

## BOARD OF PEMBINA COUNTY COMMISSIONERS PROCEEDINGS

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October 19, 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.

Additional items added to the agenda include the Joint Powers Agreement with the Red River Downstream Impact Group, foreclosure appraisals, Fema payments, and Emergency Management office space.

Motion made by Corene Vaughn and seconded by Gary Nilsson to approve the September 13, 2010 budget meeting minutes and October 5, 2010 meeting minutes as presented. All voting in favor; motion carried.

Board reviewed and allowed county claims.

Pembina County Fair Board minutes reviewed as presented. Motion made by Corene Vaughn and seconded by Hugh Ralston to appoint Tim Hartje as the County Commission delegate for the ND State Fair. All voting in favor; motion carried.

Pembina County Housing Authority Board minutes reviewed as presented.

Motion made by Hugh Ralston and seconded by Gary Nilsson to approve the ditch variance requested by Russell Edgar. All voting in favor; motion carried.

Commissioner Adamson informed the Board that the ribbon cutting ceremony for the Drayton Bridge will be October 22, 2010 at 1:30 PM with a reception following at the Highway Department shop.

Commission reviewed a letter/notice from Duane Dumas, Pembina County Highway Department, stating his intent to retire, based on the Rule of 85, in October 2011. Motion made by Corene Vaughn and seconded by Hetty Walker to accept Duane Dumas' Rule of 85 retirement effective October 2011. All voting in favor; motion carried.

Commission discussed the Joint Powers Agreement related to the Red River Downstream Impact Group. Commissioner Vaughn suggested that the Board invite the organizers to meet with them to discuss the proposed agreement. Commissioner Walker will contact the organizers.

Motion made by Hugh Ralston and seconded by Gary Nilsson to appoint Corene Vaughn as a council member to the Northeast Human Service Center Regional Advisory Council for another two year term. All voting in favor; motion carried.

Julie Doyle, Tax Director, met with the Commission to discuss the letter received from the State Board of Equalization. Ms. Doyle will work with all the assessors in Pembina County to inspect properties for current property status, update property records, analyze sales transactions, and reappraise residential property for the 2011 assessment year. Ms. Doyle will keep the Commission updated.

Pembina County Water Resource Board met with the Commission. Water Board gave a Power Point presentation on Lidar, which is a program that will let you know the elevations of land to determine the natural water flow in that area. This program is available on the web at <http://gis.rrbdin.org/lidarviewer/index.html>. Randy Wagner presented the coordinates for the area along Drain 16 and Drain 66. The Water Board is requesting a culvert be installed under County Road 3 to speed up the removal of the water from Drain 16 to Drain 66. Commissioner Adamson suggested a meeting of the farmers from the area, the Commission, and the Water Board to hear everyone's opinion. Hetty Walker and Corene Vaughn informed the Water Board of the discussion had at the NDACo Conference regarding the O'Hara Bridge and asked for their support with the project. Commissioner Adamson discussed concerns from Lincoln Township regarding the Fema funds that are yet to be received. Jill Pedersen, Emergency Manager, also present. Ms. Pedersen informed the Commission that Lincoln Township has not met the requirements of the PW's and must meet those requirements before payment will be made. Ed Stremick requested the Commission to consider a salary increase for the Water Board effective January 1, 2011. Motion made by Gary Nilsson and seconded by Corene Vaughn to approve the request as presented. Roll call vote: Gary Nilsson – yes; Corene Vaughn – yes; Andy Adamson – yes; Hugh Ralston – yes; Hetty Walker – yes. All voting in favor; motion carried.

