

**JANUARY 20, 2015**  
**BOARD MINUTES**

Pursuant to motion of adjournment the Polk County Board of Commissioners met in regular session at 10:00 o'clock a.m., January 20, 2015 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.

**REVISED AGENDA**

A motion was made by Commissioner Lee seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve the Revised Agenda for January 20, 2015, adding No. 6 under County Administrator.

**CONSENT AGENDA**

A motion was made by Commissioner Bunes seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve the Consent Agenda for January 20, 2015:

1. Approve Commissioner Warrants: General Revenue Fund, \$239,522.37; Public Works Fund, \$192,876.30; Public Safety Fund, \$100,587.10; Public Health Fund, \$39,702.20; Environmental Services Fund, \$14,909.97; Resource Recovery Fund, \$48,230.40; Landfill Fund, \$11,068.14; Per Diems, \$1,500.00; Meal Reimbursements (without overnight lodging), \$23.43 and Sign Audit List.

**CLOSED SESSION**

Closed Session Pursuant to Minnesota Statutes §13D.05, Subd. 3(b). (Closed meeting to discuss pending litigation, i.e. Greg Widseth, Appellant, and Polk County Board of Commissioners, Respondent, Polk County District Court, Court File No. 60-CV-14-2339).

A motion was made by Commissioner Diedrich seconded by Commissioner Bunes and adopted by unanimous vote of the Board to close the January 20, 2015 Board meeting at 10:17 a.m.

**RE-OPEN BOARD MEETING**

A motion was made by Commissioner Bunes seconded by Commissioner Lee and adopted by unanimous vote of the Board to re-open the January 20, 2015 closed session Board meeting at 11:30 a.m.

**COUNTY BOARD MEMBER ISSUE FORUM**

1. Commissioner Strandell brought forth that he attended the Sandpiper Hearing. He brought forth that attended an ATP meeting. In addition he attended a Public Safety Meeting.
2. Commissioner Lee brought forth discussion information that she and Administrator Whiting had toured the county facilities. She also brought forth that she had testified

as a farmer at the Sandpiper Hearing. In addition she has not found a candidate for Planning Commission.

3. Commissioner Nicholas brought forth that he attended the Tri County Regional Corrections Meeting where the Food Service was discussed. In 2014 they served approximately 189,000 meals. In addition they will be going with a new Auditor. He also attended a Public Safety Meeting where dispatch calls and staffing issues were discussed. He also attended the NW Mental Health Meeting where Don Diedrich was elected Vice Chairperson. He also attended a Building Committee meeting. Also attended the Polk Norman Mahnomen Health Meeting where Craig Bunes was elected Vice Chairperson.
4. Commissioner Bunes brought forth that he attended the Building Committee meeting. He also attended was the Sandpiper Hearing where he identified himself as a commissioner but spoke as an individual. He also attended a BWSR meeting in Bemidji. The BWSR Northern Committee rescinded the earlier motion of January 8, 2014 which redistributed the Middle Snake Tamarac Watershed Managers to 5 Managers for Marshall County and 2 Managers for Polk County. A new motion was made to return the original redistribution of Managers to 6 for Marshall County and 1 for Polk County. On March 28, 2015 a BWSR full State Board will be held in St. Paul to review this recommendation from the BWSR Northern Committee. Commissioner Bunes provided was unable to attend the LARL meeting but was provided the information that there was no deficit spending for 2014.
5. Commissioner Diedrich brought forth discussion that he had participated in Maintenance Foreman Interviews for the Highway Department. He also attended the BWSR meeting in Bemidji regarding the redistribution of the Managers of the Middle Snake Tamarac Watershed. He provided there will be a Public Works meeting in the future. Commissioner Diedrich brought forth discussion regarding a potential Middle Snake Tamarac Watershed Appointee to fill the vacant manager position representing Polk County.

### **ASSESSMENT SERVICES**

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

#### **1. Tax Abatements**

A motion was made by Commissioner Lee seconded by Commissioner Bunes and adopted by unanimous vote of the Board to approve the following Tax Abatements:

<b>Name/Address</b>	<b>Parcel #/Legal Description</b>	<b>Amount of Tax Reduction</b>	<b>Reason</b>
JOSE & ELDA ATILANO 205 HWY 75 S NIELSVILLE MN 56568	92.00035.00  Sec 20 Twp 147 Rg 48 158' X 183' OF SW4 SW4 BEG 176'N OF SW COR (EX N 50') Nielsville City	\$80	Homestead Application Reduction for Taxes Payable 2014
JOSE & ELDA ATILANO 205 HWY 75 S NIELSVILLE MN 56568	92.00036.00  Sec 20 Twp 147 Rg 48 TR 50 X 158' BEG 309'N OF SW COR OF SW4 SW4 Nielsville City	\$0	Homestead Application Reduction for Taxes Payable 2014

### **SHERIFF**

Brian Lundeen, Polk County Sheriff's Office came before the Board with matters pertaining to the Sheriff's Office:

#### **1. Final County Board Approval for Ordering Squads**

A motion was made by Commissioner Diedrich seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve the quote process for 3 Special Service Chevrolet Tahoe(s) \$32,155.25 each from Christian Motors, 1 Ford ¾ Ton Transit Van \$28, 637.00 from Christian Brothers Ford and 1 Ford Utility \$27,147.00 from Christian Brothers Ford for a total of amount of \$152,249.75.

### **FACILITIES MANAGEMENT**

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

#### **1. Building Committee Report**

Discussion was held with the Board regarding the Building Committee meeting that was held on January 13, 2015.

