Morton County Commission Meeting Agenda

August 27, 2024
Commission Room, Morton County Courthouse
210 2nd Ave NW, Mandan ND
5:30 PM

Call to order
The Pledge of Allegiance
Roll Call
Approval of Agenda
Approval of minutes for previous meetings
Approve monthly bills and payroll – Commissioner Morrell

This meeting will also be available via the Go To Meeting platform via
https://www.gotomeet.me/MortonCounty or dial +1 (669) 224-3412
and use access code: 370-200-173

New to GoToMeeting? Get the app now and be ready when your first meeting starts:
https://global.gotomeeting.com/install/370200173

1. Nathan Schneider/Vice President of Economic Develop, Bismarck Mandan Chamber EDC
    - MC Development Fund Application, West River Strategies, LLC – Ranch Channel focusing on agricultural news and updates in the beef cattle industry.

2. Patrick Martin/Director of Emergency Management
    - Resolution of Promulgation, Local Emergency Operation Plan (LEOP)

6:00 PM Public Hearing
- Request name change for Fairview Cemetery, Timmer ND

3. Wendy Bent/MC Human Resource Director
    - Renae Bleth Grievance

    - Executive Session: Attorney Consultation

4. Dawn Rhone/MC Auditor
5. Others
    - Carbon Capture Committee

*ISSUES MAY BE ADDED OR DELETED BY MEETING DAY.

"Where noted, the discussion of some of the above topics may be held in executive session rather than during the portion of the meeting that is open to the public. If this is a regular meeting, additional topics may be discussed."

MORTON COUNTY COMMISSION REGULAR MEETING
August 8, 2024

The Morton County Commission Regular Meeting was called to order on August 8, 2024 at 5:30 PM by Chair Boehm at the Morton County Courthouse, 210 Second Avenue NW, Mandan, North Dakota. Others present were Commissioners Zachmeier, Buckley, Morrell and Auditor Rhone. Also present was States Attorney Koppy and Sheriff Kirchmeier.
Absent was Commissioner Leingang.

Morrell moved and Buckley seconded to approve the agenda with additions. All voting aye, motion carried.

Zachmeier moved and Buckley seconded to approve the minutes of the July 23, 2024, regular meeting. All voting aye, motion carried.

Morrell moved and Buckley seconded to approve bills and payroll. On roll call vote Morrell, Zachmeier, Buckley and Boehm voting aye, motion carried.

Buckley moved and Morrell seconded to approve abatement #6620. All voting aye, motion carried.

Morrell moved and Leingang seconded to approve abatement #6621. All voting aye, motion carried.

Morrell moved and Buckley seconded to authorize the Chairman to sign Resolution No. 30-2024-04 to Amend Home Rule Charter 1% Sales Tax and place measure on November 5, 2024, ballot. On roll call vote Morrell, Buckley, Zachmeier and Boehm voting aye, motion carried.

Buckley moved and Zachmeier seconded to approval of the variance request to construct a new garage on the footprint of the former garage, on Lot 16, Tokach's Timberhaven Subdivision, as the proposal does not compromise adequate functioning of the septic system on the property. All voting aye, motion carried.

Buckley moved and Zachmeier seconded to recommend approval of the final plat of the short-form subdivision known as Rosemary Second Subdivision, and a zoning map amendment from Agricultural to Residential, as the subdivision conforms to the regulations established in Article 7 of the Morton County Land Use Code and reasonably conforms to the land use priorities established in the 2024 comprehensive Plan and with the condition that it is their responsibility to maintain the private drive and that the County will not take over maintenance of the road. All voting aye, motion carried.

Morrell moved and Buckley seconded to extend the validity of the plat approval for Honey Hills 1st and 2nd Subdivision until July 31, 2025. All voting aye, motion carried.

Buckley moved and Zachmeier seconded to approve MC Policy # 700-001 Cattle Guard and Cattle Pass. All voting aye, motion carried.

