

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

BOARD OF PEMBINA COUNTY COMMISSIONERS PROCEEDINGS

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June 5, 2018

10:00 AM

Board of Pembina County Commissioners met at 10:00 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 Benjaminson called the meeting to order.

Motion made by Nick Rutherford and seconded by Laverne Doyle to approve the May 15, 2018 minutes as presented. All voting in favor; motion carried.

The letter received from Beaulieu Township Supervisors, related to assessing tax exempt property, was reviewed.

Pembina County Fair Board minutes of April 18, 2018 were reviewed.

An amendment to Traffic Safety Contract No. 12171381 between North Dakota Department of Transportation and the Pembina County Sheriff's Department was presented. The contract will reimburse the Sheriff's Department up to \$1,500.00 for radar equipment. Motion made by Laverne Doyle and seconded by Hugh Ralston to authorize the Chairman to sign the contact amendment as presented. All voting in favor; motion carried.

Request for a raffle permit received from Pembina County Memorial Hospital Foundation. Motion made by Laverne Doyle and seconded by Nick Rutherford to approve the request. All voting in favor; motion carried.

Terry Meidinger, Pembina County Sheriff, discussed FY 2018 HSGP Funding Guidelines for the Stonegarden Grant. The new guidelines require the entities policy specifically allows for overtime reimbursement. The Pembina County Sheriff Department's policy states that under certain conditions exempt employees in the Sheriff's Office may be paid overtime when the overtime is reimbursed by another agency and the overtime work is separate and distinct from the exempt employees' regular duties and responsibilities and does not interfere with the exempt employees' regular duties and responsibilities. The current policy of the Pembina County Employee Manual states that compensated

additional work must be approved by the County Commission. Motion by Nick Rutherford and seconded by Hugh Ralston to approve the overtime for Sheriff Department exempt employees. All voting in favor; motion carried.

Maggie Suda, Developer with Red River Regional Council, presented the USDA Rural Business Development grant application. Pembina County is requesting \$29,000.00 for Youth Activities throughout Pembina County. The remaining funds will come from the Pembina County Job Development fund. Maggie discussed changes in the grant process. With Pembina County being the grant applicant, the Commission must sign the grant application paperwork. Maggie presented three options for signatures. Option 1 is to have the Chairman sign the grant application and quarterly paperwork. Option 2 is to adopt a resolution authorizing signatory authority to Dawn Keeley, Executive Director of Pembina County JDA, to sign the 2018 – 2019 USDA Rural Development grant application only. Option 3 is to adopt a resolution authorizing Dawn Keeley to sign **ALL** grant paperwork as needed. Motion made by Nick Rutherford and seconded by Laverne Doyle to adopt Option 2 and authorize the Chairman to sign the the resolution as presented. All voting in favor; motion carried.

The 2017 Job Development Authority Annual Report was reviewed.

The 2017 Red River Regional Council Annual Report was reviewed.

Delores Kemp stopped by to extend an invitation to the Commission to attend the Pembina County Fair and participate in the parade on Saturday, July 7, 2018 at 4:30PM.

Drainage application received from Dennis L. Biliske to clean 50' of ridgeway in the county ditch along County Road #3, in Section 9, of Park Township. The application has been approved by the Water Board and Devin Johnson, Highway Superintendent. Motion made by Hugh Ralston to approve the request. Second by Nick Rutherford. All voting in favor; motion carried.

Devin presented NDDOT Contract No. 38180539 for construction engineering services, between Pembina County and Kadramas, Lee, & Jackson, for the Safety Improvement Projects grant. Motion made by Laverne Doyle and seconded by Nick Rutherford to authorize the Chairman to sign the contract as presented. All voting in favor; motion carried.

Jon Markusen, Kadramas, Lee & Jackson, discussed the County Road #1 project. Jon discussed the TRIP grant options that are available through the North Dakota Department of Transportation. Jon is uncertain if any of these options would work for County Road #1. Commission would like to move forward with the petromat option they discussed previously. Jon presented an amendment to the engineering contract for the project. Motion made by Laverne Doyle and seconded by Hetty Walker to authorize the Chairman to sign the contract as presented. All voting in favor; motion carried.

Commission reviewed the April financial statement and claims. Motion made by Hugh Ralston and seconded by Hetty Walker to approve the consent agenda as presented. All voting in favor; motion carried.

Motion made by Nick Rutherford and seconded by Hugh Ralston to adjourn the meeting. All voting in favor; motion carried. Meeting adjourned at 11:15AM.