

## BOARD OF PEMBINA COUNTY COMMISSIONERS PROCEEDINGS

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March 22, 2011

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: Corene Vaughn, Gary Nilsson, Andy Adamson, Hetty Walker and Hugh Ralston.

Chairman Vaughn called the meeting to order.

Minutes of the previous meeting of March 1, 2011 approved upon motion of Gary Nilsson and seconded by Andy Adamson. All voting in favor; motion carried.

Board reviewed and allowed county claims.

Troy Kittelson, Highway Supervisor, met with the Commission to discuss Walsh County Road 1. Walsh County Commissioners or Highway Supervisor unable to attend. Pembina County is receiving all the federal reimbursement for Walsh County Road 1 since it is on the southern border of Pembina County. At present, Walsh County is maintaining the road and billing Pembina County for half of the expense of the maintenance. Mr. Kittelson suggested a contract be drawn up between Walsh County and Pembina County to reimburse Walsh County one-half of the Federal reimbursement. Commission agreed to have Mr. Kittelson draw up a contract for Commission approval at a later date. The O'Hara Bridge, water pumps that the County has purchased and federal dollars that are available to counties for bridge removals were also discussed.

Kelly Cluchie, Maintenance, met with the Commission. Discussed installing a sidewalk on the south side of the building, cutting back or removing the evergreen trees around the flagpole, and concerns related to the hedge in the center loop. The Commission feels that a sidewalk is not necessary on the south side of the building but would like Mr. Cluchie to trim or remove the evergreen trees around the flagpole. Further discussion is needed regarding the hedge.

Request from Lynelle Fraser to gift 40 hours of sick leave to Jennifer Puppe approved upon motion of Hugh Ralston and seconded by Andy Adamson. All voting in favor; motion carried.

Commission reviewed the January 2011 and February 2011 financial reports. Motion made by Gary Nilsson and seconded by Andy Adamson to approve the financial reports as presented. All voting in favor; motion carried.

Commission reviewed the Accounts Receivable balances for December 2010.

Jill Pedersen, Emergency Management, met with the Commission. Discussion was had on the memo received from Human Resources. Ms. Pedersen presented her concerns regarding the memo. Commission discussed her job description, work habits and accountability. A complete job description will be requested from the Human Resource Director.

Commission approved request from Public Health to cover the hotel rates over the state rate for the Emergency Preparedness Conference in Bemidji, MN. Motion made by Hetty Walker and seconded by Hugh Ralston to approve the request. All voting in favor; motion carried.

Pembina County Water Resource Board met with the Commission. Stuart Askew, States Attorney, and Robert Fleming, Fleming, DuBois and Fleming, also present. Discussion was had on Drain Fund balances, loan balances and outstanding registered warrants. Commissioner Adamson discussed the bridge which was damaged in St Joseph Township. Mr. Askew will look into the issue and report back to the Commission. Chairman Vaughn commented on the letter received from Fleming, DuBois, and Fleming. Water Board updated the Commission on the Renwick Dam project, Cavalier Dam, issues with existing beaver dams and Drain 55.

Pembina County Housing Authority minutes reviewed as presented.

Pembina County Fair Board minutes reviewed as presented.

Pembina County Job Development minutes reviewed as presented.

Julie Doyle, Tax Director, met with the Commission to discuss an application for abatement on property described as Lot 5, The Pines, City of Cavalier: Parcel 27-6970014. Requesting a reduction in valuation of the structure from \$210,000.00 to \$175,041.00 for a difference of \$34,959.00. Discussion was had on the information received from the City of Cavalier regarding the City's response to the abatement. Commission requested that the abatement request be thoroughly researched by Jeff Stevenson, Cavalier City Assessor, prior to making a decision on this.

Commission discussed the letter that Judge Fontaine sent to Chairman Vaughn regarding the Community Service Program.

Commission discussed the Covenants that were recorded in 2005 and 2006 related to the Courthouse property. A partial release of the covenants is required to be recorded to clear title on adjacent properties. Release has been signed by the State Historic Preservation Officer. Motion made by Gary Nilsson and seconded by Hetty Walker to authorize the Chairman to sign the release as presented. All voting in favor; motion carried.

Commission discussed a letter received from St Thomas Township related to snow removal done by the township adjacent to a legal drain.

Meeting adjourned.