

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

BOARD OF PEMBINA COUNTY COMMISSIONERS PROCEEDINGS

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May 20, 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, Andy Adamson, Hugh Ralston, and Hetty Walker.

Chairman Ralston called the meeting to order. Discussion on St. Thomas Days was added to the agenda.

Motion made by Hetty Walker and seconded by Gary Nilsson to approve the May 6, 2014 minutes as presented. All voting in favor; motion carried.

Troy Kittelson, Highway Superintendent, and Wade Thompson, Kadramas, Lee & Jackson, presented the bids received for pavement overlay on County Highway #7 and County Highway #55. The following bids were received:

Central Specialties - \$3,782,996.12

Knife River Materials - \$3,252,734.56

Mayo Construction - \$3,446,053.96

MinnDak - \$3,631,430.29

Strata Corporation - \$4,287,676.99

Motion made by Andy Adamson and seconded by Laverne Doyle to accept the bid of \$3,252,734.56 from Knife River Materials. Discussion followed. Roll call vote: Gary Nilsson - yes; Laverne Doyle - yes; Andy Adamson - yes; Hetty Walker - yes. Motion carried.

Troy Kittelson discussed the letter received from the North Dakota Department of Transportation regarding repairs needed on two county bridges. Immediate attention is needed for Structure 34-125-10.0 which is located 3 miles east and 1 mile south of Bathgate and Structure 34-131-28.0 which is located 4 miles west and 3 miles north of Drayton.

Troy discussed concerns Raymond Brubakken brought to the Water Board regarding a stream flow study. Mr. Brubakken is requesting the installation of three 42" culverts to replace the existing culverts, but would compromise with two 42" culverts. According to the County Culvert Policy, the county will supply

40' of culvert if deemed necessary, is 36" or larger and is in the County right-of-way. The landowner is responsible for any additional length of pipe and installation. Mr. Kittelson will review to see if one 72" arch pipe could be used in place of the 42" culverts. Troy will check with the township and report back.

Motion made by Gary Nilsson and seconded by Laverne Doyle to authorize the Chairman to sign the engineering agreements for County Road #55 and County Road #7 as presented. All voting in favor; motion carried.

Commissioner Nilsson informed Mr. Kittelson that the City of St. Thomas contacted him, requesting to have the 1947 County truck in the St. Thomas Days parade, which will be held June 21, 2014. The highway department will have the truck ready for the parade.

Dawn Keely, Executive Director, and Jolene Halldorson, Development Strategist, for Red River Regional Council, presented a summary of the Rural Business Opportunity Grant and a copy of the contract. Ms. Keely presented an addendum to the original contract, which addressed an error on the total cost of the administration of the project. Motion made by Gary Nilsson and seconded by Hetty Walker to authorize the Chairman to sign the corrected contract as presented. All voting in favor; motion carried.

Pembina County Housing Authority minutes of April 3, 2014 were reviewed.

Pembina County Fair Board minutes of April 16, 2014 and the March Financial report were reviewed.

Commission was informed of the State Historic Preservation Grant, in the amount of \$11,203.00, which was awarded to Pembina County for the grant period of March 1, 2014 thru February 28, 2015.

Pembina County Water Board minutes from April 1, 2014 through May 6, 2014 were reviewed.

Drainage permit request received from Glen P. Millar to back slope the field to County Road #55 ditch in Section 11 of St Joseph Township. Troy Kittelson, Highway Supervisor, approved the request. Motion made by Andy Adamson and seconded by Gary Nilsson to authorize the Chairman to sign the request as presented. All voting in favor; motion carried.

Drainage permit request received from Eric Eischens to clean the silt from the ditch along County Road #11 in Section 5 of Drayton Township. Troy Kittelson, Highway Supervisor, approved the request. Motion made by Andy Adamson and

seconded by Gary Nilsson to authorize the Chairman to sign the request as presented. All voting in favor; motion carried.

Drainage permit request received from Eric Eischens to clean the silt from the ditch along County Road #11 in Section 36 of North Midland Township. Troy Kittelson, Highway Supervisor, approved the request. Motion made by Andy Adamson and seconded by Gary Nilsson to authorize the Chairman to sign the request as presented. All voting in favor; motion carried.

Drainage permit request received from Eric Eischens to clean the silt from the ditch along County Road #11 in Section 1 of South Midland Township. Troy Kittelson, Highway Supervisor, approved the request. Motion made by Andy Adamson and seconded by Gary Nilsson to authorize the Chairman to sign the request as presented. All voting in favor; motion carried.

Rick Archer, Ulteig Engineering, stated that his company would be willing to create a capital improvement plan for the county, at no charge, which would determine potential needs of the county over the next five years. Mr. Archer would do a field trip of the county with Troy Kittelson and prepare a document showing the potential projects and the estimated costs for those projects, as well as identify available funding for those projects. Commission suggested Mr. Archer visit with Mr. Kittelson to schedule a time that will work for both parties.

Water Board updated the Commission on the meeting held with Randy Gjestvang, Zach Herman and Greg Thielman of Houston Engineering regarding retention sites along the Tongue River and several drain tile permits. Robert Fleming, Water Board Attorney, discussed the Olson Bridge, near Glasston. A valuation has not been determined for the damaged bridge, which is delaying a settlement with the insurance company. Mr. Fleming and Stephenie Davis, Pembina County State's Attorney, will meet to determine how to proceed.

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

Kelly Cluchie, Maintenance, updated the Commission on roof repairs for the Courthouse and Law Enforcement Center. The roofs were repaired in October 2009 and there is a 15 year warranty on the project. Kelly will contact the contractor and have them complete the needed repairs.

Stephenie Davis, State's Attorney, updated the Commission on the request to halt foreclosure on three properties that are to be seized by the IRS. Ms. Davis requested the Commission allow her additional time for further research prior to any agreement with the IRS. Chairman Ralston requested Ms. Davis contact the

Association of Counties with additional questions and report back at the next meeting.

Brian Erovick, Sheriff, Tom Bernier, Truck Regulatory, and Troy Kittelson, Highway Superintendent updated the Commission on the meeting held with Walsh County Highway Superintendent, Sharon Lipsch, regarding weight limitations on county roads. The two counties are working to set the weight limitations equally in each county. Spring weight limits will not be changed at this time, but the counties will utilize the same weight restrictions once summer weight limits go into effect. Discussion followed on number of axles, length of vehicles, and tire sizes on vehicles.

Kadie Benson, Weed Officer, met with the Commission regarding the request from NDDOT to enter into an agreement for the control of noxious weeds along state highways in Pembina County. State will reimburse Pembina County for costs associated with the spraying of such right of way. Motion made by Laverne Doyle and seconded by Andy Adamson to authorize the County Weed Control Officer to sign the contract as presented. All voting in favor; motion carried.

Chairman Ralston adjourned the meeting at 11:35AM.