

BOARD OF PEMBINA COUNTY COMMISSIONERS PROCEEDINGS

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September 21, 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 Corene Vaughn and seconded by Hugh Ralston to approve the August 24, 2010, August 31, 2010, and September 2, 2010 budget meeting minutes and the September 7, 2010 regular meeting minutes as presented. All voting in favor; motion carried.

Board reviewed and allowed county claims.

Pembina County Housing Authority minutes reviewed.

Pembina County Job Development minutes reviewed.

Raffle permit request received from St Joseph Preservation Society. Motion made by Andy Adamson and seconded by Corene Vaughn to approve the request. All voting in favor; motion carried.

Discussion was had on a letter received from Richard McConnell regarding the request from the Pembina County Water Board to place a 60" culvert under County Road 3. Hetty Walker informed the Board that she was contacted by Ted Juhl expressing his concerns regarding the proposed culvert. Commission will discuss with Pembina County Water Board at 10:00 AM.

Troy Kittelson, Highway Supervisor, met with the Commission. Commission was requesting information regarding the bridge that was located near the Dean Young property. Corene Vaughn requested that Troy look into the culverts requested by Russell Edgar in the ditch along County Road 1. Hetty Walker informed Troy of several phone calls she has received concerning the O'Hara Bridge. Troy informed the Board that the sufficiency rating (98%) is too high to receive funding for the needed repairs. The ground around the bridge is causing

the problems, not the bridge itself. The concerns regarding the O'Hara Bridge will be discussed at the NDACo Conference in October.

Liz Beck, IT/911/GIS Coordinator met with the Commission. She discussed reimbursements of \$6,238.00 that will be returned to Pembina County from the 911 Association by the end of 2010. Liz updated the Board on the E-Dispatch services. Motion made by Corene Vaughn and seconded by Gary Nilsson to allow Liz to expand the services to additional entities for an additional cost of \$580.00 for 2010 and a new annual contract amount of \$2,796.00 beginning in 2011. Reimbursement to Pembina County will be made by the Fire Departments, Quick Responses, and Ambulance Services that will be utilizing the service. All voting in favor; motion carried.

Discussion was had regarding the billing from Dr. Sumra for coroner services. Dr. Susan Thompson, Pembina County Coroner, was unavailable to discuss this matter. Commission will contact her at a later date.

Pembina County Water Resource Board met with the Commission. Discussion was had about the culverts that had been requested to be installed under County Road 3. Water Board had also received a letter from Mr. McConnell and is aware of Ted Juhl's concerns. Discussion was had regarding installation of a structure near the Dean Young farm where the bridge was. Luann Kemp updated the Commission on the Renwick Rehabilitation project. The detour will go into effect on Friday, September 24, 2010 and continue for the duration of the project.

Commission discussed the letter received from Wallace and Jeanne Saiger regarding the proposed Red River Riparian Project on the Tounge River. Commission will need to contact Red River Regional concerning this matter.

Jon Markuson, Kadramas, Lee & Jackson, met with the Commission to discuss the O'Hara Bridge. Commission is requesting information to take with them to the NDACo Conference in October.

Kerry Peuser, Michael J Burns Architects, and Ralph Miller, Gleason Construction, met with the Board to discuss details on the window project. Mr. Peuser informed the Commission that the contractor will need to stain and varnish all the windows on site. Installation is progressing faster than anticipated; therefore the staining and varnishing can not be done at the factory.

Commission discussed zoning regulations for wind farm towers. Commission requested the Auditor to contact Cavalier County regarding the zoning regulations they have.

Leadership Training Workshops were discussed. Commission decided that each office would have to remain open. Motion made by Gary Nilsson and seconded by Hugh Ralston that employees be required to use a vacation day for the training workshops. Roll call vote; Gary Nilsson – yes; Corene Vaughn – no; Andy Adamson – yes; Hugh Ralston – no; Hetty Walker – no. Motion failed. Employees will be allowed to attend the workshops as a paid training day.

Motion made by Gary Nilsson and seconded by Corene Vaughn to approve payment of the previous Domestic Violence long distance phone billings of \$429.71. Roll call vote: Gary Nilsson – yes; Corene Vaughn – yes; Andy Adamson – yes; Hugh Ralston – yes; Hetty Walker – yes. All voting in favor; motion carried.

Board discussed the proposal to levy 2 mills for a county loan fund for purchase and/or repair of highway equipment.

