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## BOARD OF PEMBINA COUNTY COMMISSIONER'S PROCEEDINGS

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March 4, 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, Blaine Papenfuss, Darin Otto, Andrew Cull. Absent: Scot Becker. A quorum was declared.

Also, in attendance were: Zelda Hartje, Marcus Ramsay, Chief Deputy; Missy Morden, Clerk/Recorder; Samantha Diemert, Emergency Manager; Rachel Ramsay, Public Health Director; Terry Meidinger, Sheriff.

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

Motion made by Patrick Hardy and seconded by Blaine Papenfuss to approve the February 18, 2025 meeting minutes as presented. All voting in favor; motion carried.

Motion by Patrick Hardy and seconded by Blaine Papenfuss to approve the Township Flood Plain Management Agreement for Beaulieu and Crystal Township as option 1. Darin Otto abstained from voting. All voting in favor, motion carried.

Motion by Andrew Cull and seconded by Patrick Hardy to approve the Township Flood Plain Management Agreement for Akra and Midland Township as option 3. Blaine Papenfuss abstained from the vote. All voting in favor, motion carried.

Motion by Blaine Papenfuss and seconded by Patrick Hardy to approve the gaming permit application for St. Joseph's Preservation Society. All voting in favor, motion carried.

Scot Becker arrived at the meeting at 9:05 a.m.

Motion by Patrick Hardy and seconded by Scot Becker to approve the duplicate warrant request for CoreLogic. All voting in favor, motion carried.

Auditor Gapp informed the commission Koda Bank is now offering a new credit card system that is specifically made for department breakdown. A credit limit can be set for each department. The county would also be able to pull reports for each department to see who made specific charges. States Attorney Fontaine stated there is an ongoing issue of knowing which department is responsible for charges made and emails have to be sent to find out. Motion by Blaine Papenfuss to approve department credit cards with a credit limit of \$5,000.00 and to establish deadlines for receipts to be turned in and seconded by Scot Becker. All voting in favor, motion carried.

States Attorney Fontaine addressed the commission on Mr. Yeado's request to cash in carry over vacation days and put them into his deferred compensation account. He passed out copies of the policy manual portions pertaining to vacation and pay advances. Mr. Fontaine stated it is basically a pay advance which is not allowed per the employee policy manual. Motion by Blaine Papenfuss and seconded by Scot Becker to deny Mr. Yeado's request per the policy manual. Roll call: Pat Hardy, yes; Scot Becker, yes; Blaine Papenfuss, yes; Darin Otto, yes; Andrew Cull, yes. Motion carried.

The commission discussed the highway department vacation carry over request. Due to snow storms, they were unable to take scheduled days off. Mitchell Einarson has 12 hours, Devin Johnson has 43 hours and Noel Tharalson has 1 hour over the 240-limit allowed. Mr. Fontaine referred the commission to the policy manual where it states any hours over 240 are lost if not used by December 31<sup>st</sup>. Motion by Blaine Papenfuss and seconded by Andrew Cull to deny the request based on the policy manual. The commission discussed the circumstances of why the carry over occurred. There were scheduled days off, but because of snow storms, they were not able to take those days off. Blaine Papenfuss withdrew his motion. Motion by Patrick Hardy and seconded by Scot Becker to approve the request due to snow storms and because the vacation days were already scheduled to be days off, but they were not allowed to take them due to snow storms. Roll call: Patrick Hardy, yes; Scot Becker, yes; Blaine Papenfuss, no; Darin Otto, yes; Andrew Cull, yes. Motion carried.

Auditor Gapp informed the commission Darrell Cox stopped in and inquired if there was any update on the cost share agreement with Akra Township. Darin Otto stated Devin Johnson said he believed they were only billed for their portion but would check on it and get back to the commission. Sam Diemert will get the invoice for the auditor so dates and minutes can be reviewed as to what the agreement was. Commissioner Otto will get in contact with Devin and Mr. Cox and get further information from them as well.

The commission reviewed Rick Trontvet's proposals for the special compensation project and HR support services. Two commissioner's packets arrived late so they didn't have a chance to read the proposals in detail. Motion by Andrew Cull and seconded by Blaine Papenfuss to table the issue and add to the next meeting agenda. All voting in favor, motion carried.

Commission reviewed the February payroll and claims. Motion made by Blaine Papenfuss and seconded by Andrew Cull 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 10:14 AM.