

City/County/Park/School Liaison Committee

October 17, 2024 Meeting

Members Present:

Mark Jantzer, Shelly Weppler, Bucky Anderson, Lisa Olson

Members Absent:

Perry Olson, Ken Kitzman, Mitch Kraft, Scott Louser

Others Present:

Laura Dokken, Kelly Haugan, Margaret Haugen, Ryan Kamrowski, Jill Schramm, Mikayla McWilliams, Marisa Haman, Emily Huettl, Harold Stewart, Dale Plessas, David Lakefield, Tom Joyce, and Jennifer Kleen

FROM: City of Minot City Clerk

RE: Meeting agenda for October 17, 2024
1:00 pm Minot City Hall, 3rd Floor Executive Conference Room

1. Call to Order

The City/County/Park/School Liaison Committee meeting was called to order at 1:00 pm, by Chairman Jantzer, at Minot City Hall. There was not a quorum present to vote, so the meeting was going to be more informational.

2. Approval of Minutes

Item was pulled due to not having a quorum present to vote. Shelly Weppler did mention to update the minutes to fix the members present/absent section for Weppler and Anderson.

3. Election Update

Marisa Haman updated the liaison committee with election information. Early voting will be starting Monday, October 28th at the Ward County Administration Building from 10 am – 6 pm. Election Day there will be three voting options the ND State Fair Center, the Ward County Administration Building, and the Minot Auditorium Armory. Voting on Election Day will be from 7 am – 7 pm. The Secretary of State sends out alerts for early voting and their website has the applications for absentee voting.

4. Community Resilience Analysis

Tom Joyce wanted to inform the committee members about the opportunity to take part in a community resilience analysis. It is free to the City of Minot, but there will be a time commitment. It consists of interviews/discussions with local government, local businesses, schools, religious entities, etc. The Department of Homeland Security is the lead agency and Kelly Haugen will be the liaison for the project. The end analysis/report will help with justifications on grants.

The tentative timeline is:

Jan – Feb 2025: Coordination for interviews and invites sent

Mar – May 2025: Interviews with Social Functions

Jun – Aug 2025: Analysis/Report Writing/Workshop Planning

Sep 2025: Workshop Delivery

Nov 2025: Report Delivery

This will be a helpful tool for the community, by bringing a large group of people together for discussions. It will hopefully strengthen the community by providing insight and grant options. The next steps will be to bring the information back to the respective agencies to provide information to the boards/commissions/council.

5. Right of Way Discussion

Bucky Anderson discussed how the county has been doing ROW reversals, which is the process of giving the land back to the owners and putting the land back on the tax roll. They have not been doing reversals in the ET, but are looking at bringing that option to the County Planning and Zoning meetings for a ruling. ROW vacations have been done in the ET, but not the reversal process. ROW is for 42 feet on each side of the road.

It was asked who would be responsible for the cost of the replat or recording. The group thought it would most likely be the property owner if they are requesting the reversal. The City of Minot thought the City Engineer was responsible for evaluations on the ROW in the ET as stated in the Land Development Ordinance. It would be for roads and utilities in potential growth areas.

The next meeting is scheduled for January 16, 2025 at 1:00 pm at the Ward County Administration Building.

Hearing no further business, the meeting was adjourned at 1:28 pm.

Respectfully submitted,

Mikayla McWilliams
City of Minot City Clerk