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BOARD OF PEMBINA COUNTY COMMISSIONERS PROCEEDINGS

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April 16, 2019

8:30 AM

Board of Pembina County Commissioners met at 8:30 AM in the Commissioners Meeting Room of the Courthouse with the following members present: Jim Benjaminson, Laverne Doyle, Nick Rutherford, Hugh Ralston and Hetty Walker.

Chairman Walker called the meeting to order. Motion by Laverne Doyle and seconded by Nick Rutherford to approve the agenda as presented.

Motion made by Jim Benjaminson and seconded by Laverne Doyle to approve the April 2, 2019 minutes as presented. All voting in favor; motion carried.

Request for a raffle permit received from Pembina County Historical Society. Motion made by Nick Rutherford and seconded by Laverne Doyle to approve the request. All voting in favor; motion carried.

Memorandum of Agreement, for the administration of the Public Assistance (PA) Program, between Pembina County and the organized township of Joliette was presented for signature. Motion made by Laverne Doyle and seconded by Jim Benjaminson to authorize the Chairman to sign the agreement as presented. All voting in favor; motion carried.

Commission reviewed the 2018 Annual Reports for Pembina County Job Development Authority and Red River Regional Council.

The NDDOT Construction Engineering Services Agreement for LPA Federal Aid Project BRO-0034(033), the bridge replacement 5 miles east and 1 mile north of Cavalier was reviewed. Motion made by Laverne Doyle and seconded by Jim Benjaminson to authorize the Chairman to sign the agreement as presented. All voting in favor; motion carried.

Commission reviewed the letter from the North Dakota Recorders Information Network (NDRIN) notifying them that McKenzie County, Mountrail County and Williams County have chosen to withdraw from the Joint Powers Agreement for Electronic Land Records Management. This decision includes the removal of all McKenzie County, Mountrail County and Williams County land records from NDRIN.

Motion made by Jim Benjaminson and seconded by Nick Rutherford to authorize a proxy vote to the Chairperson of NDIRF for such business as may properly come before the meeting. All voting in favor; motion carried.

Jeanna Kujava, Public Health Administrator, is requesting approval of out of state travel for two trainings. The Suicide and Mental Health Awareness Conference will be held in Hutchinson, MN on April 29, 2019. The National Conference on Tobacco and Health, will be held in Minneapolis, MN the last week of August. Motion made by Nick Rutherford and seconded by Jim Benjaminson to authorize the out of state travel for the conferences. All voting in favor; motion carried.

Tanya Wieler, Human Resource Director, discussed the reclassification request submitted by Liz Beck to upgrade Samantha Weeks' job title from IT/GIS Assistant to IT/GIS Assistant II. Tanya reviewed the request upon receipt but did not act on the request immediately since she was reviewing the market adjustments on the pay scale. Tanya presented statewide salary figures for IT/GIS support staff, and the new salary for the current position was slightly higher than the average salary for like size counties. Motion made by Nick Rutherford and seconded by Jim Benjaminson to reclassify Samantha's position to IT/GIS Assistant II and move her up one step on the pay scale, retroactive from January 1, 2019, due to the additional duties Samantha has taken on. The Commission will review the request again at budget time. Commissioner Doyle abstained from voting. Roll call vote: Jim Benjaminson – yes; Nick Rutherford – yes; Hugh Ralston – yes. Motion carried.

Rick Kendall, Water Board vice Chair, updated the Commission on concerns with Drain 82, repairs on Herzog Dam and Goshke Dam and notified the Commission that Senator Young Dam has been submitted for NRCS planning. Water Board requested the snagging and clearing hearing be set for 10:00 AM on June 18, 2019. Commission agreed to set the hearing for that date and time. Discussion followed on who is responsible for the repairs on the Tongue River Cut-off, which is not considered a legal drain. Kendall feels the Boards should be proactive instead of reactive and suggested hiring an engineer for a feasibility study. Since the cutoff is not a legal drain, both Boards would need to hold a hearing regarding assessing maintenance costs to the landowners affected by the cut-off. Motion made by Jim Benjaminson and seconded by Laverne Doyle to contact an engineer for a feasibility study of the area. All voting in favor; motion carried. The Water Board will inform the Commission of the engineering costs prior to moving forward.

Larry Schill and Steve Gapp, Walhalla City Council Police Committee Members, discussed the Walhalla policing contract with the Commission. Also present were Sheriff Terry Meidinger and Deputy Marcus Ramsay. Steve stated they are having difficulty filling positions within Walhalla City and is requesting the Commission consider allowing the city to contract with the county for an additional officer, with the officer working for Walhalla City 50% of the time and

the remaining 50% they would be working for the county. Commission will visit with Sheriff Meidinger and State's Attorney regarding the request.

Devin Johnson, Highway Superintendent, presented a listing of the 2019 rental of road machinery bids approved at the April 2, 2019 meeting.

Devin Johnson, Highway Superintendent, Travis Uggerud, Brian Uggerud, and Brad Suda, American Sugar Hauling Association, discussed a request to add a turning lane on County Road 44 by the American Crystal Sugar plant in Drayton. Brad, representing the Drayton Truck Haul Growers, presented a Google map of the location of the turn lane. Brad stated they are not requesting funding to help with the proposed project, just requesting permission to install the turn lane and what the specifications would be for the turn lane. The project would not begin until 2020 or 2021. Motion made by Jim Benjaminson and seconded by Laverne Doyle to allow the request. Discussion followed on requesting the minimum standards for the proposed project from an engineer. All voting in favor; motion carried.

Jeff Daley, Kadramas, Lee & Jackson, updated the Commission on the Hamilton box culvert project, the box culvert on Highway 44 north of Drayton, the Cavlandic Trail Association project and the County Road 1 project. Jeff informed the Commission that Operation Prairie Dog passed the legislature, but funding will not be available until the 2021 – 2023 biennium. Commission and Devin should start reviewing projects to determine priorities.

Commission reviewed the March financial statement and claims. Motion made by Laverne Doyle and seconded by Hugh Ralston to approve the consent agenda as presented. All voting in favor; motion carried.

Motion by Laverne Doyle and seconded by Jim Benjaminson to adjourn the meeting. All voting in favor; motion carried. Meeting adjourned at 11:26 AM.