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BOARD OF PEMBINA COUNTY COMMISSIONERS PROCEEDINGS

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April 20, 2021

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, and Nick Rutherford. Available by telephone: Hetty Walker. Absent: Hugh Ralston.

Chairperson Doyle called the meeting to order at 8:30 am.

Motion made by Nick Rutherford and seconded by Jim Benjaminson to approve the April 6, 2021 meeting minutes and the April 12, 2021 Special meeting minutes as presented. All voting in favor; motion carried.

Motion made by Hetty Walker and seconded by Nick Rutherford to approve the agenda with the following additions: 2021 CLG Agreement, Kelly Cluchie, letter form Park Township Board, letter from Thingvalla Township Board, Jeff Daley and Devin Johnson, and discussion regarding a Board appointment to the Pembina County Historical Preservation Commission. All voting in favor; motion carried.

Commissioner Benjaminson presented the 2021 Certified Local Government Grant (CLG) Program of the State Historical Society of North Dakota, completed by Zelda Hartje. The grant application is seeking funding to support administration of the PCHPC, reprinting of brochures for the NDDOT Rack Program, geocaching historic sites and trails, member education, and public education. The local cash match for the grant application would be approximately \$4,421.00. Motion made by Jim Benjaminson and seconded by Nick Rutherford to authorize the Chairperson to sign the agreement as presented. All voting in favor; motion carried.

Commissioner Benjaminson informed the Commission that Emily Laaveg is submitting a resume to Zelda Hartje, for approval from the State Historic Preservation Office, to fulfill the unexpired term of Molly Skadsen on the Pembina County Historic Preservation Commission.

Auditor presented a letter of support for the City of Drayton to secure a USDA Rural Development loan and grant to connect to Walsh Rural Water District for

their water supply and build a new joint water tower to provide water storage to Drayton City and surrounding rural connections. Advanced Engineering and Environmental Services, Inc. supplied a map showing the tower location, west of Interstate 29. Motion made by Nick Rutherford and seconded by Jim Benjaminson to authorize the Chairperson to sign the letter of support as presented. All voting in favor; motion carried.

Commission was presented with the Rental of Road Machinery listing from the bid opening held on April 6, 2021. There are twelve contactors that qualified for the listing.

Chairperson Doyle informed the Commission of his discussion with Jill Denault, Northern Valley Human Service Zone Director, to relocate Public Health to the Social Service building. Jill would move the current Northern Valley Human Service Zone employees to the north end of the building, which would open six offices for Public Health to utilize. Further discussion will be held with Julie Hardy, Public Health Director.

NDSU Extension quarterly report was reviewed.

Raffle permit request received from Cavalier Country Club. Motion made by Jim Benjaminson and seconded by Nick Rutherford to approve the raffle permit as presented. All voting in favor; motion carried.

Kelly Cluchie, Maintenance, met with the Commission. Following Policy #408 of the Pembina County Employee Manual, which requires employees inform their supervisor or the Commission of their outside employment, Kelly is informing the Commission of his decision to coach school sports. Motion made by Nick Rutherford and seconded by Jim Benjaminson to allow Kelly to coach school sports as long as it does not interfere with performance of his current position. All voting in favor; motion carried.

Commissioner Ralston joined the meeting at 9:10 AM, when the Board of Health meeting adjourned.

Tanya Wieler, Human Resources, Terry Meidinger, Sheriff, and Marcus Ramsay, Chief Deputy, reviewed the costs of additional staffing for the Corrections Department. Revel Sapa, Human Resources, also in attendance. Tanya requested the Commission consider how many staff are required for the department to remain in compliance. Sheriff Meidinger expressed his concerns with not having sufficient staff to cover the 24/7 shifts when other employees are on vacation, sick or when an employee resigns. Sheriff Meidinger is requesting two additional employees. Correctional Officer training was discussed. Commission discussed budget limitations for this year and the possibility of advertising for flex employees to assist for the remainder of 2021. Commission requested the Sheriff Department advertise for flex employees and will revisit the situation for the next budget cycle.

Don Kemp, Randall Emanuelson, Ted Juhl, Water Board members, Robert Fleming, Water Board Attorney, and LuAnn Kemp, Water Board Secretary met with the Commission. Also present was Zach Hermann, Houston Engineering. Chairperson Kemp informed the Commission that a TEAMS meeting, organized by Michael Anderson with the State Water Commission, will be held at 2:00 PM today. The meeting is to discuss concerns with the Drain 66 outlet north and east of Bowesmont in Lincoln Township, where the Enbridge pipeline is exposed. The meeting is accessible through a link on the Pembina County website under Water Resource District. Zach Hermann updated the Commission on the options to secure permits to move forward with a project in the area since the land is currently in NRCS easement. NRCS has sole discretion to approve or deny a request for modification. Zach updated the Commission on the dam rehabilitation programs for Senator Young, Olson and Bourbanis and the RCCP grant to resolve issues along the Tongue River between Senator Young Dam and Renwick Dam.

Julie Hardy, Public Health Director, reviewed the current CDC guidelines related to COVID-19 with the Commission. According to the CDC, fully vaccinated individuals who travel internationally should be tested 3-5 days after travel, you do not need to be tested before leaving the United States or quarantine upon return. Those fully vaccinated individuals that travel out of state for 1–2 days are no longer required to be tested or to quarantine upon return. If you are not fully vaccinated and you have been on vacation out of state for one week or more you will be required to be tested upon return and again 3-5 days later. Julie presented the percentage of vaccinated individuals throughout the state. She notified the Commission that North Dakota now has all of the COVID-19 variants in the state and COVID-19 numbers and hospitalizations are increasing throughout North Dakota, including Pembina County. Motion made by Nick Rutherford and seconded by Hugh Ralston to lift the previous recommendations and enforce the current CDC guidelines. All voting in favor; motion carried. Discussion followed on the relocation of the Public Health office.

Mikka Willits, Tax Director, informed the Commission of calls she is receiving from individuals and letters she has received from Township Boards regarding the recent agricultural land value increases. Several individuals are planning on attending the County Equalization meeting scheduled for June 8, 2021. Keeping COVID-19 restrictions in mind, the Farmer's Room would not be large enough to handle a large crowd. Ms. Willits and Auditor Schlittenhard are requesting Commission input as to a location for the County Equalization Meeting. Motion made by Nick Rutherford and seconded by Jim Benjaminson to secure a location which will handle a large crowd, such as the school or American Legion, for the Board of Equalization meeting. Discussion followed. All voting in favor; motion carried. Commission reviewed the letters from the Park Township Board and Thingvalla Township Board regarding valuation increases on agricultural land.

Jeff Daley, Kadramas, Lee & Jackson, presented the design engineering contracts for the County Road 1 and County Road 2 paving projects and the pavement

testing for County Road 2 and County Road 55. Motion made by Jim Benjaminson and seconded by Nick Rutherford to authorize the Chairperson to sign the engineering contracts as presented. All voting in favor; motion carried.

Devin Johnson, Highway Superintendent, presented an estimate from Dakota Northern Railroad to repair the crossing on County Road 12 by Leroy. The estimate for the project is \$66,092.52 with the county share being 10%. Devin presented an estimate of \$18,900.00 from Pastorek Construction to repair the area around the floor drains at the county shop. Devin will request additional estimates for the shop floor repair.

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

Motion made by Hugh Ralston and seconded by Nick Rutherford to adjourn the meeting. All voting in favor; motion carried. Meeting adjourned at 11:58 am.