Buckley moved and Zachmeier seconded to approve MC Policy # 700-004 Bridges and Culverts. All voting aye, motion carried.

Buckley moved and Zachmeier seconded to approve MC Policy # 700-005 Dust Control Guidelines. All voting aye, motion carried.

Zachmeier moved and Morrell seconded to approve MC Policy # 700-008 County Highways Within Annexed Cities. All voting aye, motion carried.

Buckley moved and Zachmeier seconded to approve MC Policy # 700-011 Unauthorized Signs or

Obstruction in Road or Public Right of Way. All voting aye, motion carried.

Morrell moved and Zachmeier seconded to approve MC Policy # 700-012 Highway and Road Classification - Definitions. All voting aye, motion carried.

Morrell moved and Buckley seconded to approve the preliminary 2024 tax levy of $14,138,552. On roll call vote Morrell, Buckley, Zachmeier and Boehm voting aye, motion carried.

Morrell moved and Buckley seconded to accept sale of delinquent tax parcel 64-0232000 for $6,000.00. All voting aye, motion carried.

The total of all county funds expended from Jul 24, 2024, through August 8, 2024, equals $2,172,266.79.

A detailed list of funds expended by check is available for public inspection anytime during regular business hours at the Morton County Auditor's Office.

Buckley moved and Morrell moved to adjourn the meeting at 8:29 PM.

Nathan Boehm, Chairman, Morton County Commission _____

Dawn R Rhone, County Auditor _____

MORTON COUNTY DEVELOPMENT FUND APPLICATION

Please complete and return to the Bismarck Mandan Chamber EDC.
1640 Burnt Boat Drive, Bismarck, North Dakota 58504.

For more information, call 701-223-5660. Applications will be reviewed by the Bismarck Mandan Chamber EDC Executive Committee. Please allow 3 - 4 weeks for consideration.

GENERAL CONTACT INFORMATION

				FOR INTERNAL USE ONLY
Business Name:	WEST RIVER STRATEGIES LLC			Date Received:
Business Address:	2205 SOMMER DR N			Date to BMCEDC Executive Committee:
City:	MANDAN	State: ND	Zip Code: 58554	Date to Commission:
Project Address:	SAME			Date Commission Approved:
City:		State:	Zip Code:	Funding Amount Approved:
Contact:	REBECCA WANNER			Payment Status:
Business Phone Number:	701.595.9885			Payment Entry Date:
Cell Number:	701.595.9885			Date Payment Mailed:
E-Mail:	Rebecca@RanchChannel.com / RebeccaWanner@yahoo.com			Other:
Date Business Established:	November 2020			
Amount Morton County Development Funds Requested:	$25,000			

FINANCIAL INFORMATION

Total Project Cost: $85,000 Owner's Equity:

PURPOSE OF REQUEST

- ☐ New Business
- ☑ Business/Equipment Updates
- ☐ Community Development
- ☑ Business Expansion
- ☑ Tourism
- ☐ Other:

BUSINESS OWNERSHIP INFORMATION

Ownership Structure

- ☑ Sole Proprietorship
- ☐ Partnership
- ☐ Limited Liability Corporation
- ☐ Public Corporation
- ☐ Other:

Key Owner Names (List all with a 20% interest or more)	% Ownership
Rebecca Wanner / Owner / President	100%

Key Management Name/Phone #	Titles
Jeff Erhardt / 701.220.7863 / Jeff@RanchChannel.com	Vice President

EMPLOYEE INFORMATION

Current Employees	Full Time: 2	Avg. Salary: $40,000	Part Time: 2	Avg. Salary: $21,000
3-Year Projection	Full Time: 3	Avg. Salary: $55,000	Part Time: 6	Avg. Salary: $25,000
5-Year Projection	Full Time: 4	Avg. Salary: $65,000	Part Time: 6	Avg. Salary: $30,000

How many jobs will this project create?	Full-Time: 1	Part-Time: 6
Average salary of new jobs?	Full-Time: $40,000 DOE	Part-Time: $20,000 DOE

BISMARCK MANDAN
CHAMBER | EDC

MORTON COUNTY DEVELOPMENT FUND APPLICATION

Please complete and return to the Bismarck Mandan Chamber EDC.
1640 Burnt Boat Drive, Bismarck, North Dakota 58504.

