

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

BOARD OF PEMBINA COUNTY COMMISSIONERS PROCEEDINGS

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December 6, 2022

8:30 AM

Board of Pembina County Commissioners met in the Commissioners Meeting Room of the Courthouse with the following members present. Roll call: Jim Benjaminson, Laverne Doyle, Blaine W. Papenfuss, Darin Otto, and Andrew Cull. A quorum was declared.

Linda Schlittenhard, Auditor/Treasurer, called for nominations for the 2022-2023 Chairperson. Laverne Doyle nominated Jim Benjaminson as Chairperson, seconded by Blaine W. Papenfuss. All voting in favor; motion carried.

Nominations called for Vice-Chairperson. Laverne Doyle nominated Andrew Cull as Vice-Chairperson for 2022-2023, seconded by Jim Benjaminson. All voting in favor; motion carried.

Chairperson Benjaminson called the meeting to order at 8:40 AM.

Motion made by Laverne Doyle and seconded by Andrew Cull to approve the agenda with the following changes/additions: NDDOT Maintenance Certification for County Federal Aid Projects and County Deeds. All voting in favor; motion carried.

Motion made by Andrew Cull and seconded by Laverne Doyle to approve the November 15, 2022 meeting minutes as presented. All voting in favor; motion carried.

Motion made by Andrew Cull and seconded by Laverne Doyle to approve the November 23, 2022 Special meeting minutes as presented. All voting in favor; motion carried.

Commission reviewed Board appointments and made the following appointments: Auditor will contact the individuals that were appointed at the previous meeting but have not returned their oath or notified the Auditor they are not interested which would include the following: Clifton Anderson – Housing Authority Board, Debi Stainbrook – JDA Board, and Nick Heuchert – Soils Committee
Planning & Zoning Board – appointed William Symington to fill the unexpired term of Jeni Carrier, appointed Blaine Papenfuss to fill the unexpired term of Nick Rutherford, appointed Darin Otto to fill the unexpired term of Dave Moquist

Pembina County JDA: appointed Sonia Misialek to fill the unexpired term of Ardis Olson; appointed Janne Myrdal to fill the unexpired term of Charles Damschen; appointed Julie Kemnitz to fill the unexpired term of Charlie Wellman, appointed Casey Krieg to a three (3) year term, appointed Darin Otto to a three (3) year term; appointed Deanna Newell to a three (3) year term

Historical Preservation Commission – appointed Brian Hardy to fill the unexpired term of Hugh Ralston

Motion made by Laverne Doyle and seconded by Darin Otto to approve the above listed reappointments. All voting in favor; motion carried.

The NDDOT annual Maintenance Certification for County Federal Aid projects was reviewed. The certification states that Pembina County is properly maintaining the projects that had federal aid for construction. Motion made by Andrew Cull and seconded by Laverne Doyle to authorize the Chairperson to sign the agreement as presented. All voting in favor; motion carried.

Motion made by Laverne Doyle and seconded by Blaine Papenfuss to approve the county deeds for the property that was sold at the annual County Sale. All voting in favor; motion carried.

Norma Wirth, Aflac Representative, and Devin Barton, Aflac District Manager, presented the Commission with the annual Aflac paperwork that all employees are mandated to complete. Ms. Wirth and Mr. Barton will be meeting with employees throughout today and Ms. Wirth will be meeting with employees on Wednesday.

Soils Committee members Camburn Shephard, Bill Gunderson, Robert Vivatson and Nick Heuchert reviewed the committee's recommendations with the Commission. Also in attendance were Certified Assessors Zelda Vaughn, Carmen Augustin, and Casey Krieg, Mikka Willits, Lisa Keney and Lisa Wieler from the Tax Office, LuAnn Kemp, Water Board Secretary and Loren Estad, Dave Moquist and Kaylyn Dalsted. Robert Vivatson spoke on behalf of the Soils Committee stating they are requesting a 10% reduction in value on land along the Red River and the Pembina River, a 10% reduction in value on land in the western part of the county where the land is rocky, and a 30% reduction for salinity. Camburn presented an email and a letter from Lance Duey, NRCS, to the Commission. Jordaan Thompson-Larson, NRCS Resource Soil Scientist, joined the meeting at this time. Jordaan remarked the review of soils will begin in 2023. Ms. Willits explained that if these recommendations are approved by the Commission they would also need to be approved by the state. Discussion followed on frequent and occasional flooding, the problems on the escarpment, and modifiers. Kaylyn Dalsted remarked that after attending the Soils Committee meeting she feels some of the members were addressing the issues based on what would benefit them. Equalization is for the benefit of all Pembina County residents, not just a chosen few. Commission will take the Soils Committee recommendations into consideration. No action taken. Decision tabled to the next meeting.

