weppeler and seconded by Comm. Anderson to approve the agenda with no changes. Roll call; all voted yes; motion carried.

Moved by Comm. Rostad and seconded by Comm. Olson to approve the minutes from the Regular Commission Meeting on February 6th, 2024; Special Commission Meeting on February 13th, 2024 at 8:00 and, Special Commission Meeting on February 13th, 2024 at 9:15. Roll call; all voted yes; motion carried.

Marisa Haman, Auditor/Treasurer, pointed out that the US Bank payment for 1,880,875.00 is the last bond payment for the 2020 refunding bond, and that the SRT payment on the JP bill is slightly higher than normal as our contract expired, but it should go back to normal once the new contract is signed.

Moved by Comm. Anderson and seconded by Comm. Weppeler to approve the regular bills totaling \$2,517,658.23 and HS Zone direct bills totaling \$48,141.70 Roll call; all voted yes; motion carried.

Ryan Ackerman, Administrator for the Souris River Joint Board, ap-

peared to present a progress update on the Mouse River Plan.

Mr. Ackerman gave completion update on Burlington flood project and Sawyer bridge. For the ongoing construction side, the MI-5 project is about one year ahead of schedule and should be substantially completed by the end of 2024. Phases MI-6 and MI-7 have the design stage completed and the bidding for those projects will start in the upcoming months with construction projected to be starting in June 2024. These phases will be the first work started on the south side of the river.

The Maple Division or MI-4 project has about 18 months left in the design phase. Mr. Ackerman described the hurdles of this particular part of the projects as it crosses or runs adjacent to both the BNSF and CPKC Railroads and runs through the Amtrak platform. This part of the project is partially funded by the Federal Government at the amount of \$65,000,000. Construction for the Maple Division will likely begin towards the end of 2025 or the beginning of 2026.

Chairman Fjeldahl questioned how the funding level is and if there are any delays in the projects due to funding. Mr. Ackerman responded that in the current biennium they have a commitment of 76.1 million from the State of North Dakota that is coupled with bond proceeds from a City of Minot bond sale.

Next, Jason Blowers, IT Director, came forward with a cost assessment and three PRI Line contract renewals through SRT. The previous contract has expired and we have made one payment at the non-contract rate. Currently Ward County holds three PRIS equaling 72 lines, Mr. Blowers recommended signing the 60 month contract for \$596.83 per PRI.

Moved by Comm. Weppeler, seconded by Comm. Rostad to approve the 60 month contract with three PRIS through SRT. Roll called; all voted yes; motion carried.

Dana Larsen, Hwy. Engineer, appeared requesting a resolution of support to apply for the 2024 RAISE Grant estimated at \$4,050,000. Short discussion was held regarding what the grant covers. Mr. Larsen advised that Ward County would be the lead agency, but would be working with the City of Minot and the State.

The Fire alarm went off at 9:27 AM, and the meeting took pause.

All cleared by 9:35 AM, and the commission meeting resumed.

Moved by Comm. Weppeler, seconded by Comm. Olson to approve application for the RAISE grant and have it signed if needed. Roll Called; all voted yes; motion carried.

Lolly Gorze, HR Director appeared with one pay amendment for B. Gilstad, Veteran's Service.

Moved by Comm. Weppeler, seconded by Comm. Anderson to approve payroll amendment as presented. Roll called; all voted yes; motion carried.

Next Ms. Gorze presented application scores for the Veteran's Service Director position, that had eleven applicants.

Moved by Comm. Weppeler, seconded by Comm. Anderson to interview top two applicants. Roll called; all voted yes, motion carried. Discussion on scheduling interviews was held. Interviews were scheduled for Monday, February 26th starting at 10:00 AM.

Auditor/Treasurer Marisa Haman Appeared.

Moved by Comm. Weppeler, seconded by Comm. Anderson to receive and file the following correspondence: Letter from Justin Messner, Disaster Recovery Chief from North Dakota Dept. of Emergency Services, dated 2/6/24; Letter from Doug Diedrichsen, Principal Planner, City of Minot, dated 2/8/24; Central Dakota Metropolitan Planning Organization Meeting Minutes, dated 1/25/24.

Letter from Brian Billingsley, Community & Economic Development Director, City of Minot, dated 2/2/24 was pulled from the receive and file correspondence for further discussion. Chairman Fjeldahl inquired if it matters that the use of the building changed after TIF had been approved. Comm. Weppeler stated that the building qualified and was approved for TIF because it was a blighted property and that purpose of the building does not affect the TIF.

