

**JUNE 24, 2014**  
**BOARD MINUTES**

Pursuant to motion of adjournment the Polk County Board of Commissioners met in regular session at 1:00 o'clock p.m., June 24, 2014 in the Commissioners Room, Government Center, Crookston, MN. Members present: Commissioner Craig Bunes, Commissioner Warren Strandell, Commissioner Nick Nicholas, Commissioner Warren Affeldt, Commissioner Don Diedrich, and Charles Whiting, Polk County Administrator, Clerk of the Board. Others present: Michelle Cote, Deputy Clerk of the Board.

**REVISED AGENDA**

A motion was made by Commissioner Affeldt seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the Revised June 24, 2014 agenda, moving the location for #3 under Highway Department and adding a Resolution Authorizing Execution of Agreement for Polk County Victim Services.

**CONSENT AGENDA**

A motion was made by Commissioner Bunes seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the June 24, 2014 consent agenda:

1. Approve the June 17, 2014 Board Minutes.
2. Approve for payment Lost Warrant No. 197120 dated May 20, 2014 issued to Craig Bunes in the amount of \$536.48.
3. Approve payment to Jill Murray, Assessor's Office in the amount of \$75.60 for mileage expenses.

**COUNTY BOARD MEMBERS ISSUE FORUM**

1. Prep for Joint Meeting with Marshall County July 1, 2014. Meeting to be held at The One N' Only in Euclid as a continuation of the July 1, 2014 meeting at 12:00 p.m.
2. Review of Board Letter Regarding Enbridge Pipeline  
A motion was made by Commissioner Affeldt seconded by Commissioner Bunes and adopted by unanimous vote of the Board to authorize the Letter to Editor regarding the Enbridge Pipeline to be submitted.
3. Commissioner Nicholas brought forth no discussion.
4. Commissioner Diedrich brought forth no discussion.
5. Commissioner Strandell brought forth no discussion.
6. Commissioner Affeldt brought forth no discussion.
7. Commissioner Bunes brought forth he attended a finance meeting for LARL held in Detroit Lakes. The LARL organization is currently looking at an \$80,000 deficit. Reducing hours and closing links are being reviewed as solutions. He also brought forth that he attended and ART Board Meeting. A resolution was passed to dissolve the Joint Powers Agreement.

**VICTIM SERVICES**

Stephanie Pry, Victim Assistant Specialist came before the Board with matters pertaining to Victim Services:

**1. Resolution (2014-032) Authorizing Execution of Agreement**  
**Resolution Authorizing Execution of Agreement**  
**RESOLUTION (2014-032)**

The following resolution (2014-032) was offered by Commissioner Strandell:

BE IT RESOLVED, That Polk County Coordinated Victim Service will enter into a cooperative agreement with the Office of Justice Programs in the Minnesota Department of Public Safety.

Gregory Widseth, Polk County Attorney is hereby authorized to execute such agreements and amendments, as are necessary to implement the project on behalf of Polk County Coordinator Victim Services.

I certify that the above resolution was adopted by the Polk County Board of Commissioners of Polk County on June 24, 2014.

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

**PROPERTY RECORDS**

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

**1. Approval of Liquor License**

A motion was made by Commissioner seconded by Commissioner and adopted by unanimous vote of the Board to approve the liquor license for James Thomasson of the Inn at Maple Crossing conditional upon the approval of the County Attorney and the County Sheriff for the period of June 24, 2014 to June 4, 2015.

**SHERIFF'S DEPARTMENT**

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

**1. Monthly Sheriff Reports**

The May Sheriff Reports were presented and discussed with the Board.

**2. AVL Software Update**

An update was given to the Board regarding the AVL Software.

**3. 800 Radios Funds Distribution to Other Public Safety Agencies in Polk County**

Discussion was held with the Board regarding the 800 radios funds distribution to other public safety agencies in Polk County.

**ENVIRONMENTAL SERVICES**

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

### **1. Update on Hauler's License**

An update was given to the Board regarding the Hauler's License. Polk County will issue a Notice of Substantial Progress to Bacon Dray Lines which will continue their license to haul in Polk County for an additional 45 day. A deadline to establish an approved payment plan with MN DoR will be set for 30 days from the date of that Notice. If the compliance with that deadline is achieved, the hauler's license will be continued through the end of the year with the condition that the payment plan is followed. Non-compliance to either establish an approved payment plan or to follow that payment plan would result in suspension, and ultimately termination of that license.

