

JUNE 28, 2022
BOARD MINUTES

Pursuant to motion of adjournment, the Polk County Board of Commissioners met in regular session at 8:00 o'clock a.m., June 28, 2022. Members present: Commissioner Warren Strandell, Commissioner Joan Lee, Commissioner Willhite, Commissioner Mark Holy and Charles S. Whiting, County Administrator, Clerk of the Board. Others present Michelle Cote, Deputy Clerk of the Board. Commissioner Gerald 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 June 28, 2022, agenda.

CONSENT ITEMS

A motion was made by Commissioner Holy seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the June 28, 2022, consent items:

1. Approve payment to the Minnesota State Bar Association, Minneapolis, MN in the amount of \$352.00 for dues for Greg Widseth and Scott Buhler/Attorney's Office.
2. Approve payment to Harlan's Boat's-R-Us, Mentor, MN in the amount of \$13,400.00 for Boat, Dock & Lift for the Sheriff's Office.
3. Approve payment to Sarah Shimek, Polk County Public Health in the amount of \$239.85 for mileage expenses.

COUNTY BOARD MEMBER ISSUE FORUM

1. Commissioner Strandell brought forth that he attended the following meetings:
 - a. ATP –Area Transportation Partnership
2. Commissioner Lee brought forth that she attended the following meetings:
 - a. East Polk County Soil and Water Conservation District
 - b. Wild Rice Marsh One Watershed One Plan
3. Commissioner Willhite brought forth that he attended the following meetings:
 - a. Crookston Library Director Chris Boike regarding procedures should a library patron have concerns.
 - b. Polk County Building Committee
4. Commissioner Holy brought forth that he attended the following meeting:
 - a. A landowner meeting focused on County Ditch No. 2 which was also attended by County Engineer Richard Sanders.

SHERIFF

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

1. Monthly Sheriff Reports

The May monthly Sheriff Reports were presented and discussed with the Board. (Reports 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. Advertisement & Hiring – Wellness Coordinator

Due to a resignation a motion was made by Commissioner Strandell seconded by Commissioner Willhite and adopted by unanimous vote of the Board to approve advertising and hiring of a 1.0 FTE Wellness Coordinator and any subsequent vacancies within Polk County Public Health.

2. Community Health Assessment

Discussion was held with the Board regarding the Community Health Assessment. All Minnesota Community Health Boards are required to participate in Assessment and Planning, to determine local Public Health priorities and focus local resources on the greatest community and organizational needs. Polk County Public Health will be starting their PNM CHB Community Health Assessment in July 2022. They also participate in hospital-based Community Health Needs Assessments and Planning Processes.

3. Opioid Settlement/Public Health Chief Strategist Role

Discussion was held with the Board regarding the Opioid Settlement/Public Health Chief Strategist Role. For participating local governments that have a Public Health Department, the Public Health Department shall serve as the lead agency and Chief Strategist to identify, collaborate, and respond to local issues as local governments decide how to leverage and disburse Opioid Settlement Funds.

HIGHWAY

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

1. City of Mentor Agency Agreement

Discussion was held with the Board regarding the City of Mentor requesting another culvert within the city limits be replaced with a Box Culvert (Bridge). The City of Mentor Agency Agreement was also presented to the Board. A motion was made by Commissioner Holy seconded by Commissioner Willhite and adopted by unanimous vote of the Board to approve the City of Mentor Agency Agreement between Polk County and the City of Mentor as presented. (Agreement on file in the Administrator's Office)

2. County Ditch 90 Maintenance Request

A request has been made to replace a culvert in Section 33 of Hammond Township. Hammond Township will be having box culverts installed in the future. This will be done under same contract with metal csp-a culvert. A motion was made by Commissioner Strandell seconded by Commissioner Holy and adopted by unanimous vote of the Board to approve the work in County Ditch 90 and name Richard Sanders as Engineer over this project.

3. County Ditch 58 Maintenance Request

A request has been made to clean ditch in Sections 27 of Huntsville Township. A motion was made by Commissioner Strandell seconded by Commissioner Willhite and

adopted by unanimous vote of the Board to approve the work in County Ditch 58 and name Richard Sanders as Engineer over this project.

4. County Ditch 56 Maintenance Request

A request has been made to clean ditch in Sections 35/36 of Huntsville Township - either Landowner or Contractor to clean. A motion was made by Commissioner Strandell seconded by Commissioner Holy and adopted by unanimous vote of the Board to approve the work in County Ditch 56 and name Richard Sanders as Engineer over this project.

