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BOARD OF PEMBINA COUNTY COMMISSIONER'S PROCEEDINGS

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March 18, 2025

9:00 AM

Board of Pembina County Commissioners met in the Commissioners Meeting Room of the Courthouse.

Chairperson Otto called the meeting to order at 9:00 AM. Roll call: Patrick Hardy, Scot Becker, Blaine Papenfuss, Darin Otto, Andrew Cull. A quorum was declared.

Also, in attendance were: Zelda Hartje, Samantha Weeks, GIS/911 Coordinator; Samantha Diemert, Emergency Manager; Missy Morden, Clerk/Recorder; Lisa Keney, Tax Director; Terry Meidinger, Sheriff; Rob Fleming, Bill Gunderson, Donald Kemp, Randy Emanuelson, Mike Ferrie, LuAnn Kemp, Devin Johnson, Highway Superintendent, Jeff Daley, KLJ Engineering.

Motion made by Andrew Cull and seconded by Blaine Papenfuss to approve the agenda as presented. All voting in favor; motion carried.

Motion made by Blaine Papenfuss and seconded by Scot Becker to approve the March 4th, 2025 meeting minutes as presented. All voting in favor; motion carried.

Motion by Andrew Cull and seconded by Blaine Papenfuss to approve the Gardar County Club request to transfer their liquor license to the Gardar Hall on April 5th and June 28th for weddings. All voting in favor, motion carried.

Motion by Patrick Hardy and seconded by Scot Becker to approve the duplicate warrant request for Allen and Barbara Schmidt in the amount of \$73.50. All voting in favor, motion carried.

Motion by Blaine Papenfuss and seconded by Scot Becker to approve the Certification of Local Match on project BRC-0099(015) and have Chairman Otto sign it. All voting in favor, motion carried.

Lisa Keney, Tax Director addressed the commission on two new home additions in the City of Cavalier applying for a \$150,000.00 property tax exemption for the next two years. One is for James Springer and the other is for Wayne and Lorna Ratchenski. The City of Cavalier already approved these exemptions. Motion by Patrick Hardy and

seconded by Scot Becker to approve the exemptions. She stated an example would be if the home is valued at \$750,000.00 the home owner would be responsible for \$600,000.00 of that value and after the two years it is added back onto the tax rolls. All voting in favor, motion carried.

The water board met with the commission and Don Kemp discussed Drain 7 and some rehab to be done with that, and possibly extending of Drain 5 for two and a half miles. He stated they have cost share now for preconstruction engineering. He gave an update on the presence gauges put in last fall above the water line. They are tied into the emergency spillways. They are working properly and will be able to monitor any high water. The Red River Joint Board is putting together a hand out and he will bring that when it is finalized. LuAnn Kemp stated Donald Kemp has been elected to the executive board and will represent Pembina County on that board and is the first time Pembina County has had representation since she has been with the county. Olga and Olson dams received cost share from the state and Red River Joint Board for new trash racks that will help with the beaver problems. Kendall Gemmell Construction has been hired to oversee the dams. The part for the gate at Renwick dam is in and can be installed anytime. Mike Ferrie stated there will be the table top this summer for EAP's. They are reaching out to contractors for maintenance to be conducted on Renwick dam.

Jeff Daley with KLJ Engineering presented the commission with the bids received for the Beaulieu Akra Structure Project. The commission reviewed the bids. The low bid was Gladen Construction of \$435,685.10 and the high bid was \$600,086.00. The engineer's estimate was \$517,703.00. Motion by Blaine Papenfuss and seconded by Scot Becker to award the bid to Gladen Construction. Roll call vote: Patrick Hardy, yes; Scot Becker, yes; Blaine Papenfuss, yes; Darin Otto, yes; Andrew Cull, yes. Motion carried. Motion by Pat Hardy and seconded by Scot Becker to sign the construction engineering agreement for this project in the amount of \$68,000.00. All voting in favor, motion carried.

Jeff Daley and Devin Johnson addressed the commission on the highways that need to be repaired and which are higher priority. He stated highway #3 would be the top priority at this time. Discussion followed on all highways that need work. Motion by Blaine Papenfuss and seconded by Andrew Cull to price out costs for repairs to highway three between #18 to #32 and highway #2 from Cavalier to #1 for estimates. Discussion on highway 12 condition. All voting in favor, motion carried. Motion by Andrew Cull and seconded by Blaine Papenfuss to make highway twelve north of highway three a priority one for next year. Applying for Flex Funding discussed. Jeff stated that would be a good option for this project. He and Devin will work on that. Installing drain tile also discussed. All voting in favor, motion carried.

Jeff Daley gave an update on the collapsed bridge structure on county four. He is planning a meeting with the states-attorney and will get back to the commission after the meeting takes place.

Load limits were discussed. At this time, it is only highway 2 and south. Bridge repairs on the ones closed around the county discussed. There have been zero bids for these repairs. It will be bid out again in April. At this time, they are all still repairable. The county can do some of the bridge repairs themselves, but some will require a crane.

The commission reviewed the two proposals presented by Rick Trontvet. One proposal is for monthly HR Support Services and the other is for a Special Compensation Project which would review the county's pay plan and put together a revised version for consideration. Discussion on both plans followed. Motion by Blaine Papenfuss to approve the proposal of the special compensation project for the next fiscal budget cycle and seconded by Andrew Cull. Roll call: Patrick Hardy, yes; Scot Becker, no; Blaine Papenfuss, yes; Darin Otto, yes; Andrew Cull, yes. Motion carried.

Job descriptions for boards appointed by the commission and for all county positions discussed. Many of the department and boards have turned in their job descriptions. Auditor will scan and email those turned in already and send to commissioners.

The vacation benefit section of the policy manual was discussed. Commission will wait until States Attorney Fontaine is available for this discussion.

Commission reviewed the February financial report and claims. Motion made by Blaine Papenfuss and seconded by Scot Becker to approve the consent agenda as presented. All voting in favor; motion carried.

Motion made by Blaine Papenfuss to adjourn the meeting. All voting in favor; motion carried. Meeting adjourned at 11:04 AM.