For more information, call 701-223-5660. Applications will be reviewed by the Bismarck Mandan Chamber EDC Executive Committee. Please allow 3 - 4 weeks for consideration.

What is the outline of the proposed project?

See Attached File: WRS - Morton County Development Fund Application

What will the business use the Morton County Development money for?

See Attached File: WRS - Morton County Development Fund Application

How will this project impact tourism for Morton County?
(Answer only if you marked "Tourism" on page 1)

See Attached File: WRS - Morton County Development Fund Application

Additional Information regarding this project?

See Attached File: WRS - Morton County Development Fund Application

Has or will this project receive any other incentive? ☐ Yes ☑ No
If yes, please explain.

Will there be financial support from the local community?

See Attached File: WRS - Morton County Development Fund Application

Please attach the following:
- Copies of bids or receipts received that support cost assumptions
- A commitment letter from a financial institution that indicates terms for projects financing (if applicable.)

MORTON COUNTY DEVELOPMENT FUND APPLICATION

Please complete and return to the Bismarck Mandan Chamber EDC.
1640 Burnt Boat Drive, Bismarck, North Dakota 58504.

For more information, call 701-223-5660. Applications will be reviewed by the Bismarck Mandan Chamber EDC Executive Committee. Please allow 3 - 4 weeks for consideration.

Additional information or documentation may be requested if deemed necessary.

Be advised as per North Dakota open records law that applications may be released to the public if requested expect for portions subject to NDCC 44-04-18.4 pertaining to confidentiality of trade secret, proprietary, commercial and financial information.

Certification and Authorization
I/We certify that all information set forth in this application is a true representation of the facts pertaining to the proposing business for the purpose of obtaining funding under the Morton County Development Fund.

I/We understand and acknowledge that any willful misrepresentation of the information contained in this application could result in disqualification from the program, requiring any funds already disbursed to be repaid in full to the Bismarck Mandan Chamber EDC.

The undersigned specifically authorizes the Bismarck Mandan Chamber EDC or its representatives to conduct a background check on the applicant, including the checking of references and the verification of any information on the application.

I understand that personal and/or business information may be requested pursuant to this applicant for an incentive and I hereby give my consent for such information to be provided to the Bismarck Mandan Chamber EDC, the Morton County Commission or its representatives. I also understand that the Bismarck Mandan Chamber EDC Executive Committee and the Morton County Commission retain the decision as to whether this incentive application is approved, disapproved, or modified. It is my right to accept or decline the incentive amount and terms approved by the program.

The applicant further certifies that he/she has read and understands the Morton County Development Fund Guidelines. The applicant must comply with all local, state and federal regulations. It is understood that all funding commitments are contingent upon the availability of program funds.

Release of Information
The applicant hereby authorizes any third party to release to the Bismarck Mandan Chamber EDC without limit, any and all financial information regarding the applicant that is requested by the Bismarck Mandan Chamber EDC, it's representatives or employees. Further, the applicant hereby authorizes release of said records and information by the Bismarck Mandan Chamber EDC to a third party, as deemed necessary by the Bismarck Mandan Chamber EDC, it's representatives or employees.

All owners, officers or partners must sign this application.

Signatures:

Rebecca L Wanner	07/08/2024
Applicant/Business Owner	*Date*
Applicant/Business Owner	*Date*

MORTON COUNTY DEVELOPMENT FUND APPLICATION
1640 Burnt Boat Drive
Bismarck, ND 58504

July 8, 2024

GOAL: To Be A Morton County Development Fund Grant Recipient

INTRODUCTION

West River Strategies, LLC is dedicated to connecting businesses, building trust, and achieving success together. As a communications and marketing firm, we specialize in creating tailored solutions for businesses and companies that cultivate lasting client relationships, while fostering a trusting, engaging community. Your pathway to strategic Agricultural and Rural marketing in the digital age.

