

JANUARY 5, 2016
BOARD MINUTES

Pursuant to motion of adjournment the Polk County Board of Commissioners met in regular session at 8:00 o'clock a.m., January 5, 2016 in the Commissioners Room, Government Center, Crookston, MN. Members present: Commissioner Craig Bunes, Commissioner Warren Strandell, Commissioner Nick Nicholas, Commissioner Joan Lee, Commissioner Don Diedrich, and Charles S. Whiting, County Administrator, Clerk of the Board. Others present: Michelle Cote, Deputy Clerk of the Board.

CALL TO ORDER

The Clerk of the Board called the meeting to order and proceeded to call for nominations for the Office of Chairman of the Polk County Board of Commissioners for 2016.

AGENDA

A motion was made by Commissioner Bunes seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve the January 5, 2016 Board agenda.

ELECTION OF OFFICERS

A motion was made by Commissioner Diedrich to nominate Commissioner Bunes as Chairman of the Polk County Board until the end of June 2016 seconded by Commissioner Nicholas and adopted by unanimous vote of the Board. The Chairman of the Board assumed the Chair. The Chairman of the Board asked for nominations for the office of Vice-Chairman of the Board. A motion was made by Commissioner Strandell to nominate Commissioner Nicholas as Vice-Chairman of the Polk County Board until the end of June 2016 seconded by Commissioner Lee and adopted by unanimous vote of the Board.

CONSENT AGENDA

A motion was made by Commissioner Nicholas seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the January 5, 2016 consent agenda with corrections to the December 1 and December 15 meetings.

1. Approve Auditor Warrants.
2. Approve Board Minutes dated November 17, November 24, December 1 and December 15, 2015.
3. Approve payment to Card Member Services, St. Louis MO in the amount of \$10,818.61 for credit card purchases.
4. Approve payment to Simplex Grinnell, Palatine, IL in the amount of \$767.00 for Service Call/Training on the Ccure Software Program and Truck and Fuel Charges for the Facilities Department.

COUNTY BOARD MEMBERS ISSUE FORUM

1. 2016 Commissioner Committee Assignments and Committee Appointments

A motion was made by Commissioner Strandell seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve the following 2016 Polk County Commissioner Committee Assignments:

2016 Polk County Commissioner Committee Assignments				
	"COMMITTEE"	Commissioner Delegate	Commissioner Delegate	Commissioner Alternate
1	Acquatic Invasive Species Task Force	Lee		
2	AMC Annual Conference Planning			
3	AMC Environmental & Natural Resources Policy Committee	Lee		
4	AMC General Government Policy Committee	Diedrich		
5	AMC Health & Human Services Policy Committee	Nicholas		
6	AMC Public Safety Policy Comm.	Strandell		
7	AMC Transportation Policy	Buness		
8		Nicholas	Buness	
9	County Board of Health	All Commissioners		
10	Crookston Downtown Task Force	Buness	Nicholas	
11	Drug Task Force	Nicholas		Lee
12	East Polk County Development Achievement Center Board	Lee		
13	Extension Service Committee	Diedrich	Lee	
14	Five County Solid Waste Advisory Committee	Buness		Lee
15	Fosston Law Enforcement	Lee		
16	Grand Forks-East Grand Forks Metropolitan Planning Org.	Strandell	Diedrich	
17	Hazardous Mitigation Committee	Strandell		
18	Household Hazardous Waste Advisory Committee	Lee		
19	Inter-County Community Council Board	Lee		
20	Judicial Ditch No. 60 Committee	Diedrich	Nicholas	
21	Lake Agassiz Regional Library	Buness		Lee
22	Land of the Dancing Sky Region 1	Buness		
23	Law Library Board of Directors	Diedrich		
24	Middle-Snake-Tamarac River Wastershed Advisory Committee	Diedrich		
25	MN Counties Intergovernmental Trust Board of Directors/District 3	Diedrich		
26	MN Counites Intergovernmental Trust Board of Directors (Voting Delegate)	Buness		
27	MN Rural Counties Caucus	Nicholas		All Commissioners
28	MnDOT District 2 Area Transportation Partnership	Strandell		
29	Negotiating Task Force (labor contracts)	Nicholas	Buness	
30	NW Mental Health Board	Diedrich	Nicholas	
31	NW Regional Corrections Board	Nicholas	Strandell	
32	NW Regional Development Commission Executive Board	Strandell		Nicholas
33	NW Emergency Communications Board	Buness		Strandell
34	NWRDC Transportation Advisory Committee	Strandell		
35	One Watershed One Plan	Diedrich		
36	Parks Committee	Buness	Nicholas	
37	Planning and Zoning Advisory Board	Diedrich		Nicholas
38	Polk County Providers (Senior Health Care)	Nicholas		
39	Polk, Norman, and Mahnomen Joint Community Health Board	Buness	Nicholas	
40	Polk, Norman, Clay Agassiz Trail Advisory Committee	Lee		
41	Polk-Red Lake Joint Ditch No. 4 Committee	Lee	Buness	
42	Public Safety Committee	Strandell	Nicholas	
43	Public Works/Transportation	Diedrich	Lee	
44	Red Lake-Polk County Joint Ditch Committee	Diedrich	Buness	Nicholas
45	Red Lake-Polk County Joint Ditch No. 72 Committee	Buness	Lee	Diedrich

