

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

## BOARD OF PEMBINA COUNTY COMMISSIONERS PROCEEDINGS

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July 2, 2013

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

Chairman Nilsson called the meeting to order. Additions to the agenda include discussion on County Road #55, the area near the Young Bridge and mowing in the Bowsmont area.

Motion made by Laverne Doyle and seconded by Hugh Ralston to accept the May 28, 2013 Special Meeting minutes and June 18, 2013 Commission minutes as presented. All voting in favor; motion carried.

Commission was informed of the North Dakota County Commissioners Association's request for nominations for the Standing Committees. Commissioner Adamson is interested in serving on the Nominating Committee and Commissioner Walker is interested in serving on the Finance & Audit Committee. Names will be sent to Doug Graupe, NDCCA President.

Commissioners Doyle and Adamson reported on the meeting they attended in Devils Lake, Monday, July 1, 2013 related to the additional funding the state has made available to each non-oil county for infrastructure.

Charles Hart, Joliette Township Chairman, called to request funding from the abandoned cemetery fund for the maintenance of the MacArthur Cemetery. Gladys Kemnitz has been maintaining the cemetery and Mr. Hart is requesting the money to help defray the cost of the maintenance. Motion made by Hugh Ralston and seconded by Laverne Doyle to authorize a \$200.00 payment to Gladys Kemnitz for the maintenance of the MacArthur Cemetery. All voting in favor; motion carried.

Motion made by Andy Adamson and seconded by Hugh Ralston to approve the consent agenda of claims and June payroll as presented. All voting in favor; motion carried.

Pembina County Water Resource District minutes from April 9, 2013 – June 18, 2013 were reviewed.

Drainage permit received from Park Township to remove the dirt from the highway right-of-way and use it to fill in the washout on the township road along County Road #3 in the SE corner of the SE ¼ of Section 12 of Thingvalla Township. Troy Kittelson, Highway Supervisor, inspected the sight and approved the request. Motion made by Hugh Ralston and seconded by Laverne Doyle to approve the permit as presented. Discussion followed. All voting in favor; motion carried.

Drainage permit received from Camburn Shephard to clean the silt out of the ditch along County Road #3 in Section 7 of Park Township. Troy Kittelson, Highway Supervisor, inspected the sight and approved the request. Motion made by Hugh Ralston and seconded by Laverne Doyle to approve the permit as presented. All voting in favor; motion carried.

Drainage permit received from Camburn Shephard to clean the ditch along County Road #3 in the SW ¼ of Section 12 of Thingvalla Township. Troy Kittelson, Highway Supervisor, inspected the sight and approved the request. Motion made by Hugh Ralston and seconded by Laverne Doyle to approve the permit as presented. All voting in favor; motion carried.

Motion made by Hugh Ralston and seconded by Hetty Walker to authorize the Chairman to sign the NDDOT Construction Engineering Services Agreement with Kadramas, Lee and Jackson for the County Federal Aid Project for project BRC-3472 (052). All voting in favor; motion carried.

The 2013-2014 Grant Award for the Pembina County Historic Preservation Commission and Administrative Contracts with Red River Regional Council were presented for approval and signature. Motion made by Hetty Walker and seconded by Laverne Doyle to authorize the Chairman to sign the agreements as presented. All voting in favor; motion carried.

Owen Symington and Terry Symington requested the piers from the Defoe Bridge be removed as soon as possible to prevent further damage. Commission will discuss a possible schedule for the removal of the piers with Troy Kittelson, Highway Superintendent.

Andrew Kirking, Emergency Management, presented the Commission with a flyer and pamphlet he plans to use to educate the public on the Emergency Mass Notification system. Flyers will be posted in several public locations notifying the public how to sign up for the service and pamphlets will be available in the Emergency Management office. Mr. Kirking updated the Commission on the spring flooding event, Disaster 4118. FEMA funding that has been committed to the county and notified them that 5% of the dollars will be dedicated toward mitigation. Robert Williamson also present to discuss mitigation for his property. The spring rain event has not been declared a presidential disaster to date. Preliminary assessments estimate \$2.8M in damages for the spring rain event.

Gregg Webster, AFLAC representative, met to inform the Commission that he is willing to continue as the Pembina County AFLAC representative. He discussed pre-tax benefits, the new health care provisions that will go into effect January 1, 2014 and the flex spending account.

Vice-Chairman Ralston informed Chairman Nilsson and Commissioner Walker that Eric Gauthier was hired as the Veteran's Service Officer. He will begin his position on July 8, 2013.

Troy Kittelson, Highway Superintendent, met with the Commission. Chairman Nilsson informed Troy of concerns with potholes and pavement breaks on County #55. Commissioner Adamson informed Troy of Richard McConnell's concerns with the condition of the box culvert 1 mile east of the Young Bridge and requested mowing be scheduled for Bowsmont prior to the July 14<sup>th</sup> celebration. Commission requested Troy schedule time for the removal of the piers of the former Defoe Bridge.

Jon Markusen, Kadramas, Lee & Jackson, requested the signed contract for project BRC-3427 (052). Troy discussed delaying bridge project BRC-3427 (052). Deadline was July 24, 2013, but due to the excessive rains the contractor is unable to start the project. Troy suggested a 4 week timeframe extension with a new deadline date of August 31, 2013. A change order will need to be submitted to the NDDOT. Discussion followed on Federal Aid projects to utilize the funding made available through HB 1358. The county must have a project ready for presentation by August 15, 2013. Jon and Troy will look at different scenarios and Jon will present to the Commission at the July 16<sup>th</sup> meeting.

Motion made by Hetty Walker and seconded by Laverne Doyle to adjourn the meeting. All voting in favor; meeting adjourned.