

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

## BOARD OF PEMBINA COUNTY COMMISSIONERS PROCEEDINGS

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July 1, 2014

9:00 AM

Board of Pembina County Commissioners met at 9:00 AM in the Commissioners Meeting Room of the Courthouse with the following members present: Gary Nilsson, Laverne Doyle, Andy Adamson, and Hugh Ralston. Absent: Hetty Walker.

Chairman Ralston called the meeting to order.

Motion made by Gary Nilsson and seconded by Laverne Doyle to approve the June 17, 2014 meeting minutes as presented. All voting in favor; motion carried.

Jill Denault, Social Service Director, presented a map showing the need for additional office space for her department. There are three employees in one office and with privacy issues, there needs to be additional space to house these employees. Discussion followed on the option of a 24' x 32' addition to the existing building versus renovation of the original Sheriff's residence. Kelly Cluchie, Buildings and Grounds Supervisor, will contact individuals for blueprints and bids on both options.

Pembina County Water Board minutes of June 10 & 17, 2014 were reviewed.

Request received from Chizzy's to transfer his liquor license to the Leroy Hall on Saturday, July 12, 2014 from 8:00PM to 12:00PM. Motion made by Andy Adamson and seconded by Laverne Doyle to approve the transfer pending township approval. All voting in favor; motion carried.

Troy Kittelson, Highway Superintendent, present for filter bid opening. Bids were received from the following vendors: Cavalier Equipment/Carquest, NAPA Auto Parts, and Cavalier Supply. Mr. Kittelson will review the bids and report back to the Commission. Mr. Kittelson notified the Commission that Cavalier Equipment/Carquest was the low bidder. Motion made by Laverne Doyle and seconded by Gary Nilsson to accept the bid from Cavalier Equipment/Carquest. All voting in favor; motion carried.

Mr. Kittelson discussed the need for an additional riding mower. Commission requested Troy contact local vendors for estimates. Motion made by Gary Nilsson and seconded by Laverne Doyle to authorize Mr. Kittelson to purchase a new mower from the lowest bidder. Discussion followed. All voting in favor; motion carried.

Kelly Cluchie, Maintenance, informed the Commission that D & D Roofing will return as soon as weather permits to make repairs on the Courthouse roof and Law Enforcement Center roof. Kelly also discussed the need for new shingles on the Law Enforcement Center. Mr. Cluchie will request bids, to include materials and labor, for roof improvements on the Law Enforcement Center.

Motion made by Gary Nilsson and seconded by Laverne Doyle to approve the consent agenda, consisting of claims and the June payroll, as presented. All voting in favor; motion carried.

Auditor/Treasurer Linda Schlittenhard informed the Commission that she would be attending conferences the week of July 13 – 18, 2014, which is during the next scheduled Commission meeting. Motion made by Gary Nilsson and seconded by Laverne Doyle to postpone the July 15<sup>th</sup> meeting to July 22<sup>nd</sup>. All voting in favor; motion carried.

Commission will be attending the Park River Joint Water Resource District public input meeting at the Mountain Community Center beginning at 2:00PM this afternoon.

Chairman Ralston adjourned the meeting at 10:30 AM.