

BOARD OF PEMBINA COUNTY COMMISSIONERS PROCEEDINGS

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April 5, 2011

9:00 AM

Board of Pembina County Commissioners met in regular session at 9:00 AM in the Commissioners Meeting Room of the Courthouse with the following members present: Corene Vaughn, Gary Nilsson, Andy Adamson, Hetty Walker and Hugh Ralston.

Chairman Vaughn called the meeting to order.

Commissioner Nilsson commented on the letter he received from the City of Walhalla regarding property assessments in Pembina County. ND Tax Commissioner, Cory Fong, has mandated that all assessment officials update current property status and records.

Minutes of the previous meeting of March 22, 2011 approved upon motion of Gary Nilsson and seconded by Hugh Ralston with the following corrections. Motion made by Andy Adamson and seconded by Hetty Walker that Ms. Pedersen must have more accountability, enhanced work ethics and punctuality. All voting in favor; motion carried.

Commission discussed the letter received from Kadramas, Lee & Jackson related to the proposed bridge rehabilitation of Structure No 34-130-05.1, located 2 miles south and 2 miles west of Pembina, ND.

Judge Laurie Fontaine, NE Judicial District 5 Judge, met with the Commission to discuss policy and procedures of her office. Judge Fontaine updated the Commission on the State approved and funded IVN system that is being installed in the Court Room. The Commission thanked Judge Fontaine for meeting with them.

Board reviewed and allowed county claims.

Motion made by Hetty Walker and seconded by Gary Nilsson to authorize the Chairman to sign the March payroll as presented. All voting in favor; motion carried.

Commission and Troy Kittelson, Highway Supervisor, discussed spring load limits. Mr. Kittelson informed the Commission that spring weight limits went into effect on Monday, April 4, 2011. Motion made by Gary Nilsson and seconded by Andy Adamson to approve the weight limits as presented. All voting in favor; motion carried.

Pembina County Fair Board minutes reviewed as presented.

Motion made by Hugh Ralston and seconded by Gary Nilsson 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.

John Jenson, Jenson Heating & A/C, met with the Commission to discuss air conditioners for the building. Mr. Jenson stated that six additional units would be required to complete the installation throughout the Courthouse. Motion made by Hugh Ralston and seconded by Gary Nilsson to accept the proposal from Jenson Heating & A/C for the purchase and installation of the air conditioners and the proposal from Samson Electric for the electrical work. Roll call vote: Gary Nilsson – yes; Corene Vaughn – yes; Andy Adamson – no; Hugh Ralston – yes, Hetty Walker – yes. Motion carried.

Commission had a conference call with Kerry Peuser, Michael J Burns Architects, and Ralph Miller, Gleason Construction, regarding the window project. Chairman Vaughn questioned the status of the paperwork needed to complete the grant funding requirements and an estimated date for Gleason Construction to do the mock-up on the interior of the windows. Mr. Miller stated that he would have the mock-up done by the next Commission meeting date of April 19, 2011 and he is waiting for the paperwork from Sticky Construction and will forward as soon as he receives it.

Brian Erovick, Pembina County Sheriff, met with the Commission to discuss overload permits. Sheriff Erovick informed the Commission that the State Highway Patrol has agreed to do overload permits on county roads when spring weight limits are in effect. Commission discussed the need for weight limits to be enforced year round. Motion made by Hugh Ralston and seconded by Gary Nilsson to draft a letter to the State Highway Patrol stating that Pembina County agrees to allow the State Highway Patrol to enforce weight limits year round. If special circumstances exist, the individual must contact the Sheriff's Department to make arrangements. All voting in favor; motion carried. Chairman Vaughn requested Sheriff Erovick to set up a tour of the county jail for county employees on Wednesday, April 13, 2011

Commission received bids from the following to furnish chips for the 2012 working season:

Strata Corporation: \$5.70/ton with .17/ton mile hauling charge

Loeffler Concrete & Gravel, Inc.: \$5.40/ton with .178/ton mile hauling charge.

Motion made by Gary Nilsson and seconded by Hetty Walker to accept the bid of Loeffler Concrete & Gravel, Inc. for chips for the 2012 work season. Delivery to be made after November 18, 2011 and before spring weight limits go on in 2012. Roll call vote: Gary Nilsson – yes; Corene Vaughn – yes; Andy Adamson – yes; Hugh Ralston – yes; Hetty Walker – yes. Motion carried.

Commission received bids from the following to furnish Pembina County with asphalt products for the 2011 work season:

Murphy Oil USA: \$2.5335/gallon delivered

Motion made by Gary Nilsson and seconded by Hugh Ralston to accept the bid of Murphy Oil USA. Roll call vote: Gary Nilsson – yes; Corene Vaughn – yes; Andy Adamson – yes; Hugh Ralston – yes; Hetty Walker – yes. Motion carried.

Troy Kittelson, Highway Supervisor, informed the Commission of the Advertisement for Bids for the Bowesmont Bridge. The ad will run for three weeks with a deadline of April 28, 2011 at 2:00PM.

Liz Beck, 911/IT/GIS Coordinator, met with the Commission to discuss EMS rural assessments. Pembina County was one of three counties in the state that were included in a survey that was done by the consulting firm, SafeTech Solutions. Ms. Beck invited the Commission to attend a meeting with John Becknell, SafeTech Solutions, on Thursday, April 14, 2011 at 7:00 PM in the basement of the Law Enforcement Center. Mr. Becknell will present the findings and recommendations of the survey to the EMS Council.

Jill Pedersen, Emergency Management, met with the Commission regarding the Model "D" Floodplain Ordinance that is required to be signed by the County. Motion made by Hugh Ralston and seconded by Andy Adamson to authorize the Chairman to sign the Floodplain Ordinance as presented. All voting in favor; motion carried. Ms. Pedersen will be attending the Integrated Weather Team Workshop which will be held in the Memorial Union on the campus of NDSU on June 1-2, 2011. Discussion was had on sandbags needed for spring flooding as well as setting up a call number for emergency calls for sandbags. Ms. Pedersen updated the Commission on Flood Plain Administrators and the results of the 2005 FEMA audit.

Pembina County Water Resource Board minutes reviewed as presented.

Tanya Wieler, Human Resources, met with the Commission to discuss updates for the County policy manual. The policy manual must be updated every three years with the deadline being October 2011. The Commission and Ms. Wieler will begin working on updates at the next scheduled meeting.

County Government Month was discussed. The Commission will host a noon luncheon, in the Farmer's Room, for all county employees on Wednesday, April 13, 2011 from 11:30 AM to 1:00 PM followed by a tour of the County jail.

Meeting adjourned.