46	Red Lake-Polk County Judicial Ditch No. 72 Committee	Buness	Lee	Diedrich
47	Red Lake Watershed Advisory Committee	Diedrich	Strandell	
48	Region 1 Area Agency on Aging (AAA)	Buness		
49	Regional Solid Waste Advisory Board	Buness		
50	Retired Senior Volunteer Program	Nicholas		
51	Sandhill Watershed District Advisory Comm.	Buness		
52	Social Services Board	All Commissioners		
53	Tri-Valley Opportunity Council	Diedrich	Nicholas	
54	Viewing Committee/Tax Forfeited (Michelle C. Rob W. & Jon S.)	Diedrich		

Extension Committee

A motion was made by Commissioner Nicholas seconded by Commissioner Diedrich and adopted by unanimous vote of the Board to approve the Polk County Extension Committee Appointment three year term of Nancy Capistran until December 31, 2018. A motion was made by Commissioner Buness seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve the Polk County Extension Committee Appointment three year term of Cheryl Bryne until December 31, 2018.

Planning Commission

A motion was made by Commissioner Diedrich seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the Polk County Planning Commission Appointment three year term of Robert Franks and Donovan Wright until December 31, 2018.

Board of Adjustment

A motion was made by Commissioner Nicholas seconded by Commissioner Diedrich and adopted by unanimous vote of the Board to approve the Polk County Board of Adjustment Appointment three year term of Robert Franks and Donovan Wright until December 31, 2018.

2. Commissioner Strandell brought forth discussion about his upcoming meeting schedule.
3. Commissioner Nicholas brought forth discussion that he participated in a Building and Grounds meeting where the Justice Center remodel was the focus. In addition he participated in a MRCC Conference Call where the autonomy of MRCC was discussed in addition to a salary increase for Dan Larson.
4. Commissioner Lee brought forth discussion that she participated in the Extension Committee meeting where performance evaluations of University staff were completed. Also brought forth was discussion regarding the DNR purchase of property from Keith Danks. Mr. Danks has withdrawn from the possible transfer to DNR at this time.
5. Commissioner Diedrich brought forth discussion that he participated in a One Watershed One Plan meeting.
6. Commissioner Buness brought forth discussion that he participated in the MRCC meeting where transportation, prevailing wage and long term sustainable funding were the focus. In addition he brought forth that he participated in the Building Committee meeting.

HIGHWAY

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

1. East Grand Forks Shop Hot Water Heater

A motion was made by Commissioner Strandell seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to award the quote for a Rinnai hot water heater to Arnold Heating and Cooling, L.L.C., Crookston, MN in the amount of \$2,805.00.

2. Onstad Township ART Trail Property

A motion was made by Commissioner Lee seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to pay the invoice from the Polk County Tax Payer Service Center in the amount of \$56.89 for the recording fee and the deed tax for the Onstad Township ART Trail Property just south of the warming shack.

ASSESSMENT SERVICES

Rob Wagner, Assessment Services Director came before the Board with matters pertaining to his department:

1. Resolution (2016-5) Approve Repurchase of Tax Forfeited Property

Repurchase of Tax Forfeited Property – 94.00129.00

RESOLUTION (2016-5)

The following resolution (2016-5) was offered by Commissioner Diedrich:

WHEREAS, The Polk County Board of Commissioners has the authority to approve the repurchase of tax forfeited lands to former owners, and

WHEREAS, Ronnie L & Shirley A Locken have made proper application for the repurchase of parcel 94.00129.00, and

BE IT RESOLVED, that the Board of Commissioners of the County of Polk hereby approves the conveyance of parcel 94.00129.00 to Ronnie L & Shirley A Locken.

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

2. Review Requests for Abatement of Penalty

A motion was made by Commissioner Nicholas seconded by Commissioner Lee and adopted by unanimous vote of the Board to Deny the request for abatement of penalty for Diane Nyland-Plante and Raoul Knutson on Parcel No.'s: 33.00135.00, 33.00136.00, 33.00136.03 and 33.00136.04.

A motion was made by Commissioner Nicholas seconded by Commissioner Diedrich and adopted by unanimous vote of the Board to deny the request for abatement of penalty for MGI Grain Processing LLC on Parcel No.'s: 83.03025.00, 83.03026.00, and 83.03026.01.

A motion was made by Commissioner Nicholas seconded by Commissioner Lee and adopted by unanimous vote of the Board to deny the request for abatement of penalty for Robert Gooden and Jean Jorgenson on Parcel No. 83.04063.00.