Moved by Comm. Weppeler, seconded by Comm. Olson to receive and file correspondence letter from Brian Billingsley, Community & Economic Development Director, City of Minot, dated 2/2/24. Roll called; all voted yes; motion carried.

Moved by Comm. Anderson; seconded by Comm. Rostad to receive and file monthly reports including financials. Roll called; all voted yes; motion carried.

Ms. Haman provided an update on ARPA Projects. A letter had been sent out by Travis Schmitt towards the end June letting the applicants know that if their contracts were not submitted by December 31st, 2023 they would lose all funding.

Moved by Comm. Weppeler, seconded by Comm. Olson to send a letter to all internal and external applicants who have not submitted reimbursement requests and request they advise on project status by April 1st, 2024. Also the letter should state that we didn't receive response by December 31, 2023 and if no response is received by April first, funds will not be dispersed. Roll called; all voted yes; motion carried.

Marisa Haman presented Guidelines for Those Appointed to Boards or Committees by Ward County Board of Commissioners. There was discussion on changing the wording of the guidelines to make sure that it would cover meetings that happen monthly meetings vs. meetings that happen less often. The board supported having appointees attend at least two thirds of meetings be added to the guidelines.

Moved by Comm. Rostad, seconded by Comm. Weppeler to receive and file pledged securities. Roll called; all voted yes, motion carried.

Agenda item 8F moved to last item on agenda; okayed by commission.

Moved by Comm. Weppeler, seconded by Comm. Olson to have Chairman Fjeldahl sign NDSU Subaward 2023-2024. Roll called; all voted yes, motion carried.

Moved by Comm. Olson, seconded by Comm. Rostad to approve raffles for Minot Area Chamber EDC and Minot Association of Builders. Roll called; all voted yes; motion carried.

Moved by Comm. Anderson, seconded by Comm. Rostad to approve liquor licenses for Grove Hospitality and Kenmare Country Club. Roll called; all voted yes, motion carried.

Moved by Comm. Weppeler, seconded by Comm. Anderson to accept the Widmer Roel proposal with costs not to exceed \$15,000 for forensic audit of ARPA funds dispersed to Project Bids.

At 10:28 AM with no further business, the meeting was adjourned. (March 19, 2024)

**Minutes of the Board of Ward  
County Commissioners  
February 6, 2024**

The regular meeting of the Ward County Commission was called to order by Chairman/Commissioner Fjeldahl at 9:00 AM with Commissioners Anderson, Olson, Rostad, and Weppeler present. Also present were department heads Brian Vangness, Dana Larsen, Jason Blowers, Kelly Haugan, Kerianne Boetcher, Kristi Frederick, Lolly Gorze, Marisa Ha-

man, Noreen Wilkie, Robert Roed, and Roza Larson.

Moved by Comm. Rostad, seconded by Comm. Olson to approve the agenda with the following additions: Item 12A; Ward County Human Service Zone letter dated February 2, 2024; item 12F, NDCCA Spring Conference; item 11C, Employee Identification Policy; and item 11D, Temporary Promotion Clarification Policy. Roll call; all voted yes; motion carried.

Moved by Comm. Weppeler, seconded by Comm. Olson to approve the minutes of the Regular Commission Meeting on January 16, 2024 and the Special Commission Meeting on January 29, 2024. Roll call; all voted yes; motion carried.

Moved by Comm. Anderson, seconded by Comm. Rostad to approve the regular bills totaling \$486,509.72 and HS Zone direct bills totaling \$5,678.96. Roll call; all voted yes; motion carried.

Moved by Comm. Weppeler, seconded by Comm. Anderson to open the public hearing at 9:08 AM regarding Hemphill-Greg Fegley's application for a Special Use Permit for the following described property: W2SE Less Hwy 52 & Oil 4 of Sec. 18-156-84, Kirkellie Twn. Roll call; all voted yes; motion carried.

The applicant is requesting to build a wireless facility to include a 198 self-support tower with 4' lightening rod, and 75'x75' chain link fence compound. Ward County zoning applies with the township recommending approval. Planning Commission recommends Approval of the Special Use Permit Application based on finding of facts.

No one from the public came forward to speak to this issue.

