

**FEBRUARY 17, 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., February 17, 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 Bunes seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve the Revised February 17, 2015 Agenda, adding No. 2 and No. 3 under Richard Sanders – Highway Department.

**CONSENT AGENDA**

A motion was made by Commissioner Lee seconded by Commissioner Bunes and adopted by unanimous vote of the Board to approve the Consent Agenda for February 17, 2015:

1. Approve Commissioner Warrants: General Revenue Fund, \$102,509.81; Public Works Fund, \$38,514.13; Public Safety Fund, \$82,036.74; Public Health Fund, \$27,660.43; Forfeited Tax Sale Fund, \$882.00; Special Assessment (Ditch Fund), \$82,002.85; Environmental Services Fund, \$100,383.71; Resource Recovery Fund, \$146,982.83; Landfill Fund, \$101,842.00; Per Diems, \$2,025.00; Meal Reimbursements (without overnight lodging), \$199.86 and Sign Audit List.
2. Approve for payment Lost Warrant No.'s 199427 and 36280 in the amounts of \$1,535.18 and \$81.38 in the name of Verizon Wireless dated August 19, 2014.
3. Approve for signature the 2014 MPCA Feedlot Report and Supplemental Page for West & East Polk County Feedlot.
4. Approve payment to SHI International Corp., Somerset, NJ in the amount of \$36,984.00 for the Microsoft Office Professional Plus Software Annual Renewal for MIS/Polk County.

**COUNTY BOARD MEMBER ISSUE FORUM**

1. Commissioner Strandell brought forth additional issues at the Justice Center security is locks. He also attended an East Grand Forks Inter-Government meeting where Barb Erdman gave a presentation on the AVL system. As a part of the Tri County Meeting it was agreed to extend the search time for the Executive Director by two weeks.
2. Commissioner Lee brought forth discussion regarding the Planning Commission appointee. He will be asked to appear at the next meeting. Also attended a meeting where she was able to speak with Representative Kiel, Representative Green and Senator Stumpf. She also attended an Extension Meeting. Also brought forth was that she received a thank you from Enbridge.
3. Commissioner Nicholas brought forth that he attended a Tri County Corrections Board meeting where the HVAC system and security camera issues were discussed. Also attended was Northwest Mental Health meeting where the CEO was given a 2%

- increase based on the performance evaluation. In addition he attended the Extension Meeting where 4-H was the focus.
4. Commissioner Bunes brought forth that he attended a Triple A Dancing Sky meeting where funding changes were discussed. In addition he had participated in a meeting with Ross Hier of DNR regarding Crystal Lake in Woodside Township owned by Keith Danks.
  5. Commissioner Diedrich brought forth he attended a Tri Valley meeting. Also attended a Northwest Mental Health Meeting. In addition he attended an MCIT Board Meeting where the evaluation of the Executive Director was the focus.

### **ENVIRONMENTAL SERVICES**

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

#### **1. Asbestos License for Beltrami Industrial**

A motion was made by Commissioner Bunes seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve the Asbestos License as presented to the Board for Beltrami Industrial for 2015.

### **REVISED AGENDA**

A motion was made by Commissioner Diedrich seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve the Revised February 17, 2015 Agenda, adding No. 3 under Environmental Services

#### **2. Solid Waste Update**

An update was given to the Board regarding Solid Waste.

#### **3. Steam Contract Canadian Harvest**

A motion was made by Commissioner Diedrich seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve the 2015-2017 Steam Contract and Addendum for Canadian Harvest and authorizing the Chairman of the Board and County Administrator to sign.

### **HIGHWAY DEPARTMENT**

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

#### **1. Certificate of Performance**

A motion was made by Commissioner Diedrich seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to authorize the Highway Engineer to sign the Certificate of Performance CP 114-00-01 Gravel Stockpile Contract. Original contract amount \$89,500.00, total value of work, \$84,035.14, underrun amount of \$5,464.86.

#### **2. \*Street Sweeping**

A motion was made by Commissioner Diedrich seconded by Commissioner Lee and adopted by unanimous vote of the Board to accept the quote from Asphalt Preservation Company, Thief River Falls, MN in the amount of \$115.00 per hour for street sweeping.

