

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

## BOARD OF PEMBINA COUNTY COMMISSIONERS PROCEEDINGS

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May 16, 2023

9:00 AM

Board of Pembina County Commissioners met in the Commissioners Meeting Room of the Courthouse. Chairperson Benjaminson called the meeting to order at 9:02 AM.

Roll call: Jim Benjaminson, Laverne Doyle, and Blaine W. Papenfuss (by telephone). Absent: Darin Otto and Andrew Cull. A quorum was declared.

Motion made by Laverne Doyle and seconded by Blaine Papenfuss to approve the agenda with the following changes/additions: utility permit request, Svold Community Hall members request for letter of support and cancellation of the Water Board appointment. All voting in favor; motion carried.

Motion made by Laverne Doyle and seconded by Blaine Papenfuss to approve the May 2, 2023 minutes as presented. All voting in favor; motion carried.

Motion made by Jim Benjaminson and seconded by Laverne Doyle to approve the May 8, 2023 special meeting minutes as presented. All voting in favor; motion carried.

Auditor informed the Commission of a letter of resignation received from Dianne Smith effective May 19, 2023. Motion made by Blaine Papenfuss and seconded by Laverne Doyle to accept the letter of resignation. All voting in favor; motion carried. Commission thanked Ms. Smith for her service to Pembina County.

Request received from Gardar Country Club to transfer their liquor license to the Gardar Hall on Saturday, June 3, 2023 from 8:00 PM to 12:00 AM. Motion made by Laverne Doyle and seconded by Jim Benjaminson to approve the transfer as presented. All voting in favor; motion carried.

Raffle permit request received from Growing Hope in Pembina County. Motion made by Blaine Papenfuss and seconded by Laverne Doyle to approve the raffle permit as presented. All voting in favor; motion carried.

Request for a gaming site authorization, at Bonesy's Bar in Leroy, received from Bartlette Resler Post 62. Motion made by Blaine Papenfuss and seconded by Laverne

Doyle to approve the gaming site request as presented. All voting in favor; motion carried.

Commission reviewed the ND Department of Transportation Certifications of Local Match for Bridge Inspection/Load Rating forms for Project BRC-BRS-0099(011) PNC 22818. The forms certify that Pembina County provided non-federal funds from the Road and Bridge Levy to cover Pembina County's 19.07% match. Motion made by Laverne Doyle and seconded by Blaine Papenfuss to authorize the Chairperson to sign the certifications as presented. All voting in favor; motion carried.

Motion made by Blaine Papenfuss and seconded by Laverne Doyle to authorize the Chairperson to sign the Request for a Duplicate Warrant received from Jimmy Halldorson. Discussion followed. All voting in favor; motion carried

Auditor presented a utility permit, from Polar Communications, requesting to bore under County Road 4 on the north side of the intersection of Highway 5/Highway 81. This is the same location they requested a permit for in 2022, however they were unable to complete the work. Motion made by Blaine Papenfuss and seconded by Laverne Doyle to approve the utility permit as presented. All voting in favor; motion carried.

Auditor informed the Commission she received a notice from Garret Fontaine, State's Attorney, stating he has no concerns with the Commission writing a letter supporting the Svold Community Hall members' cause. Motion made by Laverne Doyle to approve a letter of support and authorize the Chairperson to sign the letter. Second by Blaine Papenfuss. All voting in favor; motion carried.

Commissioner Benjaminson presented a handout requesting a change in the Pembina County Policy Manual. Motion made by Blaine Papenfuss and seconded by Laverne Doyle to table discussion until a full Board is present. All voting in favor; motion carried.

Board reviewed the April 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.

Rachel Ramsay, Public Health Director, requested approval to attend an out of state Health Equity conference in Nashville, TN in September 2023. Rachel would like permission for herself and Kallie Christenson to attend the conference. Grant funding will be used to cover all costs of the travel. Motion made by Laverne Doyle and seconded by Blaine Papenfuss to authorize the out of state travel for Ms. Ramsay and Ms. Christenson. All voting in favor; motion carried. Commissioner Doyle stated he has heard several positive comments on the work the Public Health Department is doing in the community and thanked Rachel for everything her department does for Pembina County residents.

