

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

BOARD OF PEMBINA COUNTY COMMISSIONERS PROCEEDINGS

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February 2, 2022

8:30 AM

Due to the weather related closing of all county offices on Tuesday, February 1, 2022, the scheduled Commission meeting was rescheduled to today. Board of Pembina County Commissioners met in the Commissioners Meeting Room of the Courthouse. Commissioner Doyle called the meeting to order at 8:41 AM. Roll call vote: Laverne Doyle, Dave Moquist and Andrew Cull. Absent: Jim Benjaminson and Nick Rutherford. A quorum was declared.

Motion made by Dave Moquist and seconded by Andrew Cull to approve the January 19, 2022 meeting minutes as presented. All voting in favor; motion carried.

Motion made by Andrew Cull and seconded by Dave Moquist to approve the agenda as presented. All voting in favor; motion carried.

Pembina County Historical Society's 2021 annual report was reviewed.

Auditor Schlittenhard informed the Commission of the request from the newly appointed County Coroner, Wendy Adams. Ms. Adams is asking if the coroner's budget could be utilized to cover the cost for her to complete online classes, specifically for rural coroners, through UND School of Medicine. The cost would be less than \$300.00. Motion made by Andrew Cull and seconded by Dave Moquist to approve the use of the 2022 coroner's budget dollars to cover the cost of the online classes. All voting in favor; motion carried.

Chairperson Rutherford joined the meeting at 9:27 AM.

Mikka Willits, Tax Director, Lisa Wieler, Deputy Tax Director/GIS, and Lisa Keney, Assessor, met to discuss a request from St Thomas City to have the county complete the assessing for all property in St Thomas. Ms. Willits discussed proposed amounts to charge for the service. Ms. Willits' recommendation is to charge \$10.50 per parcel for assessing plus \$5.00 per parcel to complete a property card for each property that does not currently have a property card. Further discussion was held on the time and cost involved in assessing and compiling property cards. Motion made by Andrew Cull and seconded by Laverne Doyle to authorize a charge of \$11.00 per parcel for the assessing plus \$11.00 for each property card. All voting in favor; motion carried.

Ms. Willits discussed the additional time required to complete the changes presented by the Soils Committee members. Lisa Wieler and Lisa Keney are working to complete the changes, but due to inconsistencies the process is taking longer than expected. The assessor workbooks should be available the beginning of February, but may be delayed due to the changes presented by the Soils Committee members. Discussion followed. Motion made by Dave Moquist to retain the 2021 valuations for the 2022 tax year. Second by Laverne Doyle. Roll call vote: Laverne Doyle – yes; Nick Rutherford – yes; Dave Moquist – yes; Andrew Cull – yes. Motion carried.

Stacie Sevigny, Red River Regional Council Developer, met with the Commission to discuss the 2021 ½ mill “Self-Help” funding grants. Pembina County budgeted \$16,500.00 for the 2021 grant program to support up to \$1500.00 for each of Pembina County’s eleven cities. Due to a lack of participation from some cities and inquiries from other cities to submit more than one application, in 2021 the Pembina County Commission revised the program guidelines to allow full benefit of the program for participating cities. Each city can now submit up to two applications for two separate projects. City park districts or other non-profit organizations can apply for a project if agreed to by the City, however the city must be the applicant and specify which application is the priority if only one is funded. The deadline for applications was December 15, 2021. Pembina County received thirteen requests for projects totaling more than \$68,000.00. Total requests for this year’s program are \$17,156.50. Motion made by Dave Moquist and seconded by Laverne Doyle to award \$16,500.00 as follows for the 2021 ½ Mill “Self Help” Program:

Priority 1 projects - Bathgate City - \$1,500.00, Cavalier City - \$1,500.00, Crystal City - \$670.00, Hamilton City - \$1,500.00, Hensel City (on behalf of Gardar Township Hall) - \$1,500.00, Mountain City - \$1,500.00, Pembina City - \$1,500.00, St Thomas City - \$1,500.00, Walhalla City - \$736.50

Priority 2 Projects: Cavalier City - \$1,250.00, Mountain City - \$1,250.00, St Thomas City - \$1,250.00, Walhalla City - \$750.00

Roll call vote: Laverne Doyle – yes; Nick Rutherford – yes; Dave Moquist – yes, Andrew Cull - yes. Motion carried.

Commission reviewed the January payroll and claims submitted for payment. Motion made by Laverne Doyle and seconded by Andrew Cull to approve the consent agenda as presented. All voting in favor; motion carried.

Motion made by Laverne Doyle and seconded by Andrew Cull to adjourn the meeting. All voting in favor; motion carried. Meeting adjourned at 10:42 AM.