1. 8:00 A.M. Agenda And Meeting Materials

Documents:

03-03-2020.PDF

*Revised

POLK COUNTY BOARD

MEETING LOCATION: GOVERNMENT CENTER, CROOKSTON, MN

COMMISSIONERS ROOM

AGENDA

MARCH 3, 2020

8:00 A.M. **MEETING OPEN/CONVENE**

CALL TO ORDER

PLEDGE ALLEGIANCE TO FLAG

REVIEWAL & APPROVAL OF THE AGENDA

CONSENT AGENDA

1. Approve Auditor Warrants.

COUNTY BOARD MEMBERS ISSUE FORUM

8:30 **JIM TADMAN - SHERIFF**

1. Introduction of New Deputy "Buffy" & K9 Handler Deputy Kyle Olson

8:50 **JACOB SNYDER – PLANNING AND ZONING**

1. Resolution (2020-28) 2018 Polk County Aquatic Invasive Species Plan
2. Resolution (2020-29) 2019 Polk County Aquatic Invasive Species Plan
3. 2020 Aquatic Invasive Species Prevention Plan for Polk County
4. Buffer Update – Administrative Penalty Order Process

9:20 **RICHARD SANDERS - HIGWHAY**

1. 2020 Dumpster Quote – Tilberg Park
2. 2020 Sign Quote

9:30 **JON STEINER – ENVIRONMENTAL SERVICES**

1. Solid Waste Program Updates

9:50 **BREAK**

10:00 ***SARAH REESE – PUBLIC HEALTH**

1. COVID-19 Virus Update

10:20 **CHUCK WHITING - ADMINISTRATION**

1. Resolution (2020-27) Federal Recreational Trail Program 2020 Equipment Grant Fertile-Beltrami Sandhill Snowcruisers Inc.
2. Update on MCIT Solid Waste Facilities Property/Casualty Coverage

ADJOURN

If you need any type of accommodation to participate in the Polk County Board meeting, please contact Chuck Whiting at (218) 281-5408 at least 1 working day before the meeting. This Board agenda is subject to change without notice.

Valerie Bjerk

Subject: FW: FEBRUARY 2020 AUDITOR WARRANTS FOR APPROVAL AND PUBLICATION

AUDITOR WARRANTS 02/04/2020

Vendor Name	Amount
Cardmember Service	3,052.57
Ironhide Equipment Inc	28,782.00
Lenes Sand & Gravel Inc	8,305.47
Marshall County Coop	2,940.00
Mn State Treasurer	18,399.00
Norman County Public Health	27,817.97
Pemberton Law PLLP	8,262.64
Polk County Public Health	57,936.03
23 Payments less than 2000	6,183.70
Final Total:	161,679.38

AUDITOR WARRANTS 02/04/2020

Vendor Name	Amount
Verizon Wireless	2,827.01
Final Total:	2,827.01

AUDITOR WARRANTS 02/04/2020

Vendor Name	Amount
Andover Township Treasurer	26,233.11
Angus Township Treasurer	22,085.57
Badger Township	21,917.06
Belgium Township Treasurer	17,515.55
Brandsvold Township Treasurer	30,555.35
Brandt Township Treasurer	15,570.65
Brislet Township Treasurer	17,105.72
Bygland Township	26,108.54
Chester Township Treasurer	12,374.78
Columbia Township Treasurer	45,072.34
Crookston Township Treasurer	40,855.65
Eden Township Treasurer	25,745.27
Esther Township Treasurer	18,711.12
Euclid Township Treasurer	28,791.53
Fairfax Township Treasurer	27,280.31
Fanny Township Treasurer	24,291.96
Farley Township Treasurer	14,403.95
Fisher Township Treasurer	24,094.52
Garden Township Treasurer	31,253.13
Garfield Township Treasurer	44,642.37
Gentilly Township Treasurer	29,421.31
Godfrey Township Treasurer	33,611.61
Grand Forks Township Treasurer	16,132.55
Grove Park Tilden Township	35,909.83
Gully Township Treasurer	20,267.57
Hammond Township Treasurer	25,060.16
Helgeland Township Treasurer	14,392.63
Higdem Township Treasurer	17,183.65
Hill River Township Treasurer	26,057.07
Hubbard Township Treasurer	19,333.50
Huntsville Township Treasurer	43,224.22
Johnson Township Treasurer	16,116.28
Kertsonville Township Treas	12,863.82
Keystone Township Treasurer	21,885.65
King Township Treasurer	26,009.25
Knute Township Treasurer	49,133.13
Lessor Township Treasurer	25,050.02
Liberty Township Treasurer	19,009.12
Lowell Township Treasurer	31,978.49
Nesbit Township Treasurer	17,425.02
Northland Township Treasurer	26,234.33
Onstad Township Treasurer	15,453.72

Parnell Township Treasurer	19,705.65
Queen Township Treasurer	25,114.11
Reis Township Treasurer	14,964.66
Rhinehart Township Treasurer	11,347.59
Roome Township Treasurer	28,517.43
Rosebud Township Treasurer	34,250.26
Russia Township Treasurer	19,212.83
Sandsville Township Treasurer	11,845.49
Scandia Township Treasurer	17,599.79
Sletten Township Treasurer	26,650.46
Sullivan Township Treasurer	27,319.31
Tabor Township Treasurer	22,246.45
Tynsid Township Treasurer	7,119.60
Vineland Township Treasurer	28,155.41
Winger Township Treasurer	28,047.21
Woodside Township Treasurer	49,471.34
Final Total:	1,427,929.00

AUDITOR WARRANTS 02/05/2020

Vendor Name		Amount
1	Payments less than 2000	500.00
	Final Total:	500.00

AUDITOR WARRANTS 02/11/2020

Vendor Name		Amount
Agassiz Asphalt LLC		15,744.51
BELTRAMI COUNTY SOLID WASTE		3,564.84
Crookston Driftbusters		15,465.66
Great Plains Natural Gas Co		11,102.36
Halstad Telephone Co		9,543.70
Lenes Sand & Gravel Inc		24,527.97
Lepier Oil Company Inc		9,285.68
M & K Porta Potties		8,132.00
Mn State Treasury		7,613.00
Norman County Public Health		15,005.43
Northdale Oil Inc		3,623.97
Northside Express		5,600.52
Ottertail Power Co		22,003.16
Polk County Environmental Services		68,749.68
Polk County Public Health		67,425.22
Sather Law Office Ltd		5,080.80
University Of North Dakota		6,250.28
21	Payments less than 2000	7,875.06
	Final Total:	306,593.84

AUDITOR WARRANTS 02/18/2020

Vendor Name	Amount
Altru Health System	2,653.00
Cardmember Service	11,703.23
Fosston Municipal Utilities	49,762.20
Fosston Municipal Utilities	2,693.52
Garden Valley Technoligies	2,838.21
Great Plains Natural Gas Co	2,973.23
Ottertail Power Co	2,200.02
Powerplan OIB	5,610.00
Verizon Wireless	3,610.91
Wilkens Inc/Lyle	18,610.84
23 Payments less than 2000	12,832.66
Final Total:	115,487.82

AUDITOR WARRANTS 02/25/2020

Vendor Name	Amount
Cole Papers Inc	3,281.61
Crookston Water Department	3,346.66
GreatAmerica Financial Services	9,825.32
Kronos SaaShr Inc	3,562.63
Lenes Sand & Gravel Inc	8,506.08
Mn State Auditor	14,397.72
Polk County	59,272.50
Polk County Public Health	2,110.27
Wilkens Inc/Lyle	24,671.00
15 Payments less than 2000	7,947.57
Final Total:	136,921.36

Valerie Bjerk

Subject: FW: FEBRUARY 2020 ELECTRONIC FUNDS TRANSFERS FOR APPROVAL AND PUBLICATION

MANUAL WARRANTS 02/03/2020

Vendor Name	Amount
FURTHER	5,233.40
Final Total:	5,233.40

MANUAL WARRANTS 02/07/2020

Vendor Name	Amount
Internal Revenue Service	162,710.14
Minnesota Revenue	27,840.10
Minnesota Revenue	332.65
Final Total:	190,882.89

MANUAL WARRANTS 02/10/2020

Vendor Name	Amount
FURTHER	3,506.07
Final Total:	3,506.07

MANUAL WARRANTS 02/18/2020

Vendor Name	Amount
FURTHER	4,165.71
Final Total:	4,165.71

MANUAL WARRANTS 02/20/2020

Vendor Name	Amount
Northwest Service Cooperative	260,878.00
Final Total:	260,878.00

MANUAL WARRANTS 02/20/2020

Vendor Name	Amount
Mn Dept Of Revenue	1,158.00
Final Total:	1,158.00

MANUAL WARRANTS 02/20/2020

Vendor Name	Amount
Minnesota Revenue	3,971.00
Minnesota Revenue	1,026.00
Mn Dept Of Rev Tax Division	61,510.52
Mn Dept Of Revenue	79.00
Mn Dept Of Revenue	252.00
Final Total:	66,838.52

MANUAL WARRANTS 02/21/2020

Vendor Name	Amount
U.S. Bank Corporate Payment Systems	52,329.41
Final Total:	52,329.41

MANUAL WARRANTS 02/21/2020

Vendor Name		Amount
Internal Revenue Service		164,663.50
Minnesota Revenue		28,150.53
	Final Total:	192,814.03

MANUAL WARRANTS 02/21/2020

Vendor Name		Amount
Minnesota Revenue		242.94
	Final Total:	242.94

MANUAL WARRANTS 02/24/2020

Vendor Name		Amount
FURTHER		12,114.01
	Final Total:	12,114.01

Board of Commissioners

Polk County Government Center
612 N Broadway – Room 211
Crookston, MN 56716-1452

TO: POLK COUNTY BOARD OF COMMISSIONERS

FROM: Sheriff James Tadman

MEETING DATE: March 3, 2020

AGENDA ITEM:

1. Introduction of New Deputy "Buffy" and K9 Handler Deputy Kyle Olson.

SUMMARY:

1. Meet and Greet for Buffy and the Commissioners.

ACTION REQUESTED:

1. No Action

Board of Commissioners

Polk County Government Center
612 N Broadway – Room 211
Crookston, MN 56716-1452

TO: POLK COUNTY BOARD OF COMMISSIONERS
CHUCK WHITING, POLK COUNTY ADMIN.

