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## BOARD OF PEMBINA COUNTY COMMISSIONERS PROCEEDINGS

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February 15, 2022

8:30 AM

Board of Pembina County Commissioners met in the Commissioners Meeting Room of the Courthouse. Chairperson Rutherford called the meeting to order at 8:35 AM. Roll call vote: Laverne Doyle, Nick Rutherford, Dave Moquist and Andrew Cull. Absent; Jim Benjaminson. A quorum was declared.

Motion made by Laverne Doyle and seconded by Dave Moquist to approve the February 2, 2022 meeting minutes as presented. All voting in favor; motion carried.

Motion made by Laverne Doyle and seconded by Dave Moquist to approve the agenda with the following addition: JDA Board appointments/reappointments. All voting in favor; motion carried.

Raffle permit request received from St Joseph Preservation Society. Motion made by Laverne Doyle and seconded by Andrew Cull to approve the raffle permit as presented. All voting in favor; motion carried.

Auditor Schlittenhard presented a request from Melissa Morden, Clerk/Recorder, to purchase two laptops, a printer and a scanner utilizing COVID 19/Cares funding. Motion made by Andrew Cull and seconded by Dave Moquist to authorize the purchase utilizing the COVID 19/Cares funding. Discussion followed. All voting in favor; motion carried.

Commissioner Benjaminson joined the meeting at 8:42 am.

Commissioner Benjaminson discussed a request from the Pembina County Historical Society to have the Commission place the question to increase the mill levy they are allowed from  $\frac{1}{4}$  mill to  $\frac{3}{4}$  mill, for the promotion of historical works within the borders of the county and, in general, defray the expense of carrying on historical work in the county, including the maintenance of any historical room or building and further the work of the historical society of the county. The board of County Commissioners may, by resolution, submit the question of a voter-approved tax levy to the qualified electors at the upcoming primary election. If sixty percent of the qualified electors voting on the question approve, a tax may be levied not exceeding  $\frac{3}{4}$  mill. Motion made by Jim Benjaminson and seconded by Laverne Doyle to prepare a resolution for the next meeting. All voting in favor; motion carried.

Commission discussed reappointments for the Pembina County JDA Board. Motion made by Dave Moquist to reappoint Jim Benjaminson, Elton Heuchert and Nathan Green to three year terms. Second by Laverne Doyle. Roll call vote: Jim Benjaminson – yes; Laverne Doyle – yes; Nick Rutherford – yes; Dave Moquist – yes; Andrew Cull – yes. Motion carried.

Motion made by Laverne Doyle to appoint Dave Moquist, to fill the unexpired term of Hugh Ralston and Mary Houdek, as a Job Service representative, to a three year term. Second by Jim Benjaminson. Roll call vote: Jim Benjaminson – yes; Laverne Doyle – yes; Nick Rutherford – yes; Dave Moquist – yes; Andrew Cull- yes. Motion carried.

Commission was informed of the petition filed regarding their decision to re-designate the offices of the Auditor/Treasurer and Clerk/Recorder from elected to appointed. A sufficient number of signatures were collected by the circulators. The final resolution is suspended upon a determination by the county auditor that the petition was timely filed and contains the signatures of a sufficient number of qualified electors. The board of county commissioners shall reconsider the referred resolution, and if it does not repeal the resolution in its entirety, shall submit the resolution to a vote of the qualified electors of the county at the next regular election. Motion made by Andrew Cull and seconded by Laverne Doyle to submit the resolution to the vote of the qualified electors on the primary ballot. Discussion followed. Roll call vote: Jim Benjaminson -yes; Laverne Doyle - yes; Nick Rutherford - yes; Dave Moquist - yes; Andrew Cull - yes. Motion carried.

Samantha Weeks, IT, met to present email options for county departments and the Commission. Samantha stated that Office 365 Basic, which includes Exchange, Teams, Sharepoint, and OneDrive with Web Applications for a cost of \$13.25 would be the most beneficial to county departments and the Commission. Motion made by Dave Moquist to encourage all county departments and the Commission to visit with Samantha to determine which employees in their departments would benefit by having Office 365 Basic. Seconded by Laverne Doyle. Roll call vote: Jim Benjaminson – yes; Laverne Doyle – yes; Nick Rutherford – yes; Dave Moquist – yes; Andrew Cull – yes. Motion carried.

Commission reviewed the claims submitted for payment. Motion made by Laverne Doyle and seconded by Jim Benjaminson to approve the consent agenda as presented. All voting in favor; motion carried.

Commissioner Moquist discussed a letter he received from Roger Olafson regarding assessors obtaining valuations for all property requiring an annual application. Motion made by Dave Moquist to rescind the motion of March 20, 2018 requiring assessors to obtain a valuation on all property requiring an annual application. Discussion followed. Motion died for lack of a second.

Zelda Hartje, Pembina County Historic Preservation Commission Chairman and Coordinator, presented the Pembina County Certified Local Government 2022-2023 Historic Preservation Fund Grant application to the Commission for review. Zelda reviewed the program with the Commission. Zelda discussed the sale of the Customs Office in Pembina, which was sold with covenants. This will be monitored by the Pembina County Historic Preservation Commission. Zelda reviewed the seven projects detailed in the grant application, administration, brochures, geocaching, member education, public education, an interpretive panel for Fort Pembina and the Talking Trails. Motion made by Laverne Doyle and seconded by Andrew Cull to authorize the Chairman to sign the grant application as presented. All voting in favor; motion carried.

Zelda discussed the grant recently received by the Pembina County Historical Society to computerize and centralize all records of deaths and burials for Pembina County residents. There are over 50 cemeteries in Pembina County. The Historical Society will be hiring an individual to input data but the members and volunteers have been and will continue to gather the information needed for the project. The Red River Genealogical Society recorded all the graves in Pembina County through 1988, which was published 1989. The organization has agreed to share that information with the Historical Society as long as the Historical Society will share the additional information they gather with them. Zelda also discussed the Arts Across the Prairie project through the North Dakota Council on the Arts. Each of the eight regions throughout the state will have one massive public piece of art installed. The Region 4 counties involved in the project include Grand Forks, Nelson, Pembina and Walsh County. The representatives from these counties will be meeting to determine the type and location of the art piece. The NDDOT has committed to provide turnouts if the structure is placed along a state highway.

Commissioner Benjaminson asked why the decision to retain the 2021 valuations for tax year 2022 was made at the February 2, 2022 meeting. Commissioner Doyle and Commissioner Moquist stated their understanding was the time line involved in getting the assessment workbooks to the local assessors. Commissioner Cull stated he may have voted without having all the information he needed to make an informed decision. Mikka Willits, Tax Director, was contacted to discuss Commission concerns. Ms. Willits stated, based on the Commission decision to retain the 2021 valuations for 2022 at the February 2, 2022 meeting, the assessor workbooks were printed and most have been picked up by the assessors. The recommendations by the Soils Committee will NOT be included for the 2022 tax year. This will allow the tax department the time needed to review the Soils Committee recommendations.

Motion made by Laverne Doyle and seconded by Jim Benjaminson to adjourn the meeting. All voting in favor; motion carried. Meeting adjourned at 11:06 AM.