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BOARD OF PEMBINA COUNTY COMMISSIONERS PROCEEDINGS

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March 16, 2021

8:30 AM

Board of Pembina County Commissioners met at 8:30 AM in the Commissioners Meeting Room of the Courthouse with the following members present: Laverne Doyle, Nick Rutherford, and Hugh Ralston. Absent: Jim Benjaminson and Hetty Walker.

Chairperson Doyle called the meeting to order at 8:30 am.

Motion made by Nick Rutherford and seconded by Hugh Ralston to approve the February 25, 2021 Special meeting minutes and March 2, 2021 regular meeting minutes as presented. All voting in favor; motion carried.

Motion made by Hugh Ralston and seconded by Nick Rutherford to approve the agenda as presented. All voting in favor; motion carried.

Pembina County JDA minutes of July 8 and September 9, 2020 were reviewed.

The NDSU 2020 Community Forums Statewide Report was reviewed.

Commission reviewed the February financial statement and claims. Motion made by Hugh Ralston and seconded by Nick Rutherford to approve the consent agenda as presented. All voting in favor; motion carried.

Tanya Wieler and Revel Sapa, Human Resources, discussed the vacancy that will occur in the Clerk of Court/Recorder's Office upon the retirement of Kay Braget. Tanya discussed Title VI compliance regarding filling the vacancy. The position must be advertised for two weeks. The notice will be posted with Job Service, placed on the Pembina County website and advertised in the three county newspapers. Applications will be due April 2, 2021.

Tanya discussed salary for the Emergency Manager/Dispatch Supervisor position. Tanya has modified the pay scale to encompass Samantha Diemert's position as Emergency Management/Dispatch Supervisor/Weed Officer. Tanya suggested to begin Samantha Diemert at step three of the new line on the pay scale. Motion made by Hugh Ralston and seconded by Nick Rutherford to set the salary for

Samantha Diemert at \$4,459.00/month, Roll call vote: Laverne Doyle – yes; Nick Rutherford – yes; Hugh Ralston – yes. Motion carried.

Zach Herrmann, Houston Engineering, discussed the proposed Tongue River Cut-off project with the Commission. Others in attendance were Luann Kemp, Rick Kendall, and Scott Gunderson. Zach presented a handout showing options for the proposed project, reviewing the three main issues with the project and landowner concerns. Motion made by Nick Rutherford and seconded by Hugh Ralston to set a public hearing date for the project. Discussion followed on State Water Commission cost share and possible assessment amounts for the project. Roll call vote: Laverne Doyle – yes; Nick Rutherford – yes; Hugh Ralston – yes. Motion carried.

Jill Denault, Northern Valley Human Service Zone Director, informed the Commission that Valerie Letkeman will be retiring the end of May and the ND Department of Human Service has placed a freeze on hiring new employees. With this in mind, each county that is a part of the NVHSZ will need a central answering system. Jill reviewed the handouts regarding the costs for the changes that will need to be implemented. Samantha Weeks, IT Coordinator, discussed information she received from Polar regarding the proposed changes. Further information will need to be reviewed prior to the Commission making a decision.

Devin Johnson, Highway Superintendent, and Jeff Daley, Kadramas, Lee & Jackson, discussed potential structure replacement projects. Jeff presented a map showing the priority projects, structures that have been replaced recently, and projects that may not qualify as Federal Aid projects. The ND Department of Transportation is requesting counties have plans in place for Federal Aid projects. Jeff reviewed the Priority 1 projects with the Commission. Motion made by Nick Rutherford and seconded by Hugh Ralston to authorize Kadramas, Lee & Jackson, to move forward with Engineering for Bridge project 130.32 in Midland Township and Bridge project 126-10.1 in Carlisle Township. Discussion followed. All voting in favor; motion carried.

Devin presented a letter from Enbridge Energy requesting written permission to use County Road #3 for three miles east to Interstate 29, to haul equipment and materials needed for the construction of Enbridge Line 3 Replacement project. These loads will be overweight and oversized and will be used during periods of load restrictions. Enbridge does not anticipate more than 5 loads up to a maximum of 135,000 lbs/load. Motion made by Hugh Ralston and seconded by Nick Rutherford to authorize Enbridge to use this road during load restrictions. All voting in favor; motion carried.

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