

**ROLAND TOWNSHIP BOARD MINUTES**  
**ZONING + GENERAL MEETING, February 8, 2016**  
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The Roland Township **ZONING BOARD** was called to order at 7:00 p.m. February 8, 2016, in the Quilt Inn Meeting Room by Board Chairman Vern Jacobson with Supervisors Mike Hall and Jerry Long and Clerk-Treasurer Glenore Gross. Supervisors Adam Norling and John Warberg were absent; also Zoning Administrator Tim Kihle, due to all being out of town. Four visitors plus the township Assessor attended.

**Minutes:** January 11 minutes were approved as printed. **Treasurers Report** was accepted as presented: CD Balance \$153,707.87, Savings \$150,406.28, Checking \$90,451.82; with approval to pay bills of \$7,328.38. Clerk reported deposit of another check from a Minot Beach property owner for their share of the drain project with two remaining to be received; also deposit of an early 2015 permit fee not turned in earlier.

**ZONING ADMINISTRATOR REPORT:**

Tim had no zoning paperwork to be presented. Clerk reported end of year permit statistics as 42 new permits and 5 renewals with total estimated construction values of \$4,927,084; there were 13 new dwellings permitted with estimated construction values at \$4,180,000. Clerk explained the planned use of Pre-Permit Applications for projects that need a Variance or have questions to be considered before the permit is finalized. This will help eliminate voided permits and also allow owners closer to a full year for completion of projects.

- **72'x32' Storage Building on Back Lot – Kallias/Sunset Bay:** Owners provided additional paperwork from Wold Engineering to add to their project.

**OLD (Unfinished) ZONING BUSINESS**

1. **ReVisit Boathouse Amendments:** Board agreed to table discussion until a full board is present.
2. **Fence on Property Line – Romfo-Thorson/Longview:** Monitor for compliance by June 1.

**NEW ZONING BUSINESS:**

1. None presented.

**COMMITTEE REPORTS:**

- *Development Agreement/Checklist for Zoning Admin: Vern & Tim. On hold.*

**GENERAL MEETING CALLED TO ORDER AT 7:20 pm.**

**OLD (Unfinished) GENERAL BUSINESS:**

1. **Special Road District – Update:** Vern reported on meeting with Brad from Wold Eng. He suggested adding a 10% contingency allowance. He also noted the Engineers Fee will be about 8% of the bid and asked if it would be added to the assessment or paid from available funds; he also indicated it was a negotiable fee. *MOTION by Jerry to use existing funds for the Engineering Fee and negotiate with Wold Engineering for the final amount due, 2<sup>nd</sup> by Mike. CARRIED.* Discussion was held on various issues related to methods of assessing cost to owners, which the committee of Vern, Mike, Dwight Eckart and Addie Berg will be considering how to arrive at the most fair means. Wold will provide maps that will break down road frontage for each property. Vern confirmed that back lot owners will be included in assessments, and roads adjacent to Ag land need assessments figured in in some way. Mike questioned if the estimate included seal coat and raising rings on manhole covers. *[Vern confirmed post-meeting that both are included.]* Board agreed that the project would be named: **Lake Metigoshe Cabin Road Paving Assessment District**. Committee will meet to complete the required steps prior to setting the meeting date for a vote.
2. **Road Issue Updates:** Mike reported snow clearing and sanding is going good. The tractor had an antifreeze leak which was fixed. Jim Dignan requested permission to order two rear view mirrors for the tractor at about \$119 for a kit, and also noted the mower will need a new tire or as an alternate a used tire filled with foam for about \$275. *MOTION by Mike to allow purchase of the mirrors and the tire replacement as noted; 2<sup>nd</sup> by Jerry, CARRIED.* Vern said consideration should be given to purchasing a disk mower to conserve the tractor tires.

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3. **SRF Consulting Proposal:** Discussion tabled for future request for county assistance with funding.

**NEW GENERAL BUSINESS:**

1. **Liquor License Transfer Request for New Owner of CJ's Dockside:** MOTION by Jerry to approve the transfer as requested by owner Christina St. Claire; 2<sup>nd</sup> by Mike. CARRIED. Bottineau County had approved the transfer last week contingent on Roland Township approval.
2. **Annual Meeting Budget Proposal for 2017:** Clerk suggested budget amounts be left similar except to move \$12,000 to Weed Control for the tractor lease. Mike said there would likely be a need for more culvert replacements and continued need for gravel. A request to have \$10,000 set aside for research into incorporation did not get into the 2016 budget as intended. Board agreed to request the levy at the same dollar amount as 2016.
3. **Assessor Presentation for 2016 Equalization:** Addie Berg presented her findings and recommendation for valuation increases in the township due to the number of good residential sales in Roland Township resulting in a sales ratio at 88.6%. With state guidelines requiring 90%-100% sales ratios, her recommendations include the following valuation changes/increases, based on actual sales, to aim for 92%-94% ratio:
- Apply an approx. 5% cost of construction increase to all residential dwellings
  - Remove the final rural discount from rural residential dwellings (10% reduction)
  - Increase "off lake" vacant or rural properties
- Jerry questioned the need to raise values when compared to banks now reducing values by 15%. After further discussion, MOTION by Mike to approve following the assessor's recommendations to achieve the target point of 92%-94% sales ratio; 2<sup>nd</sup> by Jerry (reluctantly based on the need to follow state guidelines); CARRIED with a reluctant YES vote from Vern knowing what the county or state could impose if guidelines are not followed. Addie said she would do her best to keep the increases as low as possible yet stay in compliance with state guidelines, and will analyze the need for reductions over the next few years if sales ratios/trends warrant it at that time.

**REPORTS/CORRESPONDENCE:**

- County Township Officers Meeting with State Officers Workshop is Tuesday, Feb 9, 10 am in Newburg; Supervisors not able to attend, Clerk plans to go and will collect new ND Century Code updates.

Meeting adjourned at 8:15 p.m.  
Glenore Gross, Clerk/Treasurer