

MAY 19, 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., May 19, 2015 in the Commissioners Room, Government Center, Crookston, MN. Members present: Commissioner Craig Bunness, Commissioner Warren Strandell, Commissioner Nick Nicholas, Commissioner Joan Lee, and Charles S. Whiting, County Administrator, Clerk of the Board Others present: Michelle Cote, Deputy Clerk of the Board. Commissioner Don Diedrich was absent.

AGENDA

A motion was made by Commissioner Nicholas seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve the Agenda for May 19, 2015.

CONSENT AGENDA

A motion was made by Commissioner Bunness seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve the Consent Agenda for May 19, 2015 with changes to the May 5, 2015 as noted.

1. Approve Commissioner Warrants: General Revenue Fund, \$228,618.66; Public Works Fund, \$154,269.28; Public Safety Fund, \$29,115.56; Public Health Fund, \$21,861.35; Special Assessments (Ditch Fund), \$150.00; Environmental Services Fund, \$11,805.73; Resource Recovery Fund, \$65,071.34; Landfill Fund, \$41,105.03; Per Diems, \$975.00; Meal Reimbursements (without overnight lodging), \$120.61 and Sign Audit List.
2. Approve the April 28 and May 5, 2015 Board Minutes.
3. Approve payment to MN Department of Health, St. Paul, MN in the amount of \$100.00 for Asbestos Inspector License Renewal for Jon Steiner.
4. Approve payment to MN Department of Health, St. Paul, MN in the amount of \$100.00 for Asbestos Inspector License Renewal for Jacob Snyder.
5. Approve payment to the Polk County Recorder, Crookston, MN in the amount of \$20.00 for a Notary Filing Fee for Betsy J. Stone at the Sheriff's Office.

COUNTY BOARD MEMBER ISSUE FORUM

1. Letter from the US Department of Interior/Fish and Wildlife Service was discussed. A hearing is to take place on June 3, 2015 at 10:00 am. It was the consensus of the Board that Commissioner Lee be paid a per diem for attending. Also brought forth was a letter by Dean Murphy to the Commissioners regarding the Board decision to deny the request for a perpetual easement to the US Fish and Wildlife Service.
2. Commissioner Strandell brought forth that he attended a Northwest Regional Development Commission meeting which focused on finances. In addition he attended the Tri-County Community Corrections meeting. Currently there are approximately 1500 active probation cases. Also brought forth was information regarding transfers from the social services fund to the general fund. Three candidates were interviewed for the Jail Administrator position.
3. Commissioner Lee brought forth that she toured the DAC. Also attended was the Inter-County Community Council meeting where the 50 year anniversary of Head Start was the focus in addition to a reorganization of the

- Weatherization and Energy Assistance Programs due to a retirement. She brought forth information that she has received complaints that several farmers are planting in the Ditch Right of Way which is impeding water flow. In addition to receiving complaints regarding County Road 203 northeast of McIntosh.
4. Commissioner Nicholas brought forth that he attended the Polk Norman Mahnomen County Health Board where Sarah Reese was appointed as the Director in what had previously been a shared position. He also attended a Tri-County Community Corrections meeting where revenue was the focus. The Jail Administrator candidates have been interviewed. Also attended was the Northwest Mental Health Center annual meeting where Commissioner Don Diedrich was elected Chairperson. In addition he attended the Tri-Valley Opportunity Council where the evaluation of CEO Jason Carlson was the focus. He also participated in interviews for the Finance Director of Northwest Mental Health Center.
 5. Commissioner Bunes brought forth that he attended a AAA Dancing Sky Region 1 Meeting in Thief River Falls. Attendance by County Representatives and County Appointees at these meetings has been an issue. He also attended the AAA Dancing Sky meeting in Moorhead which focused on aging and funding for services for seniors. He also participated in a meeting with the Villa St. Vincent at their request.

US FISH AND WILDLIFE SERVICE

Ryan Frohling, US Fish and Wildlife Service came before the Board with matters pertaining to the US Fish and Wildlife Service:

1. **Introduction of the New Refuge Manager for Rydell and Glacial Ridge NWRs**
Ryan Frohling, US Fish and Wildlife Service introduced Gregg Knutsen, Middle River, MN to the Board as the New Refuge Manager for Rydell and Glacial Ridge NWRs.
2. **Rydell and Glacial Ridge NWR Updates**
Informational maps and an update was given to the Board regarding the Rydell and Glacial Ridge NWR.

PLANNING AND ZONING

Josh Holte, Planning and Zoning came before the Board with matters pertaining to Planning and Zoning:

1. **ArcGIS Software Upgrade**
A motion was made by Commissioner Bunes seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve the purchase of one Advance ArcGIS Software Upgrade for Planning and Zoning in the amount of \$6,070.00 from ESRI, Redlands, CA.

