

JULY 20, 2021
BOARD MINUTES

Pursuant to motion of adjournment, the Polk County Board of Commissioners met in regular session at 9:30 o'clock a.m., July 20, 2021. Commissioner Warren Strandell, Commissioner Joan Lee, Commissioner Willhite, Commissioner 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 Lee seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the July 20, 2021, agenda.

CONSENT ITEMS

A motion was made by Commissioner Willhite seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the July 20, 2021, consent items:

1. Approve Commissioner Warrants: General Revenue Fund, \$146,356.24; Public Works Fund, \$598,442.80; Public Safety Fund, \$40,032.82; Public Health Fund, \$16,942.13; Forfeited Tax Sale Fund, \$260.75; Special Assessments (Ditch) Fund, \$8,553.72; Environmental Services Fund, \$19,223.02; Resource Recovery Fund, \$75,403.43; Landfill Fund, \$45,879.35; Per Diems, \$1,050.00; Meal Reimbursements (without overnight lodging), \$27.95 and Sign Audit List.
2. Approve the July 6, 2021, Board minutes.
3. Approve payment to US Bank, St. Louis, MO in the amount of \$134,433.33 for procurement card purchases.
4. Approve payment to Matthew Bender & Company Inc., Chicago, IL for Sexual Assault Trials 2020 Supplement/Shipping for the County Attorney's Office in the amount of \$160.43.
5. Resolution (2021-59) Accepting Financial Donation On Behalf Of Polk County Sheriff's Office From Clarice DeBoer

**Resolution Accepting Financial Donation On Behalf Of Polk
County Sheriff's Office From Clarice Deboer**

RESOLUTION (2021-59)

The following resolution (2021-59) was offered by Commissioner Willhite:

WHEREAS, Polk County Sheriff's Office received \$250.00 donation from Clarice Deboer, Crookston, MN to support the Polk County Sheriff's Office, K9 Program; and

WHEREAS, Polk County Sheriff's Office K9 Program, which is part of the Polk County Sheriff's Office, wishes to have the County Board formally accept this financial donation on behalf of Polk County Sheriff's Office.

NOW THEREFORE BE IT RESOLVED, By the County Board of Polk County, Minnesota as follows:

1. The financial donation from Clarice Deboer, which is listed above is hereby accepted by the Polk County Board of Commissioners on behalf of Polk County Sheriff's Office to be used for K9 Program.

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

COUNTY BOARD MEMBER ISSUE FORUM

1. State of Minnesota Proclamation – County Staff Appreciate Day/July 27, 2021
2. Commissioner Strandell brought forth that he attended no meetings since the prior Board meeting.
3. Commissioner Lee brought forth that she attended the Community Health Board meeting. She also attended the East Polk County Soil and Water Conservation District meeting where the 2022 budget was the focus.
4. Commissioner Jacobson brought forth that he attended a Maple Lake Improvement District meeting where the focus was on Blue Green Algae. Information was brought forth regarding a call received from a City of Beltrami resident with concerns about being in the flood plain.
5. Commissioner Willhite brought forth that he attended a Community Health Board meeting where the focus was on the Delta Covid-19 Variant. He also brought forth that he had toured the Polk County Parks.
6. Commissioner Holy brought forth that he attended the Middle Snake Tamarac Rivers Watershed meeting. A permit application for culvert replacement was brought forth by Richard Sanders, Highway Engineer to the Watershed District for approval. The matter was tabled. Mr. Holy noted that the President of the Watershed Board John Nelson verbally attacked Mr. Sanders and made disparaging comments regarding the Polk County Board of Commissioners. Discussion was also held regarding the hearing for the Watershed's proposed rule changes.

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 Strandell seconded by Commissioner Holy and adopted by unanimous vote of the Board to approve refilling an Eligibility Worker position and any internal subsequent position vacancies occurring because of this action.

SANDHILL WATERSHED DISTRICT

April Swenby, Sandhill Watershed District Administrator came before the Board with matters pertaining to the Sandhill Watershed District:

1. Sand Hill River Watershed District 2020 Annual Report

Discussion along with the Sand Hill River Watershed District 2020 Annual Report was presented to the Board. (Report on file in the Administrator's Office)

2. Approve Resolution (2021-56) General Tax Levy Petition #1

RESOLUTION (2021-56)
Approving 2021 General Tax Levy Petition #1

The following resolution (2021-56) was offered by Commissioner Willhite:

WHEREAS, Pursuant to Minnesota Statutes Annotated (M.S.A.) 103D.905, Subd. 3, and any other applicable statutes, the Polk County Board of Commissioners hereby petitions for a one-year (2022) annual tax levy in an amount not to exceed 0.00798 percent of the taxable market value (\$102,483.37) to pay the costs attributable to the basic water management features of project/programs within the Sand Hill River Watershed District (SHRWD); and

WHEREAS, The SHRWD per M.S.A. 103D.905, Subd. 3, will use these funds for the costs associated with the water management (technical assistance, construction, maintenance, beaver control, building upgrades, and information services related to specific projects within the Sand Hill River Watershed District.