James Stewart, Attorney for Arntson and Stewart, and Ron Koester, American Crystal Sugar Representative, met with the Commission to discuss the American Recovery Facility Bonds that were requested by American Crystal for improvements to their facility. Commissioner Walker opened a public hearing regarding the release of the bonds. No one present to oppose. Motion made by Gary Nilsson and seconded by Corene Vaughn to close the public hearing. All voting in favor; motion carried. Mr. Koester presented a listing of the improvements that would be made by American Crystal Sugar upon release of the bonds. Motion made by Corene Vaughn and seconded by Hugh Ralston to adopt the Resolution Authorizing the issuance of Recovery Zone Facility Revenue Bonds to American Crystal Sugar Company. All voting in favor; motion carried.

Kerry Peuser, Michael J Burns Architects, met with the Commission to update them on the window project. Kelly Cluchie, Maintenance Engineer, also present. Mr. Peuser informed the Commission that the interior staining will begin later this week or early next week. There is approximately 3 – 4 weeks of work remaining to complete the project. Discussion was had regarding the replacement of the front door and windows. This will be delayed by a couple of weeks due to a delay in ordering.

Correspondence from Kadramas, Lee and Jackson regarding the proposed roadway improvement on ND Highway 18, from the Junction of ND Highway 5 and ND Highway 18 north to the State Line was discussed. The Commission is in agreement that a Major Rehab needs to be done. A letter will be sent to Kadramas, Lee and Jackson informing them of the Commission opinion.

Commission set appraisal values on foreclosure property.

Commission discussed office space for the Emergency Management office. Liz Beck and Jill Pedersen were contacted to meet with the Commission to discuss options. Chairman Walker stated that the best solution would be to move Ms. Pedersen back to the lower level of the Emergency Operations Center. Ms. Beck and Ms. Pedersen expressed their opinions. No decision was finalized at this time.

Motion made by Gary Nilsson and seconded by Andy Adamson to adjourn the meeting. All voting in favor; meeting adjourned.

The next meeting will be Thursday, November 4, 2010.

