

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

BOARD OF PEMBINA COUNTY COMMISSIONERS PROCEEDINGS

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June 3, 2014

10:00 AM

Board of Pembina County Commissioners met at 10:00 AM in the Commissioners Meeting Room of the Courthouse with the following members present: Gary Nilsson, Laverne Doyle, Andy Adamson, Hugh Ralston, and Hetty Walker.

Chairman Ralston called the meeting to order.

Motion made by Gary Nilsson and seconded by Andy Adamson to approve the May 20, 2014 minutes as presented. All voting in favor; motion carried.

Sarah Braaten Johnston, Red River Regional Council, introduced Cheryl Osowski. Ms. Osowski will be the temporary project manager for the Red River Riparian Program while Ms. Braaten Johnston is out on maternity leave. Ms. Braaten Johnston updated the Commission on the O'Hara Bridge Riparian Project. The summer phase of vegetation installation will be done by Eco-Industries and is expected to be complete by July 31, 2014. No changes to the specifications will be allowed without prior written approval. Eco-Industries will notify the County when the installation is complete. The County will notify the Red River Riparian Program for inspection of the work. Following the inspection, Red River Riparian will issue written certification stating the project is completed to specifications. The County will submit all invoices to the Red River Riparian Program for cost share.

Pembina County Water Board minutes of May 13, 2014 were reviewed.

Commission was informed of the refund received from NDRIN (North Dakota Recorders Information Network). NDRIN group agreed to refund a portion of the fees back to the counties based on the number of documents recorded. Pembina County received a refund of \$2,042.00 to be used in the Document Preservation Fund.

Commission discussed the need for a Water Board member to fill the vacancy left when Ed Stremick resigned. Discussion followed on going from a five man board

to a three man board. Commission requested an ad be put in all local papers for one week and will revisit at the June 17, 2014 meeting.

Linda Schlittenhard, Auditor/Treasurer, requested the County purchase a record keeping program for townships. A program was developed by Marty Visto of Dickey County. The program would simplify the record keeping processes for the townships. Motion made by Gary Nilsson and seconded by Hetty Walker to approve the purchase of the program. All voting in favor; motion carried.

Drainage permit request received from Thomas B. Beard to remove the silt from the ditch along County Road #12 in Section 35 of Akra Township. Troy Kittelson, Highway Supervisor, approved the request. Motion made by Gary Nilsson and seconded by Laverne Doyle to authorize the Chairman to sign the request as presented. All voting in favor; motion carried.

Andrew Kirking, Emergency Manager, unable to attend. Mr. Kirking requested the Auditor inform the Commission of the \$2500.00 grant his office received from TransCanada Keystone Pipeline to help with the purchase of equipment for first responders.

Stephenie Davis, State's Attorney, informed the Commission that the motion for summary judgment she filed, regarding the trial that was to be held in June, was granted. Ms. Davis updated the Commission on the response she received from the North Dakota Association of Counties regarding the request to delay foreclosure notification on the three properties the IRS is seizing. Further research is needed regarding the request. Commission tabled the decision until further information is available.

Commission reviewed the April financial statement. Motion made by Gary Nilsson and seconded by Hetty Walker to approve the consent agenda, which includes claims, April financial statement and May payroll, as presented. All voting in favor; motion carried.

Jolene Halldorson, Red River Regional Council Development Strategist, presented a Request for Amendment to a Community Development Loan Fund (CDLF) loan for Dakota Valley Growers, which would restructure the loan. Russell Edgar, Dakota Valley Growers, also present. Dakota Valley Growers is seeking a 6-month interest only period on four existing notes and a new short term loan to cover feed inventory. The Economic Development Committee approved the staff recommendation and Board of Director's approved the Economic Development Committee recommendation. Motion made by Gary Nilsson and seconded by Hetty Walker to authorize the Chairman to sign Amendment #4 for the CDLF as presented. Discussion followed. All voting in favor; motion carried. The request will be submitted to the ND Department of Commerce for final approval.

Brian Erovick, Sheriff, informed the Commission of a GPS program utilized by Walsh County, which he would like to implement in Pembina County. Motion made by Andy Adamson and seconded by Laverne Doyle to approve the purchase of the equipment, using Sheriff Special Trust Funds. Discussion followed on possible cost savings if this program were to be used on all departmental county vehicles and highway vehicles. Sheriff Erovick will research options and report back. All voting in favor; motion carried.

Troy Kittelson, Highway Superintendent, and Wade Thompson, Kadramas, Lee and Jackson, presented the Notice to Proceed agreements with Knife River Materials for road work. Motion made by Gary Nilsson and seconded by Laverne Doyle to authorize the Chairman to sign the agreements as presented. Roll Call vote: Gary Nilsson – yes; Laverne Doyle – yes; Andy Adamson – yes; Hetty Walker – yes. Motion carried.

Commission reviewed the letter received from Carol Kotchman Anderson.

Motion made by Gary Nilsson and seconded by Laverne Doyle to adjourn the meeting. All voting in favor; motion carried. Meeting adjourned at 12:20 PM.