FROM: Jacob Snyder, Planning & Zoning Administrator.

MEETING DATE: March 3, 2020

AGENDA ITEM: 2018=2020 Aquatic Invasive Species Plan and Resolution

SUMMARY:

1) Legislation requires that Polk County must establish, by resolution or through adoption of a plan, guidelines for the use of the proceeds which are to prevent the introduction or limit the spread of AIS at water access sites within the County. This plan shall be updated by December 31st of every year.

2) The MN DNR requires paperwork to file a permit with them for three year periods 2018-2020. I was unaware that a new resolution was required on an annual basis with the Board of Commissioners.

3) The Polk County AIS Taskforce has been meeting throughout the prior years and the past years have went well. The two full-time and one part-time inspectors for watercraft inspectors did a nice job over the past summers and the two I-LIDS camera systems performed well.

4) AIS Taskforce has reviewed and approved the plan annually we do a draft at the beginning of the year and final near the end of the year. Before you today is a final plan for the 2018 season and final plan for 2019 season. The 2020 season is in draft form and thus only a motion to proceed is needed on that matter.

5) I will be bringing the 2020 resolution to the County Board later in the year and annually update the Board from here forward.

ACTION REQUESTED: (INFORMATION ONLY/MOTION/RESOLUTION)

1) Resolution to approve 2018 Aquatic Invasive Species Prevention Plan for Polk County.
2) Resolution to approve 2019 Aquatic Invasive Species Prevention Plan for Polk County.
3) Motion to approve the 2020 DRAFT Aquatic Invasive Species Prevention Plan for Polk County

2018 Aquatic Invasive Species Prevention Plan for Polk County

Guidelines for using Aquatic Invasive Species Prevention Aid (MN Statue 477A.19)

INTRODUCTION

Aquatic invasive species (AIS) are threatening Minnesota waters. These nonnative species harm fish populations, water quality, property values and water recreation. This plan outlines the efforts that Polk County will undertake to help prevent the spread of harmful AIS within Minnesota.

ACTIONS

The following categories will provide a template for implementing action items in order to prevent the spread of AIS in Polk County.

- **Education/Public Awareness**
- **Decontamination**
- **Inspections/Enforcement**
- **Special Projects**
- **Emergency Response**
- **Administration/Coordination**

Education/Public Awareness

Public Service Announcements – Conduct radio, television, newspaper, billboard, and other media ads promoting the awareness and prevention of AIS in the County.

Educational Handouts – Work with local agencies to distribute information on AIS prevention through educational handouts including but not limited to constructing signs, billboards, and information stands at water access sites across Polk County.

Youth Outreach – Work with schools around Polk County to provide an educational information/presentations to school age children to learn about the prevention and control of AIS. Develop a project/essay contest for school age children within Polk County.

Public Outreach – Establish a presentation/information stand and or program that may be used for special events across Polk County like the Polk County Fair. Develop and distribute promotional pamphlets and material to distribute around Polk County.

Collaborate with lake associations, local and state agencies to conduct outreach, education and monitoring of AIS related activities.

Decontamination

Investigate the cost and feasibility of purchasing high pressure wash/decontamination units for use in cleaning boats and equipment used in lakes within Polk County.

Establish a priority list and plan to purchase and maintain decontamination units within Polk County, including but not limited to site improvements, training, signage, installation, operation and maintenance of those units. Project may be implemented this year in 2018, or may again be carried over to 2019.

Inspections/Enforcement

Program has been created to conduct watercraft inspections at water accesses using authorized inspectors. Three seasonal staff will be hired in 2018 to conduct watercraft inspections and a plan will be established to determine what accesses within the county will be inspected. Priority will be given to high priority water accesses and peak usage times.

Train and use peace officers to monitor and enforce state regulations by ensuring peace officers are properly trained to deal with AIS laws and by increasing patrolling and monitoring of waterways in Polk County.

Zebra mussel monitoring kits will be developed and setup at public water access sites within the County. AIS staff will monitor sites and report any new infestations of zebra mussels. AIS staff may conduct surveys on lakes to check for new invasive species.

In 2017 Polk County purchased two I-LIDS systems for Maple Lake and Union Lake to help with the inspection and enforcement program. Polk County will continue to maintain and operate these two units in 2018 and beyond.

Special Projects

Allow local units of government and or lake associations to apply for grant funding from the County to utilize the AIS funding for special projects as long as it is directly tied to the spread and/or prevention of AIS across Polk County.

Emergency Response

Continue to develop and improve management strategies to detect new invasive species infestations and limit the spread of established populations of AIS within Polk County and to other waters of the state. In 2017 a rapid response plan was approved in hopes of limiting spread or eliminating new outbreaks of AIS. 2018 will focus on carrying over a set amount of funding that will be available to implement rapid response measures.

Administration/Coordination

Administration and coordination of AIS funding and the AIS taskforce will be handled by the Polk County Environmental Services Department (PCES). PCES will be the lead in implementing projects, coordinating meetings, and providing financial oversite.

IMPLEMENTATION PLAN

It is again the intent of the AIS Taskforce that in 2018 education and public awareness will be given the highest priority. Work will be done to make sure the AIS message is properly advertised around Polk County. Special projects will also be funded and allocated funding. While achieving adequate public awareness measures, Polk County will continue to focus more on inspection efforts. Decontamination efforts within the County will be evaluated and may be pursued in 2018. As our inspection program continues to grow within the County we will have a better idea for the best options for decontamination.

Polk County will utilize all of the 2017 AIS funding dollars by the end of 2018 for projects noted herein. Polk County plans to carry over approximately 3% of funding from 2018 to add to the emergency response fund. Additional funding will continue to be allocated to this fund in 2019 and beyond.

Any remaining 2018 grant funds shall be carried over and utilized with 2019 grant funds in order to have enough funding available to continue to build on the inspection and decontamination programs within Polk County in 2019 and beyond. 2018 funding may also be utilized in 2019 for other projects relating to the Polk County Action plan.

UPDATING AND AMENDING THE PLAN

This plan will be reviewed annually by the Polk County AIS Committee and updated as needed.

MONITORING AND REPORTING

Polk County will track and monitor progress made by the Polk County AIS Taskforce in an effort to achieve measurable goals and actions laid out within this plan. A copy of projects completed will be kept on file at Polk County Environmental Services and reviewed by the Polk County AIS Taskforce as needed.

APPENDICIES

A. **Polk County AIS Committee**
B. **Polk County Lake and River Public Access Map**
C. **List of Public Accesses within Polk County**
D. **Budget Plans**

A. Polk County AIS Committee

Committee Members	Contact	Alt. Contact
Polk County Board	Joan Lee	
East Polk SWCD Board	Al Bauer	Ken Pederson
West Polk SWCD Board	Vacant	
Township Official	Ilane Rue	Steve Tischman
Maple Lake Improvement District	Mike Schulz	Vacant
Union-Lake Sarah Imp. District-Union	Richard Rock	Lonnie Paradis
Union-Lake Sarah Imp. District-Sarah	Daryl Halverson	Rolland Gagner
Polk County Sheriff	Barb Erdman	
Polk County Sherriff's Office	James Tadman	
Polk County Environmental Services	Jon Steiner	
Polk County Planning and Zoning	Josh Holte	
Polk County Public Works	Rich Sanders	
East Polk SWCD	Lisa Newton	
West Polk SWCD	Nicole Bernd	Aaron Habermehl
Red Lake Watershed District	Ashley Hitt	
Youth Outreach	Margo Bowerman	
Other Members – TBD	River Watch, Other Watersheds, DNR	

RESOLUTION OF THE POLK COUNTY
BOARD OF COMMISSIONERS

2018 Polk County Aquatic Invasive Species Plan

RESOLUTION (2020-28)

The following resolution (2020-28) was offered by Commissioner:

WHEREAS, 2014 Session Law Chapter 308 enacted by the Legislature provides Minnesota counties a County Program Aid grant for Aquatic Invasive Species (AIS) prevention. The amount designated for each county is based on the number of watercraft trailer launches as well as the number of watercraft trailer parking spaces within each county. Polk County was allocated $24,932 for 2014, $55,405 for 2015, $55,187.00 for 2016, $65,563 for 2017, $65,073 for 2018 and years following, and

WHEREAS, the legislation requires that Polk County must establish, by resolution or through adoption of a plan, guidelines for the use of the proceeds which are to prevent the introduction or limit the spread of AIS at water access sites within the County, and

WHEREAS, the county may appropriate the proceeds directly or may use any portion of the proceeds to provide funding for a joint powers board or cooperative agreement with another political subdivision, a soil and water conservation district in the county, a watershed district in the county, or a lake association located in the county. Any money appropriated by the county to a different entity or political subdivision must be used as required under this section, and

WHEREAS, the county must submit a copy of its guidelines for use of the proceeds to the Department of Natural Resources by December 31 of the year the payments are received, and

WHEREAS, the threat of the introduction and spread of AIS is acknowledged as a serious concern to the health of the environmental and economic health of Polk County, and

NOW THEREFORE BE IT RESOLVED, That the Polk County Board of Commissioners designates oversight of Polk County's AIS prevention efforts to the Polk County Environmental Services Department and delegates to them the responsibility to prepare, implement and report annually a plan to allocate the funding in accordance with the above legislation. Allocation of funding, grant requests and plan updates are to be approved by the Polk County AIS Taskforce. A copy of the approved AIS plan will be kept on file in the Polk County Environmental Services Department.

Commissioner seconded the foregoing resolution and it was declared adopted upon the following vote. YEAS: NAYS:

STATE OF MINNESOTA)
) ss
COUNTY OF POLK)

I, Charles S. Whiting, County Administrator to and Clerk of the Polk County Board of Commissioners do hereby certify that I have compared the foregoing resolution with the original resolution filed in my office on the 3rd day of March 2020, and that the same is a true and correct copy of the whole thereof.

WITNESS my hand and Official Seal of Polk County at Crookston, Minnesota this 3rd day of March 2020.

_____
Charles S. Whiting
County Administrator
Clerk of the Board

2019 Aquatic Invasive Species Prevention Plan for Polk County

Guidelines for using Aquatic Invasive Species Prevention Aid (MN Statue 477A.19)

INTRODUCTION

Aquatic invasive species (AIS) are threatening Minnesota waters. These nonnative species harm fish populations, water quality, property values and water recreation. This plan outlines the efforts that Polk County will undertake to help prevent the spread of harmful AIS within Minnesota.

