

**JULY 5, 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., July 5, 2016 in the Commissioners Room, Government Center, Crookston, MN. Members present: Commissioner Craig Bunes, Commissioner Warren Strandell, Commissioner Joan Lee, Commissioner Don Diedrich and Charles S. Whiting, Polk County Administrator. Commissioner Nick Nicholas was absent. Others present: Valerie Bjerk, Deputy Clerk of the Board.

**ELECTION OF OFFICERS**

A motion was made by Commissioner Strandell seconded by Commissioner Diedrich and adopted by unanimous vote of the Board to nominate Commissioner Nicholas as Chairman of the Polk County Board until the end of December 2016. Due to Commissioner Nicholas being absent current Chairman Bunes assumed Chair for the meeting. Chairman Bunes asked for nominations for the office of Vice-Chairman of the Polk County Board. A motion was made by Commissioner Strandell seconded by Commissioner Lee and adopted by unanimous vote of the Board to nominate Commissioner Bunes as Vice-Chairman of the Polk County Board until the end of December 2016.

**AGENDA**

A motion was made by Commissioner Lee seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the July 5, 2016 agenda.

**CONSENT AGENDA**

A motion was made by Commissioner Strandell seconded by Commissioner Diedrich and adopted by unanimous vote of the Board to approve the July 5, 2016 consent agenda:

1. Approve Auditor Warrants.
2. Approve payment to Elemental Air, Medina, MN in the amount of \$43,259.00 for Resource Recovery Plan RATA and Compliance Testing.

**COUNTY BOARD MEMBERS ISSUE FORUM**

1. Commissioner Strandell brought forth the upcoming meetings: RDC meeting as well as the Radio meeting.
2. Commissioner Lee brought forth leafy spurge issues as well as the upcoming Red Lake Watershed meeting and the Buffer Workshop.
3. Commissioner Bunes brought forth the upcoming meetings: Maple Lake Improvement District, Maple Lake Tour, AMC Truck Weight Training, Radio meeting, and the BWSR Tour.
4. Commissioner Diedrich brought forth that he attended a meeting regarding the Oslo Bridge.

**FACILITIES MANAGEMENT**

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

**1. Justice Center Ccure Project**

A motion was made by Commissioner Diedrich, seconded by Commissioner Strandell and adopted by unanimous vote of the Board to move forward with the bidding process for the Justice Center Ccure Project.

**ADMINISTRATION**

Chuck Whiting, Polk County Administrator came before the Board with matters pertaining to his department. County Engineer Richard Sanders participated in the discussion via telephone.

**1. Resolution (2016-37) Amendment #2 to MNDOT Agreement #1002278 Regarding Polk County CSAH 20**

**Amendment #2 to MNDOT Agreement #1002278**  
**Regarding Polk County CSAH 20**  
**RESOLUTION (2016-37)**

The following resolution (2016-37) was offered by Commissioner Diedrich:

BE IT RESOLVED, that pursuant to Minnesota Statute Section 161.36, the Commissioner of Transportation be appointed as Agent of Polk County to accept as its agent, federal aid funds which may be made available for eligible transportation related projects.

BE IT FURTHER RESOLVED, That the Polk County Board Chairman and the Polk County Administrator are hereby authorized and directed for and on behalf of the County to execute and enter into an agreement with the Commissioner of Transportation prescribing the terms and conditions of said federal aid participation as set forth and contained in “Minnesota Department of Transportation Agency Agreement No. 1002278 a copy of which said agreement was before the County Board and which is made a part hereof by reference.

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

**2. Lease Amendment with Department of Public Safety, Driver and Vehicle Safety**

A motion was made by Commissioner Strandell seconded by Commissioner Diedrich and adopted by unanimous vote of the Board to approve the Amendment of Lease for the State of Minnesota/Department of Public Safety, Driver and Vehicle Safety for the period of 3 years commencing July 1, 2016 – June 30, 2019 as presented to the Board.

**3. RN II Vacancy and Replacement**

A motion was made by Commissioner Lee seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve adverting and replacing an RN II vacancy in the Public Health Department.

**AUDITOR WARRANTS**

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

**AUDITOR WARRANTS 06/09/2016**

<u>Vendor Name</u>	<u>Amount</u>
Cardmember Service	15,481.90
Fertile Oil Company	15,569.90
Hardwick P.C./Brian T	2,459.16
Integrated Solutions Consulting	8,942.51
Johnson Controls Inc	35,174.28
Knife River Materials	530,503.19
Norman County Public Health	13,149.59
Polk County Public Health	3,909.22
17 Payments 2000 less than	6,007.36
<b>Final Total:</b>	<b>631,197.11</b>