3. Review Request for Homestead Abatement

A motion was made by Commissioner Diedrich seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the request for abatement of homestead application for the below shown parcel:

Name/Address	Parcel #/Legal Description	Amount of Tax Reduction	Reason
ROBERT M GOODEN & JEAN M JORGENSON 2526 PEBBLE BEACH RD EAST GRAND FORKS MN 56721	83.04063.00 WATERS EDGE FIRST ADD Lot 001 Block 002 City of East Grand Forks	\$356	Homestead Application Reduction for Taxes Payable 2015

4. Resolution (2016-6) Approval of Sale of County Owned Property
Approval of Sale of County Owned Property
RESOLUTION (2016-6)

The following resolution (2016-6) was offered by Commissioner Diedrich:

WHEREAS, The Polk County Board of Commissioners has the authority to acquire, sell and convey land for public use, (MS 375.18), and

WHEREAS, Polk County acquired certain flood damaged lands adjacent to the City of East Grand Forks under Section 404 of the Stafford Act, and

WHEREAS, The City of East Grand Forks has need of these lands for public purpose,

THEREFORE BE IT HEREBY RESOLVED, By the Board of County Commissioners of Polk County that parcel 31.00114.00, W2 G L 3 & TR IN E2 G L 3, 200 FT X 300 FT, Section 27 Township 152 Range 50 and parcel 31.00168.00, LOTS 1 THRU 12, THIEL SUBD Subdivision, Section 25 Township 152 Range 50 be transferred by deed to the City of East Grand Forks,

BE IT FURTHER RESOLVED, That the terms of this transfer shall be subject to the approval from the State and Regional Director of FEMA as referenced in the deeds conveying said lands to Polk County.

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

VALLEY GOLF COURSE

Discussion was brought forth by Commissioner Strandell regarding proposed tax

abatements for the Valley Golf Course.

BORDER TOWNSHIP ASSOCIATIVE GROUP

James Bergman and others representing the Border Township Associative Group came before the Board with matters pertaining to the Oslo Bridge:

1. Presentation in Reference to the Oslo Bridge

Oslo Area Comprehensive Transportation Solution handouts were presented and a sample resolution was distributed to the Board. A power point presentation regarding the flooding at the Oslo Bridge was also given to the Board. Mr. Bergman explained the concerns of the group made up of area townships in Minnesota and North Dakota. A study of the river between Grand Forks and Drayton and looking for support to educate about the water flow. The group is seeking support to build a bridge large enough to contain the flows as close to the main channel as possible as well as to provide transportation service up and down the Red River crossing locations. The Board thanked the group on their presentation and will consider its request at the next meeting.

ENVIRONMENTAL SERVICES

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

1. Joint Powers Agreement – CAP Grant

The Joint Powers Agreement Regional Solid Waste Expansion Project was presented to the Board. A motion was made by Commissioner Diedrich seconded by Commissioner Strandell and adopted by unanimous vote of the Board for Polk County to enter into a Joint Powers Agreement with Beltrami and Hubbard County, and authorize the Chair to sign that Agreement. The Agreement is for the construction of specific Solid Waste Infrastructure as outlined in Polk County's Capital Assistance Grant from the State of Minnesota. The Agreement outlines the fiduciary responsibility of Polk under the Grant, and the responsibilities of each County under the Grant.

FINANCE

Ron Denison, Finance Director came before the Board with matters pertaining to his department:

1. Cash Reports and Budget Comparison Year To Date November 2015

Informational handouts regarding the Month End Cash Balance Report from 2010-November 2015, the Fourth Quarter Comparisons Report from 2012 - November 2015, the Fourth Quarter Loan Comparisons Report from 2012 – November 2015 and the Polk County Budget to Actual Comparison Report as of November 30, 2015 were presented to the Board. (Handouts on file in the Administrator's Office).

2016 PUBLICATION BID OPENING

Pursuant to published notice bids were opened and publicly read at 11:00 a.m., for the Official Newspaper and the Delinquent Tax List:

Official Newspaper

BIDDER

The Exponent
The Fertile Journal
The Thirteen Towns

BID

\$3.75 per column inch
\$1.90 per column inch
\$2.65 per column inch

Delinquent Tax List

BIDDER

The Exponent
The Fertile Journal
The Thirteen Towns

BID

\$4.75 per column inch
\$5.00 per column inch
\$2.65 per column inch

FACILITIES MANAGEMENT

Mark Dietz, Facilities Management Director and Scott Sosalla, Architecture Resources, Inc., came before the Board with matters pertaining to the Justice Center:

1. Justice Center Project Update

An update was given to the Board regarding the construction project at the Justice Center building. Architect Scott Sosalla gave an update to the Board regarding an anticipated change order later in January. Minor plan changes have developed to accommodate the Attorneys' offices. Modifications to windows and additional interior work are also expected. The timeline remains within calendar parameters.

