

The following are "unofficial minutes", subject to change at the next meeting.

## BOARD OF PEMBINA COUNTY COMMISSIONERS PROCEEDINGS

[www.pembinacountynd.gov](http://www.pembinacountynd.gov)

December 2, 2014

9:00 AM

Oaths of Office of elected officials were taken by Hetty Walker, Commissioner District #1, Hugh Ralston, Commissioner District #3 and Nick Rutherford, Commissioner District #5.

Board of Pembina County Commissioners met at 9:00 AM in the Commissioners Meeting Room of the Courthouse with the following members present: Gary Nilsson, Laverne Doyle, Nick Rutherford, Hetty Walker and Hugh Ralston.

Chairman Ralston called the meeting to order.

Motion made by Gary Nilsson and seconded by Laverne Doyle to approve the November 18, 2014 minutes as presented. All voting in favor; motion carried.

Commission was informed that several Board reappointments have been returned and the Department of Human Services now makes appointments to the Northeast Human Service Center Regional Advisory Council. Commission made the following appointments:

JDA Board – Ron Fritz to fill the unexpired term of Nancy Thompson, and Myrna Styles to a three (3) year term.

Motion made by Hetty Walker and second by Laverne Doyle to authorize the Chairman to sign the county deeds as presented for property described as:

Lots 9-11, Block 1, O.T., City of Crystal – Corner Bar, LLC

Lots 39-43, Block 5, OT, City of Crystal – City of Crystal

Part Lot 5, Block 2 (250' x 50') with Bldgs, Venton's 2<sup>nd</sup> Add, City of Crystal - City of Crystal

S 20' Lot 16, W Side 2<sup>nd</sup> St, OT, City of Drayton - Ronald Heiser

N ½ Lot 18, W Side 2<sup>nd</sup> St, OT, City of Drayton – Ronald Heiser

E 75' Lots 22-24, Block 11, Wallace Bros Add, City of Drayton – City of Drayton

Lot 18, Block 40, OT, City of Neche – Daniel & Heidi Kihne

Lot 4, Block 19, Yerxa's Add, City of Pembina – Albardale Properties, LLC

Upon a vote, all voting in favor; motion carried.

Commission reviewed the bid rates for the county loan. Motion made by Gary Nilsson and seconded by Nick Rutherford to accept the bid received from the Bank of Hamilton. All voting in favor; motion carried.

Board reviewed the County Federal Aid projects Maintenance Certification. Motion made by Hetty Walker and seconded by Gary Nilsson to authorize the Chairman to sign the agreement as presented.

Commissioner Nilsson reported that Cassie Bernier has accepted the position as Executive Director for Domestic Violence and Abuse Center.

Troy Kittelson, Highway Supervisor, and Wade Thompson, Kadramas, Lee & Jackson, discussed proposed projects for the Highway Safety Improvement Program. Motion made by Laverne Doyle and seconded by Hetty Walker for Troy to move forward with the presented projects. All voting in favor; motion carried.

Motion made by Gary Nilsson and seconded by Laverne Doyle to approve the consent agenda, consisting of claims and the November payroll, as presented. All voting in favor; motion carried.

Terry Meidinger, Walhalla City Chief of Police, met with the Commission to discuss proposed changes in the Sheriff's Department, once he takes his oath in January 2015.

Kadie Benson, Weed Officer, discussed the weed management plan for 2015. Kadie will be working on 3 main grant projects within the county which include purple loosestrife, bio-control and Dames Rocket. Kadie updated the Commission on the 2014 growing season statistics and the annual poster contest for ND students in grades 5-6. Kadie informed the Commission of the 2015 annual NDWCA meeting which will be held in Mandan at the Seven Seas, January 6-8<sup>th</sup>.

Samantha Weeks, Administrative Assistant, informed the Commission that she has accepted a position with the IT Department beginning January 2015. Stephenie Davis, State's Attorney, informed the Commission that she has accepted a position in McKenzie County beginning January 2015. Ms. Davis and Marina Spahr, Assistant State's Attorney, discussed the needs of the State's Attorney's office. Ms. Spahr agreed to remain as Assistant State's Attorney for a short time during the transition. Motion made by Laverne Doyle and seconded by Nick Rutherford to authorize Tanya Wieler, Human Resources, to advertise for a Legal Assistant and State's Attorney. All voting in favor; motion carried.

Marina Spahr presented her salary requirements. Motion made by Gary Nilsson and seconded by Laverne Doyle to approve the salary requirements as presented. All voting in favor; motion carried.

Chairman Ralston adjourned the meeting at 12:20 PM.