

JANUARY 28, 2020
BOARD MINUTES

Pursuant to motion of adjournment the Polk County Board of Commissioners met in regular session at 8:00 o'clock a.m., January 28, 2020 in the Commissioners Room, Government Center, Crookston, MN. Members present: Commissioner Gerald Jacobson, Commissioner Warren Strandell, Commissioner Gary Willhite, Commissioner Joan Lee and Commissioner Don Diedrich and Charles S. Whiting, County Administrator, Clerk of the Board. Others present: Michelle Cote, Deputy Clerk of the Board.

AGENDA

A motion was made by Commissioner Lee seconded by Commissioner Jacobson and adopted by unanimous vote of the Board to approve the January 28, 2020 agenda.

CONSENT AGENDA

A motion was made by Commissioner Strandell seconded by Commissioner Diedrich and adopted by unanimous vote of the Board to approve the Consent Agenda:

1. Approve the January 7 and January 21, 2020 Board minutes.
2. Approve payment to Architectural Resources, Inc., Hibbing, MN in the amount of \$90,048.75 for the Human Service Center Roof Project Design Expense (EGF) for the Facilities Department.
3. Approve for payment Lost Warrant No. 45497 dated January 15, 2020 issued to MN Resource Recovery Association in the amount of \$4,200.00.
4. Approve payment to Johnson Controls, Dallas, TX in the amount of \$1,200.00 for Labor Charges for the Facilities Management Department.
5. Approve payment to Brost Chevrolet, Crookston, MN in the amount of \$264.47 for the Sheriff's Department.

COUNTY BOARD MEMBERS ISSUE FORUM

1. Commissioner Jacobson brought forth discussion regarding a concern at Maple Lake over canopies over boat lifts. The Maple Lake Improvement Association has drafted a potential resolution governing this issue. He also attended the Northwestern Mental Health Center meeting where a topic of discussion was elimination of the Polk County appropriation and county committee membership.
2. Commissioner Strandell brought forth that he participated in the Drug Task Force Committee which focused on the annual report.
3. Commissioner Willhite brought forth that he met with the Polk County Engineer Rich Sanders regarding the County Road 11 issue brought forth by two concerned citizens at the January 21, 2020 meeting. In addition he brought this information forth at the City Council meeting. He also participated in the Building Committee meeting where the focus was the East Grand Forks Human Service Center remodeling project. He also participated in a Finance Committee meeting where potential finance software was reviewed. In addition he participated in the Planning and Zoning Commission meeting. He also attended the Extension cow/calf seminar in Bagley.
4. Commissioner Lee brought forth that she attended the Drug Task Force meeting and the Finance Committee meeting. In addition she attended a Wild Rice Marsh meeting and an

- Inter County Community Council meeting. She also provided a follow up regarding the mailbox damage concern due to snowplows.
5. Commissioner Diedrich brought forth that he had attended the Northwestern Mental Health meeting.

SANDHILL RIVER WATERSHED DISTRICT

Chuck Whiting came before the Board on behalf of April Swenby, Sandhill River Watershed District regarding Resolution (2020-12):

1. **Resolution (2020-12) Sponsorship Of The Sandhill River Watershed District For Minnesota Counties Intergovernmental Trust**

RESOLUTION (2020-12) **Sponsorship Of The Sandhill River Watershed District For** **Minnesota Counties Intergovernmental Trust**

The following resolution (2020-12) was offered by Commissioner Jacobson:

WHEREAS, Polk County is a member of the Minnesota Counties Intergovernmental Trust and;

WHEREAS, A current member of the Minnesota Counties Intergovernmental Trust must sponsor a new entity for membership and;

WHEREAS, The Sandhill River Watershed District desires to become a member for the purpose of obtaining property and workers compensation coverage.

NOW THEREFORE BE IT RESOLVED, That the Polk County Board of Commissioners sponsors the Sandhill River Watershed District for membership.