**AUDITOR WARRANTS 06/14/2016**

<u>Vendor Name</u>	<u>Amount</u>
Architectural Resources Inc	17,736.25
Bergstrom Electric Inc	8,000.00
Enbridge Pipelines	8,344.00
Great Plains Natural Gas Co	4,129.71
GreatAmerica Financial Services	10,343.27
Halstad Telephone Co	9,362.70
J D Peterick Inc	101,400.00
Lubinski/Catherine	8,220.00
Mesabi Glass, Window & Door	9,985.00
Northern Business Products	46,214.41
RJ Zavoral & Sons Inc	39,829.00
Safety Compliance Services	3,275.00
Total Lawn Care & Landscaping	3,048.00
US Postal Service (CMRS FP)	10,000.00
Verizon Wireless	2,091.15
Voyant	10,787.70
Wilkins Inc/Lyle	2,734.50
31 Payments 2000 less than	12,871.25
<b>Final Total:</b>	<b>308,371.94</b>

**AUDITOR WARRANTS 06/17/2016**

<u>Vendor Name</u>	<u>Amount</u>
Northwest Minnesota Service Cooperative	132,725.50
<b>Final Total:</b>	<b>132,725.50</b>

**AUDITOR WARRANTS 06/17/2016**

<u>Vendor Name</u>	<u>Amount</u>
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	Crookston City		12,438.38
	School District 593 Treas		6,724.68
14	Payments	2000	8,530.19
	less than		
	<b>Final Total:</b>		<b>27,693.25</b>

#### AUDITOR WARRANTS 06/21/2016

	<u>Vendor Name</u>		<u>Amount</u>
	Acom Solutions Inc		2,694.00
	Altru Health System		2,653.00
	American Communications Inc		3,787.50
	Ascano PH. D./R.P.		2,000.00
	Bydal Signs		23,884.86
	Cole Papers Inc		6,568.86
	Crookston Water Department		4,294.28
	Fischer,Rust & Stock, PLLC		2,167.50
	Fosston Municipal Utilities		47,175.07
	Hardwick P.C./Brian T		3,000.19
	Middle-Snake-Tamarac Rivers Wtrshd Dist		5,262.20
	Mn State Treasury		8,367.50
	Norman County Public Health		2,756.03
	Ottertail Power Co		12,172.69
	Polk County Public Health		11,145.06
	Ryans's Backhoe Service LLC		8,962.78
32	Payments	2000	15,719.29
	less than		
	<b>Final Total:</b>		<b>162,610.81</b>

#### AUDITOR WARRANTS 06/22/2016

	<u>Vendor Name</u>	<u>Amount</u>
	Andover Township Treasurer	69,004.87
	Angus Township Treasurer	21,965.81
	Badger Township	24,036.94
	Belgium Township Treasurer	26,402.86
	Beltrami City Clerk-Treasurer	21,014.32
	Brandsvold Township Treasurer	35,375.61
	Brandt Township Treasurer	18,616.64
	Brislet Township Treasurer	23,162.65
	Bygland Township	35,797.69
	Chester Township Treasurer	25,361.24
	Climax City Treasurer	35,196.74
	Columbia Township Treasurer	43,269.39
	County Emergency Medical Serv.	96,387.60
	Crookston Area Ambulance Inc	86,829.37
	Crookston City	1,416,808.44
	Crookston Township Treasurer	50,065.65
	East Grand Forks City	2,341,423.54
	Eden Township Treasurer	46,176.41
	Erskine City Clerk-Treasurer	93,382.09
	Esther Township Treasurer	36,190.12

Euclid Township Treasurer	54,792.13
Fairfax Township Treasurer	42,895.18
Fanny Township Treasurer	46,764.81
Farley Township Treasurer	35,164.98
Fertile City	113,137.07
First Care Medical Services	56,156.17
Fisher City	133,270.30
Fisher Township Treasurer	26,347.53
Fosston City	236,136.82
Garden Township Treasurer	29,041.75
Garfield Township Treasurer	40,806.12
Gentilly Township Treasurer	24,272.45
Godfrey Township Treasurer	55,046.15
Grand Forks Township Treasurer	23,818.20
Grove Park Tilden Township	34,875.71
Gully City	12,945.28
Gully Township Treasurer	51,199.27
Hammond Township Treasurer	32,354.21
Helgeland Township Treasurer	15,823.42
Higdem Township Treasurer	38,404.29
Hill River Township Treasurer	27,889.42
Hubbard Township Treasurer	29,799.68
Huntsville Township Treasurer	65,155.47
Johnson Township	35,929.28
Kertsonville Township Treas	9,287.63
Keystone Township Treasurer	32,366.32
King Township Treasurer	23,703.45
Knute Township Treasurer	70,221.81
Lengby City	6,038.39
Lessor Township Treasurer	27,402.19
Liberty Township Treasurer	26,571.05
Lowell Township Treasurer	57,670.94
Maple Lake Imprvmnt District	29,981.29
Marshall Polk Rural Water Sys	45,667.28
Mcintosh City	156,119.78
Mentor City	19,712.42
Middle-Snake-Tamarac Rivers Wtrshd Dist	375,048.05
Nesbit Township Treasurer	22,170.25
Nielsville City	16,189.66
Northland Township Treasurer	30,509.10
NW Regional Development Comm	51,794.90
NWMN HRA	109,890.60
Onstad Township Treasurer	12,440.30
Parnell Township Treasurer	23,490.77
Queen Township Treasurer	39,085.41
Red Lake Watershed District	831,575.29
Reis Township Treasurer	16,795.31
Rhinehart Township Treasurer	5,230.68

