

JUNE 15, 2021
BOARD MINUTES

Pursuant to motion of adjournment, the Polk County Board of Commissioners met in session at 2:00 o'clock p.m., June 15, 2021. Members present: Commissioner Warren Strandell, Commissioner Joan Lee, Commissioner Gerald Jacobson, 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.

****REVISED AGENDA**

A motion was made by Commissioner Willhite seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve the revised June 15, 2021, agenda adding No. 2 under James Tadman, Sheriff and adding Richard Sanders/Renville County/Polk County Public Waters Inventory Litigation/wording.

CONSENT ITEMS

A motion was made by Commissioner Strandell seconded by Commissioner Holy and adopted by unanimous vote of the Board to approve the June 15, 2021 consent items:

1. Approve Commissioner Warrants: General Revenue Fund, \$61,750.13; Public Works Fund, \$121,401.38; Public Safety Fund, \$48,627.60; Public Health Fund, \$23,917.00; Forfeited Tax Sale Fund, \$416.07; CAP Grant Project, \$473.00; Special Assessments (Ditch) Fund, \$7,778.00; Environmental Services Fund, \$4,233.00; Resource Recovery Fund, \$81,101.61; Landfill Fund, \$68,673.17; Per Diems, \$1,575.00; Meal Reimbursements (without overnight lodging), \$0.00 and Sign Audit List.
2. Approve payment to US Bank, St. Louis, MO in the amount of \$67,813.96 for procurement card purchases.

COUNTY BOARD MEMBER ISSUE FORUM

1. Commissioner Strandell brought forth that he participated in the Tri-County Community Corrections meeting where the focus was finances and the Juvenile Detention Center damage and repairs.
2. Commissioner Lee brought forth that she participated in the Finance Director interviews. Information was brought forth regarding calls of concern received on road conditions on County Road 34 and County Road 35. Discussion was brought forth regarding eviction issues for nonpayment of rent for landlords.
3. Commissioner Willhite brought forth that he participated in a Tri-Valley Opportunity Council meeting. In addition, he attended the Crookston City Council meeting that was focused on the direction of Crookston Economic Development.
4. Commissioner Jacobson brought forth that he participated in a Tri-Valley Opportunity Council meeting. In addition, he attended the Crookston City Council meeting that was focused on the direction of Crookston Economic Development.
5. Commissioner Holy brought forth that he participated in the Tri-County Corrections meeting.

HIGHWAY DEPARTMENT

1. Voting at NACo Annual Conference

All designated voting delegates whether participating in person or virtually, will cast their votes using an online/mobile solution. Virtual participants will be able to view the meeting in real time. A motion was made by Commissioner Willhite seconded by Commissioner Strandell and adopted by unanimous vote of the Board to appoint Richard Sanders as Polk County's Voting Delegates for the NACo Annual Conference Business meeting.

2. Resolution (2021-48) Retirement of Scott Oliver from the Polk County Highway Department

**RESOLUTION (2021-48)
Retirement Of Scott Oliver
From The Polk County Highway Department**

The following resolution (2021-48) was offered by Commissioner Lee:

WHEREAS, Scott Oliver will officially retire as an Engineering Technician of the Polk County Highway Department, effective May 28, 2021, and

WHEREAS, Scott has faithfully and diligently served the residents of Polk County for the past 22+ years.

NOW THEREFORE BE IT RESOLVED, That the Polk County Board of Commissioners does hereby accept the retirement of Scott Oliver from the Polk County Highway Department with regret, and

BE IT FURTHER RESOLVED, That the Polk County Board of Commissioners wishes to extend a hearty thank you for a job well done, and

BE FURTHER RESOLVED, That the Polk County Board of Commissioners want to extend to you best wishes for a long, active, and enjoyable retirement.

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

3. Replace Engineering Technician IIIB Position

Due to a retirement of an Engineering Technician IIIB position a motion was made by Commissioner Willhite seconded by Commissioner Holy and adopted by unanimous vote of the Board to allow the Polk County Highway Department to fill the Engineering Technician IIIB position and authorize Human Resources to advertise for an Engineering Technician IIIB and IIB position.

SHERIFF

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

1. Approve New Emergency, Fleet & Property Technician Job Description/Transfer of Jody Beauchane from Highway Department to the Sheriff's Office

A motion was made by Commissioner Willhite seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the new Emergency, Fleet & Property Technician job description as presented to the Board for Jody Beauchane, Emergency Manager/Ditch/Ag Inspector transferring from the Polk County Highway Department to the Polk County Sheriff's Office. Jody will continue to be Emergency Manager. (Job Description on file in the Administrator's Office)

2. *Post & Refill Open Dispatcher Position

Due to a resignation a motion was made by Commissioner Strandell seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve posting and refilling the open Dispatcher position.