Moved by Comm. Weppeler, seconded by Comm. Rostad to close the public hearing at 9:09 AM. Roll call; all voted yes; motion carried.

Moved by Comm. Weppeler, seconded by Comm. Olson to approve the Special Use Permit request for Hemphill-Greg Fegley as presented. Roll call; all voted yes; motion carried.

Moved by Comm. Weppeler, seconded by Comm. Anderson to open the public hearing at 9:10 AM regarding Orville Nesdahl/Star Rentals, LLC's application for a Subdivision Plat for the following described property: Proposed Nesdahl Addition Lots 1-3 being Outlots 8&9 of the SWSW of Sec. 32-156-83, Eureka Twn. Roll call; all voted yes; motion carried.

The applicant is proposing to parcel 3 Subdivision lots, proposed lot 1 is 10.06 acres, proposed lot 2 is 2.92 acres and proposed lot 3 is 2.00 acres. These lots are for future residential and agricultural purposes. Eureka Township zoning applies with the township recommending approval. Planning Commission recommends Approval of the Subdivision Plat Application based on finding of facts.

No one from the public came forward to speak to this issue.

Moved by Comm. Rostad, seconded by Comm. Anderson to close the public hearing at 9:11 AM. Roll call; all voted yes; motion carried.

Moved by Comm. Rostad, seconded by Comm. Anderson to approve the Subdivision Plat Application request for Orville Nesdahl/Star Rentals, LLC as presented. Roll call; all voted yes; motion carried.

Craig Hashbarger, Partner at Widmer Roel PC, appeared to present review of the Financial Statements for the year ending December 31, 2022.

Mr. Hashbarger discussed the Single Audit report which was conducted. Ward County was in compliance with the Federal Programs regarding ARPA funding. Mr. Hashbarger stated he had two areas of recommendations regarding the Single Audit. In regard to ARPA funds, management needs to develop a process to make sure that any of the subrecipients who receive funds ARPA funds are cleared through a database to make sure they are not prohibited from receiving awards. That process was put in place immediately.

The second recommendation from Mr. Hashbarger is in regard to subrecipient monitoring. Ward County has the responsibility to monitor and make sure money was spent in the purpose for which it was granted. Mr. Hashbarger also stated there should be language in the contract letting the subrecipients know that they may be selected for a single audit by the Federal Government for funds if the dollar amount received by the subrecipient exceeds the \$750,000.00 threshold.

A short discussion was held on the Commission Contingency fund and whether or not it was adequate. Mr. Hashbarger feels that Ward County's contingency is very conservative and within the guidelines recommended.

Moved by Comm. Weppeler, seconded by Comm. Anderson to receive and file the December 31, 2022 audit presented by Mr. Hashbarger from Widmer Roel PC as presented. Roll call; all voted yes; motion carried.

Major Paul Olthoff, Jail Commander, presented the Purchase or Service Agreement with First District Health Unit. The contract has been updated with no changes.

Moved by Comm. Weppeler, seconded by Comm. Olson to approve the Purchase or Service Agreement with First District Health District and to authorize the chairman to sign. Roll call; all voted yes; motion carried.

Next, Major Paul Olthoff presented the Contract for Boarding City of Minot's Inmates. There was a change to the paragraph on the top of page 2 regarding disputes and when the bills are due. Moved by Comm. Rostad, seconded by Comm. Weppeler to approve the Contract for Boarding City of Minot's Inmates. Roll call; all voted yes; motion carried.

Jason Blowers, IT Department, presented budget amendment for the jail security camera replacement. Payment from the driver's insurance was received last summer but the bill for the actual camera replacement was received January 17, 2024.

Moved by Comm. Olson to pay the bill and make the budget amendment to reflect the income and the outflow. Roll call; all voted yes; motion carried.

Noreen Wilkie, Director of Tax Equalization, presented the Tax Roll Memorandum.

Moved by Comm. Weppeler, seconded by Comm. Olson to approve adjustments to Tax Roll Memorandum as presented. Roll call; all voted yes; motion carried.

Ms. Wilkie requested a date and time be set for the 2024 County Board of Equalization meeting.

Moved by Comm. Olson, seconded by Comm. Weppeler to approve the 2024 County Board of Equalization meeting to be held on June 4, 2024 at 1:00 PM. Roll call; all voted yes; motion carried.

