

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

## BOARD OF PEMBINA COUNTY COMMISSIONERS PROCEEDINGS

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November 10, 2020

1:00 PM

Board of Pembina County Commissioners met at 1:00 PM in the Commissioners Meeting Room of the Courthouse with the following members present: Jim Benjaminson, Nick Rutherford, and Hugh Ralston. Laverne Doyle available by phone. Absent: Hetty Walker.

Chairman Ralston called the meeting to order. The October Financial statement will be added to the agenda.

Motion made by Nick Rutherford and seconded by Jim Benjaminson to approve the October 20, 2020 meeting minutes as presented. All voting in favor; motion carried.

Pembina County Fair Board minutes of August 2, 2020 and the August financials were reviewed.

The Commission reviewed the updated Northern Valley Human Service Zone Plan. Motion made by Laverne Doyle and seconded by Nick Rutherford to accept the plan as presented. Roll call vote; Jim Benjaminson – yes; Laverne Doyle – yes; Nick Rutherford – yes. Motion carried.

Commission discussed the request from Jill Mullen, Gardar Country Club, to include off sale on her 2021 license. Ms. Mullen informed the Auditor that the original township approval was for on sale and off sale. Ms. Mullen plans on being open four days a week. With the addition of off sale to her licenses there will be an increase in the annual cost of the licenses. Motion made by Nick Rutherford and seconded by Laverne Doyle to charge \$150.00 for the Beer license and \$500.00 for the Liquor license. All voting in favor; motion carried.

Request received from Chizzy's to transfer his liquor license to the Leroy Hall on Saturday, November 21, 2020 from 5:00PM to 11:00PM. Motion made by Jim Benjaminson and seconded by Nick Rutherford to approve the transfer. All voting in favor; motion carried.

The Pembina County building appraisal completed by Mel Carsen was reviewed. These values will be used for insurance renewal purposes.

Commission reviewed a letter from Jill Denault, Northern Valley Human Service Zone Director, regarding an appointment for an at large individual to the Northern Valley Human Service Zone Board. Motion made by Laverne Doyle and seconded by Nick Rutherford to reappoint Janne Myrdal to a three (3) year term to the Northern Valley Human Service Zone Board. All voting in favor; motion carried.

Commission reviewed the list of Board appointments and made the following appointments and reappointments:

Water Resource Board – reappointed Ted Juhl to a three (3) year term and appointed William Gunderson to a three (3) year term;

County Health Board – reappointed Hugh Ralston to a five (5) year term;

Housing Authority Board – reappointed Krista Muhaw and Andy Adamson to four (4) year terms;

Planning and Zoning Board – reappointed Lawrence Gapp and Sarah Winkler to three (3) year term;

Reorganization Committee – reappointed Kathy Stremick to a four (4) year term;

Pembina County Job Development Authority – reappointed Ardis Olson, Charles Wellman and Myrna Styles to three (3) year terms;

Red River Regional Council – reappointed Nick Rutherford to a two (2) year term;

Historic Preservation Commission - reappointed Jim Benjaminson, Marlys Boll, Zelda Hartje and Hugh Ralston to three (3) year term.

Motion made by Nick Rutherford and seconded by Jim Benjaminson to accept the Board appointments and reappointments as listed above. All voting in favor; motion carried.

Motion made by Jim Benjaminson and seconded by Nick Rutherford to authorize the Chairman to sign the repurchaser deeds, for foreclosed property that was redeemed prior to the County Sale date, as presented. All voting in favor; motion carried.

Motion made by Jim Benjaminson and seconded by Nick Rutherford to authorize the Chairman to sign the county deeds, for the sale of county property in Hamilton City, as presented. All voting in favor; motion carried.

John Guzman, Farmer's Union Insurance, available by phone. John phoned in to clarify the life, dental and vision insurance options presented through his company due to confusion on what Farmer's Union was offering. Commission understood that the plans offered by Farmer's Union would be optional choices for the employees. The prices John quoted for these plans were replacement quotes, not optional quotes. This means that all employees would be required to change networks. Commission chose to remain with the plans that are currently in place. John requested to follow up with the Commission for the next budget cycle and the Commission agreed to revisit next budget cycle.

