

APRIL 21, 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., April 21, 2015 in the Commissioners Room, Government Center, Crookston, MN. Members present: Commissioner Craig Bunn, 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 Bunn seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve the Revised Agenda for April 21, 2015 adding a Noon Video Conference

CONSENT AGENDA

A motion was made by Commissioner Nicholas seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve the Consent Agenda for April 21, 2015:

1. Approve Commissioner Warrants: General Revenue Fund, \$171,043.70; Public Works Fund, \$222,342.45; Public Safety Fund, \$113,003.52; Public Health Fund, \$64,703.36; Forfeited Tax Sale Fund, \$880.00; Environmental Services Fund, \$14,323.96; Resource Recovery Fund, \$129,850.10; Landfill Fund, \$13,962.72; Per Diems, \$1,725.00; Meal Reimbursements (without overnight lodging), \$528.44 and Sign Audit List.
2. Approve payment to Insight Technologies, Inc., Grand Forks, ND in the amount of \$158.00 for 2 external hard drives for the Highway Department.

COUNTY BOARD MEMBER ISSUE FORUM

1. Maynard Johnson, Godfrey Township resident appeared before the Board regarding County Road 41 and spending concerns in addition to valuation concerns for his agricultural property located in Godfrey Township Parcel No. 55.00160.00.
2. Commissioner Strandell brought forth that he attended a Tri-County Community Corrections meeting where Clay County increased their contractual number of beds in addition to discussion regarding the integrator. He also attended the Oslo Area Comprehensive Transportation Solution meeting regarding flood control.
3. Commissioner Lee brought forth discussion regarding a phone call received from Dean Murphy and the DNR requested perpetual easement. She also received calls regarding the condition of County Road 41 west of Highway 59 due to drainage and shoulder issues. In addition she attended the Agassiz Recreational Trail Advisory Board meeting with Chuck Whiting. She was elected Chairperson of this Board. Also brought forth was discussion regarding a request to submit a letter to the Editor of the Star Tribune regarding the pipeline.
4. Commissioner Nicholas brought forth that he attended a Tri-Valley Opportunity Council meeting where the Riverview Healthcare Organization provided a presentation regarding the Riverview Healthcare Nursing Home.

5. Commissioner Bunes brought forth that he attended a Radio Board meeting. He also attended a LARL meeting where the budget and state funding formulas were the focus.
6. Commissioner Diedrich brought forth that he attended a MCIT Board meeting. Also attended was a NW Mental Health meeting. The NW Mental Health Board is currently 2 members short. The NW Mental Health Board accepted the resignation of Kathy Anderson. He also attended the One Watershed One Plan meeting. He also attended the Tri-Valley Opportunity Council meeting.

HIGHWAY DEPARTMENT

Darin Carlstrom and Randy Huot, Polk County Highway Department came before the Board with matters pertaining to the Highway Department:

1. Calcium Chloride

A motion was made by Commissioner Diedrich seconded by Commissioner Bunes and adopted by unanimous vote of the Board to award the Calcium Chloride quote to Tri-City Paving, Inc., Little Falls, MN lowest responsible bidder at \$1.097 per gallon.

2. Bid Letting

A motion was made by Commissioner Bunes seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to award SP 60-602-019, SP 60-608-013, and SP 60-645-023 for federal aid overlay projects to the lowest responsible bidder Minn Dak Asphalt, Thief River Falls, MN in the combined amount of \$2,581,549.40 which is 4.18% below estimate.

SOCIAL SERVICES

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

1. CY 2015 Adult Mental Health Grant – Subsidy

A motion was made by Commissioner Diedrich seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to accept the CY 2015 Adult Mental Health Grant – Subsidy Award in the amount of \$14,800.00 as outlined in the acceptance letter from DHS.

PROPERTY RECORDS

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

1. Temporary Liquor License

A motion was made by Commissioner Diedrich seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve the Application and Permit for a Temporary Liquor License for The Knights of Columbus #5341, May 24, 2015 – Johnny Holm Concert Event at the Maple Lake Pavilion.

2. Plat Book Update

An update was given to the Board regarding the 2015 Polk County Plat Book that is being printed on April 20, 2015, with an anticipated arrival date of April 27, 2015.

3. Book Binding

A motion was made by Commissioner Bunes seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve the binding and lamination quote in the amount of \$9,658.00 to US Records Midwest LLC, Elk River, MN.

4. Out of State Travel

A motion was made by Commissioner Diedrich seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to authorize Michelle Cote, Director of Property Records to travel to Houston, TX August 21 - August 25, 2015 for the National Association of County Recorders Annual Conference, this travel is paid for by the Minnesota County Recorder's Association.

