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BOARD OF PEMBINA COUNTY COMMISSIONER'S PROCEEDINGS

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February 18, 2025

9:00 AM

Board of Pembina County Commissioners met in the Commissioners Meeting Room of the Courthouse.

Chairperson Otto called the meeting to order at 9:01 AM. Roll call: Patrick Hardy, Scot Becker, Blaine Papenfuss, Darin Otto, Andrew Cull. A quorum was declared.

Also, in attendance were: Zelda Hartje, Manny Doyle, Marcus Ramsay, Chief Deputy; Missy Morden, Clerk/Recorder; Revel Sapa, Veterans Services; Rachel Ramsay, Public Health Director; Lisa Keney, Tax Director; Garret Fontaine, States Attorney; Rob Fleming, Bill Gunderson, Donald Kemp, LuAnn Kemp, Mike Ferrie.

Motion made by Blaine Papenfuss and seconded by Patrick Hardy to approve the agenda and add the City of Drayton Moore Engineering Letter and the working from home request. All voting in favor; motion carried.

Motion made by Blaine Papenfuss and seconded by Scot Becker to approve the February 4th, 2025 meeting minutes as presented. All voting in favor; motion carried.

Motion by Andrew Cull and seconded by Patrick Hardy to appoint Debra Fraser and Janna Myrdahl to three-year terms to the Northern Valley Human Services Zone board. All voting in favor, motion carried.

Motion by Andrew Cull and seconded by Blaine Papenfuss to approve the gaming permit for Tri County Trail Riders. All voting in favor, motion carried.

Commissioner Otto discussed parliamentary procedure processes and how the commission tries to follow it as closely as possible. Scot Becker pointed out that Robert's Rules of Orders are not required to follow per state statute.

State radio meeting discussed. Mr. Otto asked for an update on the recent meeting. He said he received a couple calls with people saying no one from the county was there, but Chief Deputy Ramsay was there. Many comments were made that state radio is working well and they are very good to work with. Mr. Papenfuss also stated he has received positive comments on state radio. Mr. Becker stated there was a statement as

to why no county commissioners were there. He asked that going forward they be made aware of these meetings so they can attend if they wish to.

Auditor Gapp asked the commission to consider adding department credit cards to make processing the payments easier as the bills would then be broken down individually instead of just one account for the entire county.

Revel Sapa asked the commission for approval for using the conference room next to her office in the law enforcement center and to purchase new equipment and furniture so that veterans can do telehealth meetings. The total of expenses would range from approximately \$500.00 to \$1,000.00. Manny Doyle gave a personal testimony that he had to drive 30 miles one way to go to one of these telehealth meetings in Grafton and the meeting was only fifteen minutes. Motion by Blaine Papenfuss and second by Scot Becker for Revel Sapa to go ahead with setting up this service.

The water board gave an update on the job description draft they presented. Commissioner Cull stated some of the items on the list would be very hard to physically do. Mr. Fleming stated it was carefully drafted to keep in line with the Americans with Disabilities Act and allow reasonable accommodations. Mike Ferrie discussed the EAP's (Emergency Action Plans) for the dams in the counties. They will be having table top activities this summer. They will simulate an event so they can go through the steps to take in an event. The Tongue River Cutoff was discussed. They are looking to revise it. They are also working with Enbridge because of pipes in the areas. The plans for Olson and Senator Young dams are wrapping up. Will be working on Bourbonis and Herzog in the future. There will be some repairs to Renwick in the future. Commissioner Cull asked how many dams were going to be decommissioned. LuAnn Kemp stated that the Bourbonis dam is the only one that is in the process of being decommissioned. The others are being repaired. Diversion around St. Thomas was discussed. Nothing has been moved forward. Andrew Cull asked about letters sent regarding drain 16. It has been paused because of lack of support. LuAnn Kemp thanked the commissioners for approving to have the carpet replaced.

Motion by Blaine Papenfuss and seconded by Patrick Hardy to close the Game and Fish account and move it into the general fund. All voting in favor, motion carried.