ACTIONS

The following categories will provide a template for implementing action items in order to prevent the spread of AIS in Polk County.

- **Education/Public Awareness**
- **Decontamination**
- **Inspections/Enforcement**
- **Special Projects**
- **Emergency Response**
- **Administration/Coordination**

Education/Public Awareness

Public Service Announcements – Conduct radio, television, newspaper, billboard, and other media ads promoting the awareness and prevention of AIS in the County.

Educational Handouts – Work with local agencies to distribute information on AIS prevention through educational handouts including but not limited to constructing signs, billboards, and information stands at water access sites across Polk County.

Youth Outreach – Work with schools around Polk County to provide an educational information/presentations to school age children to learn about the prevention and control of AIS. Develop a project/essay contest for school age children within Polk County.

Public Outreach – Establish a presentation/information stand and or program that may be used for special events across Polk County like the Polk County Fair. Develop and distribute promotional pamphlets and material to distribute around Polk County.

Collaborate with lake associations, local and state agencies to conduct outreach, education and monitoring of AIS related activities.

Decontamination

Investigate the cost and feasibility of purchasing high pressure wash/decontamination units for use in cleaning boats and equipment used in lakes within Polk County.

Establish a priority list and plan to purchase and maintain decontamination units within Polk County, including but not limited to site improvements, training, signage, installation, operation and maintenance of those units. Project may be implemented this year in 2019, or may again be carried over to 2020.

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Program has been created to conduct watercraft inspections at water accesses using authorized inspectors. Three seasonal staff will be hired in 2019 to conduct watercraft inspections and a plan will be established to determine what accesses within the county will be inspected. Priority will be given to high priority water accesses and peak usage times.

Train and use peace officers to monitor and enforce state regulations by ensuring peace officers are properly trained to deal with AIS laws and by increasing patrolling and monitoring of waterways in Polk County.

Zebra mussel monitoring kits will be developed and setup at public water access sites within the County. AIS staff will monitor sites and report any new infestations of zebra mussels. AIS staff may conduct surveys on lakes to check for new invasive species.

In 2017 Polk County purchased two I-LIDS systems for Maple Lake and Union Lake to help with the inspection and enforcement program. Polk County will continue to maintain and operate these two units in 2019 and beyond.

Special Projects

Allow local units of government and or lake associations to apply for grant funding from the County to utilize the AIS funding for special projects as long as it is directly tied to the spread and/or prevention of AIS across Polk County.

Emergency Response

Continue to develop and improve management strategies to detect new invasive species infestations and limit the spread of established populations of AIS within Polk County and to other waters of the state. In 2017 a rapid response plan was approved in hopes of limiting spread or eliminating new outbreaks of AIS. 2019 will focus on carrying over a set amount of funding that will be available to implement rapid response measures.

Administration/Coordination

Administration and coordination of AIS funding and the AIS taskforce will be handled by the Polk County Environmental Services Department (PCES). PCES will be the lead in implementing projects, coordinating meetings, and providing financial oversite.

IMPLEMENTATION PLAN

It is again the intent of the AIS Taskforce that in 2019 education and public awareness will be given the highest priority. Work will be done to make sure the AIS message is properly advertised around Polk County. Special projects will also be funded and allocated funding. While achieving adequate public awareness measures, Polk County will continue to focus more on inspection efforts. Decontamination efforts within the County will be evaluated and may be pursued in 2019. As our inspection program continues to grow within the County we will have a better idea for the best options for decontamination.

Polk County will utilize all of the 2019 AIS funding dollars by the end of 2019 for projects noted herein. Polk County plans to carry over approximately 3% of funding from 2018 to add to the emergency response fund. Additional funding will continue to be allocated to this fund in 2019 and beyond.

Any remaining 2018 grant funds shall be carried over and utilized with 2019 grant funds in order to have enough funding available to continue to build on the inspection and decontamination programs within Polk County in 2019 and beyond. 2018 funding may also be utilized in 2019 for other projects relating to the Polk County Action plan.

UPDATING AND AMENDING THE PLAN

This plan will be reviewed annually by the Polk County AIS Committee and updated as needed.

MONITORING AND REPORTING

Polk County will track and monitor progress made by the Polk County AIS Taskforce in an effort to achieve measurable goals and actions laid out within this plan. A copy of projects completed will be kept on file at Polk County Environmental Services and reviewed by the Polk County AIS Taskforce as needed.

APPENDICIES

A. **Polk County AIS Committee**
B. **Polk County Lake and River Public Access Map**
C. **List of Public Accesses within Polk County**
D. **Budget Plans**

A. Polk County AIS Committee

Committee Members	Contact	Alt. Contact
Polk County Board	Joan Lee	
East Polk SWCD Board	Al Bauer	Ken Pederson
West Polk SWCD Board	Vacant	
Township Official	Ilane Rue	Steve Tischman
Maple Lake Improvement District	Loren Able	Mike Schultz
Union-Lake Sarah Imp. District-Union	Richard Rock	Lonnie Paradis
Union-Lake Sarah Imp. District-Sarah	Daryl Halverson	Rolland Gagner
Polk County Sheriff	James Tadman	
Polk County Sherriff's Office	Scott Bixby	
Polk County Environmental Services	Jon Steiner	
Polk County Planning and Zoning	Jacob Snyder	
Polk County Public Works	Rich Sanders	
East Polk SWCD	Lisa Newton	
West Polk SWCD	Nicole Bernd	Aaron Habermehl
Red Lake Watershed District	Ashley Hitt	
Youth Outreach	Margo Bowerman	
Other Members – TBD	River Watch, Other Watersheds, DNR	

RESOLUTION OF THE POLK COUNTY
BOARD OF COMMISSIONERS

2019 Polk County Aquatic Invasive Species Plan

RESOLUTION (2020-29)

The following resolution (2020-29) was offered by Commissioner:

WHEREAS, 2014 Session Law Chapter 308 enacted by the Legislature provides Minnesota counties a County Program Aid grant for Aquatic Invasive Species (AIS) prevention. The amount designated for each county is based on the number of watercraft trailer launches as well as the number of watercraft trailer parking spaces within each county. Polk County was allocated $24,932 for 2014, $55,405 for 2015, $55,187.00 for 2016, $65,563 for 2017, $65,073 for 2018 and $65,042 for 2019, and

WHEREAS, The legislation requires that Polk County must establish, by resolution or through adoption of a plan, guidelines for the use of the proceeds which are to prevent the introduction or limit the spread of AIS at water access sites within the County, and

WHEREAS, The county may appropriate the proceeds directly or may use any portion of the proceeds to provide funding for a joint powers board or cooperative agreement with another political subdivision, a soil and water conservation district in the county, a watershed district in the county, or a lake association located in the county. Any money appropriated by the county to a different entity or political subdivision must be used as required under this section, and

WHEREAS, The county must submit a copy of its guidelines for use of the proceeds to the Department of Natural Resources by December 31 of the year the payments are received, and

WHEREAS, The threat of the introduction and spread of AIS is acknowledged as a serious concern to the health of the environmental and economic health of Polk County, and

NOW THEREFORE BE IT RESOLVED, That the Polk County Board of Commissioners designates oversight of Polk County's AIS prevention efforts to the Polk County Environmental Services Department and delegates to them the responsibility to prepare, implement and report annually a plan to allocate the funding in accordance with the above legislation. Allocation of funding, grant requests and plan updates are to be approved by the Polk County AIS Taskforce. A copy of the approved AIS plan will be kept on file in the Polk County Environmental Services Department.

Commissioner seconded the foregoing resolution and it was declared adopted upon the following vote. YEAS: NAYS:

STATE OF MINNESOTA)
) ss
COUNTY OF POLK)

I, Charles S. Whiting, County Administrator to and Clerk of the Polk County Board of Commissioners do hereby certify that I have compared the foregoing resolution with the original resolution filed in my office on the 3rd day of March 2020, and that the same is a true and correct copy of the whole thereof.

WITNESS my hand and Official Seal of Polk County at Crookston, Minnesota this 3rd day of March 2020.

_____
Charles S. Whiting
County Administrator
Clerk of the Board

2020 Aquatic Invasive Species Prevention Plan for Polk County

Guidelines for using Aquatic Invasive Species Prevention Aid (MN Statue 477A.19)

INTRODUCTION

Aquatic invasive species (AIS) are threatening Minnesota waters. These nonnative species harm fish populations, water quality, property values and recreation on the waters themselves. This plan outlines the efforts that Polk County will undertake to help prevent the spread of harmful AIS within Minnesota.

ACTIONS

The following categories will provide a template for implementing action items to prevent the spread of AIS in Polk County.

- **Education/Public Awareness**
- **Decontamination**
- **Inspections/Enforcement**
- **Special Projects**
- **Emergency Response**
- **Administration/Coordination**

Education/Public Awareness

Public Service Announcements – Conduct radio, television, newspaper, billboard, and other media ads promoting the awareness and prevention of AIS in the County.

Educational Handouts – Work with local agencies to distribute information on AIS prevention through educational handouts including but not limited to constructing signs, billboards, and information stands at water access sites across Polk County.

Youth Outreach – Work with schools around Polk County to provide an educational information/presentation to school age children to learn about the prevention and control of AIS. Develop a project/essay contest for school age children within Polk County.

Public Outreach – Establish a presentation/information stand about our program that may be used for special events across Polk County like the Polk County Fair. Develop and distribute promotional pamphlets and material to distribute around Polk County relating to current events and new species introduction to area lakes.

Collaborate with lake associations, local and state agencies to conduct outreach, education and

monitoring of AIS related activities.

Decontamination

Investigate the cost and feasibility of purchasing high pressure wash/decontamination units for use in cleaning boats and equipment used in lakes within Polk County.

Establish a priority list and plan to purchase and maintain decontamination units within Polk County, including but not limited to site improvements, training, signage, installation, operation and maintenance of those units. Projects may be implemented this year in 2020, or may again be carried over to 2021 for equipment purchases to help prevent the spread of AIS in Polk County.

Inspections/Enforcement

Watercraft Inspection Programs have been created to educate and enforce AIS rules at local water accesses using authorized inspectors. Two or three seasonal staff will be hired in 2020 to conduct watercraft inspections and a plan will be established to determine what accesses within the county will be inspected. Priority will be given to higher priority water accesses at peak usage times to educate as many lake/river users as effectively possible.