RESOLUTION

WHEREAS, in the judgment of the Board of County Commissioners of Pembina County, North Dakota, all taxes authorized to be levied for the calendar year ending December 31, 2011 for general or specific purposes are insufficient to carry on the primary governmental functions of said county, including the purchasing and/or repair of highway department equipment for which Pembina County, North Dakota, is obligated to provide and maintain, and are insufficient to pay the mandatory obligations imposed by law upon said County, including those obligations already awarded by contract, payable out of its general and special funds, and

WHEREAS, Chapter 57-47 of North Dakota Century Code affords said Board of County Commissioners an opportunity to make application for a loan from a Banking Association upon the completion of such application as said Chapter and the Industrial Commission of the State of North Dakota, may prescribe or approve; and

WHEREAS, in the judgment of said Board of Commissioners of said County will have insufficient funds in the amount of \$80,000.00 to carry out its primary governmental function, as it is necessary to make application for a loan in that amount,

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Pembina County, North Dakota at a regular meeting held on September 21, 2010 with a quorum of its members present and voting as follows:

1. That said Pembina County, North Dakota, by and through its Board of County Commissioners hereby authorize the County Auditor/Treasurer and Chairman of said Board of County Commissioners to sign and process an application for the purpose of borrowing \$80,000.00 from a Bank in Pembina County that currently is a depositor of Pembina County funds in a money market account; term of loan to be for no more than one year from the date of entering into agreement with such bank to borrow such funds; under and pursuant to the provisions of NDCC 57-47.
2. That attached hereto and made a part thereof, is a statement of the financial condition of the various accounts of said County, and the obligations incurred showing the need for such loan.
3. That said Pembina County, North Dakota hereby agrees that said loan is approved in whole or in part, that it, by and through its Board of County Commissioners will levy a general tax from year to year upon all the general taxable property of said county, not to exceed three mills for any one year, for the purpose of providing funds sufficient to repay the amount of said loan, with interest, at the time of maturity of such loan to be evidenced by the issuance of Certificates of Indebtedness by said county.
4. The said Board of County Commissioners of Pembina County hereby establishes a special fund in the County Treasury of Pembina County, North Dakota hereby designated as "County Loan Fund (Highway Dept)" in anticipation of the granting of said loan, and all monies collected from the general tax levied pursuant to said loan under Chapter 57-47, NDCC shall be deposited to the credit of said special fund, and said fund shall be used only for the purpose of repaying the principal and accrued interest due upon said loan. When said loan has been paid in full, any balance remaining in said special fund shall be transferred to the general fund of said county.

Commissioner Andy Adamson moved for the adoption of the foregoing Resolution, which motion was seconded by Commissioner Corene Vaughn, upon a roll call vote the following Commissioners were present and vote as follows: Hetty Walker-Yes, Hugh Ralston-Yes, Andy Adamson-Yes, Corene Vaughn-Yes, Gary Nilsson - Yes. Resolution declared adopted and Auditor/Treasurer directed to contact all county banks in Pembina County that carry a money market account with Pembina County for bids on an interest rate and to begin the process of said loan application.

Motion made by Corene Vaughn and seconded by Andy Adamson to approve the preliminary budget as presented. Roll call vote: Gary Nilsson – no; Corene Vaughn – yes; Andy Adamson – yes; Hugh Ralston – yes; Hetty Walker – yes. Motion carried.

Commission met with Jeff Osvold, Chief Deputy, to discuss speed limits and weight limits. Commissioners requesting that speed limits and weight limits be strongly enforced during the harvest season to insure the safety of Pembina County residents.

Commission expressed their interest in participating in job interviews as well as participating in exit interviews with employees and their immediate supervisors upon their termination.

No further business; meeting adjourned.

OFFICERS FEES: Clerk of Court: \$19,046.91
Recorder: \$3,829.54

TRANSFERS: Social Service Levy to Social Service - \$55,000.00

SEPTEMBER PAYROLL: \$246,666.13

CLAIMS: ADVANCED BUSINESS METHODS-W FARGO 279.25; BJORNSON OIL CO-CAVALIER 100.00;CAVALIER COUNTY SOCIAL SERVICES 1,772.00;CAVALIER EQUIPMENT, INC 6.16;CAVALIER MUNICIPAL UTILITIES 200.67;CLEEM/TAMI 75.00;COMFORT INN BISMARCK 353.80;DENAULT/JILL 36.50;FRASER/LYNELLE 281.50;HURTT/DEBRA 133.52;LETKEMAN/VALORIE 652.00;LYNCH/LORI 441.50;MCFADDEN/TONYA 84.48;MONTANA DAKOTA UTILITIES-BISMARCK 22.59;NADA APPRAISAL GUIDES 286.00;NADA USED CAR GUIDE 90.00;NAPA AUTO PARTS OF CAVALIER 51.44;NDACO RESOURCES GROUP, INC 65.00;PAMIDA 8.28;POLAR COMMUNICATIONS 186.16;POSTMASTER 88.00;PUPPE/JENNIFER 211.15;QUILL CORPORATION 370.77;SAUL/KELLY 87.50;TERRY'S TRUE VALUE 17.28;UNITED COMMUNICATIONS 79.45;UNIVERSAL SERVICES 237.00; ADVANCED BUSINESS METHODS-W FARGO 444.22;AGRI-VALLEY 119.89;ALTRU CLINIC, INC-CAVALIER 499.00;AMERIPRIDE LINEN & APPAREL SERVICES 165.57;ATTACHMENTS DIRECT 638.75;AUSTFJORD & SONS/ MIKE 897.00;BEAULIEU TOWNSHIP 4,669.35;BERNIER/TOM 87.50;BERTS TRUCK EQUIPMENT OF MHD INC 31.65;BIERSCHBACH EQUIPMENT & SUPPLY 1,450.28;BJORNSON OIL CO-CAVALIER 19,022.25;BUCKLIN/ ROBERT JOSEPH 55.00;BUTLER MACHINERY CO. 315.53;CASS COUNTY TREASURER 128.00;CAVALIER CHRONICLE, INC 691.20;CAVALIER DO IT BEST HARDWARE 196.23;CAVALIER EQUIPMENT, INC

