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

BOARD OF PEMBINA COUNTY COMMISSIONER'S PROCEEDINGS

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November 17, 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; Garret Fontaine, States Attorney; Devin Johnson, Highway Superintendent; Jeff Daley, KLJ Engineering, Kirk Morrison, Ted Zaharia, John Morrison, Mitch Nelson, Spencer Jenson, Staci Jenson, Tim Moore, Jennifer Maxwell, Robert Maxwell, Wesley Symington, Daniel Rasmussen, Nathniel Sharpe, Dan Aubol, Wayne Keena, Sheril Keena.

Motion made by Darin Otto and seconded by Blaine Papenfuss to approve the agenda with the addition of discussion of the land in Mountain. All voting in favor; motion carried.

The public comment portion was started at 9:02 AM.

The public comment portion was closed at 9:18 AM.

Motion made by Scot Becker and seconded by Blaine Papenfuss to approve the October 27th, 2026 meeting minutes. All voting in favor, motion carried.

Discussion was held on setting up state emails for all commissioners. More information will be gathered and brought back next time.

Discussion on appointing a Pembina County representative to the Community Action Region VI Board of Directors. Motion by Blaine Papenfuss and seconded by Scot Becker to not make an appointment. All voting in favor, motion carried.

Discussion on the notice for snow on the road. Mr. Fontaine stated he reviewed the zoning policy and the North Dakota Century Code. The zoning policy states to avoid snow accumulation next to a road, building structures, shelter belts, etc. He stated in the NDCC there are laws regarding snow in the road. Mr. Fontaine will work with the

auditor to make sure the right provisions are put in the notice and get it drafted and bring the draft to the commission for approval and approval for publication of the notice.

States Attorney Fontaine presented his findings on the flex-time question. He reviewed multiple other counties policies. He did not find any other county allowing flex-time to be used for a full year. He stated most are similar to our policy. He presented a draft of the Storm Policy to allow an employee to decline flex-time. He then reviewed the draft with the commission. Motion by Darin Otto and seconded by Scot Becker to adopt the Storm Policy as presented. Commissioner Cull stated he feels they are not ready to make the decision today. Commissioner Becker rescinded his second. Motion died. Motion by Darin Otto and seconded by Scot Becker to accept the Storm Policy as presented but change the days to 60 instead of 30. Discussion followed. Commissioner Becker rescinded his second. Motion died. Motion by Andrew Cull and seconded by Scot Becker to table this until the next meeting. All voting in favor, motion carried.

Commissioner Becker asked for an update on the Mountain property. Mr. Fontaine states he has something in place but statutory guidelines require it waits until 2027.

Discussion on Commissioner Papenfuss' term being up on the Northern Valley Human Service Zone Board and their request to have him reappointed. Motion by Darin Otto and second by Andrew Cull to reappoint Blaine to the board. All voting in favor, motion carried.

Devin Johnson presented a utility permit application from Ottertail Power on County Road 3, Section 13, Park Township. Motion by Blaine Papenfuss and seconded by Scot Becker to approve the permit. All voting in favor, motion carried.

He then presented a culvert request from Rick Hannesson in NE1/4 of Section 16, Township 160, Range 55. Motion by Scot Becker and seconded by Darin Otto to approve the culvert request. All voting in favor, motion carried.

Devin then presented a quote from Sign Solutions for LED solar stop signs for Highway 66 and 12. Motion by Darin Otto and seconded by Scot Becker to approve the quote and purchase the signs. All voting in favor, motion carried.

Mr. Daley gave updates on projects. Key Contracting was back and finished the remaining work on the structure rehab projects. They will be meeting with the DOT to get them inspected.

Swingen Construction completed the Pembina County 12 bridge last week. They will have to schedule the inspection by the DOT.

The rock pier project on Pembina County 12 north of Leroy was worked on and the rip rap work is still needed to be done. They are hoping to get it completed by early next week.

Pembina County Highway 44 project is still moving forward with electrical left to do. There is a change order on the project. They asked if they could get an extension of the completion date from November 30th to December 11th. Motion by Scot Becker and seconded by Blaine Papenfuss to extend the completion date to December 11th. All voting in favor, motion carried. Mr. Daley then presented pay estimate ten in the amount of $379,044.75. Motion by Darin Otto and second by Scot Becker to approve and pay the estimate. All voting in favor, motion carried.

Chairman Hardy read the foreclosure sale stipulations as follows: All payments are due by the close of the business day by cash or cashier's check, you must be current on all property taxes to bid, and all bids will be in increments of $50.00.

Bid on property described as PT. NE1/4 SE1/4, Gardar Township. No bids received.

Bid on property described as Lots 13-15, Block 1 Comstock's & White's Addition, Bathgate City of $100.00 received from Ted Zaharia. Sold to Ted Zaharia for $100.00.

Bid on property described as Lots 17-22, Block 3, Foster's Addition, Bathgate City of $350.00 received from Dan Aubol. Sold to Dan Aubol for $350.00.

Bid on property described as Lots 13-15, Block 1, Einarson's Add, Mountain City of $700.00 received from Tim Moore. Sold to Tim Moore for $700.00.

Bid on property described as Lots 4-5, Block 30, Neche City. No bids received.

Bid on property described as W 90' of N 5' Lot 19 & W 90' Lots 20-24, Block 10, OT, St. Thomas City. No bids received.

Bid on property described as Lot 7, Block 2, Bartholomews Subdivision, St. Thomas City of $175.00 received from Mitch Nelson. Sold to Mitch Nelson for $175.00.

Bid on property described as Lot 7, Block 18, OT, Walhalla City. No bids received.

Commission reviewed the October financial report and claims. Motion made by Blaine Papenfuss and by Scot Becker to approve the consent agenda as presented. All voting in favor; motion carried.

Motion made by Darin Otto to adjourn the meeting. All voting in favor; motion carried. Meeting adjourned at 11:07 AM.