Train and use peace officers to monitor and enforce state regulations by ensuring peace officers are properly trained to deal with AIS laws and by increasing patrolling and monitoring of waterways in Polk County. This partnership with local law enforcement is vital to regulate the rules and regulations of AIS in the State of Minnesota.

Zebra mussel monitoring kits will be developed and setup at public water access sites within the County. AIS staff will monitor sites and report any new infestations of zebra mussels. AIS staff may conduct surveys on lakes to check for new invasive species.

In 2017 Polk County purchased two I-LIDS systems for Maple Lake and Union Lake to help with the inspection and enforcement program. Polk County will continue to maintain and operate these two units in 2020 and beyond.

Special Projects

Allow local units of government and or lake associations to apply for grant funding from the County to utilize the AIS funding for special projects if it is directly related to reduce the spread and/or prevention of AIS across Polk County.

Emergency Response

Continue to develop and improve management strategies to detect new invasive species infestations and limit the spread of established populations of AIS within Polk County and to other waters of the state. In 2017 a rapid response plan was approved in hopes of limiting spread

or eliminating new outbreaks of AIS. In 2020, we will again focus on carrying over a set amount of funding that will be available to implement rapid response measures.

Administration/Coordination

Administration and coordination of AIS funding and the AIS taskforce will be handled by the Polk County Environmental Services Department (PCES). PCES will be the lead in implementing projects, coordinating meetings, and providing financial oversite.

IMPLEMENTATION PLAN

It is again the intent of the AIS Taskforce that in 2020 education and public awareness will be given the highest priority. Work will be done to make sure the AIS message is properly advertised around Polk County. Special projects will be funded to help lake/river users to have the tools to effectively clean recreational tools with allocated funding. While achieving adequate public awareness measures, Polk County will continue to focus on inspection of watercrafts both propelled and nonmotorized watercrafts. This is as much an education for lake/river users as is classroom time with our youth.

Decontamination efforts within the County will be evaluated and may be pursued in 2020. As our inspection program continues to grow within the County we will have a better idea for the best options for decontamination.

Polk County will utilize all of the 2019 AIS funding dollars by the end of 2020 for projects noted herein. Polk County plans to carry over approximately 6% of funding from 2020 to add to the emergency response fund. Additional funding will continue to be allocated to this fund in 2020 and beyond for future costs associated with new AIS infestations.

Any remaining 2020 grant funds shall be carried over and utilized with 2021 grant funds to have enough funding available to continue to build on the inspection and decontamination programs within Polk County in 2020 and beyond. Remaining 2020 funding may also be utilized in 2021 for other projects relating to the Polk County Action plan.

UPDATING AND AMENDING THE PLAN

This plan will be reviewed annually by the Polk County AIS Taskforce and updated as needed.

MONITORING AND REPORTING

Polk County will track and monitor progress made by the Polk County AIS Taskforce to achieve measurable goals and actions laid out within this plan. A copy of projects completed will be kept on file at Polk County Environmental Services and reviewed by the Polk County AIS Taskforce as needed.

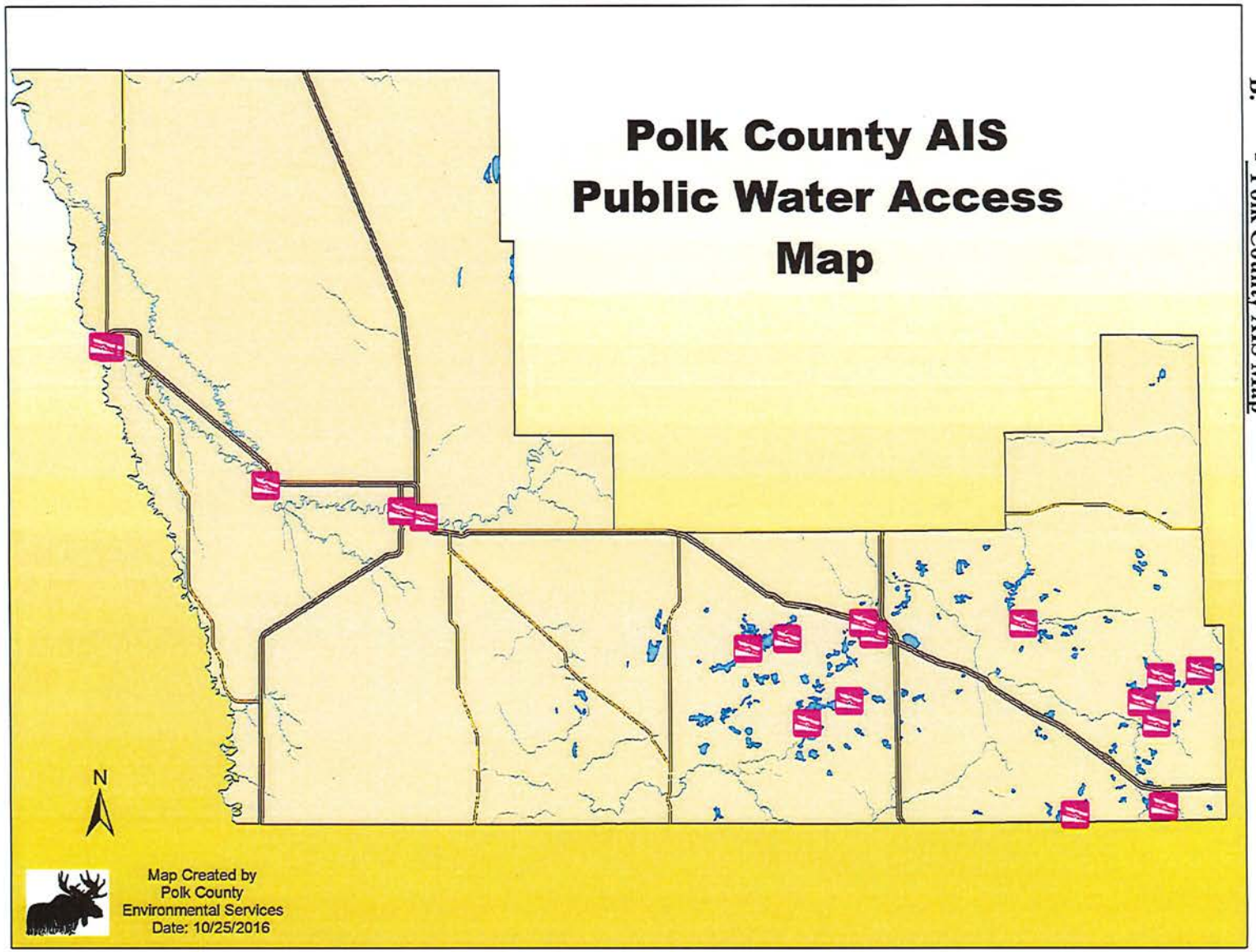
APPENDICIES

A. **Polk County AIS Committee**
B. **Polk County Lake and River Public Access Map**
C. **List of Public Accesses within Polk County**
D. **Budget Plans**

A. Polk County AIS Committee

Committee Members	Contact	Alt. Contact
Polk County Board	Joan Lee	
East Polk SWCD Board	Al Bauer	Ken Pederson
West Polk SWCD Board	Vacant	
Township Official	Ilane Rue	Steve Tischman
Maple Lake Improvement District	Loren Able	Mike Schultz
Union-Lake Sarah Imp. District-Union	Richard Rock	Lonnie Paradis
Union-Lake Sarah Imp. District-Sarah	Daryl Halverson	Rolland Gagner
Polk County Sheriff	James Tadman	Michael Norland
Polk County Sherriff's Office	Scott Bixby	Michael Norland
Polk County Environmental Services	Jon Steiner	
Polk County Planning and Zoning	Jacob Snyder	
Polk County Highway Dept.	Rich Sanders	
East Polk SWCD	Rachel Klein	Maria Schomner
West Polk SWCD	Nicole Bernd	Aaron Habermehl, Morgan Torkelson
Red Lake Watershed District	Ashley Hitt	Corey Hanson
Youth Outreach	Margo Bowerman	
Other Members – TBD	River Watch, Other Watersheds, DNR	

B. - Polk County AIS Map



C. - Polk County Public Access Sites

Lake Access	Ramp Type	Ownership
Turtle Lake State Water Access Site	Concrete	DNR Division of Parks and Trails
Sand Hill Lake State Water Access Site	Dirt	DNR Division of Parks and Trails
Cross Lake State Water Access Site	Concrete	Polk County
Cameron Lake State Water Access Site	Concrete	City of Erskine, Parks Department
Hill River Lake State Water Access Site	Dirt	DNR Division of Parks and Trails
Maple Lake East State Water Access Site	Concrete	Polk County
Maple Lake County Park Water Access Site	Concrete	Polk County
Whitefish Lake State Water Access Site	Concrete	DNR Division of Parks and Trails
Red Lake River, Red River Rec. Area State Water Access Site	Concrete	DNR Division of Parks and Trails
Red River, LaFave State Water Access Site	Concrete	City of East Grand Forks, Parks Dept
Red Lake River, Fisher Landing State Water Access Site	Dirt	City of Fisher, Parks Department
Red Lake River, Central Park State Water Access Site	Concrete	City of Crookston, Parks Department
Red Lake River, Hwy 75 By-pass State Water Access Site	Concrete	DNR Division of Parks and Trails
Spring Lake State Water Access Site	Concrete	City of Lengby, Parks Department
Union Lake State Water Access Site	Concrete	DNR Division of Parks and Trails
Sarah Lake State Water Access Site	Concrete	DNR Division of Parks and Trails
Badger WMA State Water Access Site	Dirt	DNR Division of Parks and Trails
Mule John WMA State Water Access Site	Dirt	DNR Division of Parks and Trails

