



# North Dakota Association of Assessing Officers, Inc.

President Ternes began the opening session by introducing the executive board.

President Ternes introduced State Tax Commissioner Cory Fong. He commended assessment officials throughout the state for the work performed the past year resulting in few matters before the State Board.

President Ternes introduced Marcy Dickerson, State Supervisor of Assessments. Ms. Dickerson stated that most counties and cities were in compliance on the sales ratio study and commented briefly on the upcoming State Board of Equalization meeting.

President Ternes called upon Claus Lembke. Mr. Lembke spoke about his experiences in the United States after arriving from Germany and the cultural differences between the two countries.

Joel Rostberg with the North Dakota League of Cities presented information for us about office preparedness and an office disaster plan. Mr. Rostberg stressed the need for us to have a plan and the importance of being prepared.

A discussion, led by a panel consisting of Janet Cron, Larry Osborn, Jan Zent and Mel Carsen, was held regarding the abatement process. Another discussion, led by a panel of Bob Aller, Bryon Norby and Stacey Schmitt, was held regarding distressed or vacant properties.

Angie Milakovic, with the North Dakota Association of Counties, presented information regarding the NDACo's and the services they have available to their members which includes the counties in North Dakota.

Connie Sprynczynatyk, with the North Dakota League of Cities, spoke to us regarding the League of Cities and their involvement with legislative issues and other topics.

Mary Kae Kelsch, an assistant to the Attorney General, discussed the laws and requirements regarding the open records law and the responsibilities in providing information to the public.

A panel discussion, led by Frank Klein and John Herz, was held regarding the filing and storage of State Board data.

The annual meeting of the North Dakota Association of Assessing Officers convened at 3:10 p.m. on Monday, August 7, 2006 at the Comfort Inn in Bismarck.

Following is a list of attendees:

Robert Aller	John Herz	Norm Preble
Marie Anderson	James Hilzendeger	Terry Radi
Lynn Arthaud	Lauren Hunze	Jerry Ratzlaff
Sandy Branstiter	Ben Hushka	Leon Samuel
Diane Brines	Brenda Johnson	Stacey Schmitt
Mel Carsen	Kimberly Kainz	Jacquelyn Schulte
Janet Cron	Ruthe Keller	Ed Sevigny
Luella Dahme	Frank Klein	Donald Siebert
Charles DeFoe	Jeff Langley	Wayne Stevenson
Ardella Deis	Michelle Linstad	Kevin Ternes
Ross Dettmann	Mitch Marcuson	Justine Thompson
Tracey Dolezal	Gary Martinson	Laurie Triplett
Julie Doyle	Cindy Melby	Muriel Ulrich
Damon Druse	Linda Morris	Natalie Wandler
Betty (B. J.) Edwardson	Vickie Murray	Laurie Whitehead
Gary Emter	Brion Norby	Wanda Wilcox
Ralph Evert	Larry Osborn	Mary Wild
Sue Finneman	Cheryl Overby	Debra Wisness
Lori Hanson	Alice Pekarski	Robert Wood
Stacey Heckaman	Heidi Perry	Jan Zent
Delbert Heil	Lisa Peterson	Barb Zerface

President Ternes opened the session with all attendees introducing themselves and indicating their years of service.

President Ternes asked for approval of the minutes of the 2005 annual meeting. Motion made by Janet Cron, seconded by Jeff Langley, to approve the minutes as presented. Motion carried.

Wanda Wilcox reported that the Auditing Committee comprised of Wanda Wilcox, John Herz and Mary Wild completed the audit of the financial records. The financial records are complete and in excellent condition.

Secretary Treasurer Lisa Peterson reported that our balance has increased in our checking account but that funds will be necessary for sponsoring the Mass Appraisal course in November. The membership count is at ninety members and continues to remain steady with other years.

President Ternes thanked our membership for supporting the NCRAAO conference that was held in Grand Forks in June. By a show of hands it appeared that the majority of the membership is interested in a workshop to be held again in February.

Our directors for the North Central Regional Association of Assessing Officers were introduced. They are Gary Martinson, Ross Dettmann and Terry Radi. Also introduced was Past President John Herz and Secretary Treasurer Ben Hushka.

John Herz reported on the NCRAAO conference held in Grand Forks in June. Of the 197 conference attendees, 90 of them were representing North Dakota. Mr. Herz thanked those people who helped make the conference a success.

Gary Martinson, Chairman of the Education Committee, presented a report with a compilation of the surveys that were sent out to the membership regarding education. The Education Committee identified the problems with the present educational system and recommends that the NDAAO Executive Board and the Education Committee meet to formulate a plan of action to complete the course update.

LuElla Dahme reported the following on certification and tax department courses:

***Assessment Education & Certification***  
**2006 NDAAO Conference**

**Assessment Courses Conducted Since August 2005**

Course 303	Teaching Appraisal Techniques	Nov. 14-18, 2005
Course 102	Principles & Theory of Value	May 8-12, 2006

**Assessment Courses Scheduled Before August 2007**

Course 201-B	Mass Appraisal of Residential Property	Nov. 13-17, 2006
Course 203-C	Introduction to the Income Approach	May 14-18, 2007

**Assessment Officials Appointed Since August 2005**

Tanya Wirth	Cavalier County Tax Director
Debra Wisness	McKenzie County Tax Director
Laurie Whitehead	Steele County Tax Director
Bonnie Good	Towner County Tax Director (also for Rolette County)
Barbara Zerface	Traill County Tax Director

**Assessment Officials Certified After August 1, 2005**

**Class I City Assessor**      *(Minimum 150 hrs. within 3 yrs. of appointment)*  
None

**County Director of Tax Equalization**      *(Minimum 190 hrs. within 3 yrs. of appointment)*

Charles DeFoe	Adams County Tax Director
Betty Koslofsky	Barnes County Deputy Tax Director
David Ramstad	Valley City Assessor
Paul Houdek	Appraiser - Grand Forks City Assessor's Office
Laurie Triplett	Tax Director - Eddy & Foster Counties
Ardella Deis	Emmons County Tax Director
Amber Sieber	Grand Forks County Assistant Tax Director
Robert Wood	Grand Forks County Tax Director (retiring this year)
Julie Doyle	Pembina County Tax Director

Lynn Arthaud, Chairman of the Technology Committee, reported their committee had met and a couple educational classes could be prepared if necessary for the membership.

The six regions of the state reported on activities and meetings held throughout the year.

Motion by Lynn Arthaud, seconded by Jackie Schulte, that Laura Griffin be nominated for a Lifetime Membership. Motion carried.

Motion by Luella Dahme, seconded by Alice Pekarski, that Barb Bauman, Bob Wood and Betty B. J. Edwardson be nominated for a Lifetime Membership. Motion carried.

Motion by Luella Dahme, seconded by Jeff Langley, that Gwen Tatum be nominated for a Lifetime Membership. Motion carried.

Motion by Marie Anderson, seconded by Wanda Wilcox, that Germaine Jelinek be nominated for a Lifetime Membership. Motion carried.

Bob Wood reported on the North Dakota Association of Counties conference that was held last October. He encourage everyone to go and become involved with the NDACo's.

A drawing for a stay at the Comfort Inn was won by Alice Pekarski. The drawing for the clock that was donated by the NDACo's was won by Bob Aller. The drawing for NCRAAO registration and \$300 toward expenses was won by Mary Wild.

Motion by Bob Wood, seconded by Tracey Dolezal, that the meeting be adjourned. Motion carried.

Respectively submitted,

Lisa Peterson  
Secretary/Treasurer