Beth Pietsch, Planning and Zoning Administrator, appeared regarding seven (7) Plat Applications. The Plat Application for Wally Birkeland has been pulled from this agenda, as the original has not been received.

Application for a plat was received from LeRoy Lloyd for the following described property: Proposed Outlot 8 coming out of all of Outlot 3 and a portion of Lot A&B of Outlot 5 in the NENE Sec. 14- 153-83, Freedom Twn. The applicant proposing to parcel an outlot, proposed Outlot 8 is 0.97 acres. This outlot is for residential purposes. Freedom Township zoning applies with the township

recommending approval. Planning Commission recommends approval of the Outlot Plat Application based on finding of facts and staff recommendations.

Moved by Comm. Anderson, seconded by Comm. Weppeler to approve the Outlot Plat Application from LeRoy Lloyd as presented. Roll call; all voted yes; motion carried.

Application for a plat from Kevin Bonness for the following described property: Proposed Outlot 2 coming out of a portion of SENW Sec. 30-156-83, Eureka Twn. The applicant is proposing to parcel an outlot, proposed Outlot 2 is 2.00 acres. This outlot is for future agricultural purposes. Eureka Township zoning applies with the township recommending approval. Planning Commission recommends Approval of the Outlot Plat Application based on finding of facts and staff recommendations.

Moved by Comm. Olson, seconded by Comm. Rostad to approve the Outlot Plat Application from Kevin Bonness as presented. Roll call; all voted yes; motion carried.

Application for a plat from Arlan Irwin for the following described property: Proposed Outlot 6 coming out of a portion of SESE Sec. 26-153-83, Freedom Twn. The applicant is proposing to parcel an outlot, proposed Outlot 6 is 7.48 acres.

This outlot is for future residential purposes. Freedom Township zoning applies with the township recommending approval. Planning Commission recommends approval of the Outlot Plat Application based on finding of facts and staff recommendations.

Moved by Comm. Olson, seconded by Comm. Weppeler to approve the Outlot Plat Application from Arlan Irwin as presented. Roll call; all voted yes; motion carried.

Application for a plat from Shane Cardinal for the following described property: Proposed Outlot 1 coming out of a portion of SW Sec. 13-160-87 Sauk Prairie Twn. The applicant is proposing to parcel an outlot, proposed Outlot 1 is 9.99 acres. This outlot is for future residential/agricultural purposes. Ward County zoning applies with the township recommending approval. Planning Commission recommends approval of the Outlot Plat Application based on finding of facts and staff recommendations.

Moved by Comm. Olson, seconded by Comm. Rostad to approve the Outlot Plat Application from Shane Cardinal as presented. Roll call; all voted yes; motion carried.

Application for a plat from Martin Peterson-Steffes Group/Peterson for the following described property: Proposed Outlot 5 coming out of a portion of Gov't Lot 11 Sec. 3-152-85, Rice Lake Twn. The applicant is proposing to parcel an outlot, proposed Outlot 5 is 15.05 acres. This outlot is for future agricultural purposes. Ward County zoning applies with the township recommending approval. Planning Commission recommends approval of the Outlot Plat Application based on finding of facts and staff recommendations.

Moved by Comm. Weppeler, seconded by Comm. Anderson to approve the Outlot Plat Application from Martin Peterson-Steffes Group/Peterson as presented. Roll call; all voted yes; motion carried.

Application for a plat from Martin Peterson-Steffes Group/Peterson for the following described property: Proposed Outlot 6 coming out of a portion of Gov't Lots 10,11,12 & 13 Sec. 3-152-85, Rice Lake Twn. The applicant is proposing to parcel an outlot, proposed Outlot 6 is 48.06 acres.

This outlot is for future agricultural purposes. Ward County zoning applies with the township recommending approval. Planning Commission recommends approval of the Outlot Plat Application based on finding of facts and staff recommendations.

Moved by Comm. Anderson, seconded by Comm. Rostad to approve the Outlot Plat Application from Martin Peterson-Steffes Group/Peterson as presented. Roll call; all voted yes; motion carried. Application for a plat from Josh Cogdill for the following described property: Proposed Outlot 8 & 9 coming out of a portion of Outlot 7 Sec. 33-156-84, Kirkellie Twn. The applicant is proposing to parcel two outlots, proposed Outlot 8 is 3.90 acres and proposed Outlot 9 is 2.61 acres. These outlots are for future residential purposes. Ward County zoning applies with the township recommending approval. Planning Commission recommends approval of the Outlot Plat Application based on finding of facts and staff recommendations.

