

JULY 15, 2014
BOARD MINUTES

Pursuant to motion of adjournment the Polk County Board of Commissioners met in regular session at 10:00 o'clock a.m., July 15, 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 S. Whiting, County Administrator, Clerk of the Board. Others present: Michelle Cote, Deputy Clerk of the Board.

REVISED AGENDA

A motion was made by Commissioner Bunes seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve the revised July 15, 2014 Agenda adding No. 12 on the Consent Agenda.

CONSENT AGENDA

A motion was made by Commissioner Affeldt seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the July 15, 2014 Consent Agenda:

1. Approve Commissioner Warrants: General Revenue Fund, \$111,469.86; Public Works Fund, \$100,397.63; Public Safety Fund, \$64,585.50; Public Health Fund, \$53,519.62; Forfeited Tax Sale Fund, \$1,361.61; Special Assessments (Ditch) Fund, \$4,314.69; Environmental Services Fund, \$5,698.52; Resource Recovery Fund, \$69,945.38; Landfill Fund, \$15,724.35; Per Diems, \$1,050.00 and Meal Reimbursements (without overnight lodging), \$62.72 and Sign Audit List.
2. Approve payment to Sarah Reese, Public Health in the amount of \$525.16 for Mileage, Meeting Supply Expenses, Parking Fees and Conference Training/Seminar Recording.
3. Approve payment to SDSU-South Dakota LTAP, Brookings, SD in the amount of \$85.00 for a Regional Local Road Conference for Richard Sanders, Polk County Highway Department.
4. Approve payment to Hewlett-Packard Company, Chicago, IL in the amount of \$1,499.00 for a laptop computer for Public Health.
5. Approve payment to JobsHq, Fargo, ND in the amount of \$737.00 for advertising expenses.
6. Approve payment to the Fertile Journal, Fertile, MN in the amount of \$70.00 for advertising expenses.
7. Approve payment to the Exponent, East Grand Forks, MN in the amount of \$153.44 for advertising expenses.
8. Approve payment to the 13 Towns Newspaper, Fosston, MN in the amount of \$148.75 for advertising expenses.
9. Approve payment to Commissioner Craig Bunes for mileage expenses in the amount of \$152.32 and per diem in the amount of \$375.00.
10. Approve payment to Crookston Daily Times, Crookston, MN in the amount of \$921.06 for advertising expenses.
11. Approve payment to Valley Electric of Crookston, LLC, Fisher, MN in the amount of \$33,683.24 for fire alarm project at the Justice Center.
12. Approve the July 1, 2014 Board Minutes.

COUNTY BOARD MEMBER ISSUE FORUM

1. Commissioner Nicholas brought forth that he will be attending a Community Healthy Meeting.
2. Commissioner Strandell brought forth information regarding the Tri-County Corrections meeting. Jail population is consistent and nearing capacity. 1.2 million dollars of projected revenue is anticipated from per diems. Staff to inmate ratio was also discussed.
3. Commissioner Bunes brought forth discussion regarding the Boundary Commission #2 information meeting that he attended. Also brought forth was information regarding dissolution of the ART Trail Joint Powers Agreement. Norman County has passed a resolution to dissolve the Joint Powers Agreement and to pay the ART Trail past ditch lien costs. Commissioner Bunes complimented the Polk County Fair on a successful event.
4. Commissioner Diedrich brought forth that he has a Law Library Meeting next week. He brought forth information regarding the Polk County MCIT dividend which is anticipated to be \$201,000. Also discussed at an MCIT meeting was the \$105,000 paid to AMC annually for membership.
5. Commissioner Affeldt brought forth information about a Solid Waste meeting held in Fosston. It is anticipated there will be a reduction in tip fees. Discussion was brought forth about the upcoming Northwest Multi County Housing Meeting on July 17, 2014. Commissioner Nicholas will attend as Commissioner Affeldt has a conflict. Commissioner Affeldt complimented the Polk County Fair on a successful event.

REVISED AGENDA

A motion was made by Commissioner Strandell seconded by Commissioner Nicholas and adopted by the following vote of the Board YEAHS: Strandell, Affeldt, Diedrich and Nicholas, NAYS: Bunes to revise July 15, 2014 agenda by adding Randy Driscoll with Taxpayer concerns.

