

MAY 26, 2020
WEBEX PHONE CONFERENCE
BOARD MINUTES

Pursuant to motion of adjournment the Polk County Board of Commissioners met in regular session via Webex Phone Conference at 8:00 o'clock a.m., May 26, 2020. 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. Other 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 May 26, 2020 agenda.

CONSENT AGENDA

No Consent Agenda items.

COUNTY BOARD MEMBERS ISSUE FORUM

1. Commissioner Jacobson brought forth that he had no formal meetings since the prior meeting. Discussion was brought forth regarding a meeting held with a local farmer regarding the potential sale of land to the DNR.
2. Commissioner Strandell brought forth that he attended an MPO meeting.
3. Commissioner Willhite brought forth that he participated in a Planning Commission meeting. In addition, he electronically attended a LARL meeting where the focus was finances, budget and the COVID-19 impact.
4. Commissioner Lee brought forth that she participated in a legislative outcome and special session call with AMC. She also did her monthly update on the Fosston radio station. She also participated in a Household Hazard Waste meeting where budgets and seasonal staff was the focus. In addition, she participated in an East Polk County Soil and Water Conservation District meeting. She also participated in an AMC reopening Minnesota meeting.
5. Commissioner Diedrich brought forth that he attended a MCIT work session where the focus was finances, investments, and Transfer Station coverage.

SHERIFF

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

1. Acknowledgement Of The Support And Donations From Residents And Businesses During The Stay At Home Order

Discussion was held with the Board regarding the support and donations from residents and businesses during the stay at home order.

2. Monthly Sheriff Reports

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

PLANNING AND ZONING

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

1. Resolution (2020-47) Conditional Use Permit For Philip Knutson For An Accessory Structure Over 2500 Sq. Ft.

Resolution (2020-47) was offered by Commissioner Diedrich seconded by Commissioner Strandell and adopted upon the following vote: YEAS: Lee, Diedrich, Willhite, Strandell and Jacobson. NAYS: None. (See Resolution (2020-47) on file in the Administrator's Office.)

2. Resolution (2020-48) Conditional Use Permit For Shawn Cormican For Total Accessory Structure Over 4000 Sq. Ft.

Resolution (2020-48) was offered by Commissioner Jacobson seconded by Commissioner Lee and adopted upon the following vote: YEAS: Lee, Diedrich, Willhite, Strandell and Jacobson. NAYS: None. (See Resolution (2020-48) on file in the Administrator's Office.)

3. Resolution (2020-49) Conditional Use Permit For Joseph Troyer For Operation Of A Sawmill Out Of An Accessory Structure.

Comments were heard from Richard Moen, neighbor and Joseph Troyer, applicant. Resolution (2020-49) 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 (2020-49) on file in the Administrator's Office.)

4. Preliminary Plat Approval Zavoral Addition

Discussion along with handouts were presented to the Board regarding the Preliminary Plat (Parcel No. 40.00137.00 and Parcel No. 40.00154.00). A motion was made by Commissioner Strandell seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve the Preliminary Plat/Zavoral Addition according to the Planning Commission and Staff Recommendations as listed on the handout. (Handout on file in the Administrator's Office)

PUBLIC HEALTH

Sarah Reese, Public Health Director came before the Board with matters pertaining to her department:

1. Minnesota Department of Human Services County Grant Contract – Regional Prevention Coordinator

A motion was made by Commissioner Lee seconded by Commissioner Jacobson and adopted by unanimous vote of the Board to accept and approve the Minnesota Department of Human Services County Grant Contract for Region I Alcohol, Tobacco and Other Drugs (ATOD) Prevention for a contract term of July 1, 2020 until June 30, 2025 as presented to the Board. (Contract on file in the Administrator's Office)

2. COVID-19 Update

An update was given to the Board regarding the COVID-19 virus.

SOCIAL SERVICES

Karen Warmack, Social Services Director came before the Board with matters pertaining to her department:

1. Eligibility Worker Replacement Request

A motion was made by Commissioner Lee seconded by Commissioner Jacobson and adopted by unanimous vote of the Board to approve refilling the Eligibility Worker position, and any internal subsequent position vacancies occurring because of this action.

FACILITIES

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

1. Polk County Government Center Fire Alarm

A motion was made by Commissioner Diedrich seconded by Commissioner Jacobson and adopted by unanimous vote of the Board to accept the bid offered by Bergstrom Electric, Inc. to install a new fire alarm in the Government Center Building, Crookston, MN in the amount of \$56,450.00 which is a budget amendment under bond expenditures.

ADMINISTRATION

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

1. COVID-19 Operations Status and Umbrella Policy

Discussion along with handouts were discussed and presented to the Board regarding the plan/policy and efforts for assuring the health and safety of employees and their work environment, along with efforts to increase a safe interaction with members of the public. A motion was made by Commissioner Willhite seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve the set of operations plan/policies for the County going forward as presented to the Board. (Handouts on file in the Administrator's Office)

With no further business the Board adjourned to reconvene at 8:00 a.m., June 2, 2020.

Gary Willhite, Chair

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