

FEBRUARY 16, 2016
BOARD MINUTES

Pursuant to motion of adjournment the Polk County Board of Commissioners met in regular session at 10:00 o'clock a.m., February 16, 2016 in the Commissioners Room, Government Center, Crookston, MN. Members present: Commissioner Craig Bunes, Commissioner Warren Strandell, Commissioner Nick Nicholas, Commissioner Joan Lee, and Charles S. Whiting, County Administrator, Clerk of the Board. Absent: Commissioner Don Diedrich. Others present: Michelle Cote, Deputy Clerk of the Board.

REVISED AGENDA

A motion was made by Commissioner Nicholas seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the February 16, 2016 Revised Agenda adding No. 10 under Richard Sanders – Highway Department and adding No. 2 under Chuck Whiting – Administration.

CONSENT AGENDA

A motion was made by Commissioner Strandell seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve the Consent Agenda for February 16, 2016:

1. Approve Commissioner Warrants: General Revenue Fund, \$127,944.16; Public Works Fund, \$94,570.94; Public Safety Fund, \$69,874.39; Public Health Fund, \$12,071.83; Special Assessment (Ditch Fund), \$17,939.75; Environmental Services Fund, \$235,634.58; Resource Recovery Fund, \$55,746.37; Landfill Fund, \$15,148.56; Per Diems, \$750.00; Meal Reimbursements (without overnight lodging), \$213.82 and Sign Audit List.
2. Approve for Signature the 2015 Annual County Feedlot Officer Annual Report and Performance Credit Report.

COUNTY BOARD MEMBER ISSUE FORUM

1. Commissioner Strandell brought forth discussion regarding the Valley Med Flight relating to the last Board meeting. He also attended the Tri-County Corrections meeting.
2. Commissioner Lee brought forth that she attended a Soil and Water Conservation Meeting.
3. Commissioner Nicholas brought forth that he participated in a science fair at the University of Minnesota Crookston. Also brought forth was that he attended the Tri-County Corrections meeting where probation numbers and reduced sentences were the focus. He also attended the MRCC ITV meeting. Also attended was the NW Mental Health Meeting where billing and financial issues were the focus. He also attended the Tri Valley Meeting and the MRCC ITV meeting.
4. Commissioner Bunes brought forth that he attended AAA Dancing Sky Meeting and the MRCC ITV meeting. He also attended an AMC Transportation ITV Committee meeting. In addition he also attended a LARL meeting in Fosston.

5. Commissioner Diedrich absent.

HIGHWAY DEPARTMENT

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

- 1. 3 Mower Tractors Rental**

A motion was made by Commissioner Nicholas seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve the quote from Valley Plains Equipment, Crookston, MN for the rental of 3 John Deere mower tractors for 2016 in the amount of \$17.00 per hour.

- 2. 3 Kuhn Multi-Disc Rotary Mowers Purchase**

A motion was made by Commissioner Nicholas seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve the quote from Titan Machinery, Crookston, MN for the purchase of 3 Kuhn Multi-Disc Rotary Mowers in the amount of \$33,180.00 (includes trade-in).

- 3. Riding Mower Purchase**

A motion was made by Commissioner Strandell seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve the quote from Service Pro, Crookston, MN for the purchase of an Altoz Riding Mower in the amount of \$6,099.00.

- 4. Out-Of-State Travel for Rick Thompson & Nate Smith**

A motion was made by Commissioner Nicholas seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve out-of-state travel for Rick Thompson and Nate Smith/Polk County Highway Department to attend the Upper Midwest Geospatial Conference in La Crosse, WI in May 2016.

- 5. Township Corners – Widseth Smith Nolting & Associates, Inc.**

A motion was made by Commissioner Strandell seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve the Certificate of Performance for the Township Corners Project completed by Widseth Smith Nolting & Associates, Inc., and allow the final payment of \$498,000.00 to be made.

- 6. Certificate of Performance/Final Acceptance CP 115-067-1196 and CP 115-216-1197**

A motion was made by Commissioner Nicholas seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve the Certificate of Performance and Certificate of Final Acceptance and allow the County Engineer to sign the Certificate of Performance and allow the County Engineer and the County Administrator to sign the Certificate of Final Acceptance and Final Voucher.