WEST RIVER STRATEGIES, LLC: PROPERTY OVERVIEW

Ranch Channel: An on-demand all-in-one listing service providing pertinent information in an easy-to-use and find format. The platform offers unparalleled access to a diverse range of offerings in Rural Development, Western Lifestyle, Outdoors Activities, and Entertainment sectors. Visit RanchChannel.com.

Ranch It Up Radio Show: A radio show focusing on agricultural news and updates in the beef cattle industry.

The Bend Radio Show: A radio show highlighting western lifestyle, rural life and the outdoors including hunting, fishing, and tourism.

By expanding the Ranch Channel platform, West River Strategies, LLC aims to strengthen the agricultural community, boost local tourism, and drive economic growth in Morton County.

Thank you for considering my formal grant application.

Sincerely,

Rebecca L. Wanner
President/Owner

West River Strategies, LLC
2205 Sommer Drive N
Mandan, ND 58554

1. **What is the outline of the proposed project?**

The primary goal is to expand the Ranch Channel platform, enhancing its reach and effectiveness in connecting the agricultural and rural community along with western lifestyle entertainment and events.

Ranch Channel is an all-in-one listing service providing pertinent information for our clients in an easy-to-use and find format. This allows our clients to "be found" in a world of digital information. Analytical data is presented to each client that assists in facilitating product sales and/or increased event attendance.

RanchChannel.com is enhanced with superior SEO (Search Engine Optimization) controlled inhouse, fitted and customized specifically for the Audience a listing is wanting to reach.

- Analytic numbers are proving already that Buyers/Customers/Visitors are wanting a user-friendly site that empowers them with the information they need *to make decisions quickly in a fast-paced world*.

- Ranch Channel creates client “Listing Pages” with customized SEO tailored to the latest Google and Facebook algorithms. This ensures that Google and Facebook recognize clients as important and accurate information; helping ranches, farms, businesses and events to rank higher in search engines, stand out and be easily found.

- Organic Engagement – NO money has been spent on Google “Adwords”, “Facebook Sponsored Ads” or other “Pay To Play” sites advertising on the internet. All growth has been done by delivering the information in a format optimized for Google’s latest algorithm.

This expansion will include: **RanchChannel.com**

- Adding new employees in key areas: social media, data entry, sales management, website development, and accounting.
- Developing new marketing strategies and content to attract more clients and users to the Ranch Channel platform.

Project Components

1. **Staffing Expansion**
    - Hire Social Media manager(s), Data Entry specialists, Sales Managers, Website Developer(s), and Accounting.
    - Acquire legal counsel for patenting intellectual property and creating client agreements.
    - Adding business insurance for liability, etc.
    - Training and development programs for new hires.
2. **Platform Enhancement**
    - Upgrade the Ranch Channel website for improved user experience.
    - Develop new features for easier navigation and access to listings.
    - Increase content creation for social media and online marketing.
3. **Marketing and Outreach**
    - Develop targeted marketing campaigns to attract more clients.
    - Expand advertising efforts to reach a broader audience.
    - Collaborate with local tourism boards to integrate tourism information with agricultural listings.
4. **Client Engagement and Support**
    - Enhance customer service to support existing and new clients.
    - Provide tools and resources for clients to better market their sales and services.

2. What will the business use the Morton County Development money for?

The County Development funds will be allocated to the following areas:

- **Employee Salaries and Training:** Funds will be used to hire and train new employees in social media management, data entry, sales management, website development, and accounting.
- **Website Development:** Continuous Improvement of the Ranch Channel website to offer better services and features.
- **Marketing Campaigns:** Develop and execute marketing campaigns to attract more clients and listings.
- **Operational Costs:** Cover initial and continuous operational expenses to support the expanded team and platform enhancements.
- **Legal Costs:** Acquire “Intellectual Property” patent and writing client agreement.