NOW THEREFORE BE IT RESOLVED, By the Polk County Board of Commissioners that the Board does hereby petition for the use of said levy by the Board of Managers, SHRWD, in 2022, as will discuss at their, annual budget hearing.

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

3. Approve Resolution (2021-57) General Tax Levy Petition #2

RESOLUTION (2021-57)
Approving 2021 General Tax Levy Petition #2

The following resolution (2021-57) was offered by Commissioner Holy:

WHEREAS, Pursuant to Minnesota Statutes Annotated (M.S.A.) 103D.905, Subd. 3, and any other applicable statutes, the Polk County Board of Commissioners hereby petitions for a one-year (2022) annual tax levy in an amount not to exceed 0.00798 percent of the taxable market value (\$102,483.37) to pay the costs attributable to the basic water management features of project/programs within the Sand Hill River Watershed District (SHRWD); and

WHEREAS, The SHRWD per M.S.A. 103D.905, Subd. 3, will use these funds for a variety of water quality and erosion efforts that may include examples such as River

Clean up efforts, clean water fund projects such as sediment basins, targeted watershed grants/efforts, and rock riffles, and Erosion Control projects.

NOW THEREFORE BE IT RESOLVED, By the Polk County Board of Commissioners that the Board does hereby petition for the use of said levy by the Board of Managers, SHRWD, in 2022, as will be discussed at their annual budget hearing.

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

4. Approve Resolution (2021-58) General Tax Levy Petition #3

RESOLUTION (2021-58)
Approving 2021 General Tax Levy Petition #3

The following resolution (2021-58) was offered by Commissioner Lee:

WHEREAS, Pursuant to Minnesota Statutes Annotated (M.S.A.) 103D.905, Subd. 3, and any other applicable statutes, the Polk County Board of Commissioners hereby petitions for a one-year (2022) annual tax levy in an amount not to exceed 0.00798 percent of the taxable market value (\$102,483.37) to pay the costs attributable to the basic water management features of project/programs within the Sand Hill River Watershed District (SHRWD); and

WHEREAS, The SHRWD per M.S.A. 103D.905, Subd. 3, will use these funds continuing efforts related to watershed studies, education and agency support which includes examples such as: The Red River Basin (produce studies that provide a unified voice for water quality, water supply and water quantity), International Water Institute (create and provide research/services/programs such as LiDar, alternative measures for viewing, River of Dreams program, and the Riverwatch Program), cost sharing for monitoring rivers and lakes, One Watershed One Plan, TMDL studies, and stream gauging for the various gages in the Sand Hill River Watershed District.

NOW THEREFORE BE IT RESOLVED, By the Polk County Board of Commissioners that the Board does hereby petition for the use of said levy by the Board of Managers, SHRWD, in 2022, as will be discussed at their annual budget hearing.

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

ENVIRONMENTAL SERVICES

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

1. Resource Recovery Facility Property Insurance

Polk County has been previously notified that the Minnesota Counties Intergovernmental Trust (MCIT) has had difficulty in obtaining and providing property insurance/reinsurance coverage for the Resource Recovery Facility (RRF) in Fosston, MN – and all RRF facilities in MN. MCIT has extended coverage during the two year “gap” period while various avenues were explored to obtain stable 3rd party insurance. It is MCIT Boards desire that the RRF’s secure an insurance option effective July 31, 2021, and MCIT would discontinue coverage effective the same date. A motion was made by Commissioner Willhite seconded by Commissioner Holy and adopted by unanimous vote of the Board to execute binder with Mahoney Group, Mesa, AZ in the amount of \$25,000 for administering the property insurance for the Resource Recovery Facility. A motion was made by Commissioner Strandell seconded by Commissioner Lee and adopted by unanimous vote of the Board to execute the Contract for Property Insurance with Starr, Chicago, IL for August 1, 2021, to July 31, 2022. (Exact amount of insurance premium to be determined).