Moved by Comm. Rostad, seconded by Comm. Weppeler to approve the Outlot Plat Application from Josh Cogdill as presented. Roll call; all voted yes; motion carried.

Dana Larsen, County Highway Engineer, appeared regarding snow plow equipment. Ward County purchased 9 trucks between 2007-2009 and this is the last truck being converted into a snow plow. Mr. Larsen is asking for permission to purchase the remaining items for this conversion totaling approximately \$49,000.00.

Moved by Comm. Rostad, seconded by Comm. Olson to authorize the Highway Department to order a Falls reversible snow plow, a Henke post-less snow wing, a Monroe underbody scraper, and a Saldog stainless steel sander body. Roll call; all voted yes; motion carried.

The second item from Mr. Larsen was in regard to the county road graveling project in the Kenmare area. There will be approximately 3.5 inches of gravel added to the road with an estimated cost of \$4 million.

Moved by Comm. Rostad, seconded by Comm. Anderson to authorize the Highway Department to advertise and bid the Kenmare Area Graveling project to be completed in 2024. Roll call; all voted yes; motion carried.

Lastly, Mr. Larsen brought forth a letter of support for RAISE planning grant. This letter of support will bring the connector corridor project to an approximate 30% design. The quote from Bolton and Menk is \$8,000.00, with it being split 50/50 with the City of Minot.

Moved by Comm. Weppeler, seconded by Comm. Olson to authorize the scope and fees from Bolton and Menk to assist the county and city with applying for the 2024 RAISE grant as presented. Roll call; all voted yes; motion carried.

Moved by Comm. Weppeler, seconded by Comm. Olson to authorize the chairman to sign the letter of support for the 2024 RAISE planning grant. Roll all; all voted yes; motion carried.

Lolly Gorze, Human Resource Director, appeared with the following pay amendments: Owens, S., States Attorney; Schoen, M., Highway; Morgard, S., Recorder; Mahlum, A.; Auditors; Bonn, J., Jail; Russel, I.; Sheriff; and Keeley, L., Sheriff. Moved by Comm. Anderson and seconded by Comm. Weppeler to approve the Pay Amendments as presented. Roll call; all voted yes; motion carried.

Marisa Haman, Auditor/Treasurer appeared.

Moved by Comm. Anderson and seconded by Comm. Rostad to receive and file monthly reports including financials and Letter from Garrison Division dated January 2, 2024 as presented. Roll call; all voted yes; motion carried.

Moved by Comm. Weppeler and seconded by Comm. Olson to approve the 2023/2024 Budget Amendments as presented. Roll call; all voted yes; motion carried.

Moved by Comm. Olson and seconded by Comm. Weppeler to approve the County Designates as First International Bank and Trust for 2024 as presented. Roll call; all vot-

Policy and stated new fobs will be given out to all employees in the form of an employee badge. This badge will be required to be worn while at work with the exception of law enforcement and court security officers. Language stating badges need to be worn as well as providing additional info regarding badges will be added to the policy.

Moved by Comm. Weppeler, seconded by Comm. Anderson to add the employee identification Policy wording to the Ward County Employee Handbook and implement this policy once the new card reader system is in place. Roll call; all voted yes; motion carried.

Lastly Ms. Gorze brought forth a change of wording to the Promotions/Demotions/Lateral Moves/Reclassification section regarding the last sentence which shall now read: This increase in pay will begin when the employee has assumed the assigned responsibilities and until the position is filled or direction of the commission.

Moved by Comm. Weppeler, seconded by Comm. Olson to approve the change of the wording of the Promotions/Demotions/Lateral Moves/ Reclassification section as presented above. Roll call; all voted yes; motion carried.

Auditor/Treasurer Marisa Haman appeared.

Moved by Comm. Rostad, seconded by Comm. Weppeler to receive and file the following correspondence: Letter from Court Facilities Improvement Advisory Committee dated January 12, 2024; email/letter from Northern Plains Children's Advocacy Center dated 1-22-2024; Central Dakota Metropolitan Planning Organization minutes dated December 21, 2023; and letter from Ward County Human Service Zone dated February 2, 2024. Roll call; all voted yes; motion carried.

Moved by Comm. Weppeler, seconded by Comm. Olson, seconded by Comm. Rostad to approve the revised December 2023 financials - including amendments and transfers approved January 16, 2024. Roll call; all voted yes; motion carried.

