

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

BOARD OF PEMBINA COUNTY COMMISSIONERS PROCEEDINGS

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January 19, 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 8:34 AM. Roll call vote: Jim Benjaminson, Nick Rutherford, Dave Moquist and Andrew Cull. Absent: Laverne Doyle. A quorum was declared.

Motion made by Dave Moquist and seconded by Jim Benjaminson to approve the January 4, 2022 meeting minutes as presented. All voting in favor; motion carried.

Motion made by Andrew Cull and seconded by Jim Benjaminson to approve the agenda with the following additions: Julie Hardy and Revel Sapa, and a raffle permit request. All voting in favor; motion carried.

Julie Hardy, Public Health Director, introduced the new part-time nurse, Erin Mueller, to the Commission. Erin began her duties in the Public Health Department on January 3, 2022.

Ms. Hardy and Revel Sapa, Human Resources, discussed COVID protocols for the county. The guidance has changed with the Omicron variant being the dominant strain. Ms. Hardy reviewed the new guidance for quarantine protocols. Ms. Hardy will be sending an email informing employees of the protocols that will need to be followed by all county employees.

Raffle permit request received from Tri-County Trailriders Snowmobile Club. Motion made by Jim Benjaminson and seconded by Dave Moquist to approve the raffle permit as presented. All voting in favor; motion carried.

Commission reviewed the 2021 revenue breakdown from the Clerk/Recorder's office.

Commission discussed portfolios. Consensus was to leave the current portfolios for another year.

Auditor presented a listing of unpaid mobile home taxes for Parcel 29-9190000. Auditor is requesting to cancel the unpaid taxes and delete the mobile home parcel. The total unpaid tax amounts to \$590.47. The mobile home has been destroyed. Motion made by

Andrew Cull and seconded by Dave Moquist to authorize the cancellation of the unpaid mobile home taxes and to delete of the parcel. All voting in favor; motion carried.

Board reviewed the 2021 budgets to actual. Motion made by Dave Moquist and seconded by Andrew Cull to amend the following county budgets:

Correction Center - \$103,329.29
Clerk/Recorder - \$1,356.88
Tax Director - \$4,979.60
Dispatch - \$16,692.76
Coroner - \$1,300.00
County Nurse - \$30,940.13
Human Resource - \$1,206.07
Publishing - \$1,043.00
Audit Fees - \$4,000.00
Miscellaneous - \$71,029.12
Road & Bridge - \$14,518.91
Library - \$5,767.13
Bookmobile - \$0.32
Document Preservation - \$17,911.02
Social Service Trust - \$6,352.00
County Nurse Special Trust - \$60,256.45
Victim Witness - \$17,372.76
County Agent Special Trust - \$7,168.38
Drains - \$186,807.15
Park River Joint Water Resource - \$561.57
Revenues are available to cover all amendments.

Roll call vote: Jim Benjaminson – yes; Nick Rutherford – yes; Dave Moquist – yes; Andrew Cull - yes. Motion carried.

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

Motion made by Jim Benjaminson and seconded by Andrew Cull to transfer the balance of \$204.05 from the Social Service Levy fund and the balance of \$40,499.66 from the Investment Interest Fund to County General. All voting in favor; motion carried.

Motion made by Jim Benjaminson and seconded by Dave Moquist to adjourn the meeting. All voting in favor; motion carried. Meeting adjourned at 10:28 AM.