RANDY DRISCOLL – TAXPAYER CONCERNS

Randy Driscoll came before the Board with Taxpayer Concerns regarding the Zavoral site in Huntsville Township. Mr. Driscoll indicated he had attended a meeting in Huntsville Township where the Huntsville Township Board is attempting to facilitate a solution. Mr. Driscoll also brought forth discussion regarding a letter sent by Josh Holte, Polk County Planning and Zoning Administrator. It was his interpretation that Mr. Holte was discrediting him. Chuck Whiting clarified that information in the letter was the position of Polk County and not just Mr. Holte. The Board took Mr. Driscoll's concern under advisement.

ASSESSMENT SERVICES

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

1. Homestead Abatements

A motion was made by Commissioner Affeldt seconded by Commissioner Bunes and adopted by unanimous vote of the Board to approve the following application for homestead abatements:

Name/Address	Parcel #/Legal Description	Amount of Tax Reduction	Reason
KRISTIN STROM 210 1ST ST NE MCINTOSH MN 56556	90.00263.00 Jensens Addn Lots 6 & 7 Blk 7	0	Homestead Application Reduction for Taxes Payable 2014
KRISTIN STROM 210 1ST ST NE MCINTOSH MN 56556	90.00264.00 Jensens Addn Lots 8 & 9 Blk 7	\$636	Homestead Application Reduction for Taxes Payable 2014

2. Enbridge Tax Court Discussion

Discussion was held with the Board regarding the Enbridge LLP Tax Court filing for Pay 2013 and Pay 2014.

BID OPENING – PROFESSIONAL BUILDING SITE

Bids were opened and read publicly at 11:00 a.m., regarding the sale of the Professional Building Site, Parcel No. 82.00371.00, Original Townsite, City of Crookston, Lots 1 & 2, Block 25 and Parcel No. 82.00772.00, Stearns Addition to the City of Crookston, Lots 9, 10, 11, and 12 Block 1. The minimum bid was \$40,000. No bids were received. A motion was made by Commissioner Nicholas seconded by Commissioner Bunes and adopted by unanimous vote of the Board to reduce the minimum bid to \$25,000 and re-advertise for bids for the Professional Building Site, Parcel No. 82.00371.00 to be opened August 5, 2014 at 11:00A.M.

HIGHWAY DEPARTMENT

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

1. Out of State Travel Approval to Rapid City SD, Washington DC, and Volusia County FL (NACE)

A motion was made by Commissioner Strandell seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve Richard Sanders to attend the following: NACE Executive Board Meeting October 21-24, 2014 in Rapid City SD with NACE paying travel expenses and Polk County paying the conference fee and the 2015 NACo Legislative Conference in Washington DC with NACE paying the travel expenses and Polk County paying the conference fee and the April 2015 NACE Meeting in Volusia County FL with Polk County paying all expenses.

2. Motor Grader Rental

A motion was made by Commissioner Strandell seconded by Commissioner Affeldt and adopted by unanimous vote of the Board to approve renting a John Deere 870GP for \$3,950.00 per month from RDO Equipment, Grand Forks, ND.

REVISED AGENDA

A motion was made by Commissioner Strandell seconded by Commissioner Bunes and adopted by unanimous vote of the Board to approve the amending of the agenda by adding No. 4 under Environmental Services. MPCA Environmental Assistance Grant.

ENVIRONMENTAL SERVICES

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

1. Disposition of Surplus Items

A motion was made by Commissioner Bunes seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve the list of surplus items as presented to the Board to be offered for sale via public auction.

2. 2015 Tip Fees – Burnable and Non-Burnable MSW

A motion was made by Commissioner Affeldt seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the 2015 Tip Fees for Burnable and Non-Burnable MSW at \$65.00/ten and Fluff/RRF - bypassed MSW at \$52.50/ton.

3. Resource Recovery Facility Expansion Project Status

Discussion regarding moving forward with obtaining revised financial figures and identifying scope of a limited expansion project in the immediate future was brought before the Board.