Roome Township Treasurer	32,602.76
Rosebud Township Treasurer	32,100.48
Russia Township Treasurer	73,500.04
Sand Hill River W S District	348,620.35
Sandsville Township Treasurer	31,024.70
Scandia Township Treasurer	23,677.21
Sletten Township Treasurer	38,204.73
Sullivan Township Treasurer	33,760.88
Tabor Township Treasurer	40,484.86
Trail City Treasurer	8,299.79
Tynsid Township Treasurer	12,248.58
Union Lake Sarah Improvement Dist	5,490.85
Vineland Township Treasurer	36,238.28
Wild Rice Watershed Dist Treas	15,680.78
Winger City Clerk Treasurer	43,893.74
Winger Township Treasurer	29,921.36
Woodside Township Treasurer	116,081.69
2 Payments 2000 less than	855.25
<b>Final Total:</b>	<b>8,770,142.87</b>

#### AUDITOR WARRANTS 06/22/2016

<u>Vendor Name</u>	<u>Amount</u>
School District 2176 Treas	3,681.05
School District 2609 Treas	3,065.41
School District 592 Treas	2,029.05
School District 593 Treas	7,986.61
School District 595 Treas	8,613.35
School District 599 Treas	3,051.19
School District 600 Treas	3,317.07
School District 601 Treas	2,070.30
3 Payments 2000 less than	1,285.47
<b>Final Total:</b>	<b>35,099.50</b>

#### AUDITOR WARRANTS 06/28/2016

<u>Vendor Name</u>	<u>Amount</u>
Dick's Backhoe Service	7,500.00
Hagen Construction	6,279.60
Knife River Materials	412,199.77
KRONOS	3,175.65
Lenes Sand & Gravel Inc	15,622.01
Lenes Sand & Gravel Inc	7,441.86
Norman County Public Health	4,620.00
Northdale Oil	9,217.27
Ottertail Power Co	20,093.01
Polk County	69,687.01
Polk County Administrator	141,333.00
Polk County Environmental Services	2,302.73
Polk County Public Health	29,280.86
Regents Of The Univ Of Mn	37,004.22

	Theco Inc		6,834.66
	University Of North Dakota		5,944.50
20	Payments	2000	7,147.91
	less than		
	<b>Final Total:</b>		<b>785,684.06</b>

**MANUAL WARRANTS 06/03/2016**

VENDOR NAME	AMOUNT
Internal Revenue Service	154,601.04
MN Revenue	25,929.52
<b>FINAL TOTAL</b>	<b>\$180,530.56</b>

**MANUAL WARRANTS 06/06/2016**

VENDOR NAME	AMOUNT
SelectAccount	2,159.05
<b>FINAL TOTAL</b>	<b>\$2,159.05</b>

**MANUAL WARRANTS 06/13/2016**

VENDOR NAME	AMOUNT
SelectAccount	3,640.47
<b>FINAL TOTAL</b>	<b>\$3,640.47</b>

**MANUAL WARRANTS 06/17/2016**

VENDOR NAME	AMOUNT
Internal Revenue Service	156,964.94
MN Revenue	26,530.92
<b>FINAL TOTAL</b>	<b>\$183,495.86</b>

**MANUAL WARRANTS 06/20/2016**

VENDOR NAME	AMOUNT
Mn Revenue	7,364.34
MN Dept of Revenue	67,113.46
<b>FINAL TOTAL</b>	<b>\$74,477.80</b>

**MANUAL WARRANTS 06/20/2016**

VENDOR NAME	AMOUNT
SelectAccount	1,662.63
<b>FINAL TOTAL</b>	<b>\$1,662.63</b>

**MANUAL WARRANTS 06/23/2016**

VENDOR NAME	AMOUNT
CMS	3,212.00
<b>FINAL TOTAL</b>	<b>\$3,212.00</b>

**MANUAL WARRANTS 06/27/2016**

VENDOR NAME	AMOUNT
SelectAccount	5,951.28
<b>FINAL TOTAL</b>	<b>\$5,951.28</b>

**MANUAL WARRANTS 06/28/2016**

VENDOR NAME	AMOUNT
MN Dept of Rev Tax Division	69,585.23

<b>FINAL TOTAL</b>	<b>\$69,585.23</b>
<b>MANUAL WARRANTS 07/01/2016</b>	
VENDOR NAME	AMOUNT
Internal Revenue Service	165,522.56
MN Revenue	28,381.23
<b>FINAL TOTAL</b>	<b>\$193,903.79</b>

With no further business the Board adjourned to reconvene at 10:00 o'clock a.m., July 19, 2016.

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Craig Bunes, Chairman

ATTEST:

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Charles S. Whiting, County Administrator  
Clerk of the Board