D. - Polk County AIS Budget

ANNUAL BUDGET		
	% budget	$
2014 Final Budget		
2014 Grant		24,932.00
Education/Public Awareness	0	
Decontamination	0	
Inspection/Enforcement	0	
Special Projects	0	
Maintenance Fund	0	
Admin/Coordination	0	
Total		
2014 Funds carried over to 2015	100%	24,932.00
2015 Final Budget		
2014 Carryover		24,932.00
2015 Grant		55,405.00
		80,337.00
Education/Public Awareness	15%	12050.55
Decontamination	0%	0
Inspection/Enforcement	0%	0
Special Projects	10%	8033.70
Administrative Supplies	5%	4016.85
Emergency Response Fund	10%	8033.70
Carry Over Fund	55%	44185.35
Administration/Wages	5%	4016.85
Total	100%	80,377.00
2016 Final Budget		
2015 Carryover		55,607.00
2016 Grant		55,187.00
		110,794.00
Education/Public Awareness	15%	16,619.10
Decontamination	0%	0
Inspection/Enforcement	15%	16,619.10
Special Projects	10%	11,079.40
Administrative Supplies	10%	11,079.40
Emergency Response Fund	5%	5,539.70
Carry Over Fund	35%	38,777.90
Administration/Wages	10%	11,079.40
Total	100%	110,794.00

ANNUAL BUDGET		
	% budget	$
2017 Final Budget		
Revenue		
2016 Carryover		45,000.00
2017 Grant		65,563.00
Mics. Rev./Reimbursements		500
Total Revenue		**111,063.00**
Expenses		
Education/Public Awareness	14%	15,000.00
Decontamination	0%	0.00
Inspection/Enforcement Equipment	18%	20,000.00
Special Projects	9%	10,000.00
Administrative Supplies	6%	6,550.00
Emergency Response Fund	4%	5,000.00
Carry Over Fund - 2018	17%	18,168.00
Administration/Wages (Inspectors)	33%	36,345.00
Total Expenses	**100%**	**111,063.00**

ANNUAL BUDGET		
	% budget	$
2018 Final Budget		
Revenue		
2017 Carryover		24,145.00
2018 Grant		65,563.00
Mics. Rev./Reimbursements		500
Total Revenue		**90,208.00**
Expenses		
Education/Public Awareness	9%	8,000.00
Decontamination	17%	15,000.00
Inspection/Enforcement Equipment	6%	5,000.00
I-LIDS Maintenance	4%	4,000.00
Special Projects	11%	10,000.00
Administrative Supplies	8%	7,100.00
Emergency Response Fund	3%	2,500.00
Carry Over Fund - 2019	3%	2,639.00
Administration/Wages (Inspectors)	39%	35,969.00
Total Expenses	**100%**	**90.208.00**

ANNUAL BUDGET		
	% budget	$
2019 Final Budget		
Revenue		
2018 Carryover		20,650.00
2019 Grant		65,042.00
Mics. Rev./Reimbursements		0
Total Revenue		**$85,692.00**
Actual Expenses		
Education/Public Awareness		11,789.00
Decontamination		15,000.00
Inspection/Enforcement Equipment		0
I-LIDS Maintenance		3,654.00
Special Projects		6,459.00
Administrative Supplies		4,886.00
Emergency Response Fund		2,500.00
Carry Over Fund - 2020		19,677.00
Administration/Wages (Inspectors)		21,727.00
Total Expenses	**100%**	**$85,692.00**
2020 Preliminary Budget		
Annual Budget		
	% budget	$Total
Revenue		
2019 Carryover		19,677.00
2020 Grant		65,777.00
Mics. Rev./Reimbursements		0
Total Revenue		$85,454.00
Budgeted Expenses (listed below)		
Education/Public Awareness	17%	12,800.00
Decontamination (Maintenance)	6%	5000.00
Inspection/Enforcement Equipment	1%	1,000.00
I-LIDS Maintenance	5%	4,000.00
Special Projects	12.5%	10,000.00
Administrative Supplies	11.5%	9,400.00
Emergency Response Fund	6%	5,000.00
Carry Over Fund - 2020	2%	1,500.00
Administration/Wages (Inspectors)	39%	29,721.00
Total Expenses	100%	$78,421.00
Total expense and total revenue do not match due to excess funds carried from 2019 season.		+ $7,033.00

Board of Commissioners

Polk County Government Center
612 N Broadway – Room 211
Crookston, MN 56716-1452

TO: POLK COUNTY BOARD OF COMMISSIONERS
CHUCK WHITING, POLK COUNTY ADMIN.

FROM: Jacob Snyder Planning & Zoning Administrator

MEETING DATE: March 3, 2020

AGENDA ITEM: Buffer Update – Administrative Penalty Order Process

SUMMARY:

1) Would like to provide a general update to the Board regarding the Buffer Program.

2) SWCD & County staffs have been working together to inventory and inform landowners of noncompliant buffers along both public waters and public ditch systems. This has not been an easy program to implement simply due to the magnitude of mailings and data tracking that must occur.

3) To date over 700 noncompliant letters have been sent out to notify landowners of issues with most of the workload in the western portion of the County. We have two distinct SWCD districts in our County with the western portion being dominated by ditch systems (man-made drainage systems) and the eastern portion being dominated by public waters systems (Lakes & Natural River systems).

4) Upcoming Deadlines:
   a. March 15, 2020 & March 29, 2020: The 11-month no penalty Corrective Action Notices will have passed and we must proceed with APO enforcement. (monetary penalty phase)
   b. Spring of 2020 staff will have sent all Corrective Action Notices to the entire western Polk County noncompliant buffers. We will then focus on East Polk SWCD noncompliance efforts.

5) County Board is needed to supply staff with the direction that we move forward with two decisions to be made today. Proceed with the APO process that includes after 1-year of APO billings/ payments then the matter will be turned over to the County Attorney and prosecuted criminally. Secondly the County Board direct staff as to the documentation needed to proceed with the APO. For the first wave (approx. 12 sites) of public water noncompliant buffers we would ask the Highway Department to do a drone flyover to verify no buffer is present on the site. Some of these public water courses are impossible to get to without being invited on the landowners' property and then needing to navigate along watercourses in the field verifications of significant distances.

ACTION REQUESTED: (INFORMATION ONLY/MOTION/RESOLUTION)

1) Motion to proceed with the plan to move forward with the APO billing process, motion by_____second by _____.

Administrative Penalty Order
(Polk County Buffer Program)

*Failure to comply with a corrective action notice issued under section 25.3000 constitutes a misdemeanor and shall be punishable as defined by law.

25.4310 Statute of limitations. Any criminal enforcement action undertaken pursuant to section 25.4000 of this ordinance must be undertaken within two years after the alleged violation was discovered or reasonably should have been discovered by the County.

25.4200 Administrative Penalty Order (APO).

a) Initial violation. The penalty for a landowner on a single parcel that has not previously been the subject of an APO issued by the County shall be:

i. $0 for 11 months after issuance of the Corrective Action Notice;

ii. $50 per parcel per month for the first six (6) months (180 days) following the time period in i; and

iii. $200 per parcel per month after six (6) months (180 days) following the time period in ii.

b) Repeat violation. The penalty for a landowner on a single parcel that has previously been the subject of an APO issued by the County or shall be:

i. $50 per parcel per day for 180 days after issuance of the Corrective Action Notice;

ii. $200 per parcel per day for after 180 days following the time period in i.

c) Ongoing penalty assessment. Any penalty assessed under this section shall continue until the corrective action notice has been satisfied.

25.4240 An APO issued under this section may be appealed to BWSR within 30 days of receipt by the landowner in accordance with the requirements set for the in Minn. Stat. §103F.48, subd. 9. Any APO that is not appealed within the 30-day period shall be deemed final.

25.4350 Referral for collection of penalty. All penalties and interest assessed under an APO must be paid by the landowner within the time specified in this section. All payments shall be made payable to the County. Any penalty or interest not received in the specified time may be collected by the County using any lawful means.

The plan will include the accrual of penalty fees that are billed out from Polk County Environmental Services office like tipping tickets from the transfer station. We are currently working on formulating this billing but will follow all ordinance procedure for the APO process.

If a landowner receives a bill and appeals the APO to BWSR all billing will cease until a determination is made as to the buffer compliance. If it is found to be incompliance than we will refund or dismiss all penalty fees with the APO.

If a landowner simply doesn't pay the billings then when the calendar turns over to the next year it will be on the taxation of the parcel under a special assessment. The billings will continue in this manner until 1-years' time, then the matter will be forwarded to the County Attorney's office for criminal penalties, if directed by the board to go this direction? The other option is just continuing with penalty fees and accruing fines through taxation. *Note if the violation is not corrected within 2 years of the APO then the statue of limitation will prevent the County from prosecuting criminally.

We will continue to work with the Attorney's Office to formulate the penalty process so that we are all on the same page. This years' workload is low but there is a possibility of violations and Administrative Penalty Orders in the several hundred-next year following the 11-month no penalty Corrective Action Notices addressing public ditch systems sent earlier this year.

The Board will be updated as needed on the status of this program.

Board of Commissioners

Polk County Government Center
612 N Broadway – Room 211
Crookston, MN 56716-1452

TO: POLK COUNTY BOARD OF COMMISSIONERS

FROM: Richard Sanders – County Engineer

MEETING DATE: 03-03-2020

AGENDA ITEM: 2020 dumpster quote – Tilberg Park

SUMMARY:

1. Attached is the abstract of quotes received to furnish dumpsters for Tilberg Park for Polk County Highway
2. Lowest responsible quote is Alternative Sanitation, LLC of Erskine, MN.

ACTION REQUESTED: (INFORMATION ONLY/MOTION/RESOLUTION)

1. A motion by _____ seconded by _____ to award the Dumpster quote to Alternative Sanitation, LLC of Erskine, MN.

Polk County Highway Department
Bids Received: January 2020
Three (3) Year Contract for 2020, 2021, & 2022

Dumpster Rental
Tilberg-Cross Lake Park

Company	Service Charge	Dumpster Rental (Per Month)	Garbage Pickup (Each Time)
Alternative Sanitation, LLC Erskine	6 Cubic Yards	$25	$42.5625 (includes tax and dumpster rental)
	4 Cubic Yards		
	3 Cubic Yards		

Board of Commissioners

Polk County Government Center
612 N Broadway – Room 211
Crookston, MN 56716-1452

TO: POLK COUNTY BOARD OF COMMISSIONERS

FROM: Richard Sanders – County Engineer

MEETING DATE: 03-03-2020

AGENDA ITEM: 2020 Sign Quote

SUMMARY:

1. Attached is the abstract of quotes received to signs for Polk County Highway
2. Lowest responsible quote is Newmans Signs of Jamestown, ND.