Moved by Comm. Weppeler, seconded by Comm. Anderson to approve the annual contracts for DeSour Valley Development Corporation and Makoti Threshers Association. Roll call; all voted yes; motion carried.

Ms. Haman led a discussion on the Coroner Contract. Trinity Health does not want to continue the contract after the 1st quarter of 2024.

Moved by Comm. Weppeler, seconded by Comm. Rostad to put out Request for Proposal for the

corner position for 6 weeks and have committee approve what goes into the Request for Proposal. Roll call; all voted yes; motion carried. Moved by Comm. Weppeler, seconded by Comm. Anderson to approve the Raffle Permits for Fire Fighters Local 1157, Heritage Singers, and Minot Area Men's Winter Refuge. Roll call; all voted yes; motion carried.

Ms. Haman mentioned the North Dakota County Commissioners Association Summit will be held March 19-20, 2024 with social on Tuesday evening the 19th.

At 10:58 AM with no further business, the meeting was adjourned. (March 19, 2024)

**Minutes of the Board of Ward  
County Commissioners  
January 16, 2024**

The regular meeting of the Ward County Commission was called to order by Chairman/Commissioner Fjeldahl at 9:02 AM with Commissioners Anderson, Olson, Rostad (via phone), and Weppeler present. Also present were department heads Brian Vangness, Dana Larsen, Jason Blowers, Emily Burkett, Kelly Haugan, Kerianne Boetcher, Kristin Kowalczyk, Lolly Gorze, Marisa Haman, Noreen Wilkie, Robert Roed and Roza Larson.

Moved by Comm. Anderson and seconded by Comm. Weppeler to approve the agenda as presented. Roll call; all voted yes, motion carried.

Moved by Comm. Weppeler and seconded by Comm. Olson to approve the minutes from the Regular Commission Meeting on December 19, 2023, Special Commission Meeting on December 28, 2023, Regular Commission Meeting on January 2, 2024 and Special Commission Meeting for Board Interviews on January 5, 2024. Roll call; all voted yes; motion carried.

Moved by Comm. Olson and seconded by Comm. Weppeler to approve regular bills totaling \$728,082.90 and HS Zone direct cost bills totaling \$32,385.54. Roll call; all voted yes; motion carried.

Dana Larsen, Highway Engineer presented the first agreement.

Moved by Comm. Weppeler and seconded by Comm. Anderson to approve the Cooperative Purchasing Agreement as presented and authorize the chairman to sign the Joint Powers Agreement with the State of Minnesota and Sourcwell authorizing the Cooperative Purchasing Agreement with each entity. Roll call; all voted yes; motion carried.

Next, Dana Larsen presented the second agreement for gravel crushing.

Moved by Comm. Weppeler and seconded by Comm. Olson to approve as presented and award the gravel crushing of 60,000 CY of Class 13 SSP 6 gravel to Sundre Sand and Gravel at a rate of \$13.10/CY out of the Endreson Pit located in Section 23-153-85 and the completion date be extended to July 15, 2024. Roll call; all voted yes; motion carried.

Major Paul Olthoff, Jail Commander presented a contract for boarding.

Moved by Comm. Olson and seconded by Comm. Anderson to approve the Contract for Boarding City of Berthold's Inmates as presented and have the chairman sign. Roll call; all voted yes; motion carried.

Noreen Wilkie, Director of Tax Equalization presented the Agricultural Land Valuations.

Moved by Comm. Weppeler and seconded by Comm. Olson to approve the Agricultural Land Valuations as presented with the commission adopting an average valuation of \$576.63, which represents a tolerance level of 94%, which meets the allowed tolerance level set by the State Board of Equalization. Roll call; all voted yes; motion carried.

Lolly Gorze, Human Resource Director appeared with the following pay amendments: Owens, S., States Attorney; Schoen, M., Highway; Morgard, S., Recorder; Mahlum, A.; Auditors; Bonn, J., Jail; Russel, I.; Sheriff; and Keeley, L., Sheriff.

Moved by Comm. Anderson and seconded by Comm. Weppeler to approve the Pay Amendments as presented. Roll call; all voted yes; motion carried.

Marisa Haman, Auditor/Treasurer appeared.

Moved by Comm. Anderson and seconded by Comm. Rostad to receive and file monthly reports including