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

2. Annex Demolition Project Closure

An update was given to the Board regarding the Annex demolition. Donarski Brothers, Crookston has submitted their bill for payment per their bid. Additional work was approved by the Administrator for a below surface building cavity excavation that was not known prior to the project's start nor included in the quote specifications. The additional work to remove materials and backfill this space is approximately \$5,200.00. The final work will take place by the Polk County Highway Department to fill and level the site and re-fence the site once the work is fully completed. A motion was made by Commissioner Strandell seconded by Commissioner Lee and adopted by unanimous vote of the Board to close the demolition of the Annex project.

PUBLIC HEARING

Public Hearing – Boundary Commission Plat #2

1. Open Public Hearing

A motion was made by Commissioner Strandell seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to open the Public Hearing at 1:20 p.m., regarding Boundary Commission Plat #2.

Presentation of Boundary Commission Plat #2

A presentation of Boundary Commission Plat #2 was given:

Surveyor Comments:

Steve Swanson, AE2S provided background of issues leading to Boundary Commission Plat #2 with regards to the old highway right of way. He has met with all the involved land owners regarding deeded versus occupied lines. He provided information regarding the involvement of Minnesota Department of Natural Resources and United States Fish and Wildlife level of participation including the land transfer(s).

Concerns:

- Jim Underdahl, and Dennis Fetsch, land owners asked for clarification regarding access to Lot 1, Block 1.
- Jim Underdahl asked if owners of Lot 2, Block 2 were present and were they paying taxes. Robert Wagner, Director of Assessment Services responded that he had personally spoken with the owners and yes they were paying taxes.
- Jim Underdahl asked for clarification regarding the cost of the project and special assessments. George Hanson, Attorney for Boundary Commission #2 responded that the process is governed by statute and is determined at the conclusion of the process by the County Board.
- Jim Underdahl asked for clarification regarding the sale of Lot 4, Block 1 and how that could be completed without a deed. Michelle Cote, Director of Property Records responded that a deed was put of record with the old description and the process would now include the new owners.
- Mark and Ruth Keller (via phone), land owners asked what the next step will be. George Hanson, Attorney for Boundary Commission #2 responded that if approved by the County Board the Boundary Commission #2 Plat will be presented for judicial review.
- Mark and Ruth Keller (via phone) asked for clarification regarding the costs. George Hanson, Attorney for Boundary Commission #2 responded that the process is governed by statute and is determined at the conclusion of the process by the County Board
- Mark and Ruth Keller (via phone) asked for clarification as to the property lines being clearly identifiable. Steve Swanson, AE2S responded that rebar will be set so all property lines will be clearly identifiable prior to the plat being put of record.
- Dennis Fetsch asked for clarification regarding the assessment process for the new descriptions. Robert Wagner, Director of Assessment Services responded that once the Plat is put of record the re-evaluation process will proceed automatically taking into consideration new lot sizes.
- Robert Erickson, landowner, asked for clarification regarding fence posts and rebar. Steve Swanson, AE2S responded that fence posts would not be in the driveway.

No further concerns were presented.

Close Public Hearing

A motion was made by Commissioner Lee seconded by Commissioner Strandell and adopted by unanimous vote of the Board to close the Public Hearing at 1:47 p.m., on Boundary Commission #2.

PLANNING AND ZONING

Josh Holte, Planning and Zoning Director came before the Board with matters pertaining to his department:

1. Resolution (2016-7) In The Matter Of The Polk County Boundary Commission #2 Pursuant to Minnesota Statutes 465.79

**In The Matter of the Polk County Boundary Commission
Number Two Pursuant To Minnesota Statutes § 465.79
RESOLUTION (2016-7)**

The following resolution (2016-7) was offered by Commissioner Lee:

WHEREAS, the Polk County Board had previously determined that parcels lying within land described as follows: That part of Parcel No. 2 of the Plat of Polk County W. A. No. 6 and that part of Government Lots 7 and 8, Section 35, Township 148 North, Range 43 West of the Fifth Principal Meridian, Polk County, Minnesota, described as follows: Commencing at the Southeast Corner of said Government Lot 7; thence North 00 degrees 51 minutes 01 seconds East along the east line of said Government Lot 7 a distance of 752.25 feet; thence South 42 degrees 05 minutes 47 seconds West a distance of 48.83 feet to the centerline of County State Aid Highway No. 42; thence North 53 degrees 54 minutes 57 seconds West along the centerline of County State Aid Highway No. 42 a distance of 207.37 feet to the Point of Beginning; thence South 53 degrees 54 minutes 57 seconds East a distance of 207.37 feet; thence South 42 degrees 05 minutes 47 seconds West a distance of 86.24 feet; thence North 75 degrees 54 minutes 13 seconds West a distance of 373.53 feet; thence North 64 degrees 07 minutes 13 seconds West a distance of 355.84 feet; thence North 25 degrees 52 minutes 47 seconds East a distance of 344.65 feet; thence North 57 degrees 23 minutes 23 seconds West a distance of 180.45 feet to a point on the north line of said Government Lot 7; thence North 89 degrees 39 minutes 00 seconds East along said north line of said Government Lot 7 a distance of 17.94 feet; thence North 17 degrees 07 minutes 45 seconds East a distance of 74 feet more or less to the shoreline of Union Lake; thence southeasterly along said shoreline to the intersection of a line bearing North 42 degrees 10 minutes 48 seconds East from the Point of Beginning; thence South 42 degrees 10 minutes 48 seconds West a distance of 146 feet more or less to the Point of Beginning, have conflicting legal descriptions; and,

