

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

## BOARD OF PEMBINA COUNTY COMMISSIONERS PROCEEDINGS

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June 16, 2015

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, Nick Rutherford, Hugh Ralston and Hetty Walker.

Chairman Walker called the meeting to order.

Motion made by Gary Nilsson and seconded by Laverne Doyle to approve the June 2, 2015 Board of Equalization minutes and June 2, 2015 Commission minutes as presented. All voting in favor; motion carried.

Paul Bonaime expressed concerns with drainage in Section 7 and Section 8 of Neche Township. Mr. Bonaime presented photos of the flooding on his land. Mr. Bonaime requested the ditches along County Road #55 be cleaned. Troy Kittelson, Highway Superintendent, suggested a hydraulic study be done prior to doing any work. Motion made by Gary Nilsson and seconded by Nick Rutherford to have a hydraulic study done in Sections 7, 8, and 9 along County Road #55. All voting in favor, motion carried.

Clyde and Carol Reilly met with the Commission to discuss St, Bernard's Cemetery, located 6 miles west of Crystal. Mr. Reilly read NDCC 23-06-30: Abandoned cemeteries to be maintained by counties. Mr. Reilly feels the cemetery has obviously been abandoned by the residents of Stokesville and the owner of the property for several decades. Mr. Reilly requests the Commission comply with NDCC 23-06-30 and maintain the property. Commission will contact the State Department of Health for a listing of registered cemeteries in Pembina County.

Samantha Lahman, NDSU Extension introduced Jim Gray, Northeast District Director, to the Commission. Mr. Gray gave a short narrative on his background and let the Commission know that they can contact him with any questions or concerns. Jim updated the Commission on the progress of the hiring process for

the vacancy left upon Helen Volk-Schill's resignation. The vacancy announcement has been drafted and could be released within the next week or so, with a 20 day window to apply. Jim will stay in touch with the search committee.

Request for a raffle permit received from Cavalier Ambulance Service. Motion made by Gary Nilsson and second by Laverne Doyle to approve the Cavalier Ambulance Service raffle permit request as presented. All voting in favor; motion carried.

Request for a raffle permit received from Pembina County Historical Society. Motion made by Gary Nilsson and second by Laverne Doyle to approve the Pembina County Historical Society raffle permit request as presented. All voting in favor; motion carried.

Pembina County Housing Authority minutes of May 5, 2015 were reviewed.

Culvert request received from Thomas Beard III, to replace an existing 24" culvert in the NE 1/4 of Section 34 of Akra Township. Troy Kittelson, Highway Supervisor, inspected the sight and approved the request. Motion made by Hugh Ralston and seconded by Nick Rutherford to approve the culvert request as presented. All voting in favor; motion carried.

Drainage permit requests received from Luke Longtin to clean the silt that has accumulated in the bottom of the ditch, along County Road #9 in the S 1/2 of Section 27 of Walhalla Township. Troy Kittelson, Highway Supervisor, approved the request. Motion made by Gary Nilsson and seconded by Hugh Ralston to authorize the Chairman to sign the request as presented. All voting in favor; motion carried.

Motion made by Gary Nilsson and seconded by Laverne Doyle to accept the bid of \$350.00, from Joel Mostad, for property described as Lot 7, Block X, City of Walhalla, Parcel 35-3740000. All voting in favor; motion carried.

Motion by Hugh Ralston and seconded by Gary Nilsson to accept the bid of \$1.00, from the City of Pembina, for property described as Lots 17 – 18, Block 24, City of Pembina, Parcel 33-1320000. All voting in favor; motion carried.

Commission discussed the process for bidding of fuel. Motion made by Gary Nilsson and seconded by Laverne Doyle to change the Petroleum Bid Request Form to have all county fuel vendors present their fuel bids to the Highway Department instead of the Auditor's Office. All voting in favor; motion carried.

Duane Christinson met with the Commission to discuss the purchase of Lot 11 in Glasston. Issues of clear title exist, therefore further research will be required.

Commission reviewed the May financial statement. Motion made by Gary Nilsson and seconded by Laverne Doyle to approve the consent agenda, consisting of claims and the May Financial statement, as presented. All voting in favor; motion carried.

Liz Beck, 911/GIS/IT Coordinator, updated the Commission on future technology requirements. Liz gave a detailed explanation of equipment upgrades that will be needed in the next couple of years. Liz will continue with quarterly updates to keep the Commission informed.

Commission will be touring the Pembina County Historic Museum this afternoon.

Motion made by Laverne Doyle and seconded by Hugh Ralston to adjourn the meeting. All voting in favor; motion carried. Meeting was adjourned at 11:55AM.