- a. The security system at the Justice Center and Juvenile Center was discussed. A motion was made by Commissioner Diedrich seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to authorize the use of an Electrical Engineer from Architectural Resources, Inc., Chisholm, MN to assist in the replacement of the security system at the Justice Center and Juvenile Center
- b. The heating system at the Justice Center was discussed.
- c. The next Building Committee meeting is January 28, 2015 at the Justice Center.
- d. The Highway Department 2014 roof repair was discussed. A motion was made by Commissioner Diedrich seconded by Commissioner Nicholas and adopted by

unanimous vote of the Board to authorize the payment of \$6,000 to Granite City Roofing for additional work on the Highway Department Roof.

- e. The Government Center Boiler system was discussed.
- f. A space usage evaluation was discussed.
- g. A heating control system was discussed.
- h. Solar Wall Technology was discussed.
- i. The demolition and salvage of the Annex Building was discussed.

### **ADMINISTRATION**

Charles Whiting, Administrator came before the Board with matters pertaining to his department:

#### **1. Safety Compliance Service Contract for the Highway Department**

A motion was made by Commissioner Diedrich seconded by Commissioner Bunes and adopted by unanimous vote of the Board to approve the 2015 Safety Compliance Services Agreement and allow the Polk County Highway Engineer to sign said agreement.

#### **2. Shop Foreman Vacancy at the Highway Department**

A motion was made by Commissioner Diedrich seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve hiring the vacant Shop Foreman position at the Highway Department.

#### **3. Social Services Fiscal Supervisor I Vacancy**

A motion was made by Commissioner Nicholas seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve filling the Fiscal Supervisor I which to fill the Fiscal Supervisor II anticipated vacancy.

#### **4. Social Services Emergency Appointment – Social Worker**

A motion was made by Commissioner Nicholas seconded by Commissioner Bunes and adopted by unanimous vote of the Board to approve hiring a Social Worker under an emergency appointment for no longer than 67 working days.

#### **5. Special Project Coordinator**

Discussion was brought forth regarding the Special Projects Coordinator position and assigning Doug Axtell to this position. Compensation information will be brought forth at the next meeting.

#### **6. \*Material Recovery Facility Improvement – Titus Services**

A motion was made by Commissioner Diedrich seconded by Commissioner Lee and adopted by unanimous vote of the Board to re-affirm the approved work for Titus Services, and authorize the incremental payments therefore, in the amount of \$238,505.00.

### **COMMISSIONER WARRANTS**

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

#### **COMMISSIONER WARRANTS**

**DATED 01/23/201**

**APPROVED 01/20/2015**

<u>Vendor Name</u>	<u>Amount</u>
Al's Electric Inc	3,000.55
American Solutions For Business	5,177.85
Architectural Resources Inc	2,016.25
Assoc Of Mn Counties	14,420.00
Auto Value - Crookston	3,379.63
Border States Electric Supply	3,679.51
Building Systems Corporation	12,750.00
Cardinal Health	4,803.65
Compass Minerals America	15,414.47
Crookston Collision Center LLC	2,913.50
Crookston Daily Times	2,111.10
Dietz/Mark	3,045.84
Election Systems & Software Inc	14,853.68
Emergency Communications Network LLC	18,113.00
Evenaire Systems Inc	10,511.00
Falls Electric Inc	5,350.97
Farm & Home Publishers	2,282.83
Gaffaney's	18,080.52
Gaylord Nat'l Resort & Convention Ctr	2,494.00
Hometown Management Inc	4,031.44
Honeywell International Inc	2,578.87
INFO-TECH RESEARCH GROUP	3,575.00
Jobs HQ	2,478.24
Johnson Controls Inc	2,130.00
KEEPRS, Inc	3,940.84
Lepier Oil Company Inc	2,582.30
Lepier Oil Company Inc	2,671.94
Liberty Tire - Mn	5,030.56
M&I Lockbox Mccc	9,933.00
MCCC MI 33	21,051.40
Minnesota Sheriffs' Association	8,539.20
Mn Counties Information Sys	3,912.25
MN Counties Intergov'l Trust	9,513.00
Mn Resource Recovery Assoc	4,200.00
MN Transportation Alliance	3,330.00
Morris Electronics Inc	3,397.77
Natronx Technologies Llc	8,653.79
North Star Door & Supply LLC	3,219.92
Otis Elevator Company	5,995.32
Polk County Administrator	3,669.23
Polk County Highway Department	13,201.58
SimplexGrinnell	5,783.53
Solar Winds	3,818.75
Stanley Convergent Security Solutions	3,132.93
Sterling Carpet One	5,766.00
Stone's Mobile Radio Inc	4,556.50
Stones Mobile Radio Inc	47,480.50
Swingen Construction Co	19,800.00

Team Laboratory Chemical Corp			118,875.00
U S Water Services			4,940.81
US Bank Voyager Fleet Sys			4,164.89
Wallwork Truck Center			4,564.08
Wenck Associates Inc			3,470.80
Widseth Smith Nolting & Assoc			14,042.32
Xerox Business Services LLC			5,444.43
Ye Ole Print Shoppe			2,704.63
Ziegler Inc			2,855.89
Ziegler Inc			3,469.30
307	Payments	2000	119,992.12
	less than		
	<b>Final Total:</b>		<b>646,896.48</b>

With no further business the Board adjourned to reconvene at 8:00 o'clock a.m., January 27, 2015.

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Warren Strandell, Chairman

ATTEST:

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Charles S. Whiting, County Administrator  
Clerk of the Board