

MAY 3, 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., May 3, 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, Polk County Administrator. Others present: Michelle Cote, Deputy Clerk of the Board.

AGENDA

A motion was made by Commissioner Nicholas seconded by Commissioner Diedrich and adopted by unanimous vote of the Board to approve the May 3, 2016 Board agenda.

CONSENT AGENDA

A motion was made by Commissioner Strandell seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve the May 3, 2016 consent agenda:

1. Approve Auditor Warrants.
2. Approve a one-year subscription to the Grand Forks Herald in the amount of \$227.00 for the Fosston Incinerator.

COUNTY BOARD MEMBERS ISSUE FORUM

1. Commissioner Strandell reviewed his upcoming calendar.
2. Commissioner Nicholas had nothing to bring forth.
3. Commissioner Lee brought forth that she attended the Sandpiper Hearing. She spoke as a resident as to how her farm and the agricultural economy is affected. She also attended an AIS meeting. She noted an intern has been hired.
4. Commissioner Bunes brought forth discussion regarding the Sandpiper Hearing. He also brought forth that he received a letter from Minnesota Pollution Control that funding for F16 SCORE Block Grant will be forthcoming. Also brought forth was discussion on 2016 Transportation Bill.
5. Commissioner Diedrich brought forth that he attended the Sandpiper Hearing.

REVISED AGENDA

A motion was made by Commissioner Diedrich seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve the revised May 3, 2016 Board agenda adding No. 4 under Richard Sanders – Highway Department.

HIGHWAY DEPARTMENT

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

1. Casey General Store Access Request

A motion was made by Commissioner Nicholas seconded by Commissioner Strandell and adopted by unanimous vote of the Board to allow Casey General Store an access off of CSAH 11 at the location shown on the submitted plan and authorize the County

Engineer to approve their right-of-way permit when submitted. (Plan on file in the Administrator's Office).

2. State/Federal Bridge and Highway Funding Issues

Discussion was held with the Board regarding matters pertaining to State/Federal Bridge and Highway Funding. An individual from North Dakota is looking to setup a forum on funding issues for a bridge and related infrastructure improvements. Northwest Minnesota legislators are being contacted, as are the two states' Governors.

3. Review of NACE Conference

Discussion was held with the Board regarding the NACE Conference that was attended by Richard Sanders, Polk County Highway Engineer. He noted and was congratulated for his election to NACE Secretary-Treasurer.

4. CSAH 65 Maintenance

A motion was made by Commissioner Strandell seconded by Commissioner Diedrich and adopted by unanimous vote of the Board to authorize the maintenance work on CSAH 65 maintenance by R.J. Zavoral & Sons Inc., to haul and place lime spalls on 1 mile in the amount of \$56,750.00.

ASSESSMENT SERVICES

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

1. Classify and Appraise Forfeited Properties

A motion was made by Commissioner Diedrich seconded by Commissioner Lee and adopted by unanimous vote of the Board to classify the list of parcels as presented to the Board as Non-Conservation. (Detailed list of parcels on file in the Administrator's Office).

A motion was made by Commissioner Lee seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve viewing and seeing of basic sale price on the list of forfeit properties that was presented to the Board. (Detailed list of parcels on file in the Administrator's Office).

2. Resolution (2016-31) Repurchase of Tax Forfeited Property 27.00098.01

Repurchase of Tax Forfeited Property 27.00098.01

RESOLUTION (2016-31)

The following resolution (2016-31) was offered by Commissioner Lee:

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

WHEREAS, Jane Melissa Olson has made proper application for the repurchase of parcel 27.00089.01, and;

THEREFORE BE IT RESOLVED, That the Board of Commissioners of the County of Polk hereby approves the conveyance of parcel 27.00089.01 to Jane Melissa Olson.

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

ENVIRONMENTAL SERVICES

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

1. Polk County Solid Waste Updates

An update was given to the Board regarding the Polk County Landfill – EAW and Permit Status; the Polk County Resource Recovery Facility – Stack Test; the CAP Grant Status – Phase I Funding and Projects; and the CAP Grant Status – Phase II Funding and Projects.

2. Polk County MSW Landfill – Phase 11 & 12 (Cell Construction – Quote)

A motion was made by Commissioner Diedrich seconded by Commissioner Strandell and adopted by unanimous vote of the Board to accept the proposal for construction of Phase 11 and 12 of the Polk County Landfill from RJ Zavoral & Sons, Inc., in the amount of \$416,904.90.

3. Polk County Solid Waste – Trommel & Payloader

An update was given to the Board that due to fluctuations and needs, and in conjunction with County Administrator input, may require the purchase of a trommel screen and/or pay loader with general consent of the Board and follow-up with approval after-the-fact.

4. Polk County Solid Waste – Non-Participant Payment

Discussion was held with the Board regarding interest by some individuals in Polk County areas that are currently not eligible to use the Polk County Solid Waste Programs to pay the Fee Assessment amount each year in order to utilize the programs and services offered by Polk County. The county will explore offering such an option as a pay-in program.

PLANNING AND ZONING

Josh Holte, Assistant Environmental Services Administrator came before the Board with matters pertaining to Planning and Zoning:

1. Aquatic Invasive Species Seasonal Position

A motion was made by Commissioner Diedrich seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve filling a second temporary/seasonal Aquatic Invasive Species seasonal position to be supervised under the Environment Services Department.

