

**JUNE 28, 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., June 28, 2016 in the Commissioners Room, Government Center, Crookston, MN. Members present: Commissioner Craig Bunes, Commissioner Warren Strandell, Commissioner Nick Nicholas, Commissioner Don Diedrich, Commissioner Joan Lee and Charles S. Whiting, Polk County Administrator. Others present: Michelle Cote, Deputy Clerk of the Board.

**REVISED AGENDA**

A motion was made by Commissioner Strandell seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve the revised June 28, 2016 agenda adding No. 3 under the Consent Agenda.

**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:

1. Approve payment to the Polk County Highway Department in the amount of \$39.48 for fuel charges for the MIS Department.
2. Approve payment to THECO, Inc., in the amount of \$14,900.00 for rental/transport of a Trommel Screen for Environmental Services/Solid Waste due to the previously approved/leased Komptech Americas Trommel Screen which was defective (lease has been cancelled).
3. Approve Payment to Bob's Lawn Service, Crookston in the amount of \$1,000.00 for prior services. Original check was sent for \$114.08. Actual amount owed was \$1,114.08.

**COUNTY BOARD MEMBERS ISSUE FORUM**

1. Commissioner Bunes brought forth that he had attended no meetings the prior week.
2. Commissioner Strandell brought forth that he had attended no meetings the prior week.
3. Commissioner Nicholas brought forth information regarding a NW Mental Health meeting that he and Commissioner Diedrich attended where several a software issue and a collaboration of the Bemidji Northwest Mental Health were the focus.
4. Commissioner Diedrich brought forth that he participated in the Planning Commission meeting.
5. Commissioner Lee brought forth that she information regarding the Red River Corridor is ranked high for the possibility of receiving Legacy Fund money. Also brought forth was information regarding the AIS meeting she attended. Also brought forth that she had received phone calls concerning calcium chloride and a ditch issue.

**SHERIFF'S OFFICE**

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

- 1. Monthly Sheriff Reports**

The May 2016 Sheriff Report was presented and discussed with the Board. (Report on file in the Administrator's Office).

**RED LAKE WATERSHED DISTRICT**

Myron Jesme, Red Lake Watershed District Administrator and Terry Sorenson, Red Lake Watershed District Board member came before the Board with matters pertaining to the Red Lake Watershed District:

**1. 2015 Annual Report**

The 2015 Red Lake Watershed District Annual Report was presented and discussed with the Board. (Report on file in the Administrator's Office) also discussed was the buffer strip legislation.

**PLANNING AND ZONING**

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

**1. Aquatic Invasive Species Project Request – ULSID**

A motion was made by Commissioner Diedrich seconded by Commissioner Strandell and adopted by unanimous vote of the Board to follow the recommendations of the Polk County AIS Taskforce and award funding to the Union Lake Sarah Improvement District in the amount of \$8,167.50 for the purchase of chemical and \$2,177.15 for the purchase of a chemical sprayer to help control the spread of Eurasian Watermilfoil on Union Lake.

**2. Resolution (2016-36) Conditional Use Permit for Gaylord and Kathy Monda for a 60'x120' Accessory Structure for Storage of Bee Keeping Equipment & Honey Production on a Parcel in the Agricultural Zoning District**

Resolution (2016-36) was offered by Commissioner Diedrich seconded by Commissioner Strandell and adopted upon the following vote: YEAS: Lee, Diedrich, Bunes, Strandell and Nicholas. NAYS: None See Resolution (2016-36) on file in the office of the Polk County Administrator.

**ASSESSMENT SERVICES**

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

**1. List of Inactive Parcels to Write Off Past Due Amounts**

A motion was made by Commissioner Strandell seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve writing off the below list of inactive parcels:

<u>PIN</u>	<u>NAME</u>	<u>AMOUNT DUE</u>	
85.00457.00	ANDERSON DONOVAN C	251.69	lease
85.10600.00	ANDERSON DONOVAN C	385.00	personal property
02.00204.00	ANGUS CO-OP ELEVATOR CO	173.00	lease

82.02526.00	CARLSON R CO INC	2,886.26	
82.18025.00	CARLSON R CO INC	28,589.56	lease
82.02522.00	CRETEX COMPANIES INC	202.29	personal property
82.02519.00	CROOKSTON IRON & METAL CO.	1,677.04	lease
13.10308.00	CYMBALUK FARMS INC	50.58	lease
85.10604.00	DALE JAMES R	2,425.37	personal property
40.00200.01	DANA C COULTER, LLC	1,480.24	personal property
83.03385.00	DOWNUM SHANE K & KRISTINA A	1,716.26	Combine/split 2005 combine
40.00384.00	HAYNES CHEMICAL CO	1,869.69	
82.02532.00	LUCKOW BROS POTATO CO	2,157.56	lease
82.18016.00	LUCKOW GARY	29,835.68	lease
84.00351.00	SOLHEIM WAYNE A	614.00	personal property
	<b>TOTAL DUE ON INACTIVE PINS</b>	<b>\$74,314.22</b>	lease

## 2. Preliminary List of Forfeits to be Offered for Sale

A motion was made by Commissioner Diedrich, seconded by Commissioner Lee and adopted by unanimous vote of the Board to approved setting of the basic sales price of the Tax Forfeited parcel 45.00011.00 to sell at a private sale in the amount of \$1,000.00.

A motion was made by Commissioner Diedrich, seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approved setting of the basic sales price of the Tax Forfeited parcel 52.00103.02 at \$30,000 to be included in the Offered for Sale listed as presented to the Board.

A motion was made by Commissioner Strandell seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve setting of basic sale price on the Tax-Forfeited Lands in the County of Polk Appraised and to be Offered for Sale listing as presented to the Board excluding parcel 45.00011.00 and 52.00103.02. (Listing on file in the Administrator's Office)

### SOCIAL SERVICES

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

#### 1. Social Worker–Child Protection Specialist (CPS) Resignation – Replacement Request

Due to a recent resignation a motion was made by Commissioner Nicholas seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve refilling the Social Worker – CPS position and any internal subsequent position vacancies occurring as a result of this action.

**2. CY 2016 Polk County Family Service/Children’s Mental Health Collaborative Support Services Agreement**

A motion was made by Commissioner Diedrich seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve the CY 2016 Polk County Family Service/Children’s Mental Health Collaborative Support Services Agreement as presented to the Board. (Agreement on file in the Administrator’s Office)

**FACILITIES**

Mark Dietz – Facilities Management came before the Board with matters pertaining to the Facilities Management Department which included a review of the bonding project list:

**1. Polk County Public Health Canopy**

A motion was made by Commissioner Strandell seconded by Commissioner Lee and adopted by the following vote of the Board YEAS: Lee, Bunes, Strandell and Nicholas NAYS: Diedrich to accept the canopy concept proposed design for the Polk County Public Health as presented to the Board not to exceed the amount of \$18,000.00.

**2. Justice Center Ccure Project Proposal**

This item is to be re-presented at the July 5, 2016 meeting with a staff recommendation.

**3. Justice Center Sun Control**

A motion was made by Commissioner Lee seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to except the quote offered by Thief River Glass, Thief River, MN in the amount of \$1,375.00 to install sun screen material on the Justice Center entry glass.

**4. Polk County Facilities Auction**

A motion was made by Commissioner Strandell seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to move forward with the decommissioning of the Polk County property surplus through the Facilities Management Department as presented to the Board.

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Craig Bunes, Chairman

ATTEST:

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Charles S. Whiting, Polk County Administrator  
Clerk of the Board