OFFICER FEES: Clerk of Court - \$ 15,080.06  
Recorder - \$ 3,768.84

TRANSFERS: Social Service Levy to Social Service - \$ 35,000.00

OCTOBER PAYROLL: \$ 245,176.22

CLAIMS: ADVANCED BUSINESS METHODS-W FARGO 279.25;BJARNASON/DIANE  
L 32.50;COMFORT INN BISMARCK 122.00;COMFORT INN MINOT  
136.00;DENAULT/JILL 187.16;FRASER/LYNELLE 26.50;HURTT/DEBRA  
85.00;INSTITUTE OF LOCAL GOVERNMENT 30.00;KIDS CONNECTIONS INC  
274.32;LETKEMAN/VALORIE 407.00;LYNCH/LORI 397.00;MCFADDEN/TONYA  
103.01;NDACSSB'S 35.00;PARENTEAU/ HOLLY 85.00;PUPPE/JENNIFER  
180.00;QUILL CORPORATION 54.52;SAVILLE ENTERPRISES, INC. 59.00; ACME  
ELECTRIC COMPANIES 22.98;ADAMSON JR/ANDY 50.00;ADVANCED BUSINESS  
METHODS-W FARGO 444.82;ALTRU CLINIC, INC-CAVALIER 499.00;AMERIPRIDE  
LINEN & APPAREL SERVICES 235.79;BRUSSEAU/MONICA 70.00;CASS COUNTY  
TREASURER 192.00;CAVALIER CHRONICLE, INC 1,111.80;CAVALIER DO IT BEST  
HARDWARE 199.20;CAVALIER EQUIPMENT, INC 5,132.95;CHAPUT/ JEANNE M  
85.00;CLOSE CONSTRUCTION CO INC 390.00;COLE PAPERS INC  
125.29;COMFORT INN BISMARCK 244.00;COMPUTER PROFESSIONALS  
UNLIMITED INC. 1,403.18;DAKOTA CARRIER NETWORK 784.07;DCFS USA LLC  
2,433.56;DOUBLEWOOD INN 63.00;DRAYTON CITY 2,500.00;ELECTION  
SYSTEMS & SOFTWARE, INC 1,246.03;FLAGE/ LYNETTE 89.45;FLEMING,  
DUBOIS & FLEMING, PLLP 1,027.50;GRAFTON AUTO ELECTRIC INC.  
18.49;GREGORY BUILDING CENTER 1,475.00;INSURANCE ASSOCIATES 29.00;  
J & J SPRAYING, LLP 44,160.00;KADRMAS, LEE & JACKSON, INC.  
29,181.49;KUJAVA/JEANNA 100.85;LETEXIER/LISA 150.00;LUBENOW/LESLEY  
130.00;LUNDE/RENEE 20.00;LYLE SIGNS INC 902.67;MEDICAL TECHNOLOGIES  
189.70;MICHAEL J BURNS ARCHITECTS 130.65;ND SECRETARY OF STATE  
72.00;NENA 120.00;NILSSON/GARY D 86.00;NORTH STAR COOP 19.90;NORTH  
VALLEY WATER DISTRICT 30.00;OTTER TAIL POWER CO WAHPETON  
15.18;PEDERSEN/JILL 111.16;PEMBINA COUNTY TAX DEPT 150.00;PEMBINA  
COUNTY TREASURER 20,126.67;PENGUIN COMMUNICATIONS.LLC 580.00;PWS  
/PRO WASTE SYSTEMS 101.36;QUALITY INN 252.00;QUILL CORPORATION  
1,170.92;SAMSON ELECTRIC LTD 86.37;SCHLITTENHARD/LINDA  
220.00;STANHOPE/JENNIFER A 104.65;STONE'S MOBILE RADIO, INC.  
1,137.00;SUMRA MD/KULVINDER S 150.00;TERRY'S TRUE VALUE  
141.90;TROPHIES & ENGRAVING 12.00;UNITED COMMUNICATIONS  
374.96;UNITED LEASE & FINANCE INC 1,987.04;VAUGHN/CORENE 35.00;VOLK-  
SCHILL/HELEN 534.78;WALHALLA CITY 2,500.00;WALHALLA MOUNTAINEER  
30.00;WALKER/HEDWIG C 80.00;WALSH COUNTY HIGHWAY DEPT. 518.40;ZEE  
MEDICAL SERVICE 53.71; ND PUBLIC EMPLOYEES RET SYSTEM 426.36;  
PEMBINA COUNTY TREAS(TRUST) 1,088.00;STATE TREASURER 18,054.52;  
AMERIPRIDE LINEN & APPAREL SERVICES 38.45;CAVALIER CHRONICLE, INC  
33.00;CAVALIER COUNTY SOCIAL SERVICES 1,902.53;CAVALIER MUNICIPAL  
UTILITIES 185.62;GRAND INTERNATIONAL INN 126.00;INFORMATION