Motion by Andrew Cull and seconded by Blaine Papenfuss to pay the Direct TV bill at the law enforcement center by credit card instead of by check. All voting in favor, motion carried.

Rick Trontvet called in and discussed his options for the county to review regarding payroll plans. He stated the design of the compensation plan has served the county well for many years but needs to be re-evaluated. He stated it's based on the market and longevity. He stated it doesn't allow the county to hire optimal qualified candidates and doesn't include merit-based increases for existing employees who perform well. He

states it needs to be more flexible. He stated he is willing to write a proposal to re-evaluate the pay scale for the county. Blaine Papenfuss asked Mr. Trontvet if he would be interested in becoming a contract HR employee for Pembina County. He stated he would be interested in that. Mr. Otto asked if he would be able to come into the courthouse a few days a month. He said he would and that would be written up in the proposal as well as having remote meetings. Motion by Blaine Papenfuss and seconded by Andrew Cull for Mr. Trontvet to write up a payroll proposal and HR proposal and get it to the auditor for the next meeting. All voting in favor, motion carried.

Lunseth Plumbing and R & D Sales met with the commissioners regarding the heating system at the law enforcement center they are proposing. There are twelve different zones that need to be heated. This would be a global server system which would allow the law enforcement center to control it as well as Kelly. There is an annual support fee after 30 months because this is a server and software-based system.

Garret Fontaine addressed the commission on the Court Facilities Improvement Grant. He asked why there has been some opposition regarding the grant. Commissioner Otto stated he felt he needed to look into refurbishing instead of replacing the seating because there were some citizens who expressed concern. Commissioner Becker stated he also had concerns about the historical integrity of the courtroom. Mr. Fontaine expressed his concern of the safety of the chairs to the public and many of them being broken and caution taped off and liability to the county because of this. He also stated that when you return grants, that does put a negative effect on the county regarding any grants going forward. Commissioner Otto stated he is against the replacement of the chairs. Mr. Fontaine stated he would like to see some of the chairs that are in good condition to be sent to the museum. Motion by Blaine Papenfuss and seconded by Patrick Hardy to go forward with the grant as is. Roll Call: Pat Hardy, yes; Scot Becker, no; Blaine Papenfuss, yes; Darin Otto, no; Andrew Cull, yes. Motion carried.

Mr. Fontaine was asked if he had an update on the Jerry Yeado request to cash in banked vacation days and put them into deferred compensation. He stated as the policy manual reads regarding vacation, it would appear to be a pay advance, and that is not allowed in the policy manual. Motion by Andrew Cull and seconded by Blaine Papenfuss to put Mr. Fontaine on the agenda for the next meeting regarding Mr. Yeado's request. All voting in favor, motion carried.

Mr. Fontaine informed the commission the request for the letter of approval for the City of Drayton for their sewer line project would be fine for the commission to sign off on approving it. Motion by Blaine Papenfuss and seconded by Scot Becker to have Chairman Otto sign the letter. All voting in favor, motion carried.

Commissioner Cull addressed his concerns regarding the request from the tax director's office to work from home and network security issues. He stated he does not have issues with people working from home when necessary. He stated it's how the process

works and security issues. Lisa Keney stated she reached out to both Sam Weeks and Counties Providing Technologies to make sure it would be secure access. Commissioner Otto stated this was stated in the minutes that it was not to be a replacement for regular office hours and was for additional hours needed beyond normal business hours. Rachel Ramsey asked why some departments are already allowed to work from home and use that as office hours and not extended hours. Commissioner Otto said they should not be. Mr. Fontaine stated there needs to be a written agreement when an employee works from home. He stated it is a department head decision. Mr. Cull stated he wanted to again say he is not against people working from home, but his issue is the network being vulnerable. Lisa Keney stated almost everything in her office is public record.

Commission reviewed the January financial report and claims. Motion made by Andrew Cull and seconded by Blaine Papenfuss to approve the consent agenda as presented. All voting in favor; motion carried.

Motion made by Blaine Papenfuss to adjourn the meeting. All voting in favor; motion carried. Meeting adjourned at 11:48 AM.