

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

BOARD OF PEMBINA COUNTY COMMISSIONERS PROCEEDINGS

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May 3, 2022

8:30 AM

Board of Pembina County Commissioners met in the Commissioners Meeting Room of the Courthouse. Vice-Chairperson Benjaminson called the meeting to order at 8:30 AM. Roll call vote: Jim Benjaminson, Laverne Doyle, and Dave Moquist. Absent: Nick Rutherford and Andrew Cull. A quorum was declared.

Motion made by Dave Moquist and seconded by Laverne Doyle to approve the April 19, 2022 meeting minutes as presented. All voting in favor; motion carried.

Motion made by Laverne Doyle and seconded by Dave Moquist to approve the agenda with the following additions: Tanya Rhodes, Cavalier Air Force Station, Public Health RN position, Laura Hinkel and cell phone purchase for County Auditor office. All voting in favor; motion carried.

Commission was presented with the Certification of Procurement for Project BRP-0034(035), PCN 23558. The engineering bid for the project was awarded to Kadramas, Lee & Jackson. Motion made by Dave Moquist and seconded by Laverne Doyle to authorize the Vice-Chairperson to sign the certification as presented. All voting in favor; motion carried.

Commission was presented with the Rental of Road Machinery listing from the bid opening held on April 19, 2022. There are fifteen contactors that qualified for the 2022 listing.

Auditor received an email from Michelle Tabbert with the North Dakota Association of Counties (NDACo) informing the Commission that Pembina County is tentatively scheduled to have a County Tour visit by the NDACo and NDCCC presidents and select staff before the end of the year. NDACo is looking to schedule the tour for sometime within the first two weeks of July. Since the 4th of July is the first Monday in July, NDACo would appreciate an update on the date Pembina County will be holding their first meeting in July, Tuesday, July 5th or Wednesday, July 6th. This will allow them time to schedule their tour. Both options will be presented to Michelle and she can determine what works best for the other counties involved in the tour, which include Cavalier, Towner and Walsh.

Commissioner Cull joined the meeting at 9:05 AM.

Auditor received notice from NDPERS regarding the request from Kristina Halverson to be included on the NDPERS health insurance plan through Pembina County. Ms. Halverson would have to be an employee of Pembina County, which she is not, or Pembina County Soil Conservation would need to be an eligible participating NDIRF employer, which they are not. Therefore, Ms. Halverson cannot be offered health insurance.

Laura Hinkel met with the Commission to request permission to accept a part-time evening and weekend position. The job will not interfere with her position with the county. Motion made by Laverne Doyle and seconded by Dave Moquist to allow Ms. Hinkel to accept the part-time position as discussed. All voting in favor; motion carried.

County Auditor requested to be added to the County Verizon cell phone plan. Motion made by Andrew Cull and seconded by Dave Moquist to authorize a cell phone plan for the County Auditor. Discussion followed. All voting in favor; motion carried.

Julie Hardy, Public Health Director, and Revel Sapa, Human Resources, met with the Commission to clarify the discussion held at the April 19th meeting in regards to the open RN position. Ms. Hardy feels there was a misunderstanding between her and the Commission regarding the hiring of a full time RN. Ms. Sapa informed the Commission that prior to Julie filling the Director position, Public Health employed three full time RN's, which changed to two full time and one part-time RN upon the request of one employee. Ms. Hardy was requesting to have the part-time position changed back to a permanent full time position. Ms. Hardy realized the funding was not in the budget and stated she would be able to utilize grant funding for the remainder of 2022 to cover the shortage. She would continue to utilize grant funding until the current grant funding is done on May 31, 2024. Motion made by Dave Moquist and seconded by Laverne Doyle to allow Ms. Hardy to hire a permanent full time RN position. Discussion followed. All voting in favor; motion carried.

Jeff Daley, Kadramas, Lee & Jackson, met with the Commission to discuss the bid openings for the County Road 1 project, which were held at 1:00 pm on Thursday, April 28, 2022. The following bids were received:

Knife River Materials - \$1,549,908.35

Mayo Construction Company, Inc - \$1,517,280.97

RJ Zavoral & Sons, Inc - \$1,471,519.18

Motion made by Laverne Doyle and seconded by Dave Moquist to award the contract to RJ Zavoral & Sons, Inc. Discussion followed. Roll call vote: Jim Benjaminson – yes; Laverne Doyle – yes; Dave Moquist – yes, Andrew Cull – yes. Motion carried. Jeff updated the Commission on the County Road 4 bridge project.

Tanya Rhodes, Cavalier Air Force Station, unable to attend.

Commission reviewed the April payroll and claims submitted for payment. Motion made by Laverne Doyle and seconded by Andrew Cull to approve the consent agenda as presented. All voting in favor; motion carried.

Motion made by Dave Moquist and seconded by Andrew Cull to adjourn the meeting. All voting in favor; motion carried. Meeting adjourned at 10:51 AM.