4. Resolution (2014-036) MPCA Environmental Assistance Grant

MPCA ENVIRONMENTAL ASSISTANCE GRANT **RESOLUTION (2014-036)**

The following resolution (2014-036) was offered by Commissioner Bunes:

WHEREAS, Polk County Environmental Services has applied for a grant from the Minnesota Pollution Control Agency (MPCA), under its FY 2014-2015 Environmental Assistance Grant Program; and

WHEREAS, If MPCA funding is received, Polk County Environmental Services is committed to implementing the proposed project as described in the Grant Application; and

WHEREAS, MPCA requires that Polk County Environmental Services would enter into a Grant Agreement with the MPCA that identifies the terms and conditions of the funding award;

BE IT THEREFORE RESOLVED, Polk County hereby agrees to enter into and sign a Grant Agreement with the MPCA to carry out the project specified therein and to comply with all terms, conditions, and matching provisions of the Grant Agreement on its behalf.

Commissioner Affeldt seconded the foregoing resolution and it was declared adopted upon the following vote. YEAS: Strandell, Affeldt, Diedrich, Bunes, and

Nicholas. NAYS: None.

ADMINISTRATION

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

1. Justice Center Boiler System Repair

It was the consensus of the Board to defer the motion regarding the boiler system repair at the Justice Center until July 22, 2014.

2. Polk County Highway Building Roof Rebid

A motion was made by Commissioner Strandell seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to award the quote recommended by Scott Sosalla, Architectural Resources in the amount of \$168,500 to Granite City Roofing of Waite Park for the roof repair at the Polk County Highway Department.

3. Status of Transfer Station Roof Project

Discussion was held regarding the status of the Transfer Station Roof Project being put on hold pending the outcome of the Highway Building Roof bids. It was recommended that the project be rebid in 2015. A motion was made by Commissioner Affeldt seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to rescind the prior motion made July 1, 2014 to award the Transfer Station Roof Project to Granite City.

4. Sale of Salvage Materials

A motion was made by Commissioner Strandell seconded by Commissioner Bunes and adopted by unanimous vote of the Board to approve the list as presented to the Board for the disposition of salvage material from the Polk County Annex Building.

COMMISSIONER WARRANTS

A motion was made by Commissioner Affeldt seconded by Commissioner Strandell and adopted by unanimous vote of the Board that the following Commissioner Warrants were approved:

**COMMISSIONER WARRANTS
DATED 07/18/2014
APPROVED 07/15/2014**

<u>Vendor Name</u>	<u>Amount</u>
A & S LLC	3,080.00
Al's Electric Inc	6,490.00
Architectural Resources Inc	6,630.00
Beltrami City Clerk-Treasurer	4,536.00
BHA Altair, LLC	2,131.83
Crookston Daily Times	12,171.70
Crookston Fuel Company	3,509.60
Funk Ag Service Inc	5,988.41
Haala Industries Inc	2,710.00
Headwaters Regional	3,000.00
Hometown Management Inc	4,031.44
Ibm Corporation	4,615.50

Insight Technologies	4,695.00
Interstate Power Systems Inc	3,800.29
Jsb Engineered Solutions	17,442.00
JT's Station	2,165.49
Keepsr Inc	2,856.53
Lepier Oil Company Inc	3,204.46
Lepier Oil Company Inc	11,262.89
Mayo Manufacturing Co	4,486.46
Morris Electronics Inc	3,524.91
Motorola	16,606.50
Natronx Technologies Llc	16,326.44
Northside Express	6,653.64
Polk County Administrator	4,056.61
Polk County Highway Department	22,651.64
Premier Signs	10,000.00
SeaChange Printing & Marketing	22,641.50
SimplexGrinnell	5,138.00
Stone's Mobile Radio Inc	2,462.86
Taser International Inc	7,075.25
Total Lawn Care & Landscaping	2,915.00
Tri County Community Corr	5,616.25
Turning Technologies Llc	4,122.00
U S Water Services	5,398.14
US Bank Voyager Fleet Sys	6,932.98
Valley Electric Of Crookston LLC	13,563.56
Vogel Paint & Wax Co Inc	44,530.00
Wagner Trucking Inc	4,600.00
Widseth Smith Nolting & Assoc	2,548.00
Ziegler Inc	2,235.71
270 Payments 2000	108,610.57
less than	
Final Total:	427,017.16

With no further business the Board adjourned to reconvene at 8:00 o'clock a.m., July 22, 2014.

Don Diedrich, Chairman

ATTEST:

Charles S. Whiting, County Administrator
Clerk of the Board