Samantha Weeks, Dispatch Supervisor, and Revel Sapa, Human Resources, met with the Commission to discuss salaries for the dispatch personnel. Sam reviewed handouts showing the 2023 approved salaries, the revised 2023 salaries which were reduced due to an administrative error, the 2023 approved Dispatch department budget, a breakdown showing the current salary, approved salary and the Step change required to retain the 2023 approved salaries, and an email from Chuck Horter, HR Coordinator with the NDACo. Commission reviewed the memo provided by Tanya Wieler with compensation updates. Motion made by Andrew Cull to leave the salaries as originally approved in the 2023 budget. Second by Blaine Papenfuss. Discussion followed. Roll call vote: Jim Benjaminson – no; Laverne Doyle – yes; Blaine Papenfuss – yes; Darin Otto – yes; Andrew Cull – yes. Motion carried.

Culvert request received from Symington Farms to remove a concrete culvert, replace it with a 24" x 40' culvert and move the new culvert 200' to the east of the existing culvert, between the NW¼ and SW¼ of Section 10 of St Joseph Township. The request has been approved by a township supervisor, the Water Board and Devin Johnson, Highway Superintendent. Motion made by Andrew Cull and seconded by Laverne Doyle to authorize the Chairperson to sign the request as presented. All voting in favor; motion carried.

The following tractor bids were received:

Butler Machinery – 2022 724 GEN 6 Fendt -\$258,539.67 and 2022 720 GEN 6 Fendt \$251,264.45

General Equipment – 2019 JCB 4220 - \$215,000.00 and 2022 JCB 4220 \$231,500.00

Cavalier Equipment - 2022 John Deere 6R230 \$289,000.00

Motion made by Laverne Doyle to accept the bid for the 2022 JCB 4220 from General Equipment. Second by Blaine Papenfuss. Discussion followed. Roll call vote: Jim Benjaminson – yes; Laverne Doyle – yes; Blaine Papenfuss – yes; Darin Otto – yes; Andrew Cull – no. Motion carried.

Jamie Thorfinnson and Blaine Eisenbeis, representing the majority of Pembina County Fire and EMS departments met to discuss concerns members of the Quick Response, Fire, Ambulance and Sheriff's Department have with the dispatch department. Most of the members have the same issues with communication, E-Dispatch, and mapping regarding information provided by the dispatch department. Mr. Eisenbeis provided a few incidents that have occurred over the past few months and suggested additional protocols may be needed for improved training. Mr. Thorfinnson stated the possibility of having the Emergency Manager position separated from the Lead Dispatcher as it is a lot for one individual to handle. Jamie stated the majority of concerns are related to the lack of information provided to them for a call. Jamie stated it is very difficult to recruit and retain volunteers for these services. Lisa LeTexier suggested a work group to assist with the concerns. Commissioner Cull asked if the Sheriff department is currently fully staffed. At this time they are down one officer but will be interviewing soon.

Commissioner Cull asked who patrols during the day. Sheriff Meidinger and Chief Deputy Ramsay stated they do patrol when needed. Jamie Thorfinnson stated the only reason they are here is to see what can be done to get everyone working together. Jamie Thorfinnson and Blaine Eisenbeis volunteered to be on a committee to work towards a solution to the concerns. They would like additional volunteers from Quick Response, EMS, Fire, Sheriff Department, and Dispatch to serve on the committee. Chairperson Benjaminson thanked Jamie and Blaine for bringing their concerns to the Commission.

Commission reviewed the November payroll and claims. Motion made by Laverne Doyle and seconded by Darin Otto to approve the consent agenda as presented. All voting in favor; motion carried.

The following high bids were received on auction items:

Lot 1- 1980 Chevy Suburban - \$755.00

Lot 2 – 2008 Ford Expedition - \$1,025.00

Lot 3 – 2016 Ford Explorer - \$2,650.00

Lot 4 – 2006 Ford Taurus - \$1,200.00

Lot 5 – 1985 Dodge D-350 - \$800.00

Lot 6 – Aladdin Pressure Washer - \$226.00

Lot 7 – Vertical Air Compressor - \$200.00

Motion made by Darin Otto and seconded by Laverne Doyle to accept the high bids as listed above. 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 12:28 PM.