SOCIAL SERVICES

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

1. **Electronic Storage Expansion**
A motion was made by Commissioner Nicholas seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve payment to Morris Electronics,

Morris, MN in the amount of \$15,283.81 for expansion of electronic storage for Social Services.

2. Eligibility Worker Resignation – Replacement Request

A motion was made by Commissioner Bunes seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve re-filling an Eligibility Worker position in East Grand Forks and any internal subsequent position vacancies that occur as a result of this action.

HIGHWAY DEPARTMENT

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

1. County Ditch No. 123 Approach Request

A motion was made by Commissioner Bunes seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve adding an approach along County Ditch No. 123 (Red Lake Watershed District) in Section 14 of Bygland Township at their expense and name Richard Sanders as the Engineer for this project.

2. Award SAP 60-599-271 and SAP 60-599-272

A motion was made by Commissioner Bunes seconded by Commissioner Lee and adopted by unanimous vote of the Board to award the contract to Olson Construction, TRF, Inc., Thief River Falls, MN for SAP 60-599-271 and SAP 60-599-272 (Onstad Township Bridge Replacements).

3. ADA Transition Plan

A motion was made by Commissioner Nicholas seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve the Polk County Highway Department ADA Transition Plan.

4. Management of Safety and Traffic Control Devices

A motion was made by Commissioner Lee seconded by Commissioner Bunes and adopted by unanimous vote of the Board to approve the Polk County Highway Department Management of Safety and Control Devices.

PROPERTY RECORDS

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

1. Liquor Licenses

A motion was made by Commissioner Bunes seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve the annual Liquor Licenses for Lakeview Resort, Inc., Joe DiMaggio's Grill and Bar Inc., Snow Sled Inn Bar and Grill/Deonne Maygra and One N' Only of Euclid, Inc., conditional upon the approval of the County Attorney and the County Sheriff.

2. Applications for Repurchase of Forfeited Lands

A motion was made by Commissioner Nicholas seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve the applications for repurchases of forfeited lands for the following: Leslie G Stine – 93.00059.00 - \$651.86; Daryl Nelson – 89.00085.00 – \$4,500.74; Carol Anne Reese – 44.00111.00 - \$1,412.04; Carol Anne Reese – 44.00106.00 - \$625.01; Carol Anne Reese – 90.00001.00 -

\$10,059.80; Raymundo Zenteno – 81.00020.00 - \$1,632.87; and Donald R & Patsie Erickson – 82.00427.00 - \$4,744.84.

3. Homestead Property Tax Abatement(s)

A motion was made by Commissioner Bunes seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve and grant the following homestead property tax abatement applications as presented:

Name/Address	Parcel #/Legal Description	Amount of Tax Reduction	Reason
LESLIE A & TRACY A KLINKE 41161 410TH AVE SE FOSSTON MN 56542	12.00075.00 Sec 10 Twp 147 Rg 39 NE4 NE4 (Ex 456' of S 955') Columbia Twp	\$262	Homestead Application Reduction for Taxes Payable 2015
LESLIE A & TRACY A KLINKE 41161 410TH AVE SE FOSSTON MN 56542	12.00075.01 Sec 10 Twp 147 Rg 39 E 456' of S 955' of NE4 NE4 Columbia Twp	\$236	Homestead Application Reduction for Taxes Payable 2015
LESLIE A & TRACY A KLINKE 41161 410TH AVE SE FOSSTON MN 56542	12.00076.00 Sec 11 Twp 147 Rg 39 NW4 NW4 Columbia Twp	\$326	Homestead Application Reduction for Taxes Payable 2015
INGVALD & IONE ANDERSON ETAL, LIFE ESTATE 115 1ST ST E APT 116 FOSSTON MN 56542	12.00188.00 Sec 25 Twp 147 Rg 39 N2 NE4 & NE4 NW4 (Ex 24.28 a hwy) Columbia Twp	\$1176	Homestead Application Reduction for Taxes Payable 2015
KIP & SHEILA FONTAINE 17178 ULLAND DR SE MENTOR MN 56736	32.00399.00 Ulland Bay Subd Lot 2, Blk 1 Grove Park Twp	\$68	Homestead Application Reduction for Taxes Payable 2015
ROY C THURSTON 40501 170TH AVE SW FERTILE MN 56540	48.00028.02 Sec 5 Twp 147 Rg 45 Pt E2 com at SE cor SE4, N 2633.08, W 1005.99, S 294.25' to POB; w 387, N 585', E 387', S 585' to POB Liberty Twp	\$210	Homestead Application Reduction for Taxes Payable 2015
BRIAN & CASSANDRA TORKELSON 706 ASH ST S CROOKSTON MN 56716	82.01258.00 Clements 3 rd Add S 10' of Lot 1 and all Lot 2, Blk 4 City of Crookston	\$366	Homestead Application Reduction for Taxes Payable 2015
ERIC S & TIFFANY A BIERMAIER 1518 STEPHENS DR CROOKSTON MN 56716	82.02618.00 Park View Add Lot 26 Blk 2 City of Crookston	\$342	Homestead Application Reduction for Taxes Payable 2015