WHEREAS, the Polk County Board, under the authority of M.S.A. § 465.79, established Polk County Boundary Commission Number Two (herein after “Boundary Commission #2”) by resolution on July 1, 2014 for the express purpose of reviewing said property descriptions in the affected area; and,

WHEREAS, Boundary Commission #2 has undertaken this review and has mailed notice to all known parties in interest and attempted to establish agreements between adjoining landowners as to the location of common boundaries. And where agreement could not be reached, Boundary Commission #2 has made recommendations as to the location of the common boundaries within the disputed areas; and,

WHEREAS, Boundary Commission #2 has now delineated its findings by way of a certified land survey and has made its report to the Polk County Board; and,

WHEREAS, on January 5, 2016, the Polk County Board held a public hearing, after Notice to all interested parties and in compliance with M.S.A. § 465.79, Subd. 3.

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

1. Report. That the Polk County Board has received a report and plat from Boundary Commission #2 which shall be known as BOUNDARY COMMISSION PLAT NO. 2 (hereinafter “Plat”). And that a copy of the Plat shall be attached hereto, and incorporated with, this Resolution as Exhibit “A.”

2. Adoption. That the Plat as presented is acceptable to the Polk County Board and adequately and accurately describes the lots and designates the Owners and Encumbrances, therein and no adjustments to the Plat are required. And that there is a rational basis for Plat in that it provides for established and consistent boundaries, makes the described property marketable, and allows for equitable and accurate taxation upon the described property. And that the Polk County Board hereby adopts the Plat.

3. Authority. That the Polk County Board has been granted authority for the creation of Boundary Commission #2 and to approve its findings at said hearing by M.S.A. § 465.79. And that the Polk County Board has been granted the authority to seek judicial review of the adopted Plat by the same statute.

4. Judicial Review. That the Polk County Board directs the attorney for Boundary Commission #2 to petition the District Court for the County of Polk, State of Minnesota for judicial approval of the proposed plan and Plat. And that the attorney shall provide to the Court sufficient information to identify all parties in interest and shall give notice to parties in interest as the Court may order.

5. Special Assessments. That the County of Polk shall reserve its authority under M.S.A. § 465.79, Subd. 5, to assess part or all of the cost incurred by Polk County

against the benefited properties. And that the Polk County Board shall further review any assessments upon completion of the judicial review of the Plat.

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

2. 2016 Waste Haulers License Applications

A motion was made by Commissioner Nicholas seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve issuance of Polk County 2016 Waste Haulers License to the following: Al's Disposal, City of Crookston, City of Fosston, and Fuch's Sanitation. A motion was made by Commissioner Diedrich seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve the following Conditional Approval of 2016 License to haul waste in Polk County in 2016 as long as they work with staff to correct/complete their application: Bacon's, Countrywide Sanitation, Hagen Trucking, Listrom's Disposal, Regional Sanitation, Stuhaug Sanitation, Waste Management of ND – Grand Forks, Waste Management of MN – Bemidji, and the White Earth Sanitation.

ADMINISTRATION

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

1. Resolution (2016-1) Designating Polk County's Website for Publication of Invitations to Bid On Polk County Transportation Projects
Designating Polk County's Website for Publications of Invitations to Bid On Polk County Transportation Projects

RESOLUTION (2016-1)

The following resolution (2016-1) was offered by Commissioner Diedrich:

BE IT RESOLVED, By the Board of County Commissioners of Polk County that pursuant to M.S. 331A.12, Polk County's website; <http://www.co.polk.mn.us> be and hereby is designated by the Board of County Commissioners of Polk County as the official site for the publications of invitations to bid on Polk County transportation projects.

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

2. Resolution (2016-2) Designating the Polk County Official Newspaper
Designating the Polk County Official Newspaper

RESOLUTION (2016-2)

The following resolution (2016-2) was offered by Commissioner Lee:

BE IT RESOLVED, by the Board of County Commissioners of Polk County that The Fertile Journal be and the same is hereby designated by the Board of County Commissioners of Polk County as the official newspaper of Polk County for 2016 and as such is the newspaper designated in which shall be published all notices and publications which the County is required to publish during the year of 2016.

