

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

BOARD OF PEMBINA COUNTY COMMISSIONERS PROCEEDINGS

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March 15, 2016

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.

Chairperson Doyle called the meeting to order.

Motion made by Gary Nilsson and seconded by Nick Rutherford to approve the March 1, 2016 minutes as presented. All voting in favor; motion carried.

Linda Schlittenhard, Auditor/Treasurer discussed the Clerk of Court contract renewal with the Commission. There are three options that the Board could choose. The Commission could, by resolution, have the staff designated as state employees, enter into a funding agreement for the 2017-2019 biennium and receive reimbursement for providing clerk services or elect to provide services at the county's own expense. If the Commission continues the contract as is, the state would reimburse for 1.35FTE(s). Motion made by Gary Nilsson and seconded by Hugh Ralston to enter into a funding agreement with the state for the 2017-2019 biennium. All voting in favor; motion carried.

Commission was informed of a letter received from Duane Littlejohn of Insurance Associates related to Additional Insureds on the Pembina County General Liability policy. Discussion followed on the criteria to determine if a County Committee should be added as an Additional Insured. Commission chose to leave the Additional Insureds as previously listed.

Commission was informed of a request to purchase County property in the City of Walhalla, described as the S 24' of the E 1/2 Lot 5 and the S 24' Lot 6, Block 21, OT, City of Walhalla (Parcel 35-0860000) and the E 17' by the Northerly 116' Lot 5 and Northerly 116' Lot 6, Block 21, OT, City of Walhalla (Parcel 35-0850000). Motion made by Nick Rutherford and seconded by Hugh Ralston to approve the sale of the property. All voting in favor; motion carried.

Pembina County Housing Authority minutes of February 4, 2016 were reviewed.

Pembina County JDA minutes of January 13, 2016 were reviewed.

Pembina County Fair Board minutes of February 17, 2016 were reviewed.

Pembina County Water Board minutes from January 26, 2016 through March 1, 2016 were reviewed.

Motion made by Gary Nilsson and seconded by Nick Rutherford to authorize a proxy vote to the Chairperson of NDIRF for such business as may properly come before the meeting. All voting in favor; motion carried.

Commission and Devin Johnson, Highway Supervisor, discussed spring load limits. Devin informed the Commission that spring weight limits went into effect on Monday, March 14, 2016. Motion made by Gary Nilsson and seconded by Nick Rutherford to approve the weight limits with the following addition under State Limits, County Highway 3 east from State Highway 32 for ¼ mile. All voting in favor; motion carried.

Jon Markusen, Kadramas, Lee & Jackson, presented the Contract and Notice to Proceed with Knife River for the 2016 paving projects. Motion made by Gary Nilsson and seconded by Nick Rutherford to authorize the Chairman to sign the contract and notice to proceed as presented. Devin Johnson, Highway Superintendent, also present. Jon presented options for road projects to utilize the remaining funding from the state. Commission requested Jon present estimates for County Road #1 from Bathgate to Interstate 29. Jon will prepare for the next meeting.

Bids were received from the following to furnish Pembina County with a 20' rotary mower with a trade-in of a Woods BW180:

Roy Implement - \$15,000.00

Cavalier Equipment - \$14,600.00

Park River Implement - \$15,875.00

Butler Machinery Co - \$16,521.00

Motion made by Gary Nilsson and seconded by Hugh Ralston to accept the bid from Cavalier Equipment. Discussion followed. Roll call vote: Gary Nilsson – yes; Nick Rutherford – yes; Hugh Ralston – yes; Hetty Walker – yes. Motion carried.

Devin presented the updated Culvert Request form and Culvert Policy. Pembina County Highway Department and Pembina County Water Board compiled a joint application that will need to be approved by two Township Board Supervisors, the Water Board and Highway Department. Motion made by Gary Nilsson and seconded by Hetty Walker to adopt the Culvert Request form and Culvert Policy as presented. Discussion followed. All voting in favor; motion carried.

Commissioner Walker presented a handout on the Pembina-Emerson Border Crossing public hearing she attended on Monday, March 14, 2016 at the Pembina State Museum.

Liz Beck, 911/IT/GIS Coordinator, discussed updates related to 911 projects. Andrew Kirking, Emergency Manager/Weed Officer, also present. Liz presented handouts on the 911 Advisory Board/Local Emergency Planning Committee, stating membership and purpose. Discussion followed on Board members. Motion made by Gary Nilsson and seconded by Hetty Walker to appoint the 911 and Emergency Manager Portfolio Commissioner to the Board. All voting in favor; motion carried. Liz reviewed the listing of future expenditures for 911.

Terry Meidinger, Pembina County Sheriff, informed the Commission that Fred Marquardt has been hired as Chief Deputy, beginning his duties on April 1, 2015 and Deputy Andrew Browne has been hired to fill the Truck Regulatory position, which is shared between Pembina and Walsh counties. Sheriff Meidinger will be interviewing in the near future to fill the vacant deputy position.

Commission reviewed the February financial statement. Motion made by Gary Nilsson and seconded by Hugh Ralston to approve the consent agenda, consisting of claims and February financial statement. All voting in favor; motion carried.

Motion made by Hugh Ralston and seconded by Gary Nilsson to adjourn the meeting. All voting in favor; motion carried. Meeting was adjourned at 11:25AM.