5. Gravel Crushing in Liberty Pit

Donarski Brothers, Inc., finished crushing the 20,000 ton of gravel from last year in the Liberty Pit. After reviewing the Liberty Pit it was determined there is still some gravel left to crush to clean up the NE part of the Liberty Pit area. A motion was made by Commissioner Willhite seconded by Commissioner Holy and adopted by unanimous vote of the Board to have Donarski Brothers Inc., Crookston MN clean up the remainder of the NE part of Liberty Pit and crush Class 5M gravel at a cost of \$4.50 per cubic yard.

ADMINISTRATION

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

1. Approval of County Position Descriptions

Discussion along with a handout from the June 21, 2022, Board meeting was presented to the Board regarding the Polk County position descriptions as shown on the intranet. A motion was made by Commissioner Willhite seconded by Commissioner Holy and adopted by unanimous vote of the Board to approve all job descriptions on the County's internal intranet site, effective July 28, 2022. (June 21, 2022, handout on file in the Administrator's Office)

2. American Rescue Plan Status

a. City of Fertile – Agassiz Environmental Learning Center Improvements

Discussion was held with the Board regarding the City of Fertile requesting \$144,000.00 of Polk County's American Rescue Plan for improvements to the Agassiz Environmental Learning Center. A motion was made by Commissioner Strandell seconded by Commissioner Willhite and adopted by unanimous vote of the Board to allocate \$144,000.00 of Polk County's American Rescue Plan for improvements to the Agassiz Environmental Learning Center Improvements with a Polk County Sub-recipient Grant agreement to be drafted by the Polk County Attorney Greg Widseth to cover all requirements for use of the ARPA funds and presented at a subsequent meeting,

b. City of Crookston – Centralized Wastewater Collection & Conveyance

Discussion was held with the Board regarding the City of Crookston requesting \$137,216.70 of Polk County's American Rescue Plan for centralized wastewater collection and conveyance. A motion was made by Commissioner Willhite seconded by Commissioner Strandell and adopted by unanimous vote of the Board to allocate \$137,216.70 of Polk County's American Rescue Plan for Centralized Wastewater Collection & Conveyance to the City of Crookston with a Polk County

Sub-recipient Grant agreement to be drafted by the Polk County Attorney Greg Widseth to cover all requirements for use of the ARPA funds and presented at a subsequent meeting,

c. Polk County Fair Association – Various Fair Grounds Improvements

Discussion was held with the Board regarding the Polk County Fair Association requesting \$152,759.00 of Polk County’s American Rescue Plan for various fair grounds improvements. A motion was made by Commissioner Holy seconded by Commissioner Willhite and adopted by unanimous vote of the Board to allocate \$152,759.00 of Polk County’s American Rescue Plan for various fairground improvements to the Polk County Fair Association with a Polk County Sub-recipient Grant agreement to be drafted by the Polk County Attorney Greg Widseth to cover all requirements for use of the ARPA funds and presented at a subsequent meeting,

d. City of McIntosh ARPA Request – Revenue Losses at Poplar Meadows

Discussion was held with the Board regarding the City of McIntosh requesting \$248,575.75 of Polk County’s American Rescue Plan for revenue losses at Poplar Meadows Senior Living. A motion was made by Commissioner Holy seconded by Commissioner Lee and adopted by unanimous vote of the Board to allocate \$248,575.75 of Polk County’s American Rescue Plan for revenue losses at Poplar Meadows Senior Living to the City of McIntosh with a Polk County Sub-recipient Grant agreement to be drafted by the Polk County Attorney Greg Widseth to cover all requirements for use of the ARPA funds and presented at a subsequent meeting,

e. City of Climax/ECRWD – Long Term Water Supply Project

Discussion was held with the Board regarding the City of Climax requesting funds of Polk County’s American Rescue Plan for a long-term water supply project. The following were present: Sarah Sesselman, AE2S Engineer; Brian Evenson, City of Climax Mayor; Michael Anderson, ECRWD Director; Jeff Slick, Supervisor AE2S; and Neil Bredinbach, ECRWD Manager. A motion was made by Commissioner Holy seconded by Commissioner Strandell and adopted by unanimous vote of the Board to amend the motion made on June 7, 2022 committing of no more than \$250,000.00 of American Rescue Program Funds to the City of Climax and for the purposes mitigating clean water pending proper agreement as drafted by the Polk County Attorney to committing \$584,674.00 to the conceptual idea of West Central Regional Water District project of rural water contingent upon a 12 inch line to service residents of this district and the actual formation of the West Central Regional Water District with a Polk County Sub-recipient Grant agreement to be drafted by the Polk County Attorney Greg Widseth to cover all requirements for use of the ARPA funds and presented at a subsequent meeting,

f. West Central Regional Water District Project Discussion

Discussion was held with the Board regarding the West Central Regional Water District Project.