BE IT FURTHER RESOLVED, that the bid of \$1.90 per column inch be accepted for the Official Publications of Polk County.

BE IT FURTHER RESOLVED, that the publication of notices and other publications shall be at the rates as established in the bids and as accepted by the Board.

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

3. Resolution (2016-3) Designating Publication of the Delinquent Tax List Statement of Polk County

**Designating Publication of the Delinquent Tax List
Statement of Polk County**

RESOLUTION (2016-3)

The following resolution (2016-3) was offered by Commissioner Lee:

BE IT RESOLVED, By the Board of County Commissioners of Polk County that The Thirteen Towns with a bid of \$2.65 per column inch be and the same is hereby accepted for the Publication of the Delinquent Tax List Statement of Polk County to be published in 2016.

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

4. Resolution (2016-4) Designating Delegates to the Association of Minnesota Counties & Payment of Dues

**Designating Delegates to the Association of Minnesota
Counties & Payment of Dues**

RESOLUTION (2016-4)

The following resolution (2016-4) was offered by Commissioner Strandell:

WHEREAS, The Board of County Commissioners of Polk County, Minnesota, has availed itself of the authority granted under Section 375.163, M.S.A., and will pay the dues of said County to the State and National Association of County Commissioners for the year 2016 and it is the intention of said Board of County Commissioners to designate individuals to attend meetings of said Association.

NOW THEREFORE BE IT RESOLVED, That the Board of County Commissioners of Polk County Minnesota, does hereby designate all of its members as delegates from said County to serve on various committees of that Association.

BE IT FURTHER RESOLVED, that upon presentation of a properly verified claim, the finance department be and hereby is authorized to reimburse each of said person for their actual and necessary expenses in attending such meetings, and to pay the annual dues of the County for membership in the Association of Minnesota Counties.

BE IT FURTHER RESOLVED, that the following named individuals are Polk County's official delegates to the Association of Minnesota Counties: Commissioner Bunes, Commissioner Strandell, Commissioner Nicholas, Commissioner Lee, Commissioner Diedrich, Charles S. Whiting, County Administrator, Michelle Cote, County Director of Property Records, and Richard Sanders, County Highway/Ditch Engineer.

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

5. Approval of 2016 Mileage, Meals and Lodging Reimbursement Rates

A motion was made by Commissioner Nicholas seconded by Commissioner Lee and adopted by unanimous vote of the Board to adopt the 2016 mileage rate of \$.54 per mile for county business travel with a personal vehicle.

A motion was made by Commissioner Lee seconded by Commissioner Strandell and adopted by unanimous vote of the Board to adopt the federal meal reimbursement rate as listed for Minnesota and other states by location/destination.

A motion was made by Commissioner Diedrich seconded by Commissioner Lee and adopted by unanimous vote of the Board to adopt federal lodging reimbursement rates as listed for Minnesota and other states by location/destination for lodging for personal lodging expense incurred on county business in case of bad weather or unforeseen circumstances due to bad weather.

6. Approval of AEM Financial Solutions, LLC Financial Management Process Evaluation Services Agreement

The AEM (Abdo, Eick & Meyers) Financial Solutions, LLC Financial Management Process Evaluation Services Agreement was presented to the Board. A motion was made by Commissioner Nicholas seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve the Agreement with AEM, Edina, MN Financial Management, LLC for the proposed financial management evaluation as presented. (Agreement on file in the Administrator's Office).

AUDITOR WARRANTS

A motion was made by Commissioner Nicholas seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the following Auditor Warrants for payment:

AUDITOR WARRANTS 12/01/2015

<u>Vendor Name</u>	<u>Amount</u>
Cardmember Service	8,164.11
GreatAmerica Financial Services	9,676.29
Grove Mechanical Inc	9,715.04
Hagen Construction	7,100.71
Lakeland Mental Health Center Inc	2,220.00
Lenes Sand & Gravel Inc	15,394.60
Lenes Sand & Gravel Inc	8,200.61
Marshall County Coop	3,155.00
Mn State Treasury	7,879.50
Norman Mahnomen Public Health	12,369.05
Olson Construction Trf Inc	5,068.65
Onstad Township Treasurer	3,150.00
Peterson Sheet Metal	94,400.13
Polk County	66,275.45
Polk County Public Health	32,778.46
Stone's Mobile Radio Inc	4,482.23
Streamworks LLC	9,300.00
University Of North Dakota	5,242.67
26 Payments 2000 less than	10,042.67
Final Total:	314,615.17

