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BOARD OF PEMBINA COUNTY COMMISSIONERS PROCEEDINGS

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December 20, 2022

8:30 AM

Board of Pembina County Commissioners met in the Commissioners Meeting Room of the Courthouse. Chairperson Benjaminson called the meeting to order at 8:45 AM.

The following members were present. Roll call: Jim Benjaminson, Laverne Doyle, Blaine W. Papenfuss, and Andrew Cull. Absent: Darin Otto. A quorum was declared.

Motion made by Laverne Doyle and seconded by Blaine Papenfuss to approve the agenda with the following changes/additions: the Water Board cancelled their appointment, Vanguard All Class Revaluation Contract and Terry Meidinger. All voting in favor; motion carried.

Motion made by Andrew Cull and seconded by Laverne Doyle to approve the December 6, 2022 meeting minutes as presented. All voting in favor; motion carried.

Commission reviewed a Summons and Notice of No Personal Action related to property described as Lots 12-14, Block 10, Railroad Addition, City of Drayton, Parcel 29-2790000. The object of the action is to quiet title to said premises and make no personal claim against the named and unnamed defendants. Motion made by Blaine Papenfuss and seconded by Laverne Doyle to authorize the Chairman to sign the Admission of Service as presented. All voting in favor; motion carried.

Auditor informed the Commission she attempted to contact Clifton Anderson regarding his appointment to the Housing Authority Board but did not receive a response. Auditor also informed the Commission that Debi Stainbrook has resigned her position as Pembina City Auditor and declined the appointment to the JDA Board, William "Bud" Symington declined his appointment to the Planning and Zoning Board and Janne Myrdal declined her appointment to the JDA Board.

Commission made the following Board appointments:

Housing Authority – appointed Zelda Hartje to a three (3) year term

Planning & Zoning Board – appointed Kirk Morrison to fill the unexpired term of Jeni Carrier

Pembina County JDA – appointed Dave Monson and Jeff Watts to three (3) year terms

Red River Regional Council –appointed Andrew Cull to a two (2) year term and appointed Blaine Papenfuss as alternate
Motion made by Laverne Doyle and seconded by Blaine Papenfuss to approve the above listed appointments. All voting in favor; motion carried.

Commissioner Otto joined the meeting at 8:55 am.

Commission discussed the Soils Committee recommendations made at the December 6, 2022 meeting. Soils Committee members Camburn Shephard, Robert Vivatson, Nick Heuchert and Curt Christenson were in attendance. Also in attendance was Certified Assessor Zelda Vaughn, Mikka Willits and Lisa Wieler from the Tax Office, and Jordaan Thompson-Larson, NRCS Representative. Others in attendance were Loren Estad, Dave Moquist, Donald Heuchert, Joshua Heuchert and Darren Olafson. A letter from Kaylyn Dalsted, which was presented to the Commission, was read. The letter is requesting Camburn Shephard be removed as Chairman of the Soils Committee. Curtis Christenson requested the letter be thrown out. Chairperson Benjaminson stated the letter is a matter of record and cannot be thrown out. Chairperson Benjaminson stated the purpose of the meeting is to accept or reject the Soils Committee recommendations and called for a motion to accept or reject the recommendations. Motion made by Darin Otto to accept the recommendations of the Soils Committee. Motion dies due to lack of a second. Discussion followed. Jordaan Thompson-Larson explained how the NRCS determines the Productivity Index, frequently flooded versus occasionally flooded land, and land management decisions. Ms. Thompson-Larson also stated at this point there is no statistical data available to allow NRCS to reduce the PI index on certain properties. NRCS will review properties beginning in the summer of 2023. Motion made by Blaine Papenfuss to reject the recommendations of the Soils Committee. Second by Andrew Cull. All voting in favor; motion carried.

Garret Fontaine, State's Attorney Elect, met to request a change in the 2023 State's Attorney budget to include \$25,000.00 - \$30,000.00 for an Assistant State's Attorney, to be utilized when Mr. Fontaine would need to recuse himself from a case or when he is required to be out of the office for an extended period of time. Mr. Fontaine inquired if a salary has been determined. Chairperson Benjaminson requested the Auditor reach out to Tanya Wieler, Human Resources, in regards to a salary for Mr. Fontaine. Mr. Fontaine stated he fully intends on retaining the current staff. Garret informed the Commission that he has a cruise booked for January 3rd – January 16th and will not be in the office during that time. Laurie Fontaine will be covering the office during his absence.

Motion made by Blaine Papenfuss and seconded by Laverne Doyle to approve the processing of a year-end batch of claims, with the checks being held until the next meeting for approval. All voting in favor; motion carried.

Auditor requested to transfer funds from the Social Service Levy to County General in the amount of \$13.51, to transfer funds from Investment Interest to General Reserve in the amount of \$21,048.51, and to transfer funds from the Technology fund to Capital Improvements in the amount of \$25,000.00. Motion by Laverne Doyle and second by Darin Otto to accept the transfers as presented. All voting in favor; motion carried.

Terry Meidinger, Sheriff, discussed salaries for new hires. Also present was Chief Deputy Marcus Ramsay. Sheriff Meidinger spoke with Tanya Wieler, Human Resource, and she stated the county no longer has a pay differential for an introductory period for new hires, it was removed in 2015. Sheriff Meidinger is requesting to place the new hire that began in December on the same step on the 2023 pay scale beginning January 2023 and eliminate the introductory pay differential. Motion made by Andrew Cull to eliminate the introductory period pay differential. Second by Darin Otto. Discussion followed. All voting in favor; motion carried. Discussion followed on advertising for a full-time Human Resource Officer.

Samantha Diemert, Emergency Manager/Dispatch, requested copies of the concerns discussed at the December 6, 2022 meeting regarding the Dispatch Center so she can determine corrective action. Samantha has reached out to the other individuals present at the December 6, 2022 meeting, but has not received any information on their concerns. An email from Scott Heck with recommendations related to the county concerns was presented to Samantha. Samantha stated she is not able to fix concerns unless she is aware of what the concerns are.

Commission reviewed the November financial statement and claims. Motion made by Laverne Doyle and seconded by Blaine Papenfuss to approve the consent agenda as presented. All voting in favor; motion carried.

Auditor presented the Vanguard All Class Revaluation contract for signature. There will be no additional cost for this portion of the contract since it was approved in the original contract. An addendum was added to lower the cost of the assessment of each parcel if staff members of the Pembina County Tax Office complete the data collection. Motion made by Blaine Papenfuss and seconded by Laverne Doyle to authorize the Chairperson to sign the All Class Revaluation contract as presented. Roll call vote: Jim Benjaminson – yes; Laverne Doyle – yes; Blaine Papenfuss – yes; Darin Otto – yes; Andrew Cull – yes. Motion carried.

Motion made by Laverne Doyle and seconded by Darin Otto to leave the 2023 liquor license fees as previously set. All voting in favor; motion carried.

Motion made by Darin Otto and seconded by Blaine Papenfuss to have future meetings begin at 9:00 am. All voting in favor; motion carried.

Motion made by Blaine Papenfuss and seconded by Darin Otto to schedule meeting appointments at 15 minute intervals, unless a request is made for additional time. All voting in favor; motion carried.

Motion made by Laverne Doyle and seconded by Blaine Papenfuss to adjourn the meeting. All voting in favor; motion carried. Meeting adjourned at 10:54 AM.