### **2. City of Climax Request for Demolition Disposal of Tax Forfeited Property**

A motion was made by Commissioner Strandell seconded by Commissioner Bunes and adopted by unanimous vote of the Board to approve the County covering all tip fees and related tax associated with the demolition of tax forfeited property Parcel #81.00001.02 in the City of Climax upon approval of the City's request for conveyance of this Parcel to the City by granted by the County Board in July.

## **HISTORICAL SOCIETY**

Gerald Amiot, Polk County Historical Society, Kristina Gray, Steve Hanna, Dean Vikan, and Dan Morlan of the Historical Society came before the Board with matters pertaining to the Historical Society:

### **1. Historical Society Annual Update**

Informational handouts and an annual update were given to the Board regarding the Historical Society.

## **NW PRIVATE INDUSTRY COUNCIL**

Amanda Grzadzielewski, NW Private Industry Council came before the Board with matters pertaining to the NW Private Industry Council:

### **1. Membership Applications**

A motion was made by Commissioner Bunes seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to appoint David Rock and Kirsten Fugleseth to the NW Private Industry Council.

## **ADMINISTRATION**

Chuck Whiting, Polk County Administrator came before the Board with matters pertaining to Polk County Public Health and Administration:

### **1. Approval of Amherst H. Wilder Foundation Consultant Agreement**

A motion was made by Commissioner Nicholas seconded by Commissioner Bunes and adopted by unanimous vote of the Board to approve the Amherst H. Wilder Foundation Consultant Agreement as part of the MN Department of Human Services Strategic Prevention Framework State Incentive Grant.

### **2. Approve the Ratification of the PH-DOC Maintenance & Support Agreement**

A motion was made by Commissioner Strandell seconded by Commissioner Bunes and adopted by unanimous vote of the Board to approve the Ratification of the PH-DOC Maintenance & Support Agreement between Xerox State and Local Solutions Inc., and the Minnesota Counties Computer Cooperative for the maintenance and

support of PH-DOC conditional upon the amount being provided at the July 1, 2014 meeting.

**3. Resolution (2014-031) Accepting Recommendation of Agassiz Recreation Trail Board for Termination of Joint Power Agreement**

**Accepting Recommendation of Agassiz Recreation Trail Board for Termination of Joint Powers Agreement**  
**RESOLUTION (2014-031)**

The following resolution (2014-031) was offered by Commissioner Bunes:

WHEREAS, the Agassiz Recreation Trail (ART) Board acted to terminate the Joint Powers Board at its meeting on June 23, 2014; and

WHEREAS, the ART Joint Powers Agreement requires adoption of a majority of JPA members to approve the termination.

BE IT HEREBY RESOLVED, that the Polk County Board of Commissioners approves the termination of the Agassiz Recreation Trail Joint Powers Agreement between Polk, Norman and Clay counties as recommended by the ART Board, and that the ART Board will wrap up the affairs of the Board as required in the Joint Powers Agreement as quickly as possible.

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

**4. Appraiser VI Position Opening**

Rob Wagner, Director of Assessment Services came before the Board with matters pertaining to his department. A motion was made by Commissioner Affeldt seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the internal posting and hiring of an Appraiser Tax Officer VI position.

**HIGHWAY DEPARTMENT**

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

**1. Certificate of Final Acceptance/Performance**

A motion was made by Commissioner Bunes seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve the Certificate of Final Acceptance and Certificate of Performance SAP 060-619-015 and allow the Administrator and Engineer to sign as needed \$1,137,445.37

**2. Certificate of Final Acceptance/Performance**

A motion was made by Commissioner Strandell seconded by Commissioner Bunes and adopted by unanimous vote of the Board to approve the Certificate of Final Acceptance and Certificate of Performance SAP 060-670-004 and allow the Administrator and Engineer to sign as needed \$1,625,634.07

**3. Ditch Maintenance Request from Ditch Inspector**

A motion was made by Commissioner Bunes seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the Polk County Ditch Inspector to remove the trees and brush along County Ditch No. 37 and County Ditch No. 126.

**4. Departmental Status Report (Level 3 – ITV Room #332)**

Richard Sanders, Polk County Highway Engineer discussed Highway Department information.

The Board recessed until 6:00 p.m., for the Board of Equalization meeting at the Polk County Government Center.

With no further business the Board adjourned to reconvene at 8:00 o'clock a.m., July 1, 2014.

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Don Diedrich, Chairman

ATTEST:

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Charles S. Whiting, County Administrator  
Clerk of the Board