ACTION REQUESTED: (INFORMATION ONLY/MOTION/RESOLUTION)

1. A motion by _____ seconded by _____ to award the quote to Newman Signs of Jamestown, ND.

2020 SIGN ABSTRACT

					Engineer's Est.		Newman Signs		M R Signs			
"R" Series - REGULATORY												
			Complete	Faces								
Sign #	Sign	Size	Signs	Only	Price	Amount	Price	Amount	Price	Amount	Price	Amount
R1-1	STOP	30X30	40 (DG3)		40.00	1,600.00	38.46	1,538.40	42.76	1,710.40		0.00
R2-1	YIELD	36X36X36	40 (DG3)		35.00	1,400.00	28.98	1,159.20	30.00	1,200.00		0.00
R2-5B	END MILE SPEED	24X30	20 (DG3)		30.00	600.00	32.26	645.20	33.78	675.60		0.00
			SUBTOTALS FOR R SERIES			3,600.00		3,342.80		3,586.00		-

					Engineer's Est.		Newman Signs		M R Signs			
"W" Series - Warning												
			Complete	Faces								
Sign #	Sign	Size	Signs	Only	Price	Amount	Price	Amount	Price	Amount	Price	Amount
W1-2R	CURVE	30X30	20 (DG3)		40.00	800.00	39.30	786.00	42.76	855.20		0.00
W1-2L	CURVE	30X30	20 (DG3)		40.00	800.00	39.30	786.00	42.76	855.20		0.00
W1-7	LARGE DOUBLE ARROW	48X24	40 (DG3)*		55.00	2,200.00	54.74	2,189.60	63.00	2,520.00		0.00
W1-8	CHEVRON	18X24	80 (DG3)		20.00	1,600.00	21.38	1,710.40	22.67	1,813.60		0.00
W3-1	STOP AHEAD	36X36	20 (DG3)		55.00	1,100.00	75.68	1,513.60	80.10	1,602.00		0.00
W13-1	SPEED PLATE	18X18	40 (DG3)**		25.00	1,000.00	18.82	752.80	28.40	1,136.00		0.00
			SUBTOTALS FOR W SERIES			7,500.00		7,738.40		8,782.00		0.00

					Engineer's Est.		Newman Signs		M R Signs			
M Series -"S" Series -"D" Guide Signs -Miscs												
			Complete	Faces								
Sign #	Sign	Size	Signs	Only	Price	Amount	Price	Amount	Price	Amount	Price	Amount
M1-6	ROUTE MARKER	24X24	40 (DG3)		25.00	1,000.00	27.44	1,097.60	29.22	1,168.80		0.00
M1-X4	ROUTE MARKER	18X18	40 (DG3)		15.00	600.00	16.98	679.20	28.40	1,136.00		0.00
M6-4A	BLUE DOUBLE ARROW	21X15	20 (DG3)**		15.00	300.00	18.11	362.20	22.59	451.80		0.00
			SUBTOTALS FOR M SERIES			1,900.00		2,139.00		2,756.60		-

SUBTOTALS								
			Newman Signs		M R Signs			
SUBTOTAL REGULATROY		3,600.00		3,342.80		3,586.00		0.00
SUBTOTAL WARNINGS		7,500.00		7,738.40		8,782.00		0.00
SUBTOTAL MARKERS, AUXILLARIES, SCHOOLS, & MISC.		1900.00		2,139.00		2,756.60		0.00
TOTAL BID FOR SIGNS		13,000.00		13,220.20		15,124.60		0.00

I:\PROJECTS\SIGNS\ABSTRACT20

Board of Commissioners

Polk County Government Center
612 N Broadway – Room 211
Crookston, MN 56716-1452

TO:	POLK COUNTY BOARD OF COMMISSIONERS
FROM:	JON STEINER, ENV. SVS. ADMIN.
MEETING DATE:	March 3, 2020
AGENDA ITEM:	Solid Waste Program Updates

SUMMARY:

1. General updates on projects and permits for the Transfer Station, Landfill, Resource Recovery Facility.

ACTION REQUESTED: (INFORMATION ONLY/MOTION/RESOLUTION)

1. Information Only: Status Updates & Input.

LANDFILL EXPANSION OPTIONS

Polk County has been working on its Landfill Permit since 2013. We applied for an expedited permit in 2015 and were given assurances that we would not only receive the permit in 2015, but would be doing construction of the next cells (Phases 11-12) during the 2015 construction season. We ended 2015 without a permit, constructed Phases 11-12 in the fall of 2016 without a permit, and were issued the permit in Feb 2017. That permit was issued with the requirement that many other things get resolved after the permit issuance.

These items were (in no special order):

1) Update LF Contingency Action Plan
2) Install new monitoring wells
3) Install Demo LF contact water collection & sampling swale
4) Update LF Operations and Maintenance Plan
5) Mitigate wetlands in expansion area
6) Update LF Industrial SW Management Plan
7) Update LF Sample Analysis Plan
8) Construct SSOM Compost Pad

Many of these items have been completed. Other items not officially completed have been completed – from Polk County's part – and are awaiting MPCA approvals or feedback leading to further modifications or revisions. The only significant item out there from that list is the wetland mitigation within the expansion footprint.

Polk County has applied for the permits from the Federal, State and local authorities to impact the wetlands in the LF footprint, contacted various wetland banks for credits, and applied for the State permit to fill the wetlands. Most of this work was done in 2018.

Polk County was required to do a flora/fauna investigation as part of the EAW issued in 2016. DNR insisted that their staff would do some of the work – not qualified 3rd party inspectors. In the end we settled on DNR being able to do their work when our representatives were on-site doing the other work. This work was done over the course of the 2019 year. It was an expensive endeavor. This work yielded a less-than-favorable finding – we have a Minnesota State Threatened Species of plant – the "sterile sedge" - in two locations in this footprint. If we cannot avoid the wetland, we are required not to just replace the wetland acreage at 2:1, but also to obtain a Minnesota DNR Takings Permit which will likely require the same type of 'penalty' mitigation (2:1 replacment). However, other "obstacles" have been encountered which cast doubt on the integrity of the process and indicate a bias against the LF's expansion request.

A meeting was held in Nov 2019 between Polk, Wenck and the wetland-related regulatory officials. We were asked to revisit the application and further explain the impact and request. However, one official indicated that they were not going to allow mitigation until we exhausted all avoidance options, and stated that there was 'plenty of time' to do so. We figure we have <2 years (2020 and 2021) to still leave time for all permits and reviews.

Currently, our request is based upon our permit that was issued. It includes a footprint of 40+ acres which impacts about 20 acres of wetlands which will require about 40 acres of wetland credits to be purchased (approx. $600k in credits) + whatever 'takings' penalty is required by the DNR for the newfound 'sterile sedge'. (nobody is hazarding a guess what that would cost) There is little doubt this entire process could ultimately cost over $1M to obtain the permit.

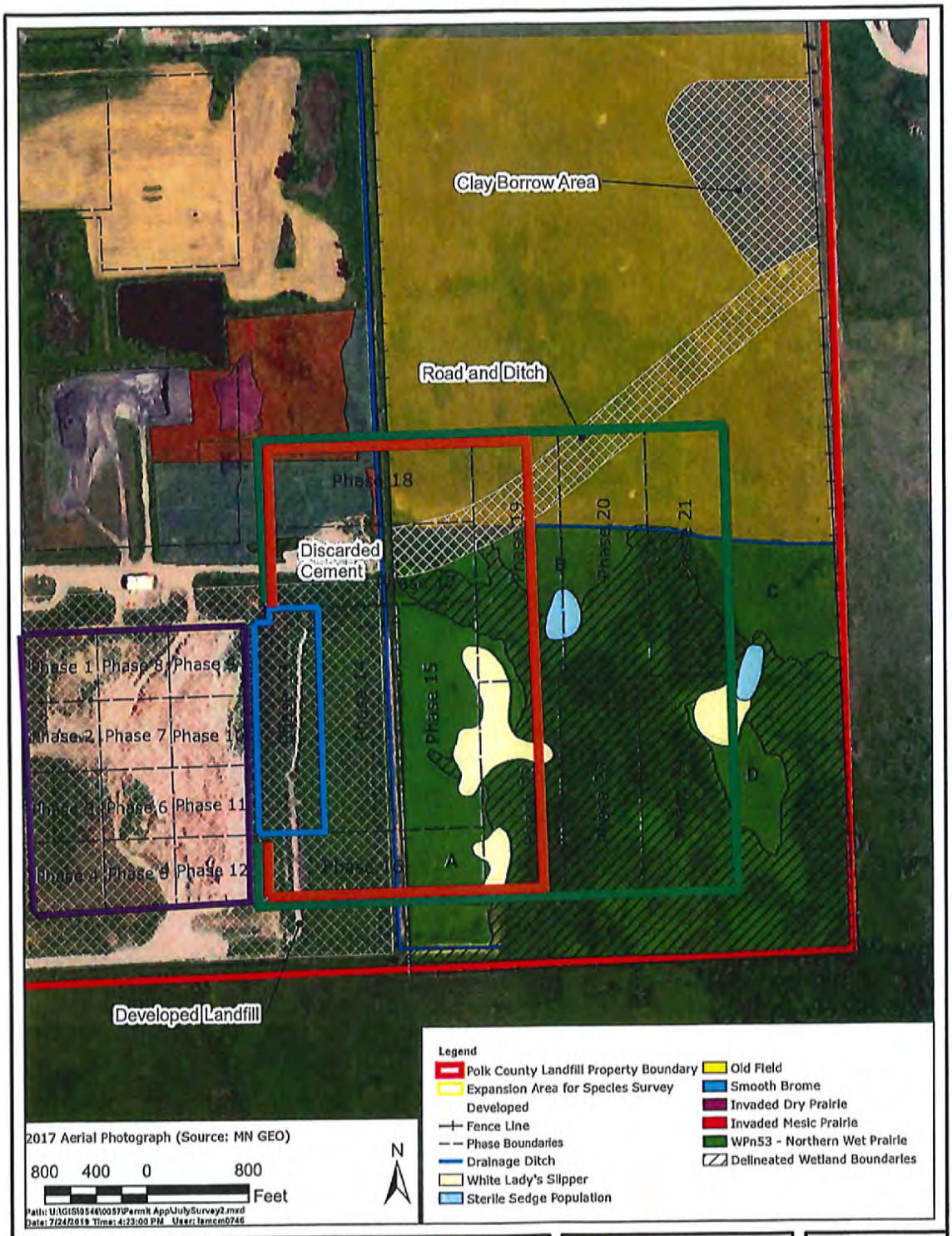
One option that we could potentially do – which does not resolve the issues above, but rather delays dealing with them – would be to shrink our footprint to just outside the 'sterile sedge' area. This shrinks the footprint of the permitted LF (40 acres to 22 acres), reduces the number of wetlands impacted (20 acres to 3 acres), reduces the wetland credits necessary (approx.. $600k to $90k) and avoid the 'takings permit'. However, this shrinks the life of the footprint approved from >50 years to approx. 20 years.