AUDITOR WARRANTS 12/01/2015

<u>Vendor Name</u>	<u>Amount</u>
Andover Township Treasurer	52,499.50
Angus Township Treasurer	20,894.96
Badger Township	17,372.89
Belgium Township Treasurer	20,093.75
Beltrami City Clerk-Treasurer	15,239.46
Brandsvold Township Treasurer	30,936.09
Brandt Township Treasurer	17,842.57
Bremer Bank Na	195,032.44
Brislet Township Treasurer	18,221.80
Bygland Township	29,452.37
Chester Township Treasurer	2,412.98
Climax City Treasurer	28,109.16
Columbia Township Treasurer	34,463.34
County Emergency Medical Serv.	71,915.01
Crookston Area Ambulance Inc	73,781.06
Crookston City	1,097,295.89
Crookston Township Treasurer	41,393.09
East Grand Forks City	1,681,604.49
Eden Township Treasurer	12,999.08

Erskine City Clerk-Treasurer	75,139.74
Esther Township Treasurer	19,695.45
Euclid Township Treasurer	46,813.08
Fairfax Township Treasurer	36,330.96
Fanny Township Treasurer	39,323.24
Farley Township Treasurer	28,559.59
Fertile City	78,981.91
First Care Medical Services	50,956.43
Fisher City	93,320.08
Fisher Township Treasurer	23,988.03
Fosston City	195,216.63
Garden Township Treasurer	25,088.75
Garfield Township Treasurer	32,631.03
Gentilly Township Treasurer	20,283.58
Godfrey Township Treasurer	44,656.45
Grand Forks Township Treasurer	16,765.66
Grove Park Tilden Township	26,198.36
Gully City	8,264.82
Gully Township Treasurer	4,961.59
Hammond Township Treasurer	31,400.38
Helgeland Township Treasurer	13,294.67
Higdem Township Treasurer	34,496.78
Hill River Township Treasurer	18,233.77
Hubbard Township Treasurer	22,038.02
Huntsville Township Treasurer	38,633.50
Johnson Township	13,536.16
Kertsonville Township Treas	7,834.44
Keystone Township Treasurer	26,476.23
King Township Treasurer	17,558.71
Knute Township Treasurer	55,486.66
Lengby City	4,514.18
Lessor Township Treasurer	17,249.36
Liberty Township Treasurer	24,118.02
Lowell Township Treasurer	46,376.06
Maple Lake Imprvmnt District	22,743.34
Marshall Polk Rural Water Sys	34,366.16
Mcintosh City	126,013.21
Mentor City	11,003.82
Middle-Snake-Tamarac Rivers Wtrshd Dist	243,449.84
Nesbit Township Treasurer	21,346.25
Nielsville City	12,712.32
Northland Township Treasurer	24,238.73
NW Regional Development Comm	37,223.15
NWMN HRA	65,246.15
Onstad Township Treasurer	11,715.27
Parnell Township Treasurer	19,354.66
Queen Township Treasurer	33,319.04
Red Lake Watershed District	514,927.26
Reis Township Treasurer	14,305.92

Rhinehart Township Treasurer	3,350.34
Roome Township Treasurer	27,276.29
Rosebud Township Treasurer	27,119.30
Russia Township Treasurer	46,436.27
Sand Hill River W S District	241,918.43
Sandsville Township Treasurer	25,142.93
Scandia Township Treasurer	19,800.02
School District 2176 Treas	116,832.64
School District 2311 Treas	11,818.84
School District 2609 Treas	150,181.02
School District 2906 Treas	10,882.84
School District 592 Treas	74,602.77
School District 593 Treas	538,900.09
School District 599 Treas	69,468.59
School District 600 Treas	268,982.58
School District 601 Treas	136,172.11
School District 630 Treas	6,750.01
Sletten Township Treasurer	32,301.29
Sullivan Township Treasurer	24,275.09
Tabor Township Treasurer	29,316.76
Tynsid Township Treasurer	9,375.83
Union Lake Sarah Improvement Dist	4,217.79
Vineland Township Treasurer	26,886.12
Wild Rice Watershed Dist Treas	12,486.72
Winger City Clerk Treasurer	29,607.14
Winger Township Treasurer	21,490.06
Woodside Township Treasurer	84,919.80
3 Payments 2000 less than	972.51
Final Total:	7,943,431.55

AUDITOR WARRANTS 12/08/2015

<u>Vendor Name</u>	<u>Amount</u>
Cole Papers Inc	3,015.51
Halstad Telephone Co	9,362.70
Knife River Materials	70,245.48
Norman Mahnomen Public Health	17,651.73
Polk County Public Health	12,213.12
Powerplan OIB	3,950.00
Sandhill Snowcruisers	2,776.53
US Postal Service (CMRS FP)	5,000.00
25 Payments 2000 less than	10,309.44
Final Total:	134,524.51

AUDITOR WARRANTS 12/15/2015

<u>Vendor Name</u>	<u>Amount</u>
Altru Health System	2,653.00
Crookston Water Department	2,944.74
Fertile Oil Company	12,539.33
Fitzgerald, Reynolds & Harbott PLLP	7,712.05
Great Plains Natural Gas Co	8,293.54