5. 2015 Retainer Agreement – Rinke Noonan

A motion was made by Commissioner Nicholas seconded by Commissioner Lee and adopted by unanimous vote of the Board to authorize Michelle Cote, Director of Property Records to sign the 2015 Retainer Agreement with Rinke Noonan, Attorneys at Law, St. Cloud, MN regarding drainage matters.

FACILITIES MANAGEMENT

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

1. Justice Center Air Handlers Repair

A motion was made by Commissioner Nicholas seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to accept the quotes from Johnson Controls, Fargo, ND for diagnostic work and to unplug the coil if possible in the air handler/replace plugged coil if it cannot be unplugged for a total sum not to exceed \$17,860.00.

ADMINISTRATION

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

1. Review of Public Health Building Lease

Discussion was held with the Board regarding terminating the Public Health lease at 721 South Minnesota Street, Crookston, MN with Hometown Management. Discussion was also held regarding the possibility of relocating the Public Health Department to the Polk County Justice Center, 816 Marin Avenue, Crookston, MN.

2. Out of State Travel Request

A motion was made by Commissioner Nicholas seconded by Commissioner Bunes and adopted by unanimous vote of the Board to approve travel and expenses for the Polk County Administrator to attend the International City/County Management Association (ICMA) Conference in Seattle, Washington, September 27 – September 30, 2015.

BE A PUBLIC HEALTH POLICY MAKER VIDEO CONFERENCE (LEVEL 1 - ITV ROOM – GOVERNMENT CENTER)

An Eat-In Lunch and Public Health Policy Maker Video Conference – Minnesota Department of Health was presented to the Board from Polk County Public Health.

COMMISSIONER WARRANTS

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

**COMMISSIONER WARRANTS
DATED 04/24/2015
APPROVED 04/21/2015**

<u>Vendor Name</u>	<u>Amount</u>
Acme Tools - Grand Forks	3,355.17
Al's Electric Inc	17,270.20
Amherst H Wilder Foundation	23,520.80
Architectural Resources Inc	9,696.25
Beltrami Industrial Services	11,745.25
Berg/Darrell & Barbara	4,575.00
Bergeron/Michael	4,275.00
Central States Wire Products Inc	3,565.00
Christian Brothers Ford Inc	5,825.86
Christian Brothers Ford Inc	30,615.16
Christian Brothers Ford Inc	29,028.31
Compass Minerals America	11,647.76
Conneran/Micheal	2,385.00
Crookston Daily Times	2,494.21
Dept Of Transportation	3,079.49
Edelman & Associates Inc	4,533.73
Evenaire Systems Inc	20,120.00
Fertile Journal	2,119.84
Frontier Precision Inc	7,594.00
Hewlett Packard Company	2,639.39
HN Quality Plumbing Inc	5,538.86
Hometown Management Inc	4,071.75
Ingersoll Rand Company	3,622.51
Johnson Controls Inc	9,127.40
Jsb Engineered Solutions	10,070.00
Keeps Inc	6,585.68
Klein/Jade	44,055.00
Knutson/Loren & Eileen	2,390.00
Kris Engineering	2,234.00
Krostue/Larry	2,675.00
Kustom Kollision	2,219.77
Leighton Broadcasting	3,200.00
Lepier Oil Company Inc	3,429.58
Lepier Oil Company Inc	2,809.98
Lunseth Plumbing & Heating	34,919.18
Mapping Solutions	9,470.00
MCCC MI 33	13,377.16
MCCC MI 33	5,000.00
Midcontinent Communications	2,525.00
Mn Counties Information Sys	3,912.25

Mn UI Fund	4,823.00
Moore Family Theatre	4,660.00
Morgan Printing Inc	3,716.00
MPCA	4,101.76
National Recovery Technologies	8,151.07
Natronx Technologies Llc	17,185.70
Nelson/Elaine	4,335.00
North Country Business Prod	2,265.80
Northern Safety Co Inc	2,904.09
Polk County Highway Department	11,634.19
Prestebak/Michelle	4,115.00
Productivity Plus Account	9,076.38
Productivity Plus Account	9,414.95
Red River Valley Coop Assn	65,300.00
Ross/Jon	4,275.00
Stalemo/Edwin	2,177.50
Stalemo/Paul	2,177.50
The Exponent	2,367.30
U S Water Services	3,032.33
Unique Security Inc	4,660.00
US Bank Voyager Fleet Sys	3,492.60
Wald Farms	5,020.00
Watch Guard Video	16,710.00
Weber/Kim	2,030.00
Widseth Smith Nolting & Assoc	26,655.91
Zachariason Construction	2,075.00
Ziegler Inc	3,990.90
323 Payments 2000	128,444.29
less than	
Final Total:	730,109.81

With no further business the Board adjourned to reconvene at 8:00 o'clock a.m., April 28, 2015.

Warren Strandell, Chairman

ATTEST:

Charles S. Whiting, County Administrator
Clerk of the Board