This is a decision which has multiple facets, and further discussion is necessary.

FUTURE LANDFILL EXPANSION AREA

Proposed Currently vs. Alternate Option

(Phase Drawing Footprint)



POLK COUNTY LANDFILL	WENCK	JULY 2019
Proposed Expansion Survey Area for Rare Species	Responsive partner. Exceptional outcomes.	Figure 1

Previously Filled Phases – **PURPLE**

Proposed Expansion Area – **GREEN**

Active/Current Filling Phase – **BLUE**

Alternative Expansion Area - **ORANGE**

TABLE 1
MSW Bypass Landfill Phase Design Volumes

Polk County Sanitary Landfill
Polk County, Minnesota
June 2015

Phase	Cell Area (acres)	Total Volume[1] (cy)	Base Granular[2] (cy)	Final Cover Area (acres)	Final Cover[3] (cy)	Volume Utilized as of Oct. '14 (cy)[5]	Remaining Operational Volume (cy)	Operating Life[4] (yrs)	Open Date	Close Date
Existing Phases 1-12	11.63	622,400	3,230	10.04	40,490	331,283	247,397	3.9	-	2018
Phase 13	3.29	260,900	5,305	1.52	6,140	0	249,455	3.9	2018	2022
Phase 14	3.41	247,900	5,495	1.25	5,040	0	237,365	3.7	2022	2026
Phase 15	3.41	266,400	5,495	0.18	720	0	260,185	4.1	2026	2030
Phase 16	3.15	458,600	5,090	9.19	37,080	0	416,430	6.5	2030	2036
Phase 17	3.26	243,700	5,265	1.82	7,350	0	231,085	3.6	2036	2040
Phase 18	3.47	256,900	5,605	4.19	16,915	0	234,380	3.7	2040	2044
Phase 19	4.05	349,500	6,530	2.32	9,355	0	333,615	5.2	2044	2049
Phase 20	4.05	341,700	6,530	2.30	9,285	0	325,885	5.1	2049	2054
Phase 21	3.72	318,500	6,005	4.95	19,975	0	292,520	4.6	2054	2059
Phase 22	3.25	423,300	5,240	3.05	12,310	0	405,750	6.4	2059	2065
Phase 23	3.25	436,100	5,240	4.35	17,525	0	413,335	6.5	2065	2071
Phase 24	3.81	417,700	6,150	11.19	45,135	0	366,415	5.8	2071	2077
Total	**53.74**	**4,643,600**	**71,180**	**56.36**	**227,320**	**331,283**	**4,013,817**	**63.1**		

[1]Based on a 5h:1v working slope from top of clay liner permitted grades.

[2]Based on a 1-foot sand drainage layer (approximately 1,600 cy/acre). It is important to note that Phases 1 - 10 are constructed.

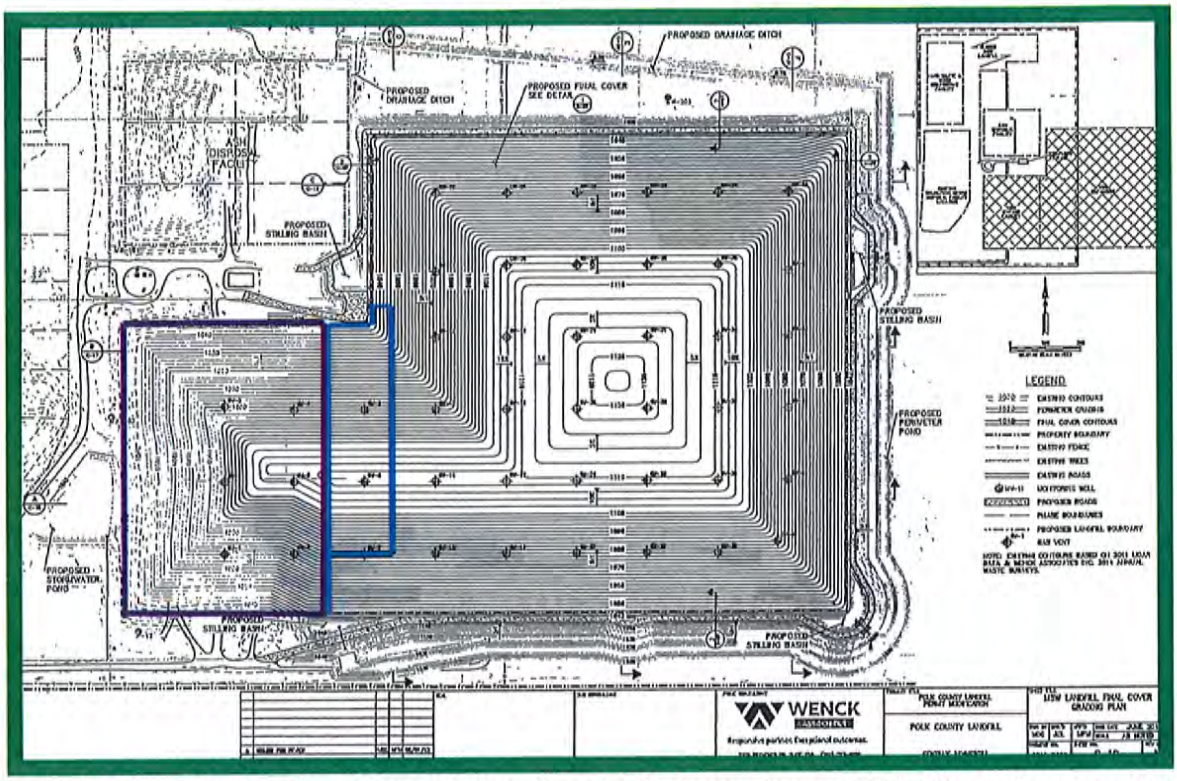
[3]Based on a 2.5-foot final cover system with buffer layer (approximately 4,033 cy/acre). (Portions of Phases 1 - 4 are final covered).

[4]Based on annual waste and daily cover capacity utilized of 63,600 cy/year; 35,000 tons/year at 1,100 lbs/cy in-place compaction

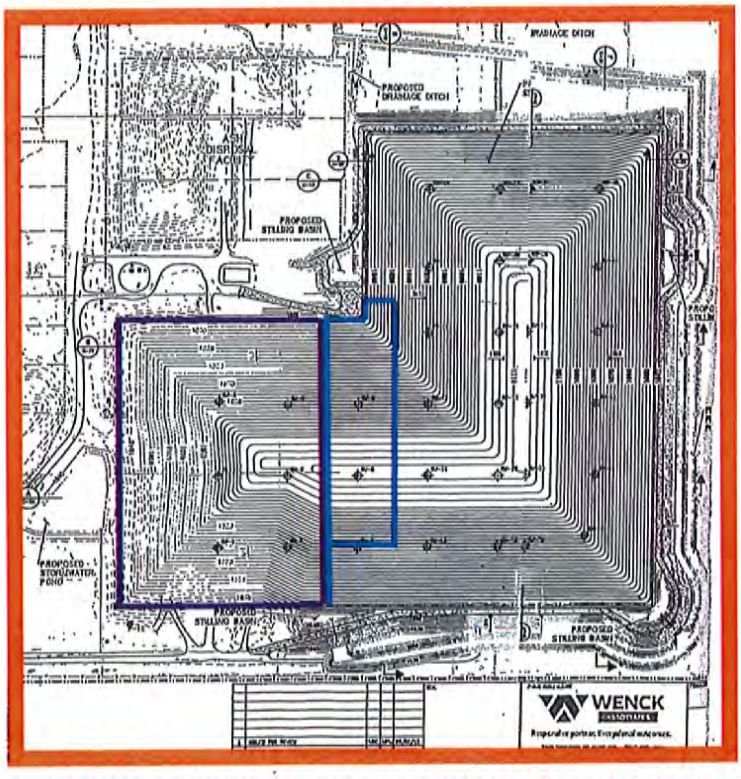
[5]In Place Volume as of October 2014 is 342,100 cy; 2014 Annual Report

FUTURE LANDFILL EXPANSION AREA

Proposed Currently vs. Alternative Option



(Pictured Above) MSW Landfill Phases 1– 24 topo drawing. Phase 14-24 shown. Approximately 38 acre footprint and lifespan of 63.5 years at present waste fill rates. Impacts 19.14 acres of wetland which requires 2:1 replacement. Requires 38.28 acres of wetland credits. Impacts MN threatened 'Sterile Sedge' plant which will require 'takings' permit and likely 2:1 replacement or equivalent.



(Pictured Above) MSW Landfill Phases 1–18 + half of 19 and 22 topo drawing. Phases 14-18 + half of 19 and 22 shown. Approximately 20 acre footprint and lifespan of 20-25 years at present fill rates. Impacts to wetlands reduced from 19.14 acres to 2.86 acres. Requires 5.72 acres of wetland credits. No impact on MN threatened 'Sterile Sedge' species – so no 'takings' permit required.

Board of Commissioners

Polk County Government Center
612 N Broadway – Room 211
Crookston, MN 56716-1452

TO: POLK COUNTY BOARD OF COMMISSIONERS

CHUCK WHITING, POLK COUNTY ADMINISTRATOR

FROM: Chuck Whiting on behalf of Michelle M. Cote, Director of Property Records

MEETING DATE: March 3, 2020

AGENDA ITEM: Fertile – Beltrami Sandhill Snow Cruisers Federal Grant

SUMMARY:

- Polk County has been asked to continue their relationship and act as Fiscal agent for a Federal Grant the Fertile-Beltrami Sandhill Snow Cruisers are applying for to purchase equipment.

ACTION REQUESTED: (INFORMATION ONLY/MOTION/RESOLUTION)

Resolution Attached.

RESOLUTION OF THE POLK COUNTY
BOARD OF COMMISSIONERS

Federal Recreational Trail Program
2020 Equipment Grant
Fertile-Beltrami Sandhill Snowcruisers Inc.

