

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

BOARD OF PEMBINA COUNTY COMMISSIONERS PROCEEDINGS

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July 6, 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: Laverne Doyle, Nick Rutherford, Hugh Ralston and Hetty Walker. Absent: Jim Benjaminson.

Chairperson Rutherford called the meeting to order.

Motion made by Hugh Ralston and seconded by Laverne Doyle to approve the June 20, 2017 meeting minutes as presented. All voting in favor; motion carried.

Rebecca Flanders, Pembina County States Attorney, presented a resolution for imposition of victim fees in all cases involving crimes which have imprisonment as a possible consequence pursuant to NDCC 27-01-10 as amended by HB 1003 to help fund improvements to the Statewide Automated Victim Information and Notification (SAVIN) program. The decision was made to upgrade SAVIN so victims are able to access the site. Ms. Flanders received clarification on HB 1003 at the states attorney's conference. She informed the Commission that the fee will remain at \$25.00 and Pembina County has been assessing this fee for several years. North Dakota counties will be responsible to pay \$315,000.00 towards the upgrade to SAVIN, making the cost to each county approximately \$5,000.00 - \$8,000.00. The amount can be included in the 2018 budget. Motion made by Laverne Doyle and seconded by Hugh Ralston to adopt the resolution as presented. All voting in favor; motion carried.

PEMBINA COUNTY  
COMMISSION RESOLUTION

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SUBJECT: FEE ASSESSMENT FOR VICTIM SERVICES

ADOPTED DATE: JULY 6, 2017

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A RESOLUTION FOR IMPOSITION OF VICTIM FEES IN ALL LAW  
VIOLATIONS THAT HAVE IMPRISONMENT AS A PENALTY:

WHEREAS, The 2017 North Dakota Legislature recently passed and the Governor signed HB 1003; and

WHEREAS, HB 1003 contained a requirement that cities and counties help fund improvements to the Statewide Automated Victim Information and Notification Program (SAVIN); and

WHEREAS, HB 1003 amended N.D.C.C. § 27-01-10 to require the governing body of a county to pass a resolution authorizing district court judges to impose a fee of not more than \$25 on ALL crimes which have imprisonment as a possible consequence; and

WHEREAS, HB 1003 is set to become effective July 1, 2017.

NOW, THEREFORE, be it ordained by the Board of Commissioners of the County of Pembina, is hereby passed this 6<sup>th</sup> day of July, 2017, a resolution requesting the district court judges to impose such a victim fee on all crimes where imprisonment is a possibility and regardless of whether imprisonment is imposed or not, to be collected and distributed to the county to be used for victim service's improvements.

APPROVED:

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Nick Rutherford, Chair  
Board of Commissioners  
County of Pembina

ATTEST:

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Linda Schlittenhard  
Pembina County Auditor

(SEAL)

Request received from Chizzy's to transfer his liquor license to the Leroy Hall on Saturday, July 8, 2017, from 9:00 PM to 1:00 AM. Motion made by Laverne Doyle and seconded by Hetty Walker to approve the transfer. All voting in favor; motion carried.

Commission discussed the salary agreement between Pembina County and NDSU for Extension employees who earn an advanced degree. The base pay increase will be split between Pembina County and NDSU. Samantha Lahman completed her Master's Degree this spring. NDSU is requesting Pembina County adjust the County Agent budget to pay the county share of the increase from August 1,

2017 through December 31, 2017. The total increase would be \$625.00. Motion made by Hugh Ralston and seconded by Laverne Doyle to authorize the additional salary for Samantha Lahman. All voting in favor; motion carried.

The North Dakota County Commissioners Association is requesting interested commissioners to serve on their standing committees. Commissioner Hetty Walker requested to be added to the Audit Committee.

Auditor requested a correction on the May 16, 2017 minutes. The minutes stated that an abatement request from Donald and Joni Latozke lowered the taxable valuation from \$18,012 to \$0. The minutes should have read the taxable valuation would be lowered from \$18,012 to \$13,073. Motion made by Laverne Doyle and seconded by Hetty Walker to approve the above correction of the May 16, 2017 minutes. All voting in favor; motion carried.

Andrew Kirking, Emergency Manager/ Weed Officer, updated the Commission on the drier conditions in the area. No precautions or burn bans have been implemented as of yet, however he is closely monitoring the situation. Andrew got a late start on spraying due to the winds, but recently has been doing spot spraying in several townships. Andrew informed the Commission of an incident in Thingvalla Township, but Andrew worked with the contractor and landowner and a resolution was reached. Andrew requested permission to use County equipment to spray his land and will reimburse the county at the current rate of \$36.99/acre. Motion made by Laverne Doyle and seconded by Hugh Ralston to allow Andrew to use the County equipment and reimburse the county at a rate of \$36.99/acre. All voting in favor; motion carried. Andrew informed the Commission that the Homeland security grant Pembina County received will be used to purchase cameras and monitors for the 3<sup>rd</sup> floor of the Courthouse.

Devin Johnson, Highway Superintendent, discussed the NDDOT letter on bridges with Alert Code 3. Bridges with Alert Code 3 are critical and require immediate attention. Devin presented photographs of Bridge 34-112-01.0, located 6 miles west and 1 mile north of Neche in St Joseph Township which is on the listing. Discussion followed on options to repair the bridge. Motion made by Hugh Ralston and seconded by Hetty Walker to close the bridge and have Kadramas, Lee & Jackson do a stream flow study to determine culvert size required to replace the existing structure. All voting in favor; motion carried.

Devin presented a hydraulics study of the bridge on 153<sup>rd</sup> Ave NE of Pembina Township which was closed in 2015. The crossing is located approximately 1/2 mile north and 5 1/2 miles west of Pembina on Pembina County Drain #11. The township would like to have the structure repaired. Commission requested Devin contact the Water Board regarding repair of the structure since it is on a legal drain. Devin will return to the July 18<sup>th</sup> meeting with estimated costs of the project.

Larry Dubois, Fleming, Dubois & Fleming, presented a Repurchaser Deed - Corrective County Deed to the Commission for property described as the East 40', Lot 10, Block 20, OT, City of Walhalla (Parcel 35-0740010). Motion made by Laverne Doyle and seconded by Hugh Ralston to approve the Repurchaser Deed-Corrective County Deed as presented. All voting in favor; motion carried.

Commission reviewed the claims and June payroll. Motion made by Hugh Ralston and seconded by Laverne Doyle to approve the consent agenda as presented. All voting in favor; motion carried.

Tanya Wieler, Human Resources, presented the five applications received for the Tax Director position. Tanya recommends all five applicants be interviewed. The interview committee will consist of Commissioner Rutherford, Tanya Wieler, Human Resources, and Linda Schlittenhard, Auditor/Treasurer. Lisa Wieler, Deputy Tax Director, will attend the interviews as a non-voting member. Interviews have been set for Monday, July 17, 2017.

Motion made by Laverne Doyle and seconded by Hugh Ralston to adjourn the meeting. All voting in favor; motion carried. Meeting adjourned at 11:33 AM.