

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

BOARD OF PEMBINA COUNTY COMMISSIONERS PROCEEDINGS

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December 3, 2019

8:30 AM

Board of Pembina County Commissioners met at 8:30 AM in the Commissioners Meeting Room of the Courthouse with the following members present: Jim Benjaminson, Laverne Doyle, Nick Rutherford, Hugh Ralston and Hetty Walker.

Chairman Walker called the meeting to order. No additions to the agenda.

Motion made by Laverne Doyle and seconded by Jim Benjaminson to approve the November 19, 2019 meeting minutes as presented. All voting in favor; motion carried.

Pembina County Job Development Authority minutes of September 11, 2019 and September 13, 2019 were reviewed.

Commission was informed of Certificates of Appointment that have already been returned for the 2020 Board appointments. Certificates of Appointment were to be returned no later than December 6, 2019. There are six certificates remaining to be returned and one individual has declined reappointment.

Discussion followed on appointing another individual to the Reorganization Committee. There are currently four members on the committee and there should be five members in case there is a tie on the votes. Motion made by Laverne Doyle and seconded by Nick Rutherford to appoint Norman Becker to a four (4) year term. All voting in favor; motion carried.

The Commission was presented with the County Federal Aid Contract and Contract Bond, from Gladen Construction Inc, for Project BRC-3428(056), the box culvert replacement located 2.5 miles north of ND Highway 66 north of Drayton. The cost of the project is \$395,806.00 Motion made by Hugh Ralston and seconded by Jim Benjaminson to authorize the Chairman to sign the contract and contract bond as presented. All voting in favor; motion carried.

Commission reviewed the November payroll and claims. Motion made by Jim Benjaminson and seconded by Nick Rutherford to approve the consent agenda as presented. All voting in favor; motion carried.

Commission discussed 2020 liquor licenses. Motion made by Laverne Doyle and seconded by Jim Benjaminson to approve the current liquor licenses fees for 2020. All voting in favor; motion carried.

Commission discussed the upcoming 2020 primary and general elections process to be used in Pembina County. Motion made by Jim Benjaminson and seconded by Hugh Ralston for Pembina County to continue with vote by mail elections in 2020. For those choosing to vote in person on Election Day, rather than in advance by mail, there will be one polling place available in the county for the primary and general election. The polling site will be in the Farmer's Room of the Pembina County Courthouse in Cavalier. County election precincts to remain as follows:

Precinct #1

01-01 Pembina Township, Joliette Township, Carlisle Township,
Neche Township, Hamilton Township, Bathgate Township
01-02 Pembina City
01-03 Neche City
01-04 Hamilton City
01-05 Bathgate City

Precinct #2

02-01 Walhalla Township, St Joseph Township, Felson Township,
LaMoure Township, Advance Township
02-02 Walhalla City

Precinct #3

03-01 Beaulieu Township, Akra Township, South Cavalier Township,
Thingvalla Township, Park Township, Lodema Township,
Gardar Township, Crystal Township
03-02 Mountain City
03-03 Canton City (Hensel)
03-04 Crystal City

Precinct #4

04-01 North Cavalier Township
04-02 Cavalier City
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Precinct #5

05-01 Elora Township, St Thomas Township, Midland Township
05-02 St Thomas City

Precinct #6

06-01 Drayton Township, Lincoln Township
06-02 Drayton City

Roll call vote: Jim Benjaminson – yes; Laverne Doyle – yes; Nick Rutherford – yes; Hugh Ralston-yes. Motion carried.

Andrew Kirking, Emergency Manager/Weed Officer, discussed an Active Shooter employee training he would like to implement. The trainings will be held in two sessions so county offices can remain open during the trainings. Andrew is requesting permission to close all county offices for one hour on a Friday afternoon to complete a live training. Larry Gapp, Customs and Border Protection, will be assisting Andrew with the exercise. Motion made by Laverne Doyle and seconded by Nick Rutherford to allow all county offices to be closed for one hour for the live training. All voting in favor; motion carried.

Commission participated in the annual mandatory Claims Management and Drug Free Workplace webinar training sessions.

Motion made by Hugh Ralston and seconded by Jim Benjaminson to adjourn the meeting. All voting in favor; motion carried. Meeting adjourned at 10:46 AM.