118.80;CAVALIER MUNICIPAL UTILITIES 3,277.14;CAVALIER SUPPLY
3,254.60;CHAPUT/ JEANNE M 345.00;CLARK CONSTRUCTION 3,384.00;CNA
SURETY 50.00;COLE PAPERS INC 262.18;COMFORT INN BISMARCK 122.00;
COMFORT INN-MINOT 63.00;COMFORT SUITES-BISMARCK 378.00;COMPUTER
PROFESSIONALS UNLIMITED INC. 1,403.18; DAKOTA CARRIER NETWORK
90.55;DAKOTA FIRE PROTECTION, INC 260.00;DCFS USA LLC
2,433.56;DUMAS/ANTHONY 24.75;FELSON TOWNSHIP 56.25;FLEMING, DUBOIS
& FLEMING, PLLP 1,010.00;GAFFANEY'S 275.93;GALLS, AN ARAMARK COMPANY
265.43;GARDAR TOWNSHIP 1,018.15;GRAFTON AUTO ELECTRIC INC.
37.50;GREAT CAESAR'S GHOST 30.00; ICELANDIC STATE PARK
25.00;INSTITUTE OF LOCAL GOVERNMENT 120.00;INSURANCE ASSOCIATES
87.00;INTERSTATE TESORO-EXPRESSWAY AMOCO 41.94;JAN JOHNSON
30.00;JOHNSTON FARGO CULVERT, INC 7,433.60;KADRMAS, LEE & JACKSON,
INC. 8,621.13;KUJAVA/JEANNA 337.50;LANGDON FIRE EQUIPMENT
324.25;LANGDON IMPLEMENT COMPANY 3,890.00;LAW ENFORCEMENT
TARGETS INC 38.90;LEEVERS SUPERVALU FOODS 26.26;LETEXIER/LISA
150.00;LINCOLN TOWNSHIP 985.60;LONGTIN/DWIGHT E
35.00;LUBENOW/LESLEY 285.98;LYLE SIGNS INC 1,791.00;MCCURDY INC
24.00;MICHAEL J BURNS ARCHITECTS 209.44;MONTANA DAKOTA UTILITIES-
BISMARCK 142.21;MORTENSEN/CORY 87.50;ND ASSOCIATION OF COUNTIES
1,220.78;ND PUBLIC EMPLOYEES RET SYSTEM 2,508.48;ND PUBLIC EMPLOYEES
RET SYSTEM 1,325.00;ND PUBLIC HEALTH ASSOCIATION 125.00;NDACO
RESOURCES GROUP, INC 65.00;NDPHA-BISMARCK 155.00;NDSU AG COMMUN
ICATION 15.00;NDSU EXTENSION SERVICE 125.00;NDSU EXTENSION SERVICE
HDFS 245.70;NECHE TOWNSHIP 108.00;NILSSON/GARY D 60.00;NORTH
VALLEY WATER DISTRICT 22.95;PARK RIVER IMPLEMENT LLC 456.01;PAUSE
TRAINING SERVICE 2,344.00;PEMBINA COUNTY MEMORIAL HOSPITAL 72.00;
PEMBINA COUNTY TREASURER16,562.65;PERSPECTIVE ENTERPRISES, INC.
78.00;POLAR COMMUNICATIONS 3,326.25;QUILL CORPORATION
162.25;SAMSON ELECTRIC LTD 258.90;SCHINDLER ELEVATOR CORPORATION
490.20;SCHUMACHER & SONS 566.44;SOUTH DAKOTA LTAP
70.00;STANHOPE/JENNIFER A 329.00;STONE'S MOBILE RADIO, INC.
267.85;SUMRA MD/KULVINDER S 800.00;TEAM LABORATORY
CHEMICAL CORP. 104.75;TERRY'S TRUE VALUE 99.24;UNITED
COMMUNICATIONS 374.96;UNITED LEASE & FINANCE INC
1,987.04;VAUGHN/CORENE 137.00;WALHALLA CITY 75.00;WALKER/
HEDWIG C 150.00; ND PUBLIC EMPLOYEES RET.SYSTEM 649.18;PEMBINA
COUNTY TREASURER 150.00;STATE TREASURER 13,827.91; CITIZENS STATE
BANK-MIDWEST 1,000.00; AMERIPRIDE LINEN & APPAREL SERVICES
38.45;CAVALIER COUNTY SOCIAL SERVICES 1,716.82;CNA SURETY
100.00;INFORMATION TECHNOLOGY DEPT 45.00;MONTANA DAKOTA
UTILITIES-BISMARCK 25.54;ND DEPT OF HUMAN SERVICES 6,256.40;ND
SECRETARY OF STATE 36.00;NDACO RESOURCES GROUP, INC 1,700.00;NECHE
CITY 828.90;PAMIDA 9.29;QUILL CORPORATION 255.33;VERIZON WIRELESS

