

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

## BOARD OF PEMBINA COUNTY COMMISSIONERS PROCEEDINGS

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July 20, 2021

8:30 AM

Board of Pembina County Commissioners met at 8:30 AM in the Commissioners Meeting Room of the Courthouse with the following members present: Jim Benjaminson, Laverne Doyle, and Nick Rutherford. Available by telephone: Hetty Walker. Absent: Hugh Ralston. Also present was Laura Helgeson, Fleming, DuBois & Fleming, LLP.

Chairperson Doyle called the meeting to order at 8:35 am.

Motion made by Nick Rutherford and seconded by Jim Benjaminson to approve the July 6, 2021 meeting minutes as presented. All voting in favor; motion carried.

Motion made by Nick Rutherford and seconded by Jim Benjaminson to approve the agenda with the following additions: the Final Certification of Local Match for Project SC-3410(059), a County deed, the sale of county property, NDACo Annual Conference voting delegate and Devin Johnson, Highway Supervisor. All voting in favor; motion carried.

Request received from Chizzy's to transfer his liquor license to the Leroy Hall on Saturday, August 7, 2021 from 6:00PM to 12:00AM. Motion made by Jim Benjaminson and seconded by Nick Rutherford to approve the transfer as presented. All voting in favor; motion carried.

Commission reviewed the ND Department of Transportation Final Certification of Local Match form for Project SC-3410(059), the milling, HMA overlay and incidentals for the County Road #1 project. The certification designates the source of county funds that were used to cover the 10% match required to supplement the federal funds that were obligated by the North Dakota Department of Transportation. Motion made by Jim Benjaminson and seconded by Nick Rutherford to authorize the Chairperson to sign the certification as presented. All voting in favor; motion carried.

Motion made by Nick Rutherford and seconded by Jim Benjaminson to authorize the Chairperson to sign the County Deed as presented. All voting in favor; motion carried.

Request to purchase property described as Lot 9, Block 23, City of Neche, (Parcel 32-1070020). A 30 day notice will need to be sent to the previous owner prior to the sale becoming final. Motion made by Jim Benjaminson and seconded by Hetty Walker to approve the sale of said property. All voting in favor; motion carried.

Request to purchase property described as the E ½ Lot 8, O.T City of Neche, (Parcel 32-0280010). Motion made by Jim Benjaminson and seconded by Nick Rutherford to approve the sale of said property. All voting in favor; motion carried.

Hugh Ralston joined the meeting at 9:05, after the Board of Health meeting adjourned.

Due to the retirement of Kay Braget, who represented Pembina County as a voting delegate at the NDACo Annual Conference, a new delegate will need to be appointed. Motion made by Nick Rutherford to appoint Linda Schlittenhard as the voting delegate for the NDACo Annual Conference; second by Jim Benjaminson. All voting in favor; motion carried.

Chief Deputy Marcus Ramsay present for vehicle bid openings. The following bids were received for the 2009 Ford Crown Victoria:

Jeremy Bushee - \$1,176.00  
Noel Tharalson - \$76.00  
Donna Hunter - \$652.00  
Sterling Burgess - \$200.00  
Joel Mostad - \$200.00  
J. Lafferty - \$350.00  
Duane Christinson - \$250.00

The following bids were received for the 2008 Ford Expedition:

Jeremy Bushee - \$777.00  
Noel Tharalson - \$256.00  
Sara Hinkle - \$637.00  
Duane Christinson - \$450.00

Motion made by Jim Benjaminson and seconded by Hugh Ralston to accept the bid of \$1,176.00, from Jeremy Bushee, for the 2009 Ford Crown Victoria. All voting in favor; motion carried.

Motion made by Hugh Ralston and seconded by Jim Benjaminson to accept the bid of \$777.00, from Jeremy Bushee, for the 2008 Ford Expedition. All voting in favor; motion carried.

Julie Hardy, Public Health Director, visited with the Commission on the proposed office relocation. Kelly and all of the Public Health employees visited the building

to determine the space needed for the Public Health Department. Julie expressed her concerns regarding where Public Health would be moved if the State decides the Northern Valley Human Service Zone employees are no longer able to work remotely. Julie discussed the needs of the Public Health Department and the changes that would need to be changed/completed to accommodate those needs. Julie is asking if it is cost feasible to move the Public Health Department. More data will need to be gathered to determine projected costs for the possible transition.

Drainage permit received from Mahar Farms to reset the two approach culverts to grade, replacing the culverts if needed, and clean the silt to grade in the road ditch along County Road #3 in the SW $\frac{1}{4}$  of Section 11 of Lodema Township. Motion made by Hugh Ralston and seconded by Jim Benjaminson to authorize the Chairperson to sign the permit as presented. All voting in favor; motion carried.

Devin presented a utility permit from Nodak Electric Cooperative. The scope of work would be to remove the existing overhead crossing 780' west of the Section 27 and Section 28 line and install an underground line in Walhalla Township. Motion made by Hugh Ralston and seconded by Jim Benjaminson to authorize the Chairperson to sign the utility permit as presented. All voting in favor; motion carried.

Devin Johnson, Highway Superintendent, presented a quote of \$38,000.00, from On The Level Construction, Inc., for repair of Bridge 114-24.0, located 1 mile east and 1 mile south of Hensel on Drain 67. Since this is located on a legal drain there will be a 60/40 split with the Water Board on the cost. Water Board approved the quote at their meeting this morning. Motion made by Jim Benjaminson and seconded by Hugh Ralston to accept the quote of On The Level Construction, Inc. as presented. All voting in favor; motion carried.

Devin presented a quote of \$22,700.00, from On The Level Construction, Inc., to repair the box culvert north of Backoo on Highway 12. Motion made by Nick Rutherford and seconded by Jim Benjaminson to accept the quote of On The Level Construction, Inc. as presented. All voting in favor; motion carried.

Devin presented a quote containing two options, from On The Level Construction, Inc., to replace bridge (PC24-9), located 4 miles north and 1 mile west of Walhalla. Option 1, totaling \$29,000.00, is to disassemble and drive 2 new pilings. Option 2, totaling \$16,000.00, is to disassemble and repair 2 pilings. The bridge is located on legal Drain W-2 making it eligible for a cost share with the Cavalier County Water Board, Pembina County Water Board and the County. Motion made by Hugh Ralston and seconded by Jim Benjaminson to accept the Option 2 quote of \$16,000.00 from On The Level Construction, Inc. as presented. All voting in favor; motion carried.

Commission was presented and reviewed several options regarding 2022 proposed salaries. Motion made by Nick Rutherford and seconded by Hugh Ralston to approve the 3% salary increase spreadsheet as presented. Roll call vote: Jim Benjaminson – yes; Laverne Doyle - yes; Nick Rutherford – yes; Hugh Ralston – yes; Hetty Walker – yes. Motion carried.

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

Motion made by Jim Benjaminson and seconded by Nick Rutherford to adjourn the meeting. All voting in favor; motion carried. Meeting adjourned at 11:40 am.