Devin Johnson, Highway Superintendent, presented an updated 129,000 LB overweight permit. The following verbiage was added to the permit, "The permit is now available from August 1<sup>st</sup> – April 15<sup>th</sup>, or until the spring road restrictions go into effect. No exceptions". The County roads that will be affected by this change include Pembina County Road 1, Pembina Old Highway 81 and Pembina Old Highway 44. Motion made by Nick Rutherford and seconded by Jim Benjaminson to approve the permit as presented. All voting in favor; motion carried.

Culvert request received from Bill Kemp to install a 30" x 80' culvert, to improve drainage protection, in the NE¼ of Section 22 of North Carlisle Township. The application has been signed by two township officers and approved by the Water Board and Devin Johnson, Highway Superintendent. Motion made by Nick Rutherford and seconded by Jim Benjaminson to approve the request as presented. All voting in favor; motion carried.

Culvert request received from Bill Kemp to install a 24" x 45' culvert, to improve drainage, between the NE¼ of Section 22 and the NW ¼ of Section 12, on the south side of County Road #3 of North Midland Township. The application has been signed by two township officers and approved by the Water Board and Devin Johnson, Highway Superintendent. Motion made by Jim Benjaminson and seconded by Nick Rutherford to approve the request as presented. All voting in favor; motion carried.

Culvert request received from Jon Ratchenski to replace a 30" x 40' culvert with two 36" x 50' culverts, to improve drainage, in the NW¼ of Section 3 of North St Thomas Township. The application has been signed by two township officers and approved by the Water Board and Devin Johnson, Highway Superintendent. Motion made by Jim Benjaminson and seconded by Nick Rutherford to approve the request as presented. All voting in favor; motion carried.

Jeff Daley, Kadramas, Lee & Jackson, updated the Commission on the box culvert project by Drayton and the County Road #1 project. Jeff presented a map of bridge projects, showing structure replacements that have been completed and those that need to be considered for replacement. Devin presented pictures of bridges that need to be considered for the priority list. Priority projects include three locations in the Bathgate area and one in the Crystal area. Box culverts will be considered to replace the bridges. Structure 121-10, west of Bathgate, would be a Priority 1 project, Structure 128-08, north of County Road #1, would be a Priority 2 project and Structure 107-29, along 132<sup>nd</sup> Ave NE, would be a Priority 3 project. Discussion followed on Structure 26-10 in the Bathgate area. Commission agreed to place Structure 121-10, Structure 128-08 and Structure 107-29 as priority projects.

Commission reviewed the consent agenda, consisting of the October payroll, September and October financial statement and claims. Motion made by Nick

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

Commission met via teleconference with Kent Leben, Paul Benning, and Byron Fuchs, ND Department of Transportation, regarding the Federal Aid program for Pembina County. Mr. Benning discussed the new highway bill which should have started October 1, 2020, but has not been completed at the Federal level. There is a continued resolution which will allow approximately 2½ months of funding. They will continue to appropriate funding in 2-3 month intervals. We can anticipate to get approximately what we received in 2020 for 2021, but it will be distributed more often and in smaller increments. Bryon Fuchs updated the Commission on funding and project development. Bryon is suggesting counties look at their program and consider preparing projects for fiscal year 2021. Bryon also discussed using federal aid for engineering on their projects. Be sure to submit the RFP's to NDDOT so they can move forward with projects, preventing them from being delayed. Kent Leben reviewed the Federal Aid Program sheet with the Commission. Kent suggested the Commission place any future road projects on the program sheet even if they are a few years out. Kent reviewed the bridge and special programs sections of the program sheet. Kent requested the county consider "bundling projects" that are within close proximity of each other. Jeff will contact NDDOT to update the federal aid project sheet and return for Commission approval and signature at the November 17, 2020 meeting. The program sheet is due to the ND Department of Transportation by November 18, 2020.

Auditor informed the Commission of the Supreme Court decision to retain the Northeast Judicial Judgeship No. 5 in Pembina County and Cavalier County.

Motion made by Jim Benjaminson and seconded by Nick Rutherford to adjourn the meeting. All voting in favor; motion carried. Meeting adjourned at 4:05 PM.