Hardwick P.C./Brian T	3,400.96
Mn State Treasury	6,646.50
Morris Electronics Inc	15,085.00
Morris Electronics Inc	12,930.00
Ottertail Power Co	6,376.45
Zayo Enterprise Networks	9,934.01
32 Payments less than 2000	17,587.39
Final Total	106,102.97

AUDITOR WARRANTS 12/22/2015

<u>Vendor Name</u>	<u>Amount</u>
East Polk Soil & Water	3,807.50
Fertile Oil Company	19,282.41
Fosston Municipal Utilities	42,562.55
GreatAmerica Financial Services	9,676.29
Knife River Materials	109,703.05
Lenes Sand & Gravel Inc	14,898.24
Linderman/Rosemary S.	4,500.00
Mii Life - Veba	2,276.00
Mn County Attorneys Assoc	3,811.00
Norby's Work Perks	14,747.00
Norby's Work Perks	7,373.00
Ottertail Power Co	2,810.88
Regents Of The Univ Of Mn	36,274.77
University Of North Dakota	5,242.67
West Polk Soil & Water	3,807.50
19 Payments 2000 less than	7,579.88
Final Total:	288,352.74

AUDITOR WARRANTS 12/22/2015

<u>Vendor Name</u>	<u>Amount</u>
Crookston City	6,448.82
Fertile City	2,946.61
Fisher City	2,512.85
Fosston City	2,935.09
Godfrey Township Treasurer	2,175.75
Grove Park Tilden Township	12,574.15
Onstad Township Treasurer	2,299.72
Red Lake Watershed District	8,618.55
School District 593 Treas	6,100.50
School District 599 Treas	8,907.82
School District 601 Treas	2,667.43
10 Payments 2000 less than	8,037.31
Final Total:	66,224.60

AUDITOR WARRANTS 12/23/2015

<u>Vendor Name</u>	<u>Amount</u>
Northwest Minnesota Service Cooperative	121,370.00
Final Total:	121,370.00

AUDITOR WARRANTS 12/28/2015

<u>Vendor Name</u>	<u>Amount</u>
Cole Papers Inc	3,823.77
Hagen Construction	6,291.36
Hegge/Orris	2,454.00
Hegge/Orris & Alice	3,828.00
Norman Mahnomen Public Health	21,248.00
Ottertail Power Co	15,101.72
Polk County	65,163.58
Polk County Administrator	2,909.00
Polk County Public Health	61,649.00
Thomson Reuters - West	2,159.32
Wilkens Inc/Lyle	16,107.30
13 Payments 2000	5,942.82
less than	
Final Total:	206,677.87

MANUAL WARRANTS 11/30/2015

VENDOR NAME	AMOUNT
SelectAccount	5254.98
FINAL TOTAL	\$5254.98

MANUAL WARRANTS 11/30/2015

VENDOR NAME	AMOUNT
MN Department of Revenue	288.49
FINAL TOTAL	\$288.49

MANUAL WARRANTS 11/30/2015

VENDOR NAME	AMOUNT
SelectAccount	1853.19
FINAL TOTAL	\$1853.19

MANUAL WARRANTS 12/01/2015

VENDOR NAME	AMOUNT
MN Department of Revenue Tax Division	40,906.99
FINAL TOTAL	\$40,906.99

MANUAL WARRANTS 12/07/2015

VENDOR NAME	AMOUNT
SelectAccount	1,043.59
MN Revenue	278.29
FINAL TOTAL	\$1,321.88

MANUAL WARRANTS 12/08/2015

VENDOR NAME	AMOUNT
Internal Revenue Service	10.80
FINAL TOTAL	\$10.80

MANUAL WARRANTS 12/15/2015

VENDOR NAME	AMOUNT
SelectAccount	1371.70
FINAL TOTAL	\$1371.70

MANUAL WARRANTS 12/18/2015

VENDOR NAME	AMOUNT
MN Revenue	23,141.86
FINAL TOTAL	\$23,141.86

MANUAL WARRANTS 12/18/2015

VENDOR NAME	AMOUNT
Mn Revenue	5,619.11
MN Dept of Revenue	68,960.01
FINAL TOTAL	\$74,579.12

MANUAL WARRANTS 12/21/2015

VENDOR NAME	AMOUNT
Internal Revenue Service	141,001.47
FINAL TOTAL	\$141,001.47

MANUAL WARRANTS 12/21/2015

VENDOR NAME	AMOUNT
SelectAccount	3516.74
FINAL TOTAL	\$3516.74

MANUAL WARRANTS 12/24/2015

VENDOR NAME	AMOUNT
Internal Revenue Service	38.95
MN Revenue	9.37
FINAL TOTAL	\$48.32

MANUAL WARRANTS 12/28/2015

VENDOR NAME	AMOUNT
SelectAccount	8004.27
FINAL TOTAL	\$8004.27

With no further business the Board adjourned to reconvene at 10:00 o'clock a.m., January 19, 2016.

Craig Bunes, Chairman

ATTEST:

Charles S. Whiting, County Administrator
Clerk of the Board