

# NORTH DAKOTA REAL ESTATE APPRAISER QUALIFICATIONS AND ETHICS BOARD

Minutes – February 23, 2022 – 9:00AM CT Board Meeting

Chairperson Timian called the meeting to order at 9:02 AM. Roll call was taken.

Board Members present online: Chairperson Tim Timian, Corey Kost, Brock DesLauriers, Matt Schlenvogt and Joe Sheehan

Staff Present: Jodie Campbell and David Campbell

Investigative Reviewer: Joe Ibach

**Minutes:** Board members reviewed the minutes of October 12, 2021, and November 28, 2021. Brock DesLauriers moved for approval of the minutes. Joe Sheehan seconded the motion. Chairman Timian called for the vote. Corey Kost, Brock DesLauriers, Joe Sheehan, Matt Schlenvogt and Tim Timian all voted yes to the motion. The vote was unanimous. Motion carried.

## **Applicants:**

**Chelsey Kub** is making application for certified general and was online discussion. Review of Ms. Kub's application indicates she has met the education, examination, and experience hour requirements for certified general.

Reports were selected and reviewed by Board Reviewer, Joe Ibach. Discussion took place. Review of the reports indicates compliance with the minimum standards set forth in USPAP for certified general. Corey Kost moved to approve Chelsey Kub for certified general. Matt Schlenvogt seconded the motion. Chairman Timian called for the vote. Brock DesLauriers, Joe Sheehan, Matt Schlenvogt, Corey Kost and Tim Timian all voted yes to the motion. The vote was unanimous. Motion carried.

**David Arntson** is making application for certified residential and was online for discussion. Review of Mr. Arntson's application indicates Mr. Arntson has met the education, examination, and experience hour requirements for certified residential. Reports were selected and submitted for review by Board Reviewer, Joe Ibach.

The reviews indicated numerous areas of noncompliance. Based on the issues noted in the reviews, Board Reviewer, Mr. Ibach recommended Mr. Arntson's application be tabled and require Mr. Arntson revise and resubmit all three reports.

Discussion took place. Board members agreed with Mr. Ibach's recommendation. Corey Kost moved to table David Arntson's application for certified residential and request Mr. Arntson revise and resubmit all three reports for review by Board Reviewer. Chairman Timian called for the vote. Joe Sheehan, Brock DesLauriers, Corey Kost, Matt Schlenvogt and Tim Timian all voted yes to the motion. The vote was unanimous. Motion carried.

**Chairman Timian turned the meeting over to Vice Chair, Corey Kost.**

**Emily Hoffman's** application for certified residential was tabled at the meeting of 10/12/2021 and the Board requested she revise one report and submit one original appraisal report of an income producing property. Ms. Hoffman complied with the Board's request, and the reports have been reviewed by Board Reviewer, Joe Ibach. Ms. Hoffman is online for discussion.

Discussion took place. Tim Timian abstained from discussion. Review of the reports indicate compliance with the minimum standards set forth in USPAP for certified residential. Matt Schlenvogt moved to approve Emily Hoffman for certified residential. Brock DesLauriers seconded the motion. Vice Chairman Kost called for the vote. Brock DesLauriers, Joe Sheehan, Matt Schlenvogt and Corey Kost all voted yes to the motion. Tim Timian abstained from voting. Motion carried.

**Vice Chair Kost turned the meeting back to Chairman Timian.**

**Apprentice Permits and Permits issued via Reciprocity-Require Board Confirmation:** The following applicants were issued permits based on meeting the requirements for their respective levels. Board confirmation is required:

- Certified General: Richard Nordquist (via reciprocity with MN)  
Ryan Sikorski (via reciprocity with WI)
- Certified Residential: Cheryl Swanson (via reciprocity with IL)
- Licensure: Joshua Krueger (via reciprocity with MN)
- Apprentice: Melanie Kitzan-Morel (Keana Schuler, Supervisor)  
Ryan Lesmeister (Rob Knoll, Supervisor)  
Amanda Nelson (Roger Cymbaluk, Supervisor)  
Brittin Callina (Peggy Boettner & Terry Anderson, Supervisors)

Brock DesLauriers moved to confirm the applicants for certification and licensure. Matt Schlenvogt seconded the motion. Chairman Timian called for the vote. Joe Sheehan, Corey Kost, Brock DesLauriers, Matt Schlenvogt and Tim Timian all voted yes to the motion. The vote was unanimous. Motion carried.

Brock DesLauriers moved to confirm the applicants for apprentice. Joe Sheehan seconded the motion. Chairman Timian called for the vote. Joe Sheehan, Corey Kost, Brock DesLauriers and Tim Timian all voted yes to the motion. Matt Schlenvogt abstained from voting. Motion carried.

**AMC Controlling Person/Owner Approval:** Brock DesLauriers moved for approval of AMC application owners/controlling persons for: 1) TrUnion Appraisal Services: Sally Carothers (owner/controlling person) and Ron Stickelman (owner) and 2) Accelerated AMC Controlling person, Gabriel Riveras. Matt Schlenvogt seconded the motion. Chairman Timian called for the vote. Corey Kost, Joe Sheehan, Matt Schlenvogt, Brock DesLauriers and Tim Timian voted yes to the motion. The vote was unanimous. Motion carried.

**Finances:** Board members reviewed and discussed the 2021 Year-End financials and the 2022 Proposed Budget. Discussion took place, with various items discussed: 1) Consider reducing licensing fees (appraisers and AMC's); 2) Revisit management fee- line-item agenda at a following meeting; 3) additional funding may be required to update rules and statute. Update rules to reflect the current AQB criteria. Statute changes include recommendations from the ASC; 4) Appraiser numbers: Staff reported a record number of 18 apprentices were issued in 2021; current number of apprentices totals 36, with supervisory appraisers totaling 30. Staff provided a comparison of permits issued in the past three years, reporting a total of 43 permits issued in 2021; 24 in 2020 and 39 in 2019; 5) place ASC grants and research of an experience training program as a high priority. Discussion concluded. Matt Schlenvogt moved to approve the financial reports. Brock DesLauriers seconded the motion. Chairman Timian called for the vote. Corey Kost, Matt Schlenvogt, Brock DesLauriers and Tim Timian voted yes. The vote was unanimous. Motion carried.

**Other Business:**

- Request for Open Records: Mr. David Nord has made a request for open records. The cases relating to the request did not reach the level of a complaint, therefore, the Board has discretion. Corey Kost moved to deny the request for open records. Matt Schlenvogt seconded the motion. Chairman Timian called for the vote. Corey Kost, Matt Schlenvogt, Brock DesLauriers and Tim Timian voted yes to the motion. The vote was unanimous. Motion carried. (Joe Sheehan had left the meeting)
- Future Board Meeting Dates: Zoom meetings are tentatively scheduled for 3/16/22 and 3/23/22. Staff will forward Board members a listing of dates for future meetings. Board members were in agreement to begin in-person meetings in June. Corey Kost noted the NDAA has a scheduled a meeting of the industry participants for March 31.
- The Spring AARO Conference is scheduled for May 13-15, 2022, and the Pstar (Policy Statements and Appraisal Regulation Training Course) is May 12, 2022.

Chairman Timian called for adjournment. The Board meeting adjourned.

Respectfully submitted,

Jodie R. Campbell  
Executive Secretary