- 7. Resolution (2016-14) Ten Ton County Highway Route CSAH 17 From TH 75 E. 5.5 Miles To CSAH 13**

Ten Ton County Highway Route CSAH 17 From TH 75 E. 5.5 Miles To CSAH 13

RESOLUTION (2016-14)

The following resolution (2016-14) was offered by Commissioner Strandell:

WHEREAS, The Board of County Commissioners of Polk County desire to designate an efficient transportation system of County Highways within Polk County.

NOW THEREFORE BE IT RESOLVED, By the Board of County Commissioners of Polk County that the following route be and hereby is designated a Ten Ton County Highway Route: County State Aid Highway 17 from Trunk Highway 75 East 5.5 miles to CSAH 13.

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

8. Resolution (2016-15) Ten Ton County Highway Route CSAH 13 From CSAH 17 E. 1.1 Miles To The Polk Red Lake County Line

Ten Ton County Highway Route
CSAH 13 From CSAH 17 E. 1.1 Miles To The Polk Red Lake County Line

RESOLUTION (2016-15)

The following resolution (2016-15) was offered by Commissioner Nicholas:

WHEREAS, The Board of County Commissioners of Polk County desire to designate an efficient transportation system of County Highways within Polk County.

NOW THEREFORE BE IT RESOLVED, By the Board of County Commissioners of Polk County that the following route be and hereby is designated a Ten Ton County Highway route: County State Aid Highway 13 from CSAH 17 East 1.1 miles to the Polk Red Lake County Line.

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

9. Road Restriction Map

A motion was made by Commissioner Strandell seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve the 2016 Road Restriction Map as presented to the Board. (On file in the Administrator's Office).

10. *Award SAP 060-668-004, Etc.

A motion was made by Commissioner Strandell, seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to award SAP 060-668-004 etc., to Knife River Materials in the amount of \$943,154.00 and allow the Polk County Administrator and the Chair of the Board to sign said contracts.

SOCIAL SERVICES

Kent Johnson, Polk County Social Services Director came before the Board with matters pertaining to his department:

1. Next Chapter Technology – Case Works Child Support Edition Software Acquisition and License Agreement

A motion was made by Commissioner Nicholas seconded by Commissioner Lee and adopted by unanimous vote of the Board to enter into an Agreement with Next

Chapter Technology, Inc., - Case Works Child Support Edition Software Acquisition and License Agreement. (Agreement on file in the Administrator's Office).

2. CY 2016 Sanford Medical Center Thief River Falls Adult Mental Health Initiative Purchases of Services Agreement

A motion was made by Commissioner Nicholas seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the CY 2016 Sanford Medical Center Thief River Falls Adult Mental Health Initiative Purchases Services Agreement as presented to the Board. (Agreement on file in the Administrator's Office).

SHERIFF

Barb Erdman, Polk County Sheriff came before the Board with matters pertaining to her department:

1. Resolution (2016-12) Minnesota Data Court Services Program

Minnesota Data Court Services Program

RESOLUTION (2016-12)

The following resolution (2016-12) was offered by Commissioner Strandell:

WHEREAS, The County of Polk desires to improve efficiencies through participating in a more efficient court process with the Minnesota Judicial Branch; and,

WHEREAS, As the Minnesota Judicial Branch moves towards a more efficient court process, the eCourtMN initiative is committed to ensuring that non-court governmental agencies have appropriate access to court records and documents; and,

WHEREAS, Polk County desires to subscribe to the Minnesota Court Data Services Program.

NOW THEREFORE BE IT RESOLVED, That the Polk County Board of Commissioners approves and authorizes Barb Erdman, Polk County Sheriff to sign the Master Subscriber Agreement for Minnesota Court Data Services for Governmental Agencies.

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

2. Transfer of Property From Polk County Sheriff's Office to the Highway Department:

A motion was made by Commissioner Strandell seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to transfer ownership of a 1997 "Carva" Gulf Stream 30 ft. trailer from the Polk County Sheriff's Office to the Polk County Highway Department for their use.

