

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

BOARD OF PEMBINA COUNTY COMMISSIONERS PROCEEDINGS

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May 5, 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: Laverne Doyle and Nick Rutherford in person. Hugh Ralston, Hetty Walker and Jim Benjaminson by telephone.

Chairman Ralston called the meeting to order. Kari Helgoe and Sandy Letexier will be added to the agenda.

Motion made by Jim Benjaminson and seconded by Hetty Walker to approve the April 21, 2020 minutes as presented. All voting in favor; motion carried.

Motion made by Laverne Doyle and seconded by Jim Benjaminson to approve the April 28, 2020 Special meeting minutes as presented. All voting in favor; motion carried.

Pembina County Fair Board minutes of February 25, 2020 and the January – March financials were reviewed.

Motion made by Laverne Doyle and seconded by Hetty Walker to authorize the Chairman to sign the Request for a Duplicate Warrant received from Mid-States Organized Crime Information Center. All voting in favor; motion carried.

Request for a raffle permit received from Cavalier Country Club. Motion made by Jim Benjaminson and seconded by Hetty Walker to approve the request. All voting in favor; motion carried.

Motion made by Nick Rutherford and seconded by Hetty Walker to authorize the Vice-Chairman to sign the repurchaser deed, for foreclosed property that was repurchased by the previous owner, as presented. All voting in favor; motion carried.

Culvert request received from John B. Hillis to install a 36" x 60' culvert, for field access, in the NE¼ of Section 13 of Advance Township. Application was approved by the Pembina County Water Board and Devin Johnson, Highway Superintendent. Motion made by Jim Benjaminson and seconded by Hetty

Walker to authorize the Vice-Chairman to sign the request as presented. All voting in favor; motion carried.

Culvert request received from Crystal Township to install a 24" x 50' culvert, for field access, in the SW¹/₄ of Section 25 to the NW¹/₄ of Section 36 of Crystal Township. Application was approved by two township officers, the Pembina County Water Board and Devin Johnson, Highway Superintendent. Motion made by Nick Rutherford and seconded by Laverne Doyle to authorize the Vice-Chairman to sign the request as presented. All voting in favor; motion carried.

Devin informed the Commission that Robert Fleming contacted him to see what could be done to lift the weight limits on County Road #3 for two miles from State Highway 81, to allow On-Target Solutions to transport product. Motion made by Jim Benjaminson and seconded by Laverne Doyle to lift the weight limits on County Road #3 for 2 miles west from State Highway 81. Discussion followed. All voting in favor; motion carried.

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

Commission reviewed a letter of resignation from Sandy LeTexier. Sandy is retiring after 28 years of service with Pembina County. Motion made by Nick Rutherford and seconded by Laverne Doyle to regretfully accept Sandy's letter of resignation. All voting in favor; motion carried. Commission thanked Sandy for her years of dedicated service to Pembina County.

Kari Helgoe, NDSU Extension Agent, discussed a replacement for the Administrative Assistant position. Commission feels it is a vital position and requested Kari begin advertising immediately for the position. Kari informed the Commission that Sandy is willing to assist the office during the transitioning process and suggested Sandy be reimbursed at an hourly rate. Motion made by Laverne Doyle and seconded by Nick Rutherford to reimburse Sandy at an hourly rate during the transitioning process. All voting in favor; motion carried.

Motion made by Laverne Doyle and seconded by Hetty Walker to adjourn the meeting. All voting in favor; motion carried. Meeting adjourned at 9:55 AM.