3. How will this project impact tourism for Morton County?

The expansion of the Ranch Channel platform will positively impact tourism in Morton County by:

- **Attracting Agricultural & Western Lifestyle Events:** Promoting local agricultural events, sales, and services that draw visitors to the area.
- **Showcasing Local Attractions:** Integrating tourism information with event listings, encouraging visitors to explore local attractions.
- **Boosting Local Economy:** Increased tourism will lead to higher spending in local businesses such as hotels, restaurants, and shops.
- **Creating Job Opportunities:** The project will create new jobs, both directly within West River Strategies, LLC and indirectly through increased business activity and tourism.

4. Additional Information regarding this project?

- **Current Investments and Achievements**: **RanchChannel.com**
  - YTD Gross Sales: $60,000.
  - Advertised for clients in Morton County, including production livestock sales that attracted external new clients to Mandan, New Salem and Morton County.
  - Commission Sales Paid YTD: $13,400 to Outside Sales Contractor located in New Salem, ND.
  - Paid $20,000 to Jeff Erhardt of Mandan, ND; project coordinator, sales and business manager.
  - YTD Ranch Channel project website development paid out of pocket to developer: $14,000.
  - Outstanding Due, Continuous Website Development: $9,000
  - Annual Website Subscription Operating Services: $4,000 plus. Ex: DTN Markets, GoDaddy, QuickBooks, Adobe, Canva, etc.

- **Client Success Stories: RanchChannel.com**
  - YTD Total Listings: 60 plus individual listings.
  - Morton County Exposure: Prominent listings and sale results from Fast Angus, Strommen Ranch, and L83 Ranc; sales that were all held at Kist Livestock in Mandan.
    Showcased Ellingson Angus, Schaff Angus Valley, Gustin's Diamond D Gelbvieh, Fast Angus, and Strommen Ranch outcomes which drove website traffic and interest to Morton County.
  - Provided comprehensive information and links for easy travel and tourism integration with each personalized operation's website page developed.

- **Marketing Gauge**
  Ranch Channel has the ability to provide specific information about a listing. This helps gauge marketing and promotional investments to establish a ROI, Return On Investment.

  The Analytics
  Provided are 2 very specific pieces of analytical data: "**Total Views**" and "**Total Events**".

  Total Views is the number of times viewed.
  Total Events is the number of times a view turned into an action.
  (For example, viewing catalogs and video lots, or directed to client website.)

ANALYTICS ••• January 1 - May 24, 2024

Account	Total Views	Total Event Count
Website RanchChannel.com	**26,211**	**127,252**

Social Media	Impressions	Reach	Demographics
Facebook: Ranch Channel	**2.7 Million +**	**1 Million**	**57% Men 43% Women**

MEET THE OWNER

Owner, Rebecca Wanner, is a 20 year resident and property owner in Morton County.
Donates time, equipment and voice to the annual Morton County Ag Day.

Wanner is a 20 year member of the Stockmen's Association, a PRCA Rodeo Music Director cardholder, public speaker, lifelong rancher, and national news broadcaster.
She is "BEC" on the popular "Tigger & BEC Morning Show" heard 5 days a week on US103.3FM radio.

West River Strategies, LLC is a Woman Owned Business that has been Self-Funded with no financial institution involvement.

- Owner has taken no draws. Adding 1,500+ hours: concept to launch to continuous growth.

PROJECT OBJECTIVE

By expanding the Ranch Channel platform, West River Strategies, LLC aims to strengthen the agricultural and rural community, boost local tourism, and drive economic growth in Morton County.

FAST Angus RJ

Richard and Jamie Fast 4195 37th St New Salem, ND 58563

Dear Rebecca and Jeff,

We had a great experience working with the Ranch Channel. This year we had eager customers asking for catalogs three months in advance of our sale. Sadly, it's becoming more and more challenging to get them to our customers in a timely fashion. The USPS is pretty much a waste of time and money, our website host took at least three days, and even our national association website took a couple of days. I believe the Ranch Channel had our digital catalog online within 24 hours and we were able to direct our customers through social media to there go and check out our sale offering.

