

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

BOARD OF PEMBINA COUNTY COMMISSIONERS PROCEEDINGS

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January 6, 2015

9:00 AM

Board of Pembina County Commissioners met in regular session 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.

Linda Schlittenhard, Auditor/Treasurer, called the meeting to order and called for nominations for the 2015 Chairperson. Gary Nilsson nominated Hetty Walker as chairperson, seconded by Hugh Ralston. All voting in favor; motion carried.

Nominations called for Vice Chairperson. Hugh Ralston nominated Laverne Doyle as Vice Chairperson for 2015, seconded by Hetty Walker. All voting in favor; motion carried.

The meeting was turned over to Chairman Walker. Commission expressed their thanks to Commissioner Ralston for all of his work over the past year. Chairman Walker called the meeting to order.

Pledge of Assets and List of Depositories was presented to the board. Motion made by Gary Nilsson to approve the Pledge of Assets and List of Depositories; seconded by Laverne Doyle. All voting in favor; motion carried.

Motion made by Hugh Ralston and seconded by Nick Rutherford to approve the December 16, 2014 minutes as presented. All voting in favor; motion carried.

Commission discussed 2015 board appointments. Susan Thompson, MD has declined her reappointment as County Coroner. Commission made the following appointments:

Pembina County Coroner – Alan Lindemann to a five (5) year term

Pembina County Job Development Authority– Corie Koropatnicki to fill the unexpired term of Nancy Thompson.

Motion made by Laverne Doyle and seconded by Gary Nilsson to accept the Board appointments as listed above. All voting in favor; motion carried.

Stacie Sevigny, Red River Regional Council, met with the Commission to discuss the ½ mill "Self-Help" funding grants. Motion made by Gary Nilsson and seconded by Hugh Ralston to award \$8,000.00 (\$1,000.00 maximum per applicant) to the 2014 ½ Mill "Self Help" Program. Roll call vote: Gary Nilsson – yes; Laverne Doyle – yes; Nick Rutherford – yes; Hugh Ralston – yes. Motion carried.

Commission was presented with a letter of resignation from Stephenie Davis, effective at 9:00AM, Monday, January 5, 2015. Motion made by Gary Nilsson and seconded by Laverne Doyle to accept the letter of resignation as presented. All voting in favor; motion carried.

Commission was presented the 2015 Fire Sprinkler Inspection Contract with Dakota Fire Protection. Motion made by Laverne Doyle and seconded by Hugh Ralston to authorize the Chairman to sign the contract as presented. All voting in favor; motion carried.

Motion made by Gary Nilsson and seconded by Laverne Doyle to approve the consent agenda, consisting of year-end and current claims and the December payroll. All voting in favor; motion carried.

Ralph Werven inquired about County procedures for the release of information related to deeds. Commission requested Kay Braget explain the process. Ms. Braget stated if there has been a delay in recording a deed, for whatever reason, it is not uncommon to send an email to the attorney to notify them when the deed has been recorded.

Tanya Wieler, Human Resource Director, discussed proposed salaries for the Sheriff's Department and Public Health Department. Ms. Wieler also updated the Commission on the six applications that have been received to date for the State's Attorney position. The deadline to submit applications is Friday, January 9th. Discussion followed on a committee for the interviewing process. Commission will hold a special meeting on Wednesday, January 14th at 10:00AM to review the applications.

Marina Spahr, Interim State's Attorney, available via telephone, discussed concerns with filling the receptionist position for the office until a full time State's Attorney is hired. Liz Beck, IT/911/GIS Coordinator, and Tanya Wieler, Human Resource Director, also present. Discussion followed on an agreement to meet the needs of the State's Attorney's office during the transition period. Ms. Wieler will facilitate an agreement between Samantha Weeks and Monica Brusseau to cover the office. Ms. Spahr requested the Commission pay Emily Donaher a rate of \$10.00 per hour to cover the office this week. Motion made by Gary Nilsson

and seconded by Laverne Doyle to pay Ms. Donaher the requested rate of pay.
All voting in favor; motion carried.

Wade Thompson, Kadramas, Lee & Jackson, unable to attend due to illness.

Motion made by Gary Nilsson and seconded by Laverne Doyle to authorize the
Chairman to sign the county deeds as presented for property described as:

Lots 17 & 18, Block 5, City of Crystal – Rocky Mountain Land LLC

Lot 26, Block 5, City of Crystal – Rocky Mountain Land LLC

Lot 31, Block 5, City of Crystal – Rocky Mountain Land LLC

Lots 1-2, O.T., Block 20, City of Neche – Rocky Mountain Land LLC

Lot 9, Block 23, O.T., City of Neche – Rocky Mountain Land LLC

Lots 1-3, Block 26, O.T., City of Pembina - Rocky Mountain Land LLC

All voting in favor; motion carried.

Motion made by Gary Nilsson and seconded by Laverne Doyle to adjourn the
meeting. All voting in favor; motion carried. Meeting was adjourned at 11:50AM.