3. Joint Powers Agreement Northwest Workforce Service Area

The Joint Powers Agreement for the Northwest Workforce Service Area was presented to the Board. A motion was made by Commissioner Strandell seconded by

Commissioner Holy and adopted by unanimous vote of the Board to approve and sign the Joint Powers Agreement for the Northwest Workforce Service Area. (Agreement on file in the Administrator's Office)

4. 2023 Budget Status

Discussion was held with the Board regarding the status of the 2023 budget.

PUBLIC HEARING - DEVELOPMENT PLAN FOR FOSSTON REDEVELOPMENT PROJECT NO. 1

1. Open Public Hearing

A motion was made by Commissioner Strandell seconded by Commissioner Willhite and adopted by unanimous vote of the Board to open the Public Hearing at 10:15 a.m.

2. Close Public Hearing

A motion was made by Commissioner Holy seconded by Commissioner Strandell and adopted by unanimous vote of the Board to close the Public Hearing at 10:17 a.m.

3. Consideration of Resolution (2022-46a) Approving Redevelopment Plan For Fosston Redevelopment Project No. 1 Proposed By The Northwest Minnesota Multi-County Housing & Redevelopment Authority

RESOLUTION (2022-46a)

Resolution Approving Redevelopment Plan For Fosston Redevelopment Project No. 1 Proposed by The Northwest Minnesota Multi-County Housing and Redevelopment Authority

[This Resolution Supersedes The Same Resolution Adopted Prematurely On June 7, 2022]

The following resolution (2022-46a) was offered by Commissioner Strandell:

WHEREAS, The Northwest Minnesota Multi-County Housing and Redevelopment Authority (the "HRA) operating within the counties of Kittson, Polk, Marshall, Pennington, Red Lake and Roseau, has proposed the creation of a Redevelopment Plan ("Plan") in connection with its Fosston Redevelopment Project No. 1 (the "Project"), pursuant to Minnesota Statutes, Sections 469.001 to 469.047, as amended (the "HRA Act") located within the City of Fosston, Minnesota (the "City"); and

WHEREAS, County Board of Commissioners has the statutory responsibility under Minnesota Statutes, Section 469.028, to approve redevelopment plans and projects of the HRA located within Polk County, Minnesota (the "County") after a public hearing thereon; and

WHEREAS, The HRA has approved the Plan and requested that the County hold a public hearing regarding the Plan duly noticed in accordance with the HRA Act; and

WHEREAS, The City Planning Commission has considered the Plan and adopted a resolution finding that the Plan conforms to the general plan for the development of the City as a whole; and

WHEREAS, On June 28, 2022, at 10:00 a.m., the City Council of the City will hold a public hearing regarding the Plan at which all interested persons will be given an opportunity to be heard; and

WHEREAS, The HRA proposes to provide a loan to Specklebelly Properties, LLC, a Minnesota limited liability company, or an affiliate thereof or entity related thereto, in an amount not to exceed \$300,000 in order to facilitate the redevelopment of an existing site located on Kaiser Avenue in the City for a multifamily housing development (the “Minimum Improvements”); and

WHEREAS, The Board of Commissioners has determined that in-order to facilitate the development of the Minimum Improvements it is in the County’s interest to make the declaration required in-order to permit the HRA to adopt the Plan and provide additional assistance for the development.

NOW THEREFORE BE IT RESOLVED, By the Board of Commissioners (the “Board”) of Polk County, Minnesota that:

1. The Board hereby finds that: (a) the land within the Project area would not be available for redevelopment described in the Plan without the financial assistance to be sought under the Plan; (b) the Plan will afford maximum opportunity, consistent with the needs of the City as a whole, for the redevelopment of the Project area by private parties; and (c) the Plan conforms to the general plan for the development of the City as a whole.
2. The Board further finds that:
 - (a) the Project and Redevelopment Plan are necessary to remove or reduce blight, blighting factors, or the causes of blight and to prevent the emergence of blight and deterioration pursuant to Minnesota Statutes, Section 469.002, subd. 14 and the housing development being financed by the Redevelopment Plan within the Project will be constructed on an area that is underused or inappropriately used is occupied by functionally obsolete nonresidential buildings, within the meaning of Minnesota Statutes, Section 469.028, subd. 4; and
 - (b) the promotion of development and redevelopment in the Project and related activities to redevelop the Project all in accordance with the Redevelopment Plan, constitute a “redevelopment project” within the meaning of Minnesota Statutes, Sections 469.002, subd. 14 and 469.028; and
 - (c) the Board made the above findings stated in this section and in Section 1 based on the supporting facts and additional findings described in the Redevelopment Plan, which is incorporated herein in its entirety.

3. County staff and consultants are authorized to take all actions necessary to implement the Plan in cooperation with the HRA.

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

With no further business the Board adjourned to reconvene at 8:00 o'clock a.m., July 5, 2022.

Joan Lee, Chair

ATTEST:

Charles S. Whiting, County Administrator
Clerk of the Board