

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

BOARD OF PEMBINA COUNTY COMMISSIONERS PROCEEDINGS

www.pembinacountynd.gov

February 20, 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: James Benjaminson, Laverne Doyle, Nick Rutherford, Hugh Ralston and Hetty Walker.

Chairman Walker called the meeting to order. Additions to the agenda include a question regarding land values and the AccuSource Employment Screening Services Proposal.

Motion made by Jim Benjaminson and seconded by Hugh Ralston to approve the February 5, 2019 minutes as presented. All voting in favor; motion carried.

Pembina County Housing Authority Board minutes of December 4, 2018 were reviewed.

The NDDOT Cost Participation, Construction and Maintenance Agreement for Project TAC-RTP-6-005(043)307, the proposed Cavlandic Trail Repair project, was reviewed. Motion made by Laverne Doyle and seconded by Nick Rutherford to authorize the Chairman to sign the agreement as presented. All voting in favor; motion carried.

Request received from Chizzy's to transfer his liquor license to the Leroy Hall on Saturday, March 2, 2019 from 8:00PM to 12:00AM. Motion made by Jim Benjaminson and seconded by Hugh Ralston to approve the transfer. All voting in favor; motion carried.

Commission was presented with the fiscal sponsorship agreement between the Red River Regional Council and Pembina County for the administration of the Pembina County Historical Preservation Commission. Motion made by Nick Rutherford and seconded by Laverne Doyle to authorize the Chairman to sign the agreement as presented. All voting in favor; motion carried.

The letter to the North Dakota Department of Transportation, for the certification of engineering service for Project BRO-0034(033), PCN 21466, was presented. Motion made by Hugh Ralston and seconded by Laverne Doyle authorizing the Chariman to sign the letter as presented. All voting in favor; motion carried.

Commission discussed the terms of office for members of the Pembina County Historic Preservation Commission. There are seven members whose terms will be expiring in 2019, while only one member's term expires in 2020. The terms need to be corrected so there is an equal split on members with expiring terms. Motion made by Nick Rutherford and seconded by Laverne Doyle to extend the appointment of the following individuals until 2020: Jim Benjaminson, Zelda Hartje, and Hugh Ralston. All voting in favor; motion carried.

Tanya Wieler, Human Resource Director, forwarded the AccuSource Employment Screening Services Proposal for Commission review. Motion made by Nick Rutherford and seconded by Jim Benjaminson to authorize the Chairman to sign the proposal as presented. All voting in favor; motion carried.

Chairman Walker presented a handout from Crystal and Nick Volk regarding the valuations on Parcel 20-2980000. Commission informed Chairman Walker of the discussion held at the February 5, 2019 meeting, which she was unable to attend. Adjustments have been made on the parcel.

Cheryl Osowski, CLG Coordinator for Red River Regional Council, and Zelda Hartje, Pembina County Historic Preservation Commission President, unable to attend. Commissioners Benjaminson and Ralston discussed the application page and assurances page from the 2019-20 Certified Local Government Grant Program of the State Historical Society of North Dakota, which Cheryl emailed prior to the meeting. The grant application is seeking funding to support the administration of the PCHPC, distribution of brochures for the NDDOT Rack Program, geocaching historic sites and trails, member education, and public education that would highlight the importance of the history preserved in cemeteries. The local cash match for the grant application would be approximately \$11,085.62, which comes from the Red River Regional Council. Motion made by Nick Rutherford and seconded by Laverne Doyle to authorize the Chairman to sign the application and assurances pages as presented. All voting in favor; motion carried.

Tim El-Wailli, Phil Sapa, and Tanner Ring, American Crystal Sugar Safety Specialists, presented the current Drayton yard spotter guide indicating where a spotter is required to help with traffic flow. Maps of the South Crossing and North Crossing were presented showing locations where American Crystal would like to add gate arms with LED lights to assist with safety concerns. American Crystal would like to install signal houses with manual control pushbutton boxes at each location. A flagger will be needed when part of the road will need to be closed, for directional boring, for short periods of time. Ground breaking should occur around June 2019, with project completion expected to take approximately two weeks. Motion made by Laverne Doyle and seconded by Jim Benjaminson to authorize American Crystal to move forward with the proposed project. All voting in favor; motion carried.

Devin Johnson, Highway Superintendent, and Jeff Daley, Kadramas. Lee & Jackson, updated the Commission on the box culvert north of Drayton. Currently a 12' x 10' box culvert is proposed, but the ND Department of Transportation is considering switching the structure on interstate near the location of the box culvert on Old Hwy 44, which would cause a reduction in the size of box culvert needed. Jeff will keep Devin informed of the decision made by the NDDOT. Jeff also informed the Commission that the safety projects should be finalized soon, all the road conference meetings are available on the DOT website, and the Cavlandic Trail Repair project will be bid in April.

Devin discussed the concerns expressed by Ben Hannesson regarding a culvert, installed by Akra Township, east of his residence. Devin will contact Mr. Hannesson to discuss his concerns. Devin also discussed snow build-up along the bridges near Bathgate and Glasston and the programs available for landowners to plant trees in these areas to aide with the problems.

Devin presented a 129,000 pound overweight permit application compiled by Walsh County. Devin would like to use the same application for Pembina County since the Truck Regulatory officer is shared by Walsh and Pembina County. The Commission agrees the same format should be used for the Pembina County permit.

Duane Littlejohn, Insurance Associates, met with the Commission for the annual insurance review. Duane informed the Commission that NDIRF now offers up to \$10,000,000.00 in liability coverage. Motion made by Laverne Doyle and seconded by Jim Benjaminson to renew the insurance policy as presented for 2019. Discussion followed on cost to increase the liability coverage to \$5,000,000.00 from the current \$2,000,000.00 coverage. All voting in favor; motion carried.

Rebecca Flanders, Pembina County State's Attorney, updated the Commission on claims involving the County. Ms. Flanders is waiting for a response from the NDIRF on one of the claims. One claim involves an issue between the Water Board and a contractor, which does not involve the County. The final claim involves attorney fees for a claim that has been dismissed, but Ms. Flanders is awaiting a response from the NDIRF. Ms. Flanders updated the Commission on the State's Attorney conference she attended in January.

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

Motion by Jim Benjaminson and seconded by Laverne Doyle to adjourn the meeting. Meeting adjourned at 12:45PM.