

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

BOARD OF PEMBINA COUNTY COMMISSIONERS PROCEEDINGS

www.pembinacountynd.gov

March 18, 2014

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, Hugh Ralston, and Hetty Walker. Absent: Andy Adamson

Chairman Ralston called the meeting to order. No additions to the agenda.

Motion made by Gary Nilsson and seconded by Hetty Walker to approve the March 4, 2014 minutes as presented. All voting in favor; motion carried.

Pembina County Fair Board minutes of February 12, 2014, January financial statement, and 2013-2014 operating budget were reviewed as presented.

Pembina County Housing Authority Board minutes of February 4, 2014 were reviewed.

Pembina County Job Development Association minutes of January 8, 2014 were reviewed.

Motion made by Gary Nilsson and seconded by Laverne Doyle 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.

Commissioner Adamson teleconferenced for the remainder of the meeting.

Kelly Cluchie, Maintenance, discussed installing a sidewalk along the back side of the Courthouse from the parking area on the east side of the building to the back entrance. Motion made by Laverne Doyle and seconded by Hetty Walker to approve the installation of the sidewalk. All voting in favor; motion carried. Kelly also discussed roof repairs needed for the Courthouse and Law Enforcement Center and moving the flagpole to the front of the building.

Motion made by Gary Nilsson and seconded by Laverne Doyle to approve the consent agenda, as presented. All voting in favor; motion carried.

Troy Kittelson, Highway Superintendent, presented a draft of the Pembina County Traffic Sign Retroreflectivity Maintenance Policies and Procedures. Motion made by Gary Nilsson and seconded by Laverne Doyle to authorize the Chairman to sign the policy as presented. All voting in favor; motion carried. Troy updated the Commission on spring weight limits, employee uniform service and summer projects. Discussion followed on a measure for the upcoming primary election.

Jon Markusen and Wade Thompson, Kadramas, Lee and Jackson, joined the meeting. Discussion followed on the 2014 paving projects. Highway 55 is in need of a major rehab opposed to the minor rehab that was anticipated. Wade explained the differences between a minor and a major rehab.

Troy presented utility permits received from Enbridge Energy, Limited Partnership, granting them permission to use highway right of way. J. P. Raiche, right of way agent for Enbridge Energy, also present. Motion made by Laverne Doyle and seconded by Gary Nilsson to authorize the Chairman to sign the utility permits as presented. All voting in favor; motion carried.

Liz Beck, 911, IT and GIS Coordinator, presented a handout showing the cost increase for the upgrades to the telephone system. The existing software is not compatible with the Windows 7 upgrade, making upgrades to the current telephone system necessary. Ms. Beck gave detailed explanations of the increased costs associated with the upgrades and the additional phone features that have been added to the system. Motion made by Laverne Doyle and seconded by Hetty Walker to authorize Ms. Beck to sign the contracts as presented. All voting in favor; motion carried.

Andrew Kirking, Emergency Manager, updated the Commission on the spring flood forecast, reported on the local Emergency Planning Committee meeting held on Wednesday, March 12, 2014 and informed them of upcoming trainings for local jurisdictions. Andrew also discussed the Multi-Hazard Mitigation Plan, which needs to be updated by 2015. Discussion followed on previous plans and changes or eliminations that can be made to the new plan.

With no further business, Chairman Ralston adjourned the meeting at 11:20AM.