HIGHWAY DEPARTMENT

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

1. MnDOT Contract No. 1028313WO2 Work Order to Design Roundabout at CSAH 21/TH 75 Intersection

Polk County and MnDOT are working together to construct a Roundabout at CSAH 21/TH 75 Intersection. Discussion along with the MnDOT Master Partnership Work Order was presented to the Board. A motion was made by Commissioner Lee seconded by Commissioner Willhite and adopted by the following vote of the Board to approve MnDOT Contract Number 1028313WO2 Work Order as presented to the Board and allow the Administrator and Chair of the Board to sign the Agreement. YEAS: Lee, Jacobson, Willhite and Strandell. NAYS: Holy. (Agreement on file in the Administrator’s Office)

2. Widseth Agreement to Design Roundabout at CSAH 21/TH 75 Intersection

Polk County and MNDOT are working together to construct a Roundabout at CSAH 21/TH 75 Intersection. Discussion along with the Widseth Agreement was presented to the Board. A motion was made by Commissioner Jacobson seconded by Commissioner Lee and adopted by the following vote of the Board to approve the Agreement with Widseth as presented to the Board and allow the Administrator and the Chair of the Board to sign Agreement. YEAS: Lee, Jacobson, Willhite and Strandell. NAYS: Holy. (Agreement on file in the Administrator’s Office)

SHERIFF

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

1. Financial Donation To Vested Interest In K9’s For Polk County K9 Program From Joan & Mark Lee

A formal thank you was expressed from James Tadman, Polk County Sheriff regarding Joan and Mark Lee of McIntosh, MN making a \$960.00 donation to the company

(Vested Interest in K9's) and are sponsoring Polk County Sheriff's Office K9 Rex to receive a bullet and stab proof duty vest.

ADMINISTRATION

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

1. American Relief Program Status

Discussion was held with the Board regarding the status of the American Relief Program.

2. 2022 Budget Status

Discussion was held with the Board regarding the status of the 2022 budget.

3. County Employee Appreciation Day.

Commissioners noted Governor Walz has proclaimed July 27, 2021, as County Staff Appreciation Day." A motion was made by Commissioner Strandell seconded by Commissioner Willhite and adopted by unanimous vote of the Board to extend thankful appreciation to all County employees for their continued work during the COVID-19 pandemic on behalf of all Polk County residents.

COMMISSIONER WARRANTS

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

COMMISSIONER WARRANTS

DATED 07/23/2021

APPROVED 07/20/2021

(See Next Page)

<u>Vendor Name</u>	<u>Amount</u>
A & S Llc	5,650.00
Aramark Uniform Services	2,472.65
Association for Nonsmokers- MN	2,500.00
Auto Value - Crookston	2,246.14
Bennett/Jerry	2,428.72
Bertils Gravel & Excavation Llc	2,804.75
Brad's Electric	3,440.37
Brost Chevrolet Inc	2,402.85
Carlton- Cook- Lake- St Louis Comm Heal	3,800.00
Central States Wire Products Inc	2,175.37
Church & Dwight Co Inc	10,010.35
Code 4 Services Inc	10,948.52
Crookston Fuel Company	6,997.41
Davidson Construction	6,000.00
DMH Companies	2,726.95
Donarski Brothers Inc	48,560.88
ENNIS PAINT INC	66,927.50
Evenaire Systems Inc	5,332.00
Fjerstad Trucking Inc	2,200.00
GF- Bergstrom Electric Inc	33,066.59
Global Risk Consultants Corp	15,121.50
HN Quality Plumbing Inc	9,490.99
Johnson Controls Fire Protection LP	8,870.52
Jsb Engineered Solutions	7,120.80
Knife River Materials	413,771.23
Kustom Kollision LLC	2,149.26
Marshall County Highway Dept	2,962.56
MN Counties Intergov'l Trust	2,349.68
Mn Dept Of Transportation	2,303.04
Mn Resource Recovery Assoc	4,200.00
Morris Electronics Inc	13,706.22
Northdale Oil Inc	2,914.00
Northern Propane	7,281.83
Nutrien Ag Solutions Inc	9,305.96
Pemberton Law PLLP	3,029.50
Polk County	10,440.91
Polk County Highway Department	10,734.89
Potters Industries Inc	15,488.00
PSI Engineering LLC	6,136.96
Rinke Noonan	5,525.00
Sampletech	10,700.00
Seaberg Solar Salt	2,252.50
Stantec Consulting Services Inc	18,185.50
Steamatic Of Grand Forks	36,031.12
Stone's Mobile Radio Inc	3,753.42
Titan Machinery	5,481.16
US Bank Voyager Fleet Sys	5,807.99
258 Payments less than 2000	93,288.67
Final Total:	951,094.26

With no further business the Board adjourned to reconvene at 8:00 o'clock a.m., July 27, 2021.

Gerald Jacobson, Chair

ATTEST:

Charles S. Whiting, County Administrator
Clerk of the Board

July 20, 2021

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