Thanks again,

Richard and Jamie Fast, Fast Angus Ranch

Jeremy and Rachel Strommen, Strommen Cattle Co.

H: (701) 843-8280 C: (701) 391-6968 fastang@westriv.com www.FastAngusRanch.com

Morton County Commission
Morton County Courthouse
210 2nd Ave NW
Mandan, ND 58554
(701) 667.3414

MEETING DATE:	Tuesday August 27th , 2024
PREPARATION DATE:	Tuesday August 20th , 2024
SUBMITTING DEPARTMENT:	Emergency Management
DEPARTMENT DIRECTOR:	Patrick Martin
PRESENTER:	Patrick Martin
SUBJECT:	Resolution of Promulgation, Local Emergency Operations Plan (LEOP)

STATEMENT/PURPOSE: The Local Emergency Operations Plan (LEOP) for Morton County is a comprehensive framework that outlines our county's approach to incident/disaster response and recovery. It's designed to coordinate efforts across all departments and agencies responsible for response and recovery actions.

BACKGROUND/ALTERNATIVES: The LEOP is required by the State of North Dakota Department of Emergency Services and FEMA to be updated every four years. Fulfillment of this requirement ensures the county remains eligible for disaster relief funding. The LEOP is reviewed internally within the Emergency Management Department, and in conjunction with stakeholder input from the Local Emergency Planning Committee.

ATTACHMENTS: Resolution Of Promulgation for Commission review and Chairman Signature.

FISCAL IMPACT: Funds for printing is taken out of Tier II funding related to the Local Emergency Planning Committee. No county expense.
*Significant fiscal impact could potentially occur if the resolution and LEOP is not updated and approved, via termination of State and Federal disaster relief requirements.

STAFF IMPACT: Minimal

LEGAL REVIEW: None

RECOMMENDATION: Do pass

SUGGESTED MOTION: I move to approve the Resolution of Promulgation as presented here as it relates to Morton County's updated Local Emergency Operations Plan dated August 27th , 2024.

MORTON COUNTY
STATE OF NORTH DAKOTA

OFFICE OF EMERGENCY MANAGEMENT
Patrick Martin, Director
701.667.3290 • patrick.martin@mortonnd.org

RESOLUTION

LOCAL EMERGENCY OPERATIONS PLAN
MORTON COUNTY, NORTH DAKOTA

August 27, 2024

WHEREAS, the ND Legislative Assembly passed the "North Dakota Disaster Act of 1985: (NDCC 37-17.1) enacting an emergency management law embodying all aspects of disaster/emergency preparedness for all types of hazards which could seriously affect this county; and

WHEREAS, the law provides that each county shall maintain an emergency management organization that serves the entire county, and each city shall provide an emergency management organization of its own, or it shall participate in the countywide emergency management organization; and

WHEREAS, the State Law requires the cities and counties shall notify the division of homeland security of the manner in which the city and the county are providing or securing emergency management activities, identify each individual who will coordinate the activities of the local emergency management organization, and furnish additional information relating thereto as the division requires,

WHEREAS, the Morton County Local Emergency Operations Plan utilizes the National Incident Management System and assigns tasks and responsibilities to organizations within the County. It establishes a broad concept for conducting response and recovery operations should an emergency or disaster threaten or occur in the Morton County and cities therein.

NOW, THEREFORE, BE IT RESOLVED, that the Morton County Commission adopts the revised Morton County Local Emergency Operations Plan for Morton County, North Dakota. We further order that all Morton County Departments maintain the capability for executing their assigned responsibilities pursuant to this Plan.

DATED at Mandan, North Dakota this 27th day of August, 2024.

_____
Nathan Boehm, Chairman
Morton County Commission