RESOLUTION (2020-27)

The following resolution (2020-27) was offered by Commissioner:

WHEREAS, Polk County supports the grant application made to the Minnesota Department of Natural Resources for the Federal Recreational Trail Program. The application is to purchase snowmobile grooming equipment for the Fertile-Beltrami Sandhill Snowcruisers Recreational Trail System.The trail system is located in Polk County, and

WHEREAS, Polk County recognizes the twenty-five (25) percent match requirement for the Federal Recreational Trail Program, and has been secured by The Fertile-Beltrami Sandhill Snowcruisers for the matching funds

NOW THEREFORE BE IT RESOLVED, If Polk County is awarded a grant by the Minnesota Department of Natural resources, Polk County agrees to accept the grant award, and may enter into an agreement with the State of Minnesota for the above referenced project. Polk County will comply with all applicable laws, environmental requirements and regulations as stated in the grant agreement, and

BE IT FURTHER RESOLVED, That the applicant has read the Conflict of Interest Policy contained in the Trail Program Grant Manual and certifies it will report any actual, potential, perceived, or organizational conflicts of interest upon discovery to the state related to the application or grant award.

BE IT FURTHER RESOLVED, The Polk County Board of Commissioners names the fiscal agent for the Fertile-Beltrami Sandhill Snowcruisers, Inc. for this project as:

Polk County
Michelle Cote, Polk County Director of Property Records
612 N. Broadway-Suite 207
Crookston Mn 56716

BE IT FURTHER RESOLVED, Polk County hereby assures the grooming equipment acquired through this grant will be maintained for no less than twenty (20) years as required by the Federal Recreational Trail Grant Program or until such time as appropriate disposition actions are approved by the Minnesota Department of Natural Resources.

Commissioner seconded the foregoing resolution and it was declared adopted upon the

following vote. YEAS: NAYS:

STATE OF MINNESOTA)
) ss.
COUNTY OF POLK)

I, Charles S. Whiting, County Administrator to and Clerk of the Polk County Board of Commissioners do hereby certify that I have compared the foregoing resolution with the original resolution filed in my office on the 3rd day of March 2020 and that the same is a true and correct copy of the whole thereof.

WITNESS my hand and Official Seal of Polk County at Crookston, Minnesota this 3rd day of March 2020.

_____
Charles S. Whiting
County Administrator
Clerk of the Board

Board of Commissioners

Polk County Government Center
612 N Broadway – Room 211
Crookston, MN 56716-1452

TO: POLK COUNTY BOARD OF COMMISSIONERS

FROM: CHUCK WHITING, POLK COUNTY ADMINISTRATOR

MEETING DATE: March 3, 2020

AGENDA ITEM: Update on MCIT Solid Waste Facilities Property/Casualty Coverage

SUMMARY: MCIT has been able to secure coverage for the County's solid waste facilities through 2020.

1. At the AMC Legislative Conference MCIT provided information and background on the coverage issues they have been facing since late last year. I am hoping to receive a copy of Robyn Sykes' presentation by Board meeting time to share with the Commissioners.

ACTION REQUESTED: Information only.

Property Reinsurance Update for Waste to Energy Operations

FEBRUARY 27, 2020

8:15 A.M.

GOVERNORS 1- INTERCONTINENTAL HOTEL

ST. PAUL, MINNESOTA

Background

What is reinsurance

Why does MCIT purchase reinsurance

What is the process

- MCIT annually solicits quotes from the reinsurance market
- Renewal process begins in August
- Quotes due in Mid October
- Board decision at November board meeting

Historical results

- Price
- Terms and conditions

Property Reinsurance – Impact on ALL Members

FACTS

One viable quote (Travelers)

Premium increase ($365,561 or 26%)

Retention doubles ($500K to $1M)

- Auto physical damage no longer counts toward retention

Reduces coverage

- Margin clause from 150% to 125%

Exclusions

- Waste to energy operations

Price, structure and terms not anticipated in 2020 member contribution

ISSUES

How to pay for unanticipated costs

How to deal with excluded operations

Impact of Increased Retention Levels

Retention doubles ($500K to $1M)

- MCIT will assume additional $500k of property losses (up to $1M)
- Auto physical damage will no longer count toward retention
- Since 2014 MCIT has recovered from 9 property events ($500K retention incl APD) $2,768,424
  - MCIT's recovery for the same 9 property events ($1M retention excl APD) $810,617
- Less reinsurance recovery and increased retention will impact dollars available for investment
- Less investment income
  - Potentially fewer dollars for dividend

Impact of Reduction in Coverage

Reduction in Margin Clause from 150% to 125%

- Impacts all members with scheduled property
  - Buildings
  - Contents
  - Property in the open
  - Misc. Personal property (portable equipment e.g. boats, ATVs, sheriffs' equipment)
- Since 2015 the reduced margin would have impacted 3 members
  - Lake County Highway Garage (fire) ($58,087)
  - Waseca County Recycling Center (fire) ($226,932)
  - Kandiyohi (catastrophic weather loss) ($62,939)

Impact of Travelers Excluding WTE Operations

4 Members

3 Joint powers

- Pope/Douglas Solid Waste Management
  - Pope and Douglas County
- Prairie Lakes Municipal Solid Waste Authority
  - Otter Tail, Becker, Clay, Todd and Wadena County
- Prairieland Solid Waste Management
  - Martin and Faribault County

1 County

- Polk County

Impact of Travelers Excluding Waste to Energy Operations

Property Coverage

- Waste to Energy Operations HAVE coverage (were never without it)

- MCIT did not have reinsurance to cap the exposure
  - Any loss over the members' deductible would be shared by the entire membership

Coverage Common to All MCIT Members

Public employee liability (actions of board and employees)

Inland marine (equipment not licensed for operation on highways)

Automobiles (physical damage, liability)

General liability (3rd party harmed by operations, premises, pollution, fire, explosion, etc.)

Workers' Compensation

Equipment breakdown **

Bond

Cyber

** HSB already rates and prices WTE operations separately

Uncovered Losses

Pollution

- Increased self insured exposure (MS 466.04 subd 1a, clause 8 "limits are doubled for release of hazardous substances - $1M per claimant/$3M per occurrence)
- Third party claims for bodily injury and property damage resulting from pollution or contamination events
  - Damages and associated legal expenses
- First party claims arising from pollution or contamination
  - Statutory clean-up

Underground equipment/operations

Failure to supply (steam/electricity)

- Private entities can not be listed as additional insureds

Breach of contract

Coverage Issues

Limited Coverage Examples

- Equipment breakdown
  - Subject to HSB underwriting and claims adjustment
  - Higher deductibles
  - Separately rated
- Business interruption (only when arising from equipment breakdown)

For Uncovered Losses and Losses with Limited Coverage the Member

- Purchasing insurance outside of MCIT
- Self-insuring the risk

Options for Excluded Operations

Advise members that coverage would not be renewed in 2020

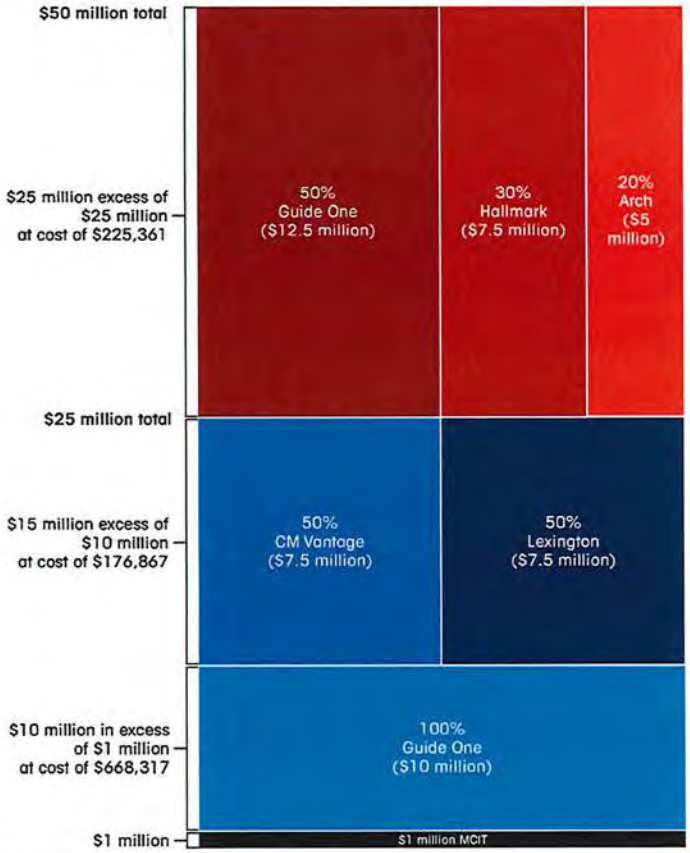
MCIT self- Insures the exposures (TIV - $130M)

- Deviation from MCIT practice of requiring reinsurance for potential catastrophic losses
- Expose the entire membership to the loss

Find facultative/specialty coverage for the group

- MCIT and members share the cost
  - 80% MCIT
    - Use MCIT fund balance to pay for the coverage
  - 20% members
    - Prorate based on TIV of each member

Status of Property Reinsurance for WTE Operations



Member	TIV	Contribution (20%)
Pope/Douglas SW Management	$38.72M	$62,448
Prairie Lakes Municipal SW Authority	$47.1M	$75,891
Prairieland SW Management	$17.9M	$28,849
Polk County	$26.6M	$42,908

Market Concerns with WTE Operations

Global loss experience
- Weather
- Fire

"Herd" mentality
- Large reinsurers leaving the market
- Smaller companies follow

Underwriters/actuaries making decisions
- Broad-brush
- Little knowledge regarding the exposure
- No relationship with policy holders

Profit dominates decisions
- Increase cost
  - Supply and demand (specialty markets)
- Non-renewal
- Finding other more profitable ventures
  - Stock market
  - Less risky businesses

Future of Coverage for WTE Operations

Unknown issues

- Property reinsurance market's willingness to write WTE Operations
- Continued appetite of specialty markets to write WTE Operations
- Future cost of property coverage for WTE

MCIT is exploring other options

- Alternative markets
- Working with reinsurance broker
- Gathering "field information"
  - MCIT is not an expert in WTE loss control strategies
- Evaluating its role relative to coverage for WTE operations

Members' Role

- Develop, implement, follow physical plant policies and procedures to reduce catastrophic losses
- Develop operations profile