

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

## BOARD OF PEMBINA COUNTY COMMISSIONERS PROCEEDINGS

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March 2, 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. Available by telephone was Jim Benjaminson. Absent: 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 16, 2021 meeting minutes as presented. All voting in favor; motion carried.

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

Commission discussed the two options presented at the February 16<sup>th</sup> meeting for the proposed Tongue River Cutoff project. Landowners contacted Houston Engineering after the last meeting with a possible third option. Houston Engineering is reviewing the third option presented by landowners. Zach Herrmann, Houston Engineering, would be willing to answer any questions the Commission may have prior to a final decision. Commission requested the Auditor contact Mr. Herrmann to see if he would be available to attend the March 16, 2021 meeting.

Commission will discuss the Weed Officer position at 10:00 am.

Pembina County Job Development Authority minutes from November 18, 2020 were reviewed.

Pembina County Fair Board minutes of 12/29/2020 and the November financials were reviewed.

The Pembina County Library Board checking account was discussed. The County Library Service Agreement between the Pembina County Commission and the Cavalier Municipal Library Board requires the Cavalier Municipal Library Board to distribute the mill levy money, pursuant to a Memorandum of Understanding,

and submit these disbursements to the Pembina County Commission each year for review. Signatory authority for the Pembina County Library Board should be changed to the Cavalier City Auditor, on behalf of the Cavalier Municipal Library Board. Motion made by Hugh Ralston and seconded by Jim Benjaminson to grant signatory authority on the Pembina County Library Board account to the Cavalier City Auditor. Roll call vote: Jim Benjaminson – yes; Laverne Doyle – yes; Nick Rutherford – yes; Hugh Ralston – yes. Motion carried.

The 2020 annual report of the Pembina County Historical Society was reviewed.

Request for a raffle permit received from Pembina County Historical Society. Motion made by Nick Rutherford and seconded by Hugh Ralston to approve the request. All voting in favor; motion carried.

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

Rebecca Flanders, State's Attorney, presented a letter of testimony opposing SB 2041 for Commission approval and signature. Motion made by Nick Rutherford and seconded by Hugh Ralston to authorize the Chairman to sign the letter as presented. All voting in favor; motion carried.

Samantha Weeks, 911/IT/GIS Coordinator, Samantha Diemert, Emergency Manager/Dispatch Supervisor, Terry Meidinger, Sheriff, and Marcus Ramsay, Chief Deputy, met to discuss wages for dispatchers and corrections officers. Revel Sapa, Human Resources, also in attendance. Samantha Diemert presented salary comparisons between Walsh County and Pembina County for dispatchers. Sheriff Meidinger presented comparisons with Cavalier County and Walsh County for corrections officers. The group is requesting the Commission consider a \$3.00/hour salary increase, to bring the salaries in line with the surrounding counties, for the Dispatch Department and Corrections Department. Sheriff Meidinger discussed staffing requirements, stating there would be a need for four additional correctional officers and a transport officer when the dispatch center is moved to the lower level of the Emergency Operations Center. Commission requested the Auditor present estimated budgetary salary increases for each department prior to making a decision. A Special Meeting will be scheduled for Tuesday March 9<sup>th</sup> or Wednesday, March 10<sup>th</sup>, depending on the availability of the Farmer's Room. Discussion followed on housing female prisoners.

Commission discussed the Weed Officer vacancy with Samantha Diemert. Ms. Diemert stated she is interested in the position. Motion made by Nick Rutherford and seconded by Hugh Ralston to appoint Samantha Diemert to the Weed Officer position effective immediately, with the understanding Ms. Diemert contact them immediately if the position becomes a challenge or interferes with

her other positions. Discussion followed on training requirements. All voting in favor; motion carried.

Motion made by Hugh Ralston and seconded by Jim Benjaminson to adjourn the meeting. All voting in favor; motion carried. Meeting adjourned at 10:45 AM.