

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

## BOARD OF PEMBINA COUNTY COMMISSIONERS PROCEEDINGS

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September 20, 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 8:36 AM. Roll call: Jim Benjaminson, Laverne Doyle, Nick Rutherford, Dave Moquist, and Andrew Cull. A quorum was declared.

Motion made by Andrew Cull and seconded by Dave Moquist to approve the agenda with the following additions/changes: Devin Johnson with drainage and culvert requests. All voting in favor; motion carried.

Motion made by Andrew Cull and seconded by Laverne Doyle to approve the September 7, 2022 meeting minutes as presented. All voting in favor; motion carried.

Motion made by Dave Moquist and seconded by Jim Benjaminson to approve the September 8, 2022 Special meeting minutes for the final budget hearing as presented. All voting in favor; motion carried.

The Certification of Local Match for Bridge Inspection/Load Rating for Project BRC-BRS-0099(015), PCN 23409 was reviewed. Motion made by Laverne Doyle and seconded by Jim Benjaminson to authorize the Chairperson to sign the certification as presented. All voting in favor; motion carried.

Pembina County JDA minutes of July 13, 2022 were reviewed.

Commission discussed the appointment of a JDA Board member to fill the unexpired term of Kelli Truver. The term will expire on December 31, 2022. Motion made by Dave Moquist and seconded by Laverne Doyle to appoint Lacey Hinkle to fill the unexpired term. All voting in favor; motion carried.

Auditor contacted Tanya Wieler, Human Resource, to discuss a salary for Rachel Ramsay, newly appointed Public Health Director. Tanya suggested a Step 8 on the Public Health Administrator/DON line of the Pembina County Pay Plan. Motion made by Laverne Doyle and seconded by Dave Moquist to approve the Step 8 scale salary for Ms. Ramsay, effective September 1, 2022. Discussion followed. All voting in favor; motion carried.

Auditor visited with Judge Agotness regarding the Court Facilities Improvement Grant application. Judge Agotness will be contacting Stutsman County to discuss the project they recently completed for improving the seating in the galley of the courtroom.

Revel Sapa, Human Resource, and Kelly Cluchie and Cayden Hurst, Maintenance, met with the Commission to discuss Cayden's position. When an employee works 20 hours a week for 20 or more weeks a year the county is required to offer benefits to that employee. Cayden has been working at least 20 hours per week since he started the position in February, therefore the county must offer Cayden a prorated benefit package. Motion made by Andrew Cull and seconded by Jim Benjaminson to offer Cayden a prorated benefit package effective September 1, 2022. Roll call vote: Jim Benjaminson – yes; Laverne Doyle – yes; Nick Rutherford – yes; Dave Moquist – yes; Andrew Cull – yes. Motion carried.

Commission reviewed the August financial statement and claims. Motion made by Laverne Doyle and seconded by Andrew Cull to approve the consent agenda as presented. All voting in favor; motion carried.

Water Board members Don Kemp, Ted Juhl and Bill Gunderson met with the Commission. Also attending were LuAnn Kemp, Water Board Secretary, Robert Fleming, Water Board Attorney, Zach Hermann and Paul LaClaire, Houston Engineering. LuAnn informed the Commission the Drain 80 hearing is set for October 25, 2022 at 9:00 AM in the Farmer's Room of the Courthouse. Zach gave updates on Drain 81, Bourbanis Dam decommissioning project, the Snagging & Clearing project, the Drain 67C clean out, the dam rehab studies for Senator Young, Olson and Herzog Dams, the Tongue River Cutoff channel project, and the drain clean out surveys for FEMA. Zach discussed Cavalier City and Crystal City flood protection studies that Houston Engineering will be assisting the cities with. The cities are hoping to receive FEMA grants to assist with the cost of the study, with the Water Board sponsoring the cities. The Water Board received bids and awarded three FEMA projects east of Interstate 29 this morning.

Carlton Heck visited with the Commission regarding the bridge near Busse Coulee. The bridge is very outdated and does not have a load limit posted on it. Carlton said he appreciated the work the highway department has done to date but would like to see the bridge replaced with a culvert. Carlton is notifying the Commission that it is the only entrance to his field, so if he takes his equipment across the bridge and it becomes damaged he does not want to be held liable. Commission will discuss with Devin Johnson, Highway Superintendent.

Commission discussed the bridge near Busse Coulee with Devin Johnson, Highway Superintendent. Motion made by Dave Moquist and seconded by Laverne Doyle to have a load rating study completed on the bridge. All voting in favor; Motion carried.

Drainage permit request received from Robert Vivatson to clean the silt from the highway ditch and make the grade along County Road #3 in the SE¼ of Section 10 in Park Township. Request approved by Devin Johnson, Highway Supervisor. Motion made by Jim Benjaminson and seconded by Laverne Doyle to authorize the Chairman to sign the request as presented. All voting in favor; motion carried.

Drainage permit request received from Robert Vivatson to clean the silt from the highway ditch and add an extension to the existing culvert along County Road #12 in the NW¼ of Section 13 in Advance Township. Request approved by Devin Johnson, Highway Supervisor. Motion made by Dave Moquist and seconded by Jim Benjaminson to authorize the Chairman to sign the request as presented. All voting in favor; motion carried.

Culvert request received from Robert Vivatson for a 24" x 30' extension for the existing culvert along County Road #12 in the NW¼ of Section 13 in Advance Township. Request approved by Devin Johnson, Highway Supervisor. Motion made by Dave Moquist and seconded by Jim Benjaminson to authorize the Chairman to sign the request as presented. All voting in favor; motion carried.

Devin presented pictures of the bridge on Drain 66 east of the Mike Stellan residence that collapsed and stated he is still working on FEMA paperwork from the spring flooding.

Motion made by Dave Moquist and seconded by Laverne Doyle to adjourn the meeting. All voting in favor; motion carried. Meeting adjourned at 11:15 AM.