SOCIAL SERVICES

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

1. Contract for Adult Mental Health Initiative with Sanford Behavioral Health Center

A motion was made by Commissioner Strandell seconded by Commissioner Jacobson and adopted by unanimous vote of the Board to approve and sign the Contract for Adult Mental health Initiative with Sanford Behavioral Health as presented to the Board. (Contract on file in the Administrator's Office)

2. Contract for Adult & Child Crisis Services with Sanford Behavioral Health Center

A motion was made by Commissioner Lee seconded by Commissioner Willhite and adopted by unanimous vote of the Board to approve and sign the Contract for Adult & Child Crisis Services with Sanford Behavioral Health Center. (Contract on file in the Administrator's Office)

ADMINISTRATION

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

1. Enbridge Property Tax Refund Status

Discussion along with handouts pertaining to DOR showing Polk County's refund amount to Enbridge and a memo from Matt Hilgart, Association of Minnesota Counties-Manager, Government Relations Department regarding hopeful legislative commitment to have the state pay these funds was presented to the Board. The Department of Revenue has decided not to appeal the most recent court ruling on the Enbridge property valuation challenge, meaning the amount the County is required to refund Enbridge has been determined. (Handouts on file in the Administrator's Office)

2. Status of American Relief Program

The status of the American Relief Program was discussed with the Board.

3. 2022 Budget

The 2022 Budget was discussed with the Board.

4. Update on Finance Director Hiring Process

An update was given to the Board regarding the Finance Director hiring process.

****HIGHWAY**

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

1. Renville County/Polk County Public Waters Inventory Litigation

- a.** A motion was made by Commissioner Strandell seconded by Commissioner Holy and adopted by unanimous vote of the Board to go into closed session at 3:00 p.m. pursuant to Minn. Stat. 13D.05, subd. 3(b), to discuss litigation/claim related to Public Waters Inventory Litigation involving Polk County.
- b.** A motion was made by Commissioner Strandell seconded by Commissioner Holy and adopted by unanimous vote of the Board to reopen the Board meeting at 3:39 p.m.

COMMISSIONER WARRANTS

A motion was made by Commissioner Strandell seconded by Commissioner Holy and adopted by unanimous vote of the Board that the following Commissioner Warrants were approved:

COMMISSIONER WARRANTS

DATED 06/18/2021

APPROVED 06/15/2021

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| <u>Vendor Name</u> | <u>Amount</u> |
|----------------------------------|-------------------|
| Anders Valley Publishing, LLC | 2,487.35 |
| Aramark | 2,028.74 |
| ASD Healthcare AmerisourceBergan | 3,273.64 |
| Balco Uniform Co Inc | 2,412.92 |
| Bergstrom Electric Inc | 14,600.00 |
| Bert's Truck Equip Of Moorhead | 19,839.17 |
| Brad's Electric | 5,827.67 |
| Brost Chevrolet Inc | 2,026.79 |
| Central States Wire Products Inc | 2,160.05 |
| Chosen Valley Testing Inc | 6,430.00 |
| Church & Dwight Co Inc | 21,264.90 |
| Code 4 Services Inc | 7,240.94 |
| Computerized Fleet Analysis | 2,095.00 |
| Crookston Fuel Company | 5,961.58 |
| Crookston Times | 4,529.68 |
| Evenaire Systems Inc | 7,604.20 |
| Ferguson Enterprise Inc 3093 | 5,332.66 |
| Fjerstad Trucking Inc | 4,400.00 |
| Hennen Equipment Inc | 17,459.56 |
| Higher Ground | 7,175.00 |
| HN Quality Plumbing Inc | 2,165.88 |
| Johnson Controls | 3,491.50 |
| King of the Road Trailers | 2,305.00 |
| Knife River Materials | 19,488.00 |
| Kurita America Inc | 8,437.83 |
| Motorola | 13,752.06 |
| Northdale Oil Inc | 2,915.40 |
| Palmer Masonry & Concrete | 24,464.00 |
| Parenting Resource Center Inc | 14,000.00 |
| Pemberton Law PLLP | 3,063.00 |
| Peterson Sheet Metal Inc | 4,879.48 |
| Polk County | 2,702.50 |
| Proulx Refrigeration | 4,379.59 |
| RDO Truck Centers | 6,099.72 |
| Rinke Noonan | 7,162.00 |
| Stantec Consulting Services Inc | 12,216.13 |
| Thyssenkrupp Elevator Corp | 3,065.00 |
| Todd's Tire Service Inc | 17,532.21 |
| Valley Electric Of Crookston LLC | 4,279.00 |
| Widseth Smith Nolting & Assoc | 8,995.00 |
| Ziegler Inc | 31,164.86 |
| 207 Payments less than 2000 | 77,662.95 |
| Final Total: | 418,370.96 |

With no further business the Board adjourned to reconvene at 8:00 o'clock a.m., June 22, 2021.

Gerald Jacobson, Chair

ATTEST:

Charles S. Whiting, County Administrator
Clerk of the Board