DOUGLAS & BARBARA ERDMAN 26856 310TH ST SW CROOKSTON MN 56716	82.03116.00 Nimens Subd Lot 11, Blk 2 City of Crookston	\$342	Homestead Application Reduction for Taxes Payable 2015
BRETT LIEN & KELLY THORSTAD 515 CEDAR LN CROOKSTON MN 56716	82.03787.00 Evergreen Estates Lot 3, Blk 2 City of Crookston	\$296	Homestead Application Reduction for Taxes Payable 2015
SONAM KAPOOR 1619 CEDAR CT CROOKSTON MN 56716	82.03796.00 Evergreen Estates Lot 5, Blk 3 City of Crookston	\$138	Homestead Application Reduction for Taxes Payable 2015
RYAN S AMUNDSON 1019 4TH ST SE EAST GRAND FORKS MN 56721	83.02156.00 Folson Park Addn Lot 14, Blk 1 City of EGF	\$322	Homestead Application Reduction for Taxes Payable 2015
ANDY L & ANGELA M SHIMPA 707 ELM AVE ERSKINE MN 56535	84.00022.01 Sec 4 Twp 148 Rg 42 Tr in SE cor of SE4 SE4; 180' E & W X 90' N & S City of Erskine	\$544	Homestead Application Reduction for Taxes Payable 2015
KEVIN J LEWIS 612 WARD AVE ERSKINE MN 56535	84.00035.00 Tr in GL7 E of Ward Ave com 332' SW of inter; Sely 125', Swly approx. 210' to S line of L 7, W 190' to NEly 289.4' to POB City of Erskine	\$624	Homestead Application Reduction for Taxes Payable 2015
DUSTIN OERTWICH 207 WARD AVE ERSKINE MN 56535	84.00121.00 All lots 5, 6, 7, 8 & 9 Blk 4 City of Erskine	\$536	Homestead Application Reduction for Taxes Payable 2015
JAMES & JILL PELTIER 210 WASHINGTON AVE NW FERTILE MN 56540	85.00216.00 Opheim & Motts Addn Lots 25, 26, & 27 Blk 5 City of Fertile	\$198	Homestead Application Reduction for Taxes Payable 2015

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 05/22/2015
APPROVED 05/19/2015**

<u>Vendor Name</u>	<u>Amount</u>
3 D Specialties	2,835.70
Architectural Resources Inc	11,296.25
Braun Intertec Corp	5,938.75

Cardinal Health	2,122.39
Chiller Systems Inc	3,780.00
Christian Brothers Ford Inc	3,755.25
Crookston Fuel Company	3,225.20
Election Systems & Software Inc	19,439.70
ELEMENTAL AIR	9,382.00
HN Quality Plumbing Inc	7,047.48
Hometown Management Inc	4,071.75
Integrated Process Solutions	2,008.75
Johnson Controls Inc	2,524.78
Jsb Engineered Solutions	20,620.17
Lenes Sand & Gravel Inc	2,475.00
Lepier Oil Company Inc	4,066.15
Lyle Signs Inc	28,344.30
Midcontinent Communications	2,465.00
Natronx Technologies Llc	8,530.24
Northside Express	3,135.26
Otis Elevator Company	5,894.91
Palmer Masonry & Concrete	2,702.00
Pemberton Sorlie Rufer & Kershner Plp	4,709.90
Peterson Sheet Metal	7,505.00
Polk County Highway Department	10,232.93
Potters Industries Inc	38,808.00
SimplexGrinnell	8,207.35
Stericycle	3,672.50
Team Laboratory Chemical Corp	2,049.00
U S Water Services	5,820.83
Ultramax	2,070.00
US Bank Voyager Fleet Sys	3,746.93
Valley Electric Of Crookston LLC	6,348.38
Vanguard Appraisals Inc	2,100.00
Vilandre Htg Air Cond & Plumbing	3,826.60
Vogel Paint & Wax Co Inc	44,340.00
Wenck Associates Inc	32,876.71
Widseth Smith Nolting & Assoc	49,120.12
Zayo Enterprise Networks	53,478.36
Ziegler Inc	7,441.88
281 Payments 2000	109,981.43
less than	
Final Total:	551,996.95

With no further business the Board adjourned to reconvene at 8:00 o'clock a.m., May 26, 2015.

Warren Strandell, Chairman

ATTEST:

Charles S. Whiting, County Administrator
Clerk of the Board