TO: Mayor Shaun Sipma  
Members of the City Council  

FROM: Chief John Klug  

DATE: May 13, 2020  

SUBJECT: APPROVAL OF WARD COUNTY NARCOTICS TASK FORCE MEMORANDUM OF UNDERSTANDING  

I. RECOMMENDED ACTION  

1. Recommend approval of the Memorandum of Understanding with Ward County Narcotics Task Force (WCNTF); and  

2. Appoint a City Council Member to the Executive Board of the WCNTF for the purpose of approving the expenditure of asset forfeiture funds controlled by the WCNTF; and  

3. Authorize the Chief of Police to sign the Memorandum of Understanding.  

II. DEPARTMENT CONTACT PERSONS  

John Klug, Chief of Police  857-9800  

III. DESCRIPTION  

A. Background  

The Minot Police Department has had an ongoing MOU in place with the WCNTF, but due to recent changes in the distribution of asset forfeiture funds and the legislative changes governing expenditure of asset forfeiture funds, a new MOU was drafted. The appointment of a member of City Council to the Executive Board will fill one of the three positions recommended by the Attorney General’s Office for approving the spending of asset forfeiture funds.  

B. Proposed Project  

This MOU changes the distribution of the asset forfeiture funds from the Bureau of Criminal Investigations to the Ward County Narcotics Task Force, thereby allowing the local office to spend the money for equipment that is difficult to fund through budgets. It additionally forms an Executive Board made up of a member of City Council, a Ward County Commissioner, and the Ward County State’s Attorney.
IV. IMPACT:

A. Strategic Impact:
   This change will allow assets seized through the criminal investigation be kept locally to further provide financial support for the continued operation of the local narcotics task force. Using the funds for the local office can help improve the quality of investigations and safety of the officers during their investigations.

B. Service/Delivery Impact:

   N/A

C. Fiscal Impact:

   There is not a measurable impact as the asset seizures vary year by year.

V. ALTERNATIVES

   N/A

VI. TIME CONSTRAINTS

   N/A

VII. LIST OF ATTACHMENTS

   A. Ward County Narcotics Task Force - Memorandum of Understanding
   B. WCNTF – Asset Forfeiture Fund and Procedure