SHERIFF

Barb Erdman, Polk County Sheriff along with Jody Beauchane, Emergency Manager came before the Board with matters to the Polk County All-Hazard Mitigation Plan:

1. Resolution (2016-32) Adoption of the Polk County All-Hazard Mitigation Plan

**Adoption of the Polk County All-Hazard Mitigation Plan
RESOLUTION (2016-32)**

The following resolution (2016-32) was offered by Commissioner Strandell:

WHEREAS, Polk County has participated in the hazard mitigation planning process as established under the Disaster Mitigation Act of 2000, and

WHEREAS, The Act establishes a framework for the development of a County Hazard Mitigation Plan; and

WHEREAS, The Act as part of the planning process requires public involvement and local coordination among neighboring local units of government and businesses; and

WHEREAS, The Polk County Plan includes a risk assessment including past hazards, hazards that threaten the County, an estimate of structures at risk, a general description of land uses and development trends; and

WHEREAS, The Polk County Plan includes a mitigation strategy including goals and objectives and an action plan identifying specific mitigation projects and costs; and

WHEREAS, The Polk County Plan includes a maintenance or implementation process including plan updates, integration of the plan into other planning documents and how Polk County will maintain public participation and coordination; and

WHEREAS, The Plan has been shared with the Minnesota Division of Homeland Security and Emergency Management and the Federal Emergency Management Agency for review and comment; and

WHEREAS, The Polk County All-Hazard Mitigation Plan will make the county and participating jurisdictions eligible to receive FEMA hazard mitigation assistance grants; and

WHEREAS, This is a multi-jurisdictional Plan and cities that participated in the planning process may choose to also adopt the County Plan.

NOW THEREFORE BE IT RESOLVED, That Polk County supports the hazard mitigation planning effort and wishes to adopt the Polk County All-Hazard Mitigation Plan.

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

ADMINISTRATOR

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

1. Approval of 2017 Budget Calendar

The budget calendar schedule and threshold dates for developing the 2017 Proposed Polk County budget was presented to the Board. Discussion was also held regarding the general goals the Board may have at this early date. A motion was made by Commissioner Diedrich seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve the Proposed 2017 budget calendar as presented. (Calendar schedule on file in the Administrator’s Office).

2. Collective Bargaining Agreement – AFSCME

A motion was made by Commissioner Diedrich seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the 2016-2018 Collective Bargaining Agreement for the AFSCME Unit. (Contract on file in the Administrator’s Office).

AUDITOR WARRANTS

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

AUDITOR WARRANTS 04/05/2016

<u>Vendor Name</u>	<u>Amount</u>
Bremer Bank Na	250,000.00
Cardmember Service	20,232.71
Mn State Auditor	19,296.00
Motor Vehicle	2,010.25
Thibert Chevrolet & Buick Inc	30,300.00
19 Payments 2000	6,975.41
less than	
Final Total:	328,814.37

AUDITOR WARRANTS 04/12/2016

<u>Vendor Name</u>	<u>Amount</u>
Christian Brothers Ford Inc	30,246.00
Fitzgerald,Reynolds,Harbott	3,672.25
Halstad Telephone Co	9,362.70
Hardwick P.C./Brian T	3,832.60
Mn State Treasury	7,356.50
Powerplan OIB	223,854.97
Powerplan OIB	3,950.00
Tri County Community Corr	1,178,167.25
Verizon Wireless	3,191.65
Ziegler Inc	7,424.59
31 Payments 2000	12,542.17
less than	
Final Total:	1,483,600.68

AUDITOR WARRANTS 04/14/2016

<u>Vendor Name</u>	<u>Amount</u>
Northwest Minnesota Service Cooperative	128,649.50
Final Total:	128,649.50

AUDITOR WARRANTS 04/15/2016

<u>Vendor Name</u>	<u>Amount</u>
1 Payments 2000 less than	75.75
Final Total:	75.75

AUDITOR WARRANTS 04/19/2016

<u>Vendor Name</u>	<u>Amount</u>
AEM Financial Solutions	25,000.00
Brost Chevrolet Inc	36,465.27
Crookston Water Department	3,778.00
Fosston Municipal Utilities	61,425.60
Garden Valley Telephone Co	2,655.80
Great Plains Natural Gas Co	7,346.33
GreatAmerica Financial Services	9,676.29
Hardwick P.C./Brian T	2,463.92
KRONOS	3,175.65
Mn Dept Of Corrections	7,374.90
Mn UI Fund	9,981.74
Motor Vehicle	2,006.74
Norman County Public Health	20,935.20
Northdale Oil	13,287.28
Ottertail Power Co	3,022.81
Polk County Public Health	12,325.01
Safety Compliance Services	2,200.00
18 Payments 2000 less than	8,030.34
Final Total:	231,150.88

AUDITOR WARRANTS 04/26/2016

<u>Vendor Name</u>	<u>Amount</u>
Asphalt Preservation Company	8,772.50
BMC Software Inc	2,256.19
Cole Papers Inc	4,324.45
Hagen Construction	7,036.22
Lake Agassiz Regional Library	63,123.75
Lenes Sand & Gravel Inc	14,797.68
Lenes Sand & Gravel Inc	7,259.72
Minn Dak Asphalt Inc	136,245.17
Norman County Public Health	20,050.66
Ottertail Power Co	24,242.83
Peterson Construction Co Inc	138,322.85
Polk County	64,951.37

	Polk County Administrator		4,959.00
	Polk County Public Health		98,214.74
	SelectAccount		12,150.00
	Titan Machinery		33,180.00
	University Of North Dakota		5,944.50
24	Payments	2000	12,280.46
	less than		
	Final Total:		658,112.09

With no further business the Board adjourned to reconvene at 10:00 o'clock a.m., May 17, 2016.

Craig Buness, Chairman

ATTEST:

Charles S. Whiting, County Administrator
Clerk of the Board