TECHNOLOGY DEPT 45.00;NAPA AUTO PARTS OF CAVALIER 1.18;ND DEPT OF HUMAN SERVICES 4,367.38;ND SECRETARY OF STATE 36.00;NDACO RESOURCES GROUP, INC 920.00;NORTH VALLEY WATER DISTRICT 196.00;NORTHDAL OIL-NECHE 60.00;PEMBINA COUNTY HIGHWAY 988.28;PEMBINA COUNTY SSB-CHILDRENS CHRISTMAS 49.98;PEMBINA COUNTY TREASURER 817.43;POLAR COMMUNICATIONS 166.31;QUILL CORPORATION 242.05;THRIFTY WHITE STORES-CAVALIER 538.76;UNITED COMMUNICATIONS 281.14;VERIZON WIRELESS 103.91; AGRI-VALLEY 58.10;AMERIPRIDE LINEN & APPAREL SERVICES 235.11;BESSETTE/FRANCIS 40.00;BIERSCHBACH EQUIPMENT & SUPPLY 760.00;BK TOWING & REPAIR 125.00;BRUSSEAU/MONICA 49.00;CAVALIER CHRONICLE, INC 28.17;CAVALIER FIRE DISTRICT 357.63;CAVALIER MUNICIPAL UTILITIES 2,840.50;CDW GOVERNMENT INC 39.69;CHAPUT/ JEANNE M 80.00;CHUCKWAGON CAFE 1,506.08;COMFORT INN BISMARCK 244.00;COMPUTER SOFTWARE ASSOCIATES 2,060.00;D T PLUMBING 152.12;DAKOTA EAST 100.00;DOUBLEWOOD INN,FARGO/BEST WESTERN189.00;EROVICK/BRIAN W 221.00;ESRI, INC 5,055.62;EXPRESSWAY SUITES 378.00;FARMERS UNION SERVICE ASSOCIATION 50.00;FIRESIDE INN & SUITES 71.99;GRAND FORKS COUNTY HIGHWAY DEPT 680.00;GREAT PLAINS BENEFITS GROUP 250.00;GREGORY FORD LINCOLN MERCURY, INC 701.68;INFORMATION TECHNOLOGY DEPT 766.86;INSTITUTE OF LOCAL GOVERNMENT 60.00;JENSON AIR CONDITIONING & HTG. 95.00;KITTELSON/TROY A 625.00;KNIGHT PRINTING COMPANY 543.64;KUJAVA/JEANNA 85.18;LA TEA DA 228.98;LAKE REGION STATE COLLEGE 760.00;LEEVERS SUPERVALU FOODS 291.91;LUBENOW/LESLEY 675.66;LUTHERAN DISASTER RESPONSE 156.68;MID-STATES WIRELESS, INC. 577.60;MONTANA DAKOTA UTILITIES-BISMARCK 269.22;NAPA AUTO PARTS OF CAVALIER 139.37;ND ASSOCIATION OF COUNTIES 14.00;ND COUNTY RECORDER'S ASSOC 75.00;ND STATE RADIO COMMUNICATIONS 586.56;NDPHA 50.00;NDSU EXTENSION SERVICE 21,072.56;NORTH STAR COOP 469.90;OSVOLD/ JEFFERY A 588.00;OTTER TAIL POWER CO WAHPETON 17.89;PAMIDA 64.43;PARK RIVER IMPLEMENT LLC 212.28;PEDERSEN/JILL 115.93;PEMBINA COUNTY EMS 30.00;PEMBINA COUNTY TREASURER 400.00;POLAR COMMUNICATIONS 3,400.07;PRAXAIR DISTRIBUTION INC 11.46;PREMIUM WATERS 57.00;QUILL CORPORATION 576.18;QWEST 497.48;RED RIVER REGIONAL COUNCIL 7,296.94;REDWOOD TOXICOLOGY LABORATORY, INC 17.50;RESERVE ACCOUNT 5,000.00;RESTEMAYER/JEFFRY E 299.19;RESTEMAYER/LYNETTE S 79.60;S & R TRUCK PLAZA LLC 60.42;SAMSON ELECTRIC LTD 680.89;SCHLITTENHARD/LINDA 300.00;SCHUMACHER & SONS 253.78;STANHOPE/JENNIFER A 104.00;TWIN OAKS RESORT, INC 210.00;VAUGHN/CORENE 80.00;VERIZON WIRELESS 1,102.21;VISA 134.09;VOLK-SCHILL/HELEN 25.36;WALKER/HEDWIG C 330.00;WAYNE'S VARIETY-CAVALIER 50.06;WELLMAN/ADRIENNE 562.40;YE OLDE MEDICINE CENTER 35.73;HOFFMAN AUCTION COMPANY 5,800.00;

JOB SERVICE NORTH DAKOTA 2,406.37;ND PUBLIC EMPLOYEES RET SYSTEM  
1,606.85;ND PUBLIC EMPLOYEES RET.SYSTEM 649.18

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

ATTEST: /s/ Linda Schlittenhard  
Pembina County Auditor/Treasurer