#### **3. \*Minnesota Northern Railroad Agreement**

Polk County is overlaying CSAH No. 45 between CSAH No. 15 and TH 9 in 2015, MN Northern Railroad has a rail crossing with wood planks we are requesting replacement of the wood planks with concrete planking for an estimated cost of \$29,555.50 from MN Northern Railroad, Crookston, MN. A motion was made by Commissioner Bunes seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve the CSAH 45 Crossing Upgrade Agreement and cost and authorize the Polk County Engineer to sign said Agreement.

### **PROPERTY RECORDS**

Michelle Cote, Director of Property Records came before the Board with matters pertaining to her department:

**1. MN Lawful Gambling Application for Exempt Permit**

A motion was made by Commissioner seconded by Commissioner and adopted by unanimous vote of the Board to authorize the Chairman of the Board to sign the Application for Exempt Permit submitted by St. Lawrence Catholic Church for the purposes of a raffle to be concluded on August 16, 2015.

**2. MN County Recorder's Association 2<sup>nd</sup> Vice Presidency**

An informational handout was presented to the Board regarding Michelle Cote, Polk County Recorder being elected 2<sup>nd</sup> Vice President of the Minnesota County Recorder's Association (MCRA) for the year 2015. The election took place at the Minnesota Association of County Officers Annual Conference held on February 5, 2015 in Bloomington, MN.

### **ADMINISTRATION**

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

**1. MN Border-to-Border Broadband Development Program Discussion**

Discussion was held with the Board and a map was distributed regarding the MN Border-to-Border Broadband Development Program.

### **COMMISSIONER WARRANTS**

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

**COMMISSIONER WARRANTS  
DATED 02/20/2015  
APPROVED 02/17/2015**

<u>Vendor Name</u>	<u>Amount</u>
Amherst H Wilder Foundation	5,500.00
Applied Concepts Inc	7,488.87
CabinetMakers Inc	5,655.00
Code 4 Services LLC	22,243.35
Compass Minerals America	5,182.38
Compass Minerals America	5,459.08
East Grand Forks City	15,000.00

Erskine Echo			2,787.96
Evenaire Systems Inc			37,196.00
GeoComm Inc			17,520.00
GraybaR			10,656.00
Headwaters Regional			2,500.00
Hewlett Packard Company			2,725.01
Hometown Management Inc			4,031.44
Insight Technologies			3,904.00
Jsb Engineered Solutions			25,469.78
KEEPRS, Inc			2,388.67
Lepier Oil Company Inc			3,847.43
Lunseth Plumbing & Heating			12,615.19
MCCC MI 33			5,085.44
Midwest Helicopters Inc			75,761.00
Miller Insulation Co Inc			6,875.00
Mn UI Fund			6,863.47
Morris Electronics Inc			4,694.09
Napa Crookston Welding			2,489.61
Natronx Technologies Llc			8,592.85
North Country Business Prod			2,066.14
Nw Mn Household Hazardous			11,812.00
Polk County Administrator			2,832.11
Polk County Environmental Services			56,994.42
Polk County Highway Department			33,488.93
Polk County Highway Department			85,487.63
Prairie Wind Bg Inc			5,089.75
Productivity Plus Account			2,224.81
RDO Truck Centers			3,829.94
Red Lake County Treasurer			6,214.64
RJ Zavoral & Sons Inc			18,100.00
Sampletech			8,750.00
Stones Mobile Radio Inc			4,556.50
Titan Machinery			9,800.00
US Bank Voyager Fleet Sys			3,018.94
Valley Electric Of Crookston LLC			7,812.73
Veit & Company Inc			2,945.00
Veripic Inc			6,718.63
Wenck Associates Inc			4,559.48
Widseth Smith Nolting & Assoc			8,025.36
Wrigley Mechanical Inc			11,219.25
239	Payments	2000	84,736.62
	less than		
	<b>Final Total:</b>		<b>682,814.50</b>

With no further business the Board adjourned to reconvene at 8:00 o'clock a.m.,  
February 24, 2015.

---

Warren Strandell, Chairman

ATTEST:

---

Charles S. Whiting, County Administrator  
Clerk of the Board