Commissioner Lee seconded the foregoing resolution and it was declared adopted upon the following vote. YEAS: Lee, Diedrich, Willhite, Strandell, and Jacobson. NAYS: None.

PLANNING AND ZONING

Jacob Snyder, Environmental Specialist/Planning and Zoning Administrator came before the Board with matters pertaining to Planning and Zoning:

1. **Resolution (2020-13) Conditional Use Permit for Outdoor Investments LLC for a Campground Expansion up to 49 Sites**

Also appearing was Austin Pierce on behalf of Outdoor Investments Inc., and the Ranch Campground. Resolution (2020-13) was offered by Commissioner Strandell seconded by Commissioner Diedrich and adopted upon the following vote: YEAS: Lee, Diedrich, Willhite, Strandell and Jacobson. NAYS: None. (See Resolution (2020-13) on file in the Administrator's Office.) **** Note approval is conditional on the following change to No. 14 of the conditions to limit pets to 2 per site.**

2. **Resolution (2020-14) Termination of Recorded Resolution (2006-3-31) Document A000632636 Recorded August 24, 2006**

RESOLUTION (2020-14)
Termination of Recorded Resolution 2006-3-31
Document A000632636 Recorded August 24, 2006

The following resolution (2020-14) was offered by Commissioner Jacobson:

WHEREAS, Outdoor Investments LLC, land owner of parcel 32.00192.00, wishes to terminate the Dude Ranch operation as of January 28, 2020.

WHEREAS, A Conditional Use Permit was issued on March 28, 2006 for operation of a Dude Ranch; and

NOW THEREFORE BE IT RESOLVED, That the Polk County Board of Commissioners Terminates resolution 2006-3-31.

Commissioner Lee seconded the foregoing resolution and it was declared adopted upon the following vote. YEAS: Lee, Diedrich, Willhite, Strandell and Jacobson. NAYS: None.

3. SSOM Compost Pad Project – Change Order #2

A motion was made by Commissioner Diedrich seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve Change Order No. 2 to Lyle Wilkens Inc., Crookston, MN in the amount of \$6,800.00 for the credit to Polk County for remaining grading and seeding work to be completed.

4. SSOM Compost Pad – Release of Retainage

A motion was made by Commissioner Strandell seconded by Commissioner Jacobson and adopted by unanimous vote of the Board to approve the release of the retainage amount of \$18,610.84 upon receipt of required documents to Lyle Wilkens Inc., Crookston, MN to serve as payment in full for the Crookston Transfer Station Project.

SHERIFF

Jim Tadman, Polk County Sheriff came before the Board with matters pertaining to his department:

1. Monthly Sheriff Reports

The December monthly Sheriff Reports were discussed and presented to the Board. (Monthly reports on file in the Administrator's Office)

POLK COUNTY HUMAN SERVICES BUILDING (EGF) REMODEL

Chuck Whiting, Polk County Administrator came before the Board with matters pertaining to the bids for the Polk County Human Services Building (EGF) Remodel Project:

1. Review Bid Award of Construction Contracts

Bids have been received for remodeling the Human Service Center Building in East Grand Forks and are under review. Diversified Contractors, Inc., was the lowest base bidder with a bid of \$1,388,800.00. A motion was made by Commissioner Strandell seconded by Commissioner Jacobson and adopted by unanimous vote of the Board to award the bid for remodeling the Human Service Center Building in East Grand Forks

to Diversified Contractors, Inc., Fargo, ND in the amount of \$1,388,800.00. **** The contract will come to the Board in a subsequent meeting.**

ADMINISTRATION

Chuck Whiting, Polk County Administrator came before the Board with matters pertaining to his department;

1. ERP Software Request for Proposals Status

Discussion was held with the Board regarding the proposals that have been reviewed by the Finance Committee with Geniene Scherer of Abdo, Eick & Meyer regarding the ERP Software.

With no further business the Board adjourned to reconvene at 8:00 a.m., February 4, 2020.

Gary Willhite, Chair

Charles S. Whiting, Polk County Administrator
Clerk of the Board