

## BOARD OF PEMBINA COUNTY COMMISSIONERS PROCEEDINGS

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January 8, 2013

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: Andy Adamson, Gary Nilsson, Hugh Ralston, and Hetty Walker. Absent: Laverne Doyle.

Linda Schlittenhard, Auditor/Treasurer, called the meeting to order and called for nominations for the 2013 Chairman. Andy Adamson nominated Gary Nilsson as chairperson, seconded by Hugh Ralston. All voting in favor; motion carried.

Nominations called for Vice Chairman. Andy Adamson nominated Hugh Ralston as Vice Chairman for 2013, seconded by Hetty Walker. All voting in favor; motion carried.

Meeting turned over to Chairman Nilsson. Commissioner Nilsson thanked Chairman Adamson for all of his work over the past year. Commissioner Adamson thanked the rest of the Board for their support over the past year. Chairman Nilsson called the meeting to order.

Board reviewed the contents for the time capsule. Time capsule will not be placed in the cornerstone today since all items needed for the time capsule have not been received to date.

Motion made by Hugh Ralston and seconded by Hetty Walker to approve the December 18, 2012 minutes as presented. All voting in favor; motion carried.

Commissioner Adamson questioned who the Board members are for Valley Landfill and expressed concerns on garbage pickup rates. Discussion followed on enforcement of the policies of Valley Landfill. Commissioner Walker will contact a Board member and find out when the next meeting of the Valley Landfill Board will be held.

Commissioner Adamson expressed concerns with employees not following the procedures set forth in the Employee Policy Manual. Chairman Nilsson will address with employees.

Pembina County Housing Authority Board minutes were reviewed.

Raffle permit request received from Pembina County Mayville State University Alumni. Motion made by Andy Adamson and seconded by Hugh Ralston to approve the raffle permit as presented. All voting in favor; motion carried.

Motion made by Hetty Walker and seconded by Hugh Ralston to authorize the Chairman to sign the 2012 minutes as presented. All voting in favor; motion carried.

Pledge of Assets and List of Depositories presented to the board. Motion made by Hugh Ralston to approve the Pledge of Assets and List of Depositories and seconded by Hetty Walker. All voting in favor; motion carried.

Board reviewed the November financial statement. Motion made by Hetty Walker and seconded by Andy Adamson to approve the consent agenda of year end batch of claims, January claims and the December payroll.

Commission reviewed the 2012 Accounts Receivable. Individuals and townships will be contacted regarding the outstanding balances. Old balances will be turned over to the State's Attorney office for collection.

Liz Beck, IT/911/GIS Coordinator, discussed technology updates that will be needed soon. The network bandwidth is no longer sufficient to handle the needs of the county offices. Equipment upgrades are needed to accommodate the newest computers. Wireless connections are needed in the EOC for presenters at meetings. Ms. Beck is researching the possibility of installing a county wireless access point in the meeting room, utilizing a cost share with Emergency Management. Motion made by Andy Adamson to move forward with the proposed improvements, monitoring the results for two to three months to see if these changes have benefited the county offices. Motion seconded by Hetty Walker. All voting in favor; motion carried. Ms. Beck updated the Commission on website information and the increase in visitors to the website.

Ron Berg unable to meet with the Commission. Mr. Berg will reschedule for the January 22, 2013 meeting.

No further business; meeting adjourned.