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BOARD OF PEMBINA COUNTY COMMISSIONERS PROCEEDINGS

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February 3, 2015

9:00 AM

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, Hugh Ralston and Hetty Walker.

Motion made by Hugh Ralston and seconded by Laverne Doyle to approve the January 14, 2015 Special Meeting minutes and January 20, 2014 minutes as presented. All voting in favor; motion carried.

Commissioner Nilsson suggested the first step when dealing with personnel issues should be a meeting with the Human Resource Director, the Chairperson of the Board and the individual involved. If that does not solve the issue, then the individual will be brought before the Commission.

Request for a raffle permit received from Pembina County Historical Society. Motion made by Gary Nilsson and second by Laverne Doyle to approve the Pembina County Historical Society raffle permit request as presented. All voting in favor; motion carried.

Pembina County Water Board minutes of January 13, 2015 were reviewed.

Board reviewed the 2014 budgets to actual. Motion made by Hugh Ralston and seconded by Gary Nilsson to amend the following county budgets. Revenues are available to cover all amendments.

|                      |                 |
|----------------------|-----------------|
| County General       | \$ 12,028.03    |
| Highway              | \$ 1,976,948.65 |
| Comprehensive Health | \$ 2,011.98     |
| Library              | \$ 2,809.33     |
| County Fair          | \$ 613.62       |
| Water Resource       | \$ 2,059.68     |
| Historical Society   | \$ 233.43       |
| Senior Citizen       | \$ 5,385.95     |

|                            |    |            |
|----------------------------|----|------------|
| Ambulance Fund             | \$ | 3,303.95   |
| Red River Water Resource   | \$ | 780.86     |
| Social Service Levy        | \$ | 78,208.31  |
| Job Development            | \$ | 87,759.80  |
| Correctional Center        | \$ | 3,750.85   |
| Sheriff Special Trust      | \$ | 32,893.90  |
| Investment Interest        | \$ | 14,710.76  |
| Document Preservation      | \$ | 2,292.72   |
| Co Nurse Special Trust     | \$ | 151.00     |
| Flood Emergency            | \$ | 207,700.25 |
| Tobacco Fund               | \$ | 713.08     |
| WIC                        | \$ | 4,681.35   |
| County Agent Special Trust | \$ | 5,423.52   |
| County Loan                | \$ | 4,524.25   |
| Faith In Action            | \$ | 283.01     |

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

Commission reviewed the 2014 report on disbursements in relation to budgeted amount for the Drain Fund for the Pembina County Water Resource Board. Motion made by Gary Nilsson and seconded by Laverne Doyle to amend the 2014 budget by \$254,230.42. Roll call vote: Gary Nilsson - yes; Laverne Doyle - yes; Nick Rutherford – yes; Hugh Ralston - yes. Motion carried.

Bryan McCoy, Cavalier EDC & Chamber, discussed the Renaissance Zone Program for Cavalier City. A map of the Renaissance Zone was presented along with information explaining the guidelines for project approval and the benefits of the program. Mr. McCoy is requesting a letter of support from the County Commission, since taxes are being deferred. Motion made by Hugh Ralston and seconded by Laverne Doyle to authorize a letter of support for the Renaissance Zone Project in the City of Cavalier. All voting in favor; motion carried.

Board reviewed the December financial statement. Motion made by Gary Nilsson and seconded by Hugh Ralston to approve the consent agenda, consisting of claims, December financial statement and January payroll, as presented. All voting in favor; motion carried.

Terry Meidinger, Sheriff, Tom Bernier, Truck Regulatory, and Troy Kittelson, Highway Superintendent, discussed 10% overweight permits. Troy proposed a 10% harvest permit and a 10% winter permit. The harvest permit expires November 30<sup>th</sup> and the winter permit would be valid from December 1<sup>st</sup> through March 7<sup>th</sup>, or until spring weight restrictions are enforced, whichever occurs first. Deputy Bernier explained that individuals are able to receive a 10% winter

permit from the state, but need to travel on county roads as well. Troy presented the permit application that will be used by the County. Troy is proposing increasing the permit fee from \$25.00 to \$100.00 for a thirty day permit. Discussion followed. Motion made by Gary Nilsson and seconded by Hugh Ralston to allow a 10% winter permit and 10% harvest permit for a cost of \$50.00 per month per truck. All voting in favor; motion carried.

Troy asked about raising spring weight restrictions on County 12 for ½ mile near the Brian O'Toole farm. Weight restrictions are currently set at 6 tons per axle. Currently the weight restrictions on County 3, County 44 and County 9 are raised, allowing individuals to haul product to elevators, seed plants or another legitimate business. Motion made by Hugh Ralston to honor the request by Brian O'Toole to raise spring weight restrictions on County 12 for ½ mile by the O'Toole farm, with the understanding that this could be removed at any time. Motion seconded by Gary Nilsson. All voting in favor; motion carried. Future requests to raise spring weight restrictions will be handled on an individual basis.

Sheriff Meidinger informed the Commission that Pastorek Construction has begun the work on the new dayroom and Whitney Latzig has accepted the dispatch position. They will be advertising for a Corrections Officer. Sheriff Meidinger discussed the purchase of two new Expeditions for the Sheriff's Department, which were approved in the budget. Commission stated that once these purchases are made they would appreciate any future purchases on a rotation basis.

Wade Thompson, Kadramas, Lee & Jackson, and Troy Kittelson, Highway Superintendent, presented the construction engineering contract for Project BRO-0034(030), 4 miles west and 2 ½ miles north of Crystal. Motion made by Laverne Doyle and seconded by Hugh Ralston to authorize the Chairperson to sign the contract as presented. All voting in favor; motion carried.

Motion made by Gary Nilsson and seconded by Laverne Doyle to authorize the Chairperson to sign the preliminaries to move forward with Project BRO-0034(031), the project which will be bid in November 2015. All voting in favor; motion carried.

Kelly Cluchie, Maintenance, informed the Commission that Public Health is interested in using the old Sheriff's residence as a quarantine site. Public Health would also like to use the upstairs for storage of POD equipment, which is used during emergencies. Commission feels that significant improvements will need to be made to the facility before it could be used as a quarantine site, but have no issues with storing Public Health POD equipment. The building is on the Historic Registry so Kelly will need to research requirements and options for improvements.

Duane Littlejohn, Insurance Associates, discussed the annual insurance review. Discussion followed on coverage for Business Auto, Inland Marine, General Liability, and the Hartford Steam Boiler. Motion made by Hugh Ralston and seconded by Nick Rutherford to renew the insurance contract for 2015. All voting in favor; motion carried.

Motion made by Hugh Ralston and seconded by Nick Rutherford to adjourn the meeting. All voting in favor; motion carried. Meeting was adjourned at 12:25 PM.