

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

BOARD OF PEMBINA COUNTY COMMISSIONERS PROCEEDINGS

www.pembinacountynd.gov

February 4, 2020

8:30 AM

Board of Pembina County Commissioners met at 8:30 AM in the Commissioners Meeting Room of the Courthouse with the following members present: James Benjaminson, Laverne Doyle, Nick Rutherford, Hugh Ralston, and Hetty Walker.

Chairman Ralston called the meeting to order. Commissioner Walker would like to add a Community Action questionnaire to the agenda.

Motion made by Jim Benjaminson and seconded by Hetty Walker to approve the January 22, 2020 minutes as presented. All voting in favor; motion carried.

Pembina County Fair Board minutes of November 26, 2019 and November financials were reviewed.

Commission was informed that one certificate of appointment remains to be returned for the Library Board. Commission discussed the resignation of Kristina Halverson from both the Red River Regional Council and the Pembina County JDA Boards of Directors, due to the recent elimination of the Red River Riparian Program. Dawn Mandt, Executive Director of the Red River Regional Council, provided a letter requesting that Cavalier City Mayor, Lacey Hinkle, be appointed as the RRRC representative completing Ms. Halverson's term, which expires December 31, 2021. A letter was also received from the City of Cavalier requesting a change in representation on the Pembina County JDA Board of Directors, from Mayor Lacey Hinkle to Kelli Truver, Cavalier City Auditor. Ms. Truver will complete the Hinkle term which expires December 31, 2022. Motion made by Laverne Doyle and seconded by Nick Rutherford to appoint the above mentioned individuals to the open positions. All voting in favor; motion carried.

Commission reviewed the 2019 Pembina County Historical Society's Annual Report.

Commissioner Walker presented a North Dakota Community Needs Assessment Questionnaire for Region 4 and requested all Commissioners complete the questionnaire.

Commission discussed the open custodial position for the Courthouse, Law Enforcement Center and Social Service buildings. Motion made by Nick

Rutherford to make the position a part-time benefited position at a minimum of 20 hours per week. Second by Jim Benjaminson. All voting in favor; motion carried.

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

Water Board discussed the flooring installation bid received for replacement of the carpeting in their office to LVP flooring. Water Board discussed a cost share for the project. Decision tabled until the next meeting. Water Board updated the Commission on projects that will be brought to the State Water Commission for cost share approval and the Tongue River Snagging and Clearing project. Rick Kendall, Water Board Manager, discussed the Drain 67 project near St Thomas. Others in attendance were Michael Anderson, State Water Commission, City of St Thomas citizens Paul Larson, Tim Higdeman, Cole Gunderson, Troy Lunde, Fred Ganssle, Paul Hartje, Carlton Heuchert, Randy Christinson and Agnes Heuchert. Manager Kendall discussed the two 72' x 110' x 70' pipes originally installed and in need of replacement. The area was inspected in 1999 and it was suggested another pipe be added to the area, but that was not completed. Manager Kendall stated there are three options for the City of St Thomas, the City could do a 60/40 cost share with the Water Board, the pipes could be left as there are or the Water Board could remove the pipes completely. Paul Larson presented the history behind the installation of the pipes and the flooding that occurred after the installation. Cole Gunderson discussed concerns with the rock drops which were added to the drain during a FEMA reconstruction on the Drain. Water Board would like to work with the City of St Thomas and are asking what the City would like to do. Commissioner Walker suggested the City of St Thomas contact the State Water Commission to see if they would qualify for cost share from the State. Mr. Anderson, State Water Commission, presented information regarding the State Water Commission's funding availability to cost share on the project. Discussion followed on additional funding options for the City to research. The City of St Thomas is unable to make a decision until the St Thomas City Council holds another meeting, however a decision will need to be made soon.

Julie Hardy, Public Health Director, discussed the HIPPA compliance audit and presented options for the office to maintain HIPPA privacy and still keep the main door open. Discussion followed on the estimate received earlier, from Woodside Industries, to revamp the desks in the Public Health Department. Ms. Hardy expressed her concerns regarding using the older county vehicles for long distance travel. Commission asked if a grant may be available to purchase a newer vehicle for long distance travels. Ms. Hardy will research options and discuss at budget time.

Michelle Murray, Faith in Action Director, informed the Commission that the Pembina County Emergency Food Pantry will need to move from their current location and asked if the Commission is aware of possible locations. Ms. Murray

stated the Food Pantry needs to remain centrally located and the building would need to be heated, handicap accessible, and secure. Ms. Murray gave a brief review of the procedures of the Food Pantry. Ms. Murray is questioning what would need to be done to place a measure on the ballot for the Primary Election. Auditor will get the information to Ms. Murray. There is not a deadline date for the Food Pantry to be moved from their location. Commission members gave several suggested locations, however, Ms. Murray has already checked into these options and they are not available.

Zelda Hartje, Historic Preservation Committee member, unable to attend. County Auditor presented the Pembina County Certified Local Government 2020-2021 Historic Preservation Fund Grant application to the Commission for review. Motion made by Laverne Doyle and seconded by Nick Rutherford to authorize the Chairman to sign the grant application as presented. All voting in favor; motion carried.

Motion made by Jim Benjaminson and seconded by Laverne Doyle to transfer the remaining funds in the Social Service fund to the Northern Valley Human Service Zone. All voting in favor; motion carried.

Commission discussed the county vehicles utilized by the Northern Valley Human Service Zone employees. Motion made by Nick Rutherford and seconded by Jim Benjaminson to add the Northern Valley Human Service Zone employees to the additional covered party portion of the county insurance policy. Discussion followed. All voting in favor; motion carried.

Motion made by Hetty Walker and seconded by Laverne Doyle to adjourn the meeting. All voting in favor; motion carried. Meeting adjourned at 12:30 PM.