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BOARD OF PEMBINA COUNTY COMMISSIONER'S PROCEEDINGS

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January 6, 2026

9:00 AM

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

Chairperson Hardy called the meeting to order at 9:00 AM. Roll call: Patrick Hardy, Scot Becker, Blaine Papenfuss, Darin Otto, Andrew Cull. A quorum was declared.

Also, in attendance were: Zelda Hartje, Rachel Ramsay, Public Health Director; Lisa Keney, Tax Director; Samantha Weeks, IT/GIS; Kelly Cluchie, Maintenance Supervisor; Samantha Diemert, Emergency Manager/Weed Officer; Terry Meidinger, Sheriff.

Motion made by Darin Otto and seconded by Blaine Papenfuss to approve the agenda with the addition of a flood plain permit. All voting in favor; motion carried.

The public comment section of the meeting started at 9:02 AM.

The public comment section of the meeting closed at 9:18 AM.

Motion made by Scot Becker and seconded by Blaine Papenfuss to approve the December 16, 2025 meeting minutes. All voting in favor; motion carried.

Auditor Gapp presented the Pledge of Assets and List of Depositories of Pembina County funds. Motion by Blaine Papenfuss and seconded by Scot Becker to approve the List of Depositories for two years. All voting in favor, motion carried.

Discussion of the TV in the Farmer's Room. Rachel Ransay informed the commission it is property of the State of North Dakota through the Public Health Department. It is only to be used when approved by Rachel. Discussion held to purchase a TV and system which would be accessible to use by everyone for presentations, etc. Motion by Andrew Cull and seconded by Scot Becker to look into the purchase of television equipment with the input from the extension office. All voting in favor, motion carried.

Kelly Cluchie presented the 2026 Fire Sprinkler Inspection Contract from Dakota Fire Protection, Inc. Motion by Darin Otto and seconded by Blaine Papenfuss to approve and have Chairman Hardy sign the 2026 contract. All voting in favor, motion carried.

Kelly discussed the elevator in the law enforcement center. He stated there has been water problems in the building affecting the elevator. Schindler Elevator came and inspected it. They are putting a quote together for replacing the control cable and repacking the cylinder. Kelly has already put two new pumps in. He said they need to get the water out of the center shaft. He stated they are working on a way to get the water out of that center shaft. Ricard's came and looked and they are not able to handle it. Schindler's inspected the elevator, ran all the safety tests and stated the elevator is safe to use. Commissioner Cull asked about a chairlift platform being installed on the wall for wheelchairs as a possibility. Kelly will wait for the quotes and will move forward after they are received.

Counties Providing Technology contacted the auditor and asked that the auditor get remote access to the program. It will be added to the next meeting agenda.

Samantha Diemert addressed the commission on a flood plain permit application from Minnkota Power for the new build at American Crystal. They will be installing a 24-inch culvert. It is in the flood zone so she is asking for commission approval of the permit. Motion by Blaine Papenfuss and seconded by Scot Becker to approve the permit. All voting in favor, motion carried.

Kelly returned and stated the quote on the elevator would not be available until this afternoon. The commission asked if he knew how long the elevator would be shut down for the repairs and he was told two to three days. The elevator will be put on the agenda to revisit the status at the next meeting.

The commission discussed the mistake by Walsh County certifying the 38 bond mills to the Grafton School District area in Pembina County which is the old St. Thomas School District. Commissioner Papenfuss stated he wanted it on record that it was a Walsh County error and not a Pembina County error. Tax payers are either allowed to remove that portion from their statement when paying or will be issued a refund if they already paid it. Commissioner Cull stated he feels the extra cost should be on Walsh County. Auditor Gapp read an apology email from the Walsh County Auditor. Discussion was held on asking the Walsh County to send letters to the affected properties explaining what happened. Motion by Blaine Papenfuss and seconded by Darin Otto to revisit this issue at the next meeting. All voting in favor, motion carried.

The Commission reviewed the December payroll and claims. Motion made by Blaine Papenfuss and seconded by Andrew Cull 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 10:09 AM.