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BOARD OF PEMBINA COUNTY COMMISSIONERS PROCEEDINGS

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July 18, 2017

9:00 AM

Board of Pembina County Commissioners met at 9:00 AM in the Commission Meeting Room of the Courthouse with the following members present: Jim Benjaminson, Laverne Doyle, Nick Rutherford, Hugh Ralston and Hetty Walker.

Chairperson Rutherford called the meeting to order.

Motion made by Hetty Walker and seconded by Laverne Doyle to approve the July 6, 2017 meeting minutes as presented. All voting in favor; motion carried.

Pembina County Housing Authority minutes of June 6, 2017 were reviewed.

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

Commission reviewed the 2016 Annual Audit report.

Commission discussed nominations for the Excellence in County Government Awards, sponsored by the North Dakota Association of Counties. Motion made by Laverne Doyle and seconded by Hetty Walker to nominate Monica Brusseau in the County Employee category. All voting in favor; motion carried.

Commission discussed the 150th Anniversary celebration taking place on July 27, 2017, from 5:00 – 9:00 PM, in conjunction with Music & Art in the Park. Pembina County employees will be assisting with the kids' games and activities. There will be a table with informational brochures and 150th Anniversary celebration buttons.

Devin Johnson, Highway Superintendent, informed the Commission that the bridge in St Joseph Township has been closed. Devin contacted Kadramas, Lee & Jackson regarding a stream flow study to determine the size of culvert needed to replace the structure but has not received the results.

Devin informed the Commission that he discussed the bridge, located on 153rd Ave NE in Pembina Township on Drain 11, with the Pembina County Water

Board. Kadramas, Lee & Jackson presented three repair alternatives. Alternative A is to possibly close the structure, Alternative B is to install three 49" x 33" corrugated steel pipes which would require a grade raise, and Alternative C is to install two 42" x 29" corrugated steel pipes which would be the least expensive option other than closing the bridge. Water Board is in agreement to the 60/40 split on the culvert since it is located on a legal drain. Motion made by Hugh Ralston and seconded by Jim Benjaminson to approve Alternative C and install two 42" x 29" arch pipes. All voting in favor; motion carried.

Culvert request received from Jason Volk to widen the approach in the SW ¼ of Section 18 in East Pembina Township. Application was approved by the Water Board and Devin Johnson, Highway Superintendent. Motion made by Laverne Doyle and seconded by Jim Benjaminson to authorize the Chairman to sign the request as presented. All voting in favor; motion carried.

Culvert request received from Elora Township to replace a damaged culvert between the NE ¼ of Section 16 and the NW ¼ of Section 15 of Elora Township. The application has been signed by two township officers and approved by the Pembina County Water Board and Devin Johnson, Highway Superintendent. Motion made by Laverne Doyle to approve the request. Second by Jim Benjaminson. All voting in favor; motion carried.

Drainage application received from Scott Hornung to remove approximately one foot of sediment from the ditch along County Road #9 in Section 25 of Walhalla Township. The application was signed by the landowner and approved by the Water Board and Devin Johnson, Highway Superintendent. Motion made by Jim Benjaminson and seconded by Hugh Ralston to authorize the Chairman to sign the application as presented. All voting in favor; motion carried.

Devin discussed County Road #1. The road was resurfaced last year but should be fogged this year and chip sealed next summer. The surface is dry and will deteriorate if it is not fogged. Motion made by Jim Benjaminson and seconded by Hugh Ralston to fog the road this summer. All voting in favor; motion carried.

Devin informed the Commission of a complaint he received from a farmer regarding the guard rails that were recently installed on County Road #1. The farmer feels the guard rails should be set back to safely move farm equipment, but they are placed according to specs. Discussion followed on possible solutions, such as signage, to warn individual motorists.

Water Board updated the Commission on the drain tile meeting Chairman Juhl attended. Tile methods are changing from a single arm to a triangular arm which does not disturb the ground as much. Kendall Construction has been hired to monitor all County dams on a weekly basis.

Liz Beck, 911/IT/GIS Coordinator, presented a handout showing the future needs of 911 equipment. Liz reviewed the ESInet infrastructure, "911 phone" answering equipment, ND911 radio consoles, SIRN 20/20, NG911 logging recorder, Dispatch desk consoles, and 911 street signage. Liz also presented a 911 fund projection spreadsheet showing actual revenues and expenditures for 2013 - 2016 and projected revenues and expenditures for 2017-2025.

Andrew Kirking, Emergency Manager/Weed Officer, updated the Commission on the incident in Drayton on Monday, July 17th. The responders did an excellent job and the incident was under control in a short period of time. Andrew informed the Commission he received notice that Pembina County has been declared a disaster for the flooding that occurred this spring. Andrew was contacted by Paul Stremick to see if the county would be interested in utilizing the Neche School building as a training facility for Law Enforcement, Border Patrol and emergency responders. Discussion followed. Commission requested Andrew research potential costs and revenues for the next meeting.

Tanya Wieler, Human Resources, phoned in to discuss the recommendation of the interview committee for the Tax Director position. Motion made by Hugh Ralston and seconded by Laverne Doyle to accept the recommendation and offer the position to Mikka Willits. Roll call vote: Jim Benjaminson – yes; Laverne Doyle – yes; Hugh Ralston – yes; Hetty Walker – yes. Motion carried.

Commission reviewed the claims and June financial statement. Motion made by Jim Benjaminson and seconded by Laverne Doyle to approve the consent agenda as presented. All voting in favor; motion carried.

Commission reviewed the Board of Equalization minutes of June 6, 2017. Motion made by Hugh Ralston and seconded by Jim Benjaminson to approve the Board of Equalization minutes as presented. All voting in favor; motion carried.

Jim Benjaminson reported the new Domestic Violence Director who was recently hired has resigned. A meeting will be held on Thursday, July 20, 2017 to discuss the Board's recommendations for the organization.

Motion made by Hugh Ralston and seconded by Laverne Doyle to adjourn the meeting. All voting in favor; motion carried. Meeting adjourned at 12:15 AM.