

BOARD OF PEMBINA COUNTY COMMISSIONERS PROCEEDINGS

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August 17, 2010

9:00 AM

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

Meeting called to order by Chairman Walker.

Motion made by Andy Adamson and seconded by Corene Vaughn to approve the August 3, 2010 minutes as presented. All voting in favor; motion carried.

Board reviewed and allowed county claims.

Board reviewed the July 8, 2010 Pembina County Housing Authority minutes as presented.

Board reviewed the June 15, 2010 Pembina County Fair Board minutes as presented..

Board discussed a policy for mud on roadways and the deadline to have road side ditches mowed. Motion made by Corene Vaughn and seconded by Hugh Ralston to adopt the "Mud on Roadway" policy and to set the deadline for road side ditch mowing at October 1, 2010. All voting in favor; motion carried.

Mud on Roadway Policy

This policy refers to instances where farm or commercial activities from an owner, renter or contractor of land or property adjacent or near a county roadway that is maintained with public funds, deposits mud or other debris upon the roadway.

The objective is to minimize or remove deposits from the roadway that may constitute a road safety hazard for roadway users. In particular, mud is considered to be a danger to users of the roadway because it may lead to accidents. This can be accelerated in adverse weather conditions.

Owners, renters or contractors are responsible for the following:

1. Do everything possible to prevent mud or other debris from being deposited on the roadway.
2. Use "Mud on Roadway" or "Slippery Road" signs when necessary to inform the public of the hazard. Make sure signs are positioned to give maximum visibility and warning to other road users.
3. Clean the road as necessary during the day and at the end of the working day.
4. When asked by any law enforcement agency or by any highway department official to clean the roadway, the roadway shall be cleaned within two hours of being notified.
5. Labor, equipment and material costs associated with replacing any gravel in order to ensure the safety of all county residents and to restore the roadway to pre-harvest conditions. This will be done at the discretion of the Pembina County Highway Department and billed to the owner, renter, or contractor.

If the owner, renter, or contractor fails to follow this policy as set by the Pembina County Board of Commissioners, the Pembina County Highway Department may cause the mud or other debris to be removed and the cost of removing the mud or other debris, and/or the replacement of any gravel or other material, if necessary, shall be billed to the landowner, renter, or contractor. If the bill remains unpaid for two consecutive months, the bill will be certified to the County Auditor, and all of the expenses shall be charged against the land and shall become a part of the taxes to be levied against the land for the ensuing year and shall be collected in the same manner as other real estate taxes are collected.

/s/ Hetty Walker, Chairman
Pembina County Board of Commissioners

ATTEST: Linda Schlittenhard
Pembina County Auditor/Treasurer

Motion made by Gary Nilsson and seconded by Hugh Ralston to authorize the Chairman to sign the Management Representation Letter from the State Auditors. All voting in favor; motion carried.

Jim Hines, Community Service and Restitution, and Casey Krieg, Deputy Clerk/Recorder met with the Board regarding the needs of Community Service upon Mr. Hines' retirement. Stuart Askew, States Attorney, also present. Clerk of Court/Recorder office proposed to handle both the juvenile and adult cases. Mr. Hines proposed to have the Sheriff's Department handle the work release cases. Worker's Compensation issues were discussed. Motion made at August 3, 2010 meeting to disestablish the office upon Mr. Hines' retirement stands.

Jim Hines suggested that his office be used by Kelly Cluchie, Maintenance Engineer, upon his retirement. Board was in full agreement.

Motion made by Andy Adamson and seconded by Gary Nilsson to set the Courthouse hours from 8:00 AM to 5:00PM from Labor Day until Memorial Day. The hours will be 8:00 AM to 4:30 PM from Memorial Day to Labor Day. All voting in favor; motion carried.

Pembina County Water Resource Board met with the Commission. Water Board updated the Commission on the Canadian Dike Lawsuit. Water Board notified the Commission of the Renwick Dam Rehabilitation hearing which will be held on September 7, 2010 beginning at 8:30 AM. Clarence Boettger spoke with the Commission regarding the culvert under County Road 3 on Drain 66-1A between Sections 3 and 10. Jon Markuson, Kadramas, Lee & Jackson, and Troy Kittelson, Highway Supervisor, also present. Water Board is requesting that a 60" culvert be added beside the existing 48" culvert under County Road 3. The Commission would like to visit with the landowners regarding this project. Motion made by Andy Adamson and seconded by Hugh Ralston to readdress this at the September 21, 2010 meeting. All voting in favor; motion carried.

Julie Doyle, Tax Equalization Director, met with the Board to discuss the State Equalization meeting she attended on August 10, 2010 in Bismarck. Katie Werner, Cavalier City Auditor, Mike Carpenter, Cavalier City Councilman, and Barry Hanson also in attendance at the State Equalization Meeting. A tax specialist from the State Tax Commissioner Office will come to research the equalization in Cavalier City. Ms. Doyle reported on two applications received for property tax exemptions, one for improvements to residential property and one for new business. Motion made by Corene Vaughn and seconded by Gary Nilsson to grant the applications as presented. All voting in favor; motion carried.

Deb Stark, EMS Board, met with the Board. Brian Williams, Pembina Ambulance Service, Jan Samson, Cavalier City Ambulance Service and Liz Beck, IT/911/GIS Coordinator also present. Ms Stark explained the funding process for ambulance services to meet ND Century Code. Ms Stark presented the 2011 budgets for the Ambulance Services and Quick Response Units within Pembina County.

Discussion was had to keep the precincts and polling places as set for the Primary Election. All in favor.

Board reviewed the Pledge of Assets and List of Depositories for Pembina County as of July 1, 2010. Motion made by Gary Nilsson and seconded by Andy Adamson to approve the Pledge of Assets and List of Depositories as presented. All voting in favor; motion carried.

Board reviewed request to transfer liquor license from Chizzy's to Leroy Hall for a wedding dance. Motion made by Gary Nilsson and seconded by Hugh Ralston to approve the transfer of liquor license from Chizzy's to Leroy Hall on September 18, 2010. All voting in favor; motion carried.

Motion made by Gary Nilsson and seconded by Corene Vaughn to purchase the JD LA135 mower with a bagger system and snow blower attachment from Cavalier Equipment for a cost of \$3,857.00 . Roll call vote: Gary Nilsson-yes; Corene Vaughn-yes; Andy Adamson-yes; Hugh Ralston-yes; Hetty Walker-yes. All voting in favor; motion carried.

Deb Thompson met with the Board regarding a mowing assessment that was put on her 2009 taxes. Discussion was had regarding her concerns with the assessment. Board requested Ms Thompson to take pictures of her ditches prior to the October 1, 2010 deadline.

Liz Beck presented the Board with the statistics related to the number of calls taken by each of the ambulance services in Pembina County. Jan Samson and Joanne Otto, Cavalier City Ambulance Service, and Stuart Askew, States Attorney, also present. Ms. Beck updated the Board on the proposed legislative changes related to ambulance services.

Hetty Walker discussed her feelings regarding employee salaries with the Board.

Corene Vaughn informed the Board that she will be attending a luncheon for Senator Conrad in Cavalier on August 26, 2010.

Board will meet Tuesday, August 24, 2010 to begin work on budgets.

No further business; meeting adjourned.