110.16; AGRI-VALLEY 160.24;AMERICAN SOLUTIONS FOR BUSINESS
99.29;AMERICINN OF BISMARCK 126.00;AMERIPRIDE LINEN & APPAREL
SERVICES 422.99;BOB BARKER COMPANY, INC 198.79;CAVALIER SUPPLY
881.92;CHAPUT/ JEANNE M 97.50;CHUCKWAGON CAFE 1,206.99;CLARK
CONSTRUCTION 2,034.00; CNA SURETY 50.00;COMPUTER SOFTWARE
ASSOCIATES 23.00;DRAYTON TOWNSHIP 24,543.00;ELECTRONIC
COMMUNICATIONS INC 13,200.00;EROVICK/BRIAN W 312.00;GALLS, AN
ARAMARK COMPANY 148.97;GRAND FORKS CO JUVENILE DETEN
500.00;INFORMATION TECHNOLOGY DEPT 766.81;KUJAVA/JEANNA
390.00;LEEVEERS SUPERVALU FOODS 176.33;LONGTIN/DWIGHT E 25.00;LYLE
SIGNS INC 65.02;MATTHEW BENDER & CO., INC 38.94;MID-STATES WIRELESS,
INC. 982.00;MONTANA DAKOTA UTILITIES-BISMARCK 192.37;NAPA AUTO
PARTS OF CAVALIER 167.47;ND ASSOCIATION OF COUNTIES 1,214.11;NDSU
AG COMMUNICATION 26.00;NORTH CENTRAL RENTAL & LEASING
3,200.00;OFFICE OF THE STATE AUDITOR 9,400.00;OSVOLD/ JEFFERY A
197.00;OTTER TAIL POWER CO WAHPETON17.97;OTTERTAIL POWER CO OF
DEVILS LAKE 14.60;PAMIDA 89.56;PEDERSEN/JILL 15.11; PEMBINA COUNTY
TREASURER 1,541.80;PITNEY BOWES (SUPPLIES) 629.34;PRAXAIR
DISTRIBUTION INC 43.91;PREMIUM WATERS 57.00;QUILL CORPORATION
803.56;QWEST 495.50;RDO EQUIPMENT COMPANY 316.53;REDWOOD
TOXICOLOGY LABORATORY, INC 17.50;SCHLITTENHARD/LINDA 190.00;SEVEN
SEAS 126.00;SONNI'S SPECIALTIES, INC 1,746.48;ST THOMAS CITY
1,000.00;STANHOPE/JENNIFER A 387.50;STONE'S MOBILE RADIO, INC.
180.00;USI,INC 85.49;VERIZON WIRELESS 653.30;VISA 357.61;
VOLK-SCHILL/HELEN 445.00;WAYNE'S VARIETY-CAVALIER 67.49;WORKFORCE
SAFETY & INSURANCE 250.00;3-D SPECIALTIES, INC 5,996.00; FUN &
FRIENDSHIP CLUB 120.00;GAFFANEY'S 39.99;HUMBLE'S HEATING & AC
1,440.00;LAHAISE & SONS/ GEO 362.87;LASER SYSTEMS 299.99;LEARNING
ZONE XPRESS 88.65;NDACO RESOURCES GROUP, INC 414.33;NUTRITION
MATTERS 36.00;PEMBINA COUNTY TREASURER 347.52;POLAR
COMMUNICATIONS 125.00;QUILL CORPORATION 153.57;SCHUH/SANDRA
MARIE 64.00;ST BONIFACE COMMUNITY CENTER 240.00;WELLMAN/
ADRIENNE 167.00;

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

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