ADMINISTRATION

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

1. Resolution (2016-13) Relating To Financing of Certain Proposed Projects to be Undertaken by the County; Establishing Compliance with Reimbursement Bond Regulations Under the Internal Revenue Code

Attachment A (Goes with Resolution 2016-16)

Resolution Relating To Financing Of Certain Proposed Projects To Be Undertaken By The County; Establishing Compliance With Reimbursement Bond Regulations Under The Internal Revenue Code

RESOLUTION (2016-13)

The following resolution (2016-13) was offered by Commissioner Strandell:

BE IT RESOLVED by the Board of Commissioners of Polk County, Minnesota (the “County”), as follows:

1. Recitals.

(a) The Internal Revenue Service has issued Section 1.150-2 of the Income Tax Regulations (the “Regulations”) dealing with the issuance of bonds, all or a portion of the proceeds of which are to be used to reimburse the County for project expenditures made by the County prior to the date of issuance.

(b) The Regulations generally require that the County make a declaration of its official intent to reimburse itself for such prior expenditures out of the proceeds of a subsequently issued series of bonds within 60 days after payment of the expenditures, that the bonds be issued and the reimbursement allocation be made from the proceeds of such bonds within the reimbursement period (as defined in the Regulations), and that the expenditures reimbursed be capital expenditures or costs of issuance of the bonds.

(c) The County desires to comply with requirements of the Regulations with respect to certain projects hereinafter identified.

2. Official Intent Declaration.

(a) The County proposes to undertake the following project or projects and to make original expenditures with respect thereto prior to the issuance of reimbursement bonds, and reasonably expects to issue reimbursement bonds for such project or projects in the maximum principal amounts shown below:

<u>Project</u>	<u>Maximum Amount of Bonds Expected to be Issued for Project</u>
Improvements to County Materials Recovery Facility and Solid Waste Complex	\$9,000,000

(b) Other than (i) de minimis amounts permitted to be reimbursed pursuant to Section 1.150-2(f)(1) of the Regulations or (ii) expenditures constituting preliminary expenditures as defined in Section 1.150-2(f)(2) of the Regulations, the County will not seek reimbursement for any original expenditures with respect to the foregoing

projects paid more than 60 days prior to the date of adoption of this resolution. All original expenditures for which reimbursement is sought will be capital expenditures or costs of issuance of the reimbursement bonds.

3. Budgetary Matters. As of the date hereof, there are no County funds reserved, pledged, allocated on a long term basis or otherwise set aside (or reasonably expected to be reserved, pledged, allocated on a long term basis or otherwise set aside) to provide permanent financing for the original expenditures related to the projects, other than pursuant to the issuance of the reimbursement bonds. Consequently, it is not expected that the issuance of the reimbursement bonds will result in the creation of any replacement proceeds.

4. Reimbursement Allocations. The County Administrator shall be responsible for making the “reimbursement allocations” described in the Regulations, being generally the transfer of the appropriate amount of proceeds of the reimbursement bonds to reimburse the source of temporary financing used by the County to make payment of the original expenditures relating to the projects. Each reimbursement allocation shall be made within 30 days of the date of issuance of the reimbursement bonds, shall be evidenced by an entry on the official books and records of the County maintained for the reimbursement bonds and shall specifically identify the original expenditures being reimbursed.

Adopted this 16th day of February, 2016.

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

2. **Resolution Obligating County Funds As Part of Minnesota Management & Budget Grant Agreement

Resolution Obligating County Funds As Part Of
Minnesota Management & Budget Grant Agreement
RESOLUTION (2016-16)

The following Resolution (2016-16) was offered by Commissioner Lee:

WHEREAS, Polk County has applied for a Capital Assistance Project (CAP) Grant through the Minnesota Pollution Control Agency (MPCA) for a Regional Solid Waste Expansion Project (Project). The Project included multiple construction or improvement projects located within Polk, Hubbard and Beltrami Counties; and

WHEREAS, Polk County successfully introduced legislation in the 2015 State Bonding Bill to secure that funding required for the Project by directing the appropriation to the MPCA CAP Grant program. That legislation passed specifically allocated those bond funds for the Project; and

WHEREAS, Those 2015 state bond funds allocated to the Project are also known as “Phase I” Project funds with Phase II Project funds to be considered and acted on in the 2016 Legislative Bonding Bill; and