Water Board cancelled their meeting for today.

Culvert request received from Hod Schurman to install a 30" x 40' culvert for a new driveway west of his farm along County Road #1 in the SE¼ of Section 1 of LaMoure Township. Request approved by two township supervisors, the Water Board, and Devin Johnson, Highway Superintendent. Motion made by Blaine Papenfuss and seconded by Laverne Doyle to authorize the Chairperson to sign the request as presented. All voting in favor; motion carried.

Drainage permit received from Hod Schurman for the area he will be installing the new driveway along County Road #1 in the SE¼ of Section 1 of LaMoure Township. The permit has been approved by the Water Board and Devin Johnson, Highway Superintendent. Motion made by Laverne Doyle and seconded by Blaine Papenfuss to approve the drainage permit as presented. All voting in favor; motion carried.

Culvert request received from Akra Township for installation of a 36" x 40' culvert in Ben Hannesson's driveway, which is in the township right-of-way, in the NE¼ of Section 13 of Beaulieu Township. Akra Township borders Beaulieu Township and this area is the responsibility of Akra Township. Request approved by two township supervisors, the Water Board, and Devin Johnson, Highway Superintendent. Motion made by Laverne Doyle and seconded by Blaine Papenfuss to authorize the Chairperson to sign the request as presented. All voting in favor; motion carried.

Culvert request received from Akra Township to install two 36" x 40' culverts on 132<sup>nd</sup> Ave NE, south of Ben Hannesson's driveway, in the NW¼ of Section 18 of Akra Township. Request approved by two township supervisors, the Water Board, and Devin Johnson, Highway Superintendent. Motion made by Laverne Doyle and seconded by Blaine Papenfuss to authorize the Chairperson to sign the request as presented. All voting in favor; motion carried.

Devin received an estimate from Kadramas, Lee & Jackson for engineering services for the minor structure the county will be replacing on 132<sup>nd</sup> Ave NE. Estimated cost is \$30,000.00 to \$34,000.00. Motion made by Laverne Doyle and seconded by Blaine Papenfuss to authorize the engineering services. All voting in favor; motion carried.

Devin presented a quote of \$30,740.00, from Pastorek Construction, for the concrete pad for the new oil storage tank. Motion made by Blaine Papenfuss and seconded by Laverne Doyle to accept the bid from Pastorek Construction as presented. All voting in favor; motion carried.

Devin informed the Commission of a hydraulic study completed by Houston Engineering for the area east of Bourbanis Dam. The two existing 36" culverts will need to be upsized to pass ND Stream Crossing Standards now that Bourbanis Dam has been partially decommissioned. Houston Engineering recommends three 72" culverts or two

96" culverts. Devin suggested three 72" x 55' culverts. Motion made by Laverne Doyle to table the decision until the next meeting to allow Devin time to get accurate costs. Second by Blaine Papenfuss. All voting in favor; motion carried.

Auditor discussed a call received from Edna Sharp regarding the Rental of Road Machinery Bid listing. Discussion followed. Motion made by Laverne Doyle and seconded by Blaine Papenfuss to table a decision until the next meeting. All voting in favor; motion carried.

States Attorney Fontaine recommended the letter sent to Blake Jung, regarding the culverts removed from the tracks in the W½ of Section 13 of Hamilton Township, be sent to the Water Board Secretary and Water Board Attorney. Auditor will forward the letter.

Auditor discussed information received from Jordan Kramer, BCBSND representative, requesting the Commission consider a quote on Health Insurance through BCBSND. The Commission is not interested in changing from the NDPERS plan at this time.

Motion made by Laverne Doyle and seconded by Blaine Papenfuss to adjourn the meeting. All voting in favor; motion carried. Meeting adjourned at 10:32 AM.