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## BOARD OF PEMBINA COUNTY COMMISSIONER'S PROCEEDINGS

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May 6, 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 9:02 AM. Roll call: Patrick Hardy, Darin Otto, Scot Becker. Absent: Blaine Papenfuss and Andrew Cull. A quorum was declared.

Also, in attendance were: Zelda Hartje, Terry Meidinger, Sheriff; Marcus Ramsay, Chief Deputy; Rachel Ramsay, Public Health Director; Samantha Diemert, Emergency Manager/Weed Officer; Samantha Weeks, IT/GIS/911 Coordinator; Revel Sapa, Veteran Service Officer; Kelly Cluchie, Maintenance Supervisor; Jeff Gibbons, Lisa Keney, Tax Director; Cordell Wimpfheimer, Aaron Wimpfheimer.

Motion made by Patrick Hardy and seconded by Scot Becker to approve the agenda with the addition of discussion of weight enforcement vehicle and the 2024 PRC trusts/mobile home blanket abatement approval request from the ND State Tax Commissioner's Office. All voting in favor; motion carried.

Motion made by Scot Becker and seconded by Patrick Hardy to approve the April 15, 2025 meeting minutes as presented. All voting in favor; motion carried.

Motion by Patrick Hardy and seconded by Scot Becker to approve Option 1 for Lodema Township's Floodplain Zoning and Management. All voting in favor, motion carried.

Motion by Scot Becker and seconded by Patrick Hardy to approve the raffle permit request for The Cavalier County Club. All voting in favor, motion carried.

Motion by Scot Becker and seconded by Patrick Hardy to approve the Addendum to Professional Services Agreement and Hosting Agreement with Counties Providing Technology from July 31, 2025 through December 31, 2026. All voting in favor, motion carried.

Motion by Scot Becker and seconded by Patrick Hardy to approve the reading and acceptance of the noxious weed bid for the 2025-2027 spraying of Pembina County

Road rights-of-way from J & J Spraying for \$39.99 per acre. All voting in favor, motion carried.

Discussion on weight enforcement vehicle. It has been put out on bids.

Revel Sapa stated the VA was here and approved the room for the Atlas Telehealth room for the veterans. This will be one of two set up at VSO offices in the state. The cost has been approximately \$145.00. A bariatric chair may have to be purchased. The goal is to have it open Monday to Friday for the veterans. There has been a memorandum of understanding written up and it is just waiting all signatures for final approval and then appointments can be started. There will be a test appointment to make sure everything is working correctly with a veteran. There will be a ribbon cutting ceremony planned when it is officially opened.

Kelly Cluchie gave an update on the courthouse roof. It will take approximately two to three weeks to complete. The rooftop heating and cooling system has been installed at the law enforcement center. There is some climate control adjusting that will have to be done. This should be done May 7<sup>th</sup> and it will be capable of air and heat and will be adjustable via computer. The elevator in the law enforcement building has some water in it. A submersible pump has been installed. Some debris left behind will have to be cleaned out and then an inspection will be done. Jeff Gibbons with the Sons of the American Revolution will be donating and planting a prairie elm tree and placing a granite stone marker to commemorate the founding of the United States of America in the courthouse courtyard.

Auditor Gapp gave an update on office staff. Mary Overby is out on FMLA leave for approximately twelve weeks. Auditor Gapp is requesting a pay increase for Kelsey Dawson of \$250.00 per month for additional duties she has taken on with the absence of Ms. Overby and also to allow Ms. Overby to work on a part-time basis if she is available during her FMLA leave. Motion by Patrick Hardy and seconded by Scot Becker to approve the pay increase for Kelsey Dawson and allow Mary Overby to work part-time if she is available. All voting in favor, motion carried.

Lisa Keney gave an update on the PRC rules from the ND State Tax Commissioner's Office and their request to approve the list they provided for abatement. The county will be reimbursed for those abatements. Motion by Scot Becker and seconded by Patrick Hardy to approve the 2024 PRC Trusts/Mobile Home blanket abatement. All voting in favor, motion carried.

Dirty Deeds Dirtwork, Inc. gave a presentation on their proposals for two bridge repairs. Both bridges need the same basic repair. One is located by Hensel and one by St. Thomas. They presented two options for the repairs. Additional work to change out the pile caps was requested after original request. The options presented were per bridge cost. One bridge may need additional work but they will not know until they start the

work on it. They are confident option 1 will work on both bridges, but if during the work they find the Hensel bridge needed further work they would let the county know before going forward with additional work. Option 1 cost is \$52,000.00 and \$79,000.00 with the additional pile cap work that was requested. Option 2 is \$89,650.00 and \$109,150.00 with additional pile cap work. Motion by Scot Becker to proceed with option 1 as presented and seconded by Patrick Hardy. Roll Call: Patrick Hardy, yes; Scot Becker, yes; Darin Otto, yes. Motion carried.

Motion by Scot Becker and seconded by Patrick Hardy to award the low bid for project BRP-BRJ-0034(035) to Key Contracting Inc and authorize Chairman Otto to sign the resolution for \$866,061.50 for rehab on seventeen bridges in Pembina County. Roll call: Patrick Hardy, yes; Scot Becker, yes; Darin Otto, yes. Motion carried.

Commission reviewed the April payroll and claims. Motion made by Scot Becker and seconded by Patrick Hardy to approve the consent agenda as presented. All voting in favor; motion carried.

Motion made by Scot Becker to adjourn the meeting. All voting in favor; motion carried. Meeting adjourned at 10:58 AM.