WHEREAS, Polk County intends to issue Solid Waste Bonds in the approximate amount of \$9,000,000 for the County’s required minimum local match to those allocated State bond funds for Phases I and II, once Phase II Project funds are allocated in the 2016 State Bonding Bill; and

WHEREAS, Polk County has adopted Resolution 2016-13 (Attachment A) establishing compliance with reimbursement bond regulations under Internal Revenue codes; and

WHEREAS, All MPCA Grant agreement provisions and requirements for the Phase I Project have previously been met by Polk County, and MPCA approval granted; and

WHEREAS, All MMB grant agreement provisions for the Phase I Project have now been met by Polk County; and

WHEREAS, Polk County, by this resolution and execution of the MMB Grant agreement for the Phase I Project in the amount of \$4,150,000 legally obligates funds to match this amount from Polk County Environmental Services Fund 48, Resource Recovery Fund 64, and Landfill Fund 65 (Attachment B - February, 2016 fund balances), with intent to reimburse these funds from Bond Project Fund 38 for expenses incurred prior to issuing Solid Waste bonds.

BE IT HEREBY RESOLVED, By the Polk County Board of Commissioners that \$4,150,000 from Polk County Environmental Services Fund 48, Resource Recovery Fund 64, and Landfill Fund 65 are assigned as matched funds for Phase I project costs, with intent to reimburse these funds from Bond Project Fund 38 for expenses incurred prior to issuing Solid Waste bonds.

BE IT FURTHER RESOLVED, By the Polk County Board of Commissioners that Polk County is legally obligated to provide the local matching funds in compliance with the MMB Grant agreement.

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

COMMISSIONER WARRANTS

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

**COMMISSIONER WARRANTS
DATED 02/19/2016
APPROVED 02/16/2016**

<u>Vendor Name</u>	<u>Amount</u>
3 D Specialties	9,212.39
Applied Concepts Inc	9,800.00
Architectural Resources Inc	9,370.00
Brekke Sales Company Inc	2,310.82
Compass Minerals America	8,904.95
Crookston Fuel Company	2,064.48
Dakota Wholesale Tire	5,100.00
ESRI	11,549.38
Garage Door Guys, LLC	2,498.00
Hometown Management Inc	4,071.75
Inmate Services Corporation	2,330.00
KEEPRS Inc	2,836.24
Kris Engineering	25,292.74
Lawson Products Inc	2,022.34
League Of Minnesota Cities	2,720.00
Lepier Oil Company Inc	4,620.50
Lyle Signs Inc	4,865.18
MCCC MI 33	4,814.27
Midwest Steeplejacks Inc	3,940.65
Millers Building Center	2,025.94
Mn State Auditor	8,933.82
Mn Valley Testing Labs	4,208.00
Morris Electronics Inc	14,112.44
MRCC	2,100.00
Natronx Technologies Llc	8,306.90
Northside Express	2,476.54
Nova Fire Protection Inc	2,625.00
Nw Mn Household Hazardous	12,074.43
Peterson Blacksmith Shop	16,196.50
Polk County	205,701.05
Polk County Environmental Services	2,089.55
Polk County Highway Department	7,888.10
Productivity Plus Account	2,070.12
Public Financial Management	24,800.00
Red Lake County Treasurer	13,808.06
Safety Compliance Services	6,200.00
Stone's Mobile Radio Inc	12,750.00
Taser International Inc	3,124.45
Tony Filipi Backhoe Service	3,695.00
U S Water Services	7,152.75
Urt Llc	3,054.52
US Bank Voyager Fleet Sys	2,335.31
Valley Electric Of Crookston LLC	4,590.14
Watch Guard Video	20,080.00
Wenck Associates Inc	7,371.80
Wenck Associates Inc	3,885.70

	Widseth Smith Nolting & Assoc		8,172.02
	Ye Ole Print Shoppe		3,186.60
	Ziegler Inc		2,748.03
265	Payments	2000	92,844.56
	less than		
	Final Total:		628,931.02

With no further business the Board adjourned to reconvene at 8:00 o'clock a.m., February 23, 2016.

Craig Bunes, Chairman

ATTEST:

Charles S. Whiting, County Administrator
Clerk of the Board

Below is the PDF file that goes with Resolution (2016-16) as Attachment B.



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