

## BOARD OF PEMBINA COUNTY COMMISSIONERS PROCEEDINGS

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November 1, 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.

Motion made by Gary Nilsson and seconded by Andy Adamson to approve the October 4, 2011 meeting minutes as presented. All voting in favor; motion carried.

Gerry Wieler, Wieler Construction, met with the Commission for updates on the window project. Mr. Wieler has been contacted to complete the project. Discussion followed.

Chairman Vaughn updated the Commission on the status of the removal investigation.

Pembina County Housing Authority Minutes reviewed.

Pembina County Fair Board minutes and June, July and August financial statements were reviewed. Chairman Vaughn commented that the Fair Board appreciated the assistance they received from the Pembina County Highway Department with the structure removal.

Commissioner Adamson congratulated Chairman Vaughn on the Excellence in County Government award she received at the NDACo Conference held in Bismarck in October.

Motion made by Hetty Walker and seconded by Hugh Ralston to authorize the Chairman to sign the October payroll as presented. All voting in favor; motion carried.

Motion made by Gary Nilsson and seconded by Andy Adamson to authorize the Chairman to sign the Acknowledgement of Large Project Payment Process as presented. All voting in favor; motion carried.

Drainage permits received from Craig Steiger to remove silt for approximately ½ mile in the NW ¼ of Section 27, add an approach in the NE ¼ of Section 28 and remove silt for approximately ½ mile in the NE ¼ of Section 33 along County Road #2 in North Cavalier Township. Troy Kittelson, Highway Supervisor, inspected the sights and approved the requests. Motion made by Hetty Walker and seconded by Gary Nilsson to approve the permits as presented. All voting in favor; motion carried.

Drainage permit received from John Gudajtes Farms to clean the ditch on the north side of County Road 11 in Sections 2 and 3 of South Midland Township. Pembina County Water Resource Board approved the request as presented. Troy Kittelson, Highway Supervisor, inspected the sight and approved the request. Motion made by Hetty Walker and seconded by Gary Nilsson to approve the permit as presented. All voting in favor; motion carried.

Drainage permit received from Lee Gudajtes to clean one mile of the ditch and lower the approach culvert to match the road culverts on the north side of County Road 3 in the S ½ of Section 4 in North Midland Township. Pembina County Water Resource Board approved the request as presented. Troy Kittelson, Highway Supervisor, inspected the sight and approved the request. Motion made by Hetty Walker and seconded by Gary Nilsson to approve the permit as presented. All voting in favor; motion carried.

Drainage permit received from Wilwand Farms to clean the ditches on the north side of County Road #11 in Sections 34 and 35 in North Midland Township. Pembina County Water Resource Board approved the request as presented. Troy Kittelson, Highway Supervisor, inspected the sight and approved the request. Motion made by Hetty Walker and seconded by Gary Nilsson to approve the permit as presented. All voting in favor; motion carried.

Drainage permit received from Albert and Eileen Shephard to clean the ditches on the west side of County Road #12 in Section 28 of Park Township. Troy Kittelson, Highway Supervisor, inspected the sight and approved the request. Motion made by Hetty Walker and seconded by Gary Nilsson to approve the permit as presented. All voting in favor; motion carried.

Brian Erovick, Pembina County Sheriff, met with the Commission. Sheriff Erovick discussed hiring a full time correctional officer/dispatcher and promoting Richard Johnson to Head Dispatch Officer. Commission approved Sheriff Erovick to advertise for additional help. Discussion was had on concerns for needed improvements in the Correctional Facility and the addition of a wall between day rooms. Sheriff Erovick will obtain bids for the needed improvements. Law Enforcement contracts with Drayton City and Walhalla City were discussed.

Letter received from Kate Kenna, Northeast Human Service Center Director, requesting the appointment of a council member for a term of two years, Motion made by Hetty Walker and seconded by Gary Nilsson to reappoint Barbara Ault as a council member of the Northeast Human Service Center Regional Advisory Council commencing on January 1, 2012 through December 21, 2013. All voting in favor; motion carried.

Commission was notified of the resignation of Mark Olson from the Pembina County Board of Health. Mr. Olson recommended that Dr. Sterling R. Stevens, DDS be appointed as his replacement. Motion made by Hugh Ralston and seconded by Gary Nilsson to appoint Dr. Stevens to fulfill the term of Dr. Olson. All voting in favor; motion carried.

Commission discussed County participation in the Cavalier Retail Committee's 26<sup>th</sup> annual Santa Parade on November 26, 2011. Commissioner Ralston and Commissioner Nilsson will contact Troy Kittelson to prepare the County truck.

Commission was presented with copies of the State Auditor's report. Discussion followed.

Commission was notified of the receipt of the Charitable Donation check from Enbridge Energy for the 89<sup>th</sup> Street Bridge. The project is complete and the Commission will set a date to tour the area.

Chairman Vaughn reminded the Commission of the Pembina County Township Association meeting which will be held on Wednesday, November 2, 2011 from Noon – 4:00PM in the EOC. Discussion followed.

Julie Doyle, Tax Director, unable to attend. Omitted property report for 2011 was presented by Linda Schlittenhard, Pembina County Auditor/Treasurer. No individuals appeared to show cause on the assessments. Motion made by Hetty Walker and seconded by Gary Nilsson to accept the assessed values as presented.

Request for a 5 year property tax exemption for the expansion of an existing business project received from Steve Heller. Motion made by Gary Nilsson and seconded by Hugh Ralston to approve the application as presented. All voting in favor; motion carried.

Request for a 5 year property tax exemption for a new business received from Columbia Grain. Motion made by Hetty Walker and seconded by Hugh Ralston to approve the application as presented. Discussion followed. Motion made by Gary Nilsson to rescind the previous motion to approve the application from Steve Heller. Second by Hugh Ralston. Upon further discussion the Commission chose to table the decision on both applications until November 15, 2011.

Drainage permit received from Landis McDonald to clean the ditch for approximately ¼ mile along County Road #2 in the SW ¼ of Section 27 in Felson Township. Motion made by Gary Nilsson and seconded by Hugh Ralston to approve the permit once Troy Kittelson, Highway Supervisor, inspects the sight. All voting in favor; motion carried.

Commission presented the appraised values on foreclosed properties for the November 15, 2011 County sale. Discussion followed.

Commission reviewed the September financial report. Motion made by Hetty Walker and seconded by Hugh Ralston to approve the consent agenda of claims, the September Financial Report and October Payroll as presented. All voting in favor; motion carried.

Liz Beck, IT/GIS/911 Coordinator, met with the Commission to update them on the Polar Communications contract. Motion made by Hetty Walker and seconded by Andy Adamson to authorize the Chairman to sign the new contract as presented. All voting in favor; motion carried.

Chairman Vaughn reminded the Commission of the Red River Regional Annual meeting which will be held at the Mountain Community Center on Thursday, November 3, 2011 beginning at 5:30PM.

No further business; meeting adjourned.