

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

## BOARD OF PEMBINA COUNTY COMMISSIONERS PROCEEDINGS

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May 19, 2015

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.

Chairman Walker called the meeting to order.

Motion made by Nick Rutherford and seconded by Laverne Doyle to approve the May 5, 2015 minutes as presented. All voting in favor; motion carried.

Pembina County Housing Authority Board minutes of April 7, 2015 were reviewed.

Commission was informed of the refund received from NDRIN (North Dakota Recorders Information Network). NDRIN group agreed to refund a portion of the fees back to the counties based on the number of documents recorded. Pembina County received a refund of \$4,217.00 to be used in the Document Preservation Fund.

Commission was informed of the monthly increase for health insurance, which will be effective for the July 1, 2015 – June 30, 2017 biennium.

Culvert request received from Michael Thompson to install a 36" culvert in the NE 1/4 of Section 1 of Elora Township. Troy Kittelson, Highway Supervisor, inspected the sight and approved the request. Pembina County will supply 40' of the 36" culvert, with the applicant paying for the remaining 10', one band and the installation. Motion made by Hugh Ralston and seconded by Nick Rutherford to approve the culvert request as presented. All voting in favor; motion carried.

Culvert request received from Walhalla Township to install a 30" culvert in the SE 1/4 of Section 6 of Walhalla Township. Troy Kittelson, Highway Supervisor, inspected the sight and approved the request pending a streamflow analysis.

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

Culvert request received from St Joseph Township to install a 36" culvert in the NE 1/4 of Section 3 of St Joseph Township. Troy Kittelson, Highway Supervisor, inspected the sight and approved the request pending a streamflow analysis. Motion made by Gary Nilsson and seconded by Hugh Ralston to approve the culvert request as presented. All voting in favor; motion carried.

Drainage permit request received from Landis McDonald to clean out the ends of the culvert and remove the high spots up to 50' north and 30' south of the culvert, along County Road #2 in the SW ¼ of Section 27 and NW ¼ of Section 34 of Felson Township. Troy Kittelson, Highway Supervisor, approved the request. Motion made by Laverne Doyle and seconded by Hugh Ralston to authorize the Chairman to sign the request as presented. All voting in favor; motion carried.

Drainage permit request received from Wilwand Farms to remove the silt from the ditch at the corner of 157<sup>th</sup> Ave and County Road #55, in the NW ¼ of Section 5 of Pembina Township. Troy Kittelson, Highway Supervisor, will only approve removal of silt up to a 6" depth. Motion made by Gary Nilsson and seconded by Laverne Doyle to authorize the Chairman to sign the request as presented. All voting in favor; motion carried.

Ryan Bialas, State's Attorney, presented a listing of all registered cemeteries in Pembina County. Discussion followed on the removal of bodies from St Bernard's Cemetery near Crystal to the St. Patrick's Cemetery in Crystal. Ryan discussed the Canadian Dike lawsuit and informed the Commission that Monica Brusseau has accepted the Victim Witness Advocate position and will begin her duties on May 25, 2015. Ryan requested that Monica be classified as a Step 6, as she will have additional duties with the new position. Motion made by Nick Rutherford and seconded by Gary Nilsson to classify the position as a Step 6. Discussion followed. All voting in favor; motion carried. Ryan updated the Commission on the progress of converting the old jail facility into a locked evidence room and the bridge that was burned on County Road #3 near Glasston.

Commission discussed the culvert requests and drainage permit requests with Troy Kittelson, Highway Superintendent. Troy presented estimates for a low water crossing near the Wallace Saiger property. Discussion followed and no action was taken at this time. Commission reviewed the Rental of Road Machinery listing.

Water Board informed the Commission that an open house for the Renwick Dam project has been scheduled for September 12, 2015. There will be scheduled

foundation drain repair construction on Renwick Dam in the next couple of weeks. Discussion followed on projects planned for the summer.

Commission reviewed the April Financial statement. Motion made by Gary Nilsson and seconded by Laverne Doyle to approve the consent agenda, consisting of claims and the April financial statement as presented. Discussion followed. All voting in favor; motion carried.

Kadie Benson, Weed Officer, presented a listing of noxious weeds that were added by individual counties to the state listing. Counties and cities have the option to add additional weeds onto a list for enforcement only in their jurisdiction. No action was taken at this time. Kadie discussed a grant for the removal of purple loosestrife. Kadie informed the Commission that there are TAG Grant funds and LAP Grant funds available to landowners.

Chemical bids for the 2015 season were received from the following:

Van Diest Supply Company: Tordon 22K - \$46.84/gallon

Overdrive - \$29.97/pound

Crop Production Services: Tordon 22K- \$45.00/gallon

Overdrive - \$31.60/pound

Motion made by Gary Nilsson and seconded by Hugh Ralston to accept the bid from Van Diest for the 2015 season. All voting in favor; motion carried.

Julie Doyle, Tax Director, presented an application for abatement on property described as Pt of the NE ¼ of Section 16, Akra Township: Parcel 01-1170000. Kevin Sommer also present, representing the Cavalier Country Club. Applicant is requesting payments in Lieu of Taxes for expansion of an existing business, for the tax years 2015 – 2019. The amount of annual payment will be \$1,200.00. Motion made by Laverne Doyle and seconded by Hugh Ralston to approve the application as presented. All voting in favor; motion carried.

Julie Doyle, Tax Director, presented an estimate for appraisal services. Discussion followed on the requirement for all County, City or Township assessors to be certified by 2017.

Julie discussed the 2015 agricultural land valuations. Ms. Doyle informed the Board that the minimum capitalization rate is no longer applicable and the current cost of production index is 1.77. The value per acre has increased from \$1,183.84 to \$1,242.83, as computed by the Agribusiness and Applied Economics Department of NDSU. The State Board of Equalization has set the tolerance for 2015 between 90-100%. This indicates a 4% increase is necessary for 2015 to bring Pembina County to compliance, bringing the 2015 value per acre for Pembina County to \$1,142.32. Per North Dakota Century Code 57-02-27.2, agricultural values are determined by productivity of the soils and not by sales

volume. Motion made by Gary Nilsson and seconded by Hugh Ralston to approve a 4% increase on agricultural land for the 2015 tax year. All voting in favor; motion carried.

Camburn Shephard discussed concerns with water along County Road #3 and a culvert on the west side of Section 12 in Thingvalla Township, west of Gordon Sondeland's. Troy Kittelson, Highway Superintendent, Ryan Bialas, State's Attorney, and Gordon Sondeland were also present. Troy will inspect the culverts west of the Gordon Sondeland residence and determine the elevation of the ditch along County Road #3, once the ditch dries out.

Commission reviewed the Cavalier Municipal Airport Zoning Ordinance.

Motion made by Laverne Doyle and seconded by Hugh Ralston to adjourn the meeting. All voting in favor; motion carried. Meeting was adjourned at 12:30PM.