

MAY 25, 2021
BOARD MINUTES

Pursuant to motion of adjournment, the Polk County Board of Commissioners met in regular session at 8:00 o'clock a.m., May 25, 2021. Members present: Commissioner Warren Strandell, Commissioner Joan Lee, Commissioner Gary Willhite, Commissioner Mark Holy and Charles S. Whiting, County Administrator, Clerk of the Board. Others present Michelle Cote, Deputy Clerk of the Board. Commissioner Jacobson was absent.

AGENDA

A motion was made by Commissioner Willhite seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the May 25, 2021 Board agenda.

CONSENT ITEMS

A motion was made by Commissioner Strandell seconded by Commissioner Holy and adopted by unanimous vote of the Board to approve the May 25, 2021 Consent Items:

1. Approve the March 23, April 6, April 20 & April 27, 2021 Board minutes.
2. Approve payment to MN State Board of Assessor's, St. Paul, MN in the amount of \$235.00 for CMA License for Sam Melbye and SAMA License for Michelle Cote (TPSC)

COUNTY BOARD MEMBERS ISSUE FORUM

1. Commissioner Strandell brought forth that he participated in the Tri-County Community Corrections Board meeting in addition to the Pine to Prairie Drug Task Force meeting.
2. Commissioner Lee brought forth discussion regarding the AMC Legislative Update. She participated in the Household Hazardous Waste meeting where it was decided that the fees would remain the same as 2021. She also participated in the Pine to Prairie Drug Task Force meeting, DAC meeting, Public Health meeting, Inter County Community Council meeting and SCHSAC Board meeting.
3. Commissioner Willhite brought forth that he attended the Crookston City Council meeting which was focused on vacancies and special elections. He also attended a LARL meeting which focused on the 2022 budget. In addition, he participated in a Public Health meeting.
4. Commissioner Holy brought forth that he attended the Tri-County Community Corrections meeting to review the damage at the Juvenile Center.
5. Curt Knutson – Red River Valley Winter Shows Building brought forth information regarding the status of the Red River Valley Winter Shows organization.

SHERIFF

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

1. Monthly Sheriff Reports

The April 2021 monthly Sheriff reports were presented and discussed with the Board. (Reports on file in the Administrator's Office)

2. Fill Vacant Transport Deputy Position

A motion was made by Commissioner Strandell seconded by Commissioner Willhite and adopted by unanimous vote of the Board to approve hiring a vacant Transport Deputy position at the Justice Center.

HIGHWAY

Richard Sanders, Polk County Highway Engineer came before the Board with matters pertaining to his department:

1. Motor Grader Rental Quote October 2021 thru April 2028

A motion was made by Commissioner Holy seconded by Commissioner Strandell to award Zeigler, Inc., Crookston MN the motor grader rental quote at a base quote of \$38,200 per year for 7 years with a total usage not to exceed 500 hours per year or 3500 on the recommendation of the Highway Engineer.

ENVIRONMENTAL SERVICES

Jon Steiner, Environmental Services Director came before the Board with matters pertaining to his department:

1. Landfill – Passive Gas Vent System

A motion was made by Commissioner Strandell seconded by Commissioner Willhite and adopted by unanimous vote of the Board to approve the quote from RJ Zavoral & Sons, East Grand Forks, MN in the amount of \$54,850.00 for the installation of a Landfill Passive Gas Vent System.

2. Landfill - Wetland Replacement Credit

A motion was made by Commissioner Strandell seconded by Commissioner Willhite and adopted by unanimous vote of the Board to approve purchasing 3.16 acres of Wetland Credits from John Erickson Agassiz Wild Rice in the Wetland Bank in the amount of \$15,527.00/acre for a total of \$49,065.32.

3. Resource Recovery Facility Updates

General updates on the Resource Recovery Facility operation were discussed with the Board.

***REVISED AGENDA**

A motion was made by Commissioner Strandell seconded by Commissioner Willhite and adopted by unanimous vote of the Board to approve the May 25, 2021 Board revised agenda adding Mark Dietz under Facilities.

***FACILITIES**

Mark Dietz, Polk County Facilities Management Director came before the Board with matters pertaining to his department:

1. Juvenile Detention Center Building

Discussion was brought forth regarding the damage to the Juvenile Detention Center building.

ADMINISTRATION

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

1. Approval of Updated Personnel Policies

The final edits to the Personnel Policy have been made and reviewed by Polk County's Labor Attorney. A motion was made by Commissioner Willhite seconded by Commissioner Holy and adopted by unanimous vote of the Board to approve the updated Personnel Policy with an adoption date of June 1, 2021 as presented. (Personnel Policy on file in the Administrator's Office)

2. 2022 Budget Goals & Objectives

A listing of likely 2022 budget issues were discussed with the Board for consideration.

3. American Relief Program Update

An update was given to the Board regarding the American Relief Program.

With no further business the Board adjourned to reconvene at 8:00 o'clock a.m., June 1, 2021.

Joan Lee, Vice-Chair

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