

**JULY 19, 2016**  
**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 19, 2016 in the Commissioners Room, Government Center, Crookston, MN. Members present: Commissioner Craig Bunes, Commissioner Warren Strandell, Commissioner Nick Nicholas, Commissioner Don Diedrich, and Commissioner Joan Lee. Others present: Charles S. Whiting, Polk County Administrator, Clerk of the Board and Michelle Cote, Deputy Clerk of the Board.

A moment of silence was observed for Les Goodwin, Polk County Veterans Service Officer who passed away on July 11, 2016.

**AGENDA**

A motion was made by Commissioner Lee seconded by Commissioner Diedrich and adopted by unanimous vote of the Board to approve the July 19, 2016 agenda.

**CONSENT AGENDA**

A motion was made by Commissioner Bunes seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the Consent Agenda:

1. Approve Commissioner Warrants: General Revenue Fund, \$145,882.01; Public Works Fund, \$130,082.99; Public Safety Fund, \$40,310.64; Public Health Fund, \$38,854.63; Forfeited Tax Sale Fund, \$1,470.31; Special Assessments (Ditch) Fund, \$3,605.00; Environmental Services Fund, \$38,760.38; Resource Recovery Fund, \$79,299.45; Landfill Fund, \$64,474.47; Agency Fund, \$2,898.00; Per Diems, \$1,200.00; Meal Reimbursements (w/o overnight lodging) \$14.27 and Sign Audit List.
2. Approve the June 7, June 21, June 28, and July 5, 2016 Board Minutes with corrections to the June 28 minutes as noted.
3. Approve payment to Card Member Services, St. Louis, MO in the amount of \$25,593.55 for credit card purchases.
4. Approve payment to Thirteen Towns Newspaper, Fosston, MN in the amount of \$35.00 for a one-year subscription for the Incinerator in Fosston.
5. Approve payment to MNDOT, Bemidji, MN in the amount of \$1,378.40 to replace two cracked Sanitary Landfill signs.

**COUNTY BOARD MEMBER ISSUE FORUM**

1. Commissioner Bunes brought forth that he attended the Maple Lake Improvement Association annual meeting. He also participated in the Northwest Regional Radio Board meeting where interaction with Ontario and Manitoba were the focus. The Maple Lake Tour and Polk-Norman Community Health Board were cancelled.
2. Commissioner Strandell brought forth that he attended the Tri-County Community Corrections meeting where the per diem rates for the Juvenile Center were increased by \$20.00. The Tri-County Community Corrections census on 07/18/2016 was 111 Polk County Inmates with a total of 184. In addition, he attended an East Grand Forks infrastructure meeting where highway funding was the focus. Also brought forth was discussion regarding correspondence the Board received from the West Polk County Soil and Water Conservation Office about an upcoming buffer strip

- meeting. Don Diedrich will attend this meeting on Thursday July 21, 2016 at 7:00 am.
3. Commissioner Nicholas brought forth that he would like to thank Commissioner Bunes for taking the role of the Chairperson of the Board for the first 6 months of 2016. Also brought forth was that he attended the Tri-County Community Corrections meeting. He brought forth that Probation currently has 1,301 persons on probation.
  4. Commissioner Diedrich brought forth that he will be attending the One Watershed One Plan meeting. In addition, he brought forth that the Middle Snake Tamarac River Watershed has hired a new Administrator.
  5. Commissioner Lee brought forth that she attended a meeting regarding the Red Lake Watershed Project on Pine Lake in addition information was brought forth that the Sandhill Watershed would not be approving the Hovland Marsh Project.

### **HIGHWAY DEPARTMENT**

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

#### **1. Polk County Highway Department Landscaping**

A motion was made by Commissioner Diedrich seconded by Commissioner Bunes and adopted by unanimous vote of the Board to approve payment to Jerry Rude for landscaping work around the Polk County Highway Department in the amount of \$2,609.55.

#### **2. Nielsville Bridge**

A motion was made by Commissioner Bunes seconded by Commissioner Strandell and adopted by unanimous vote of the Board to award the quote to Erickson Engineering, Minneapolis, MN in the amount of \$24,800.00 for performing soils, hydraulics and producing a bridge survey sheet for the Nielsville Bridge contingent upon Traill Counties approval with Traill County being responsible to pay 50% of the cost.

#### **3. CSAH 14 WIM Agreement**

MNDOT has a Weigh in Motion Scale on CSAH 14 between TH 75 and CSAH 45. A motion was made by Commissioner Bunes seconded by Commissioner Strandell and adopted by unanimous vote of the Board to and approve the License Agreement allowing MNDOT to install, maintain and operate the WIM in Polk County's right of way.

#### **4. Polk County Maple Lake Park Playground Equipment**

A motion was made by Commissioner Bunes seconded by Commissioner Strandell and adopted by unanimous vote of the Board to award the quote to Midwest Playscapes, Chaska, MN in the amount of \$20,000.00 to provide playground equipment at the Polk County Maple Lake Park Campground as recommended by the Highway Engineer Richard Sanders.

#### **5. Motor Grader Rental**

A motion was made by Commissioner Diedrich seconded by Commissioner Lee and adopted by unanimous vote of the Board to award the quote to RDO Equipment, Grand Forks, ND in the amount \$6,000.00 per month for 500 hours of use and \$40.00 per hour over 500 hours for the East Grand Forks Highway Department Shop from October 1, 2016 through March 31, 2017.

## **FACILITIES MANAGEMENT**

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

### **1. Polk County Law Enforcement Center Generator**

Discussion was held with the Board regarding the generator at the Polk County Law Enforcement Center.

### **2. Polk County Law Enforcement Center UPS Shutdown**

A project schedule regarding the Polk County Law Enforcement Center UPS shutdown was discussed and presented to the Board.

## **ADMINISTRATION**

Chuck Whiting, Polk County Administrator came before the Board with matter pertaining to his department:

### **1. Review of State Auditor Auditing Services Statute and Notification Requirements**

Discussion was held with the Board regarding the 2015 legislation effective August 1, 2016 requiring a county to notify the State Auditor (OSA) if it plans to change auditors.

### **2. Remodeling of Upper Level of Stenberg Building for Solid Waste Department**

Discussion was held with the Board regarding remodeling the upper level of the Stenberg Building in Fosston, MN for the Solid Waste Department. A motion was made by Commissioner Strandell seconded by Commissioner Lee and adopted by unanimous vote of the Board to move forward and seek quotes for the construction of this project.

### **3. Review of Veteran Service Officer Vacancy**

Leslie Goodwin, Polk County Veteran Service Officer passed away on July 11, 2016. Mr. Goodwin worked as the Polk County Veteran Service Officer for almost 17 years after a 33-year career in the Air Force. His passing was unexpected and he will be missed. The funeral for Mr. Goodwin was July 16<sup>th</sup> in McIntosh, MN. Discussion was held with the Board regarding the vacancy of the VSO position.

### **4. Resolution (2016-38) Authorization Of The City Of Fertile To Exercise the Powers Of A County Under Minnesota Statute 376.55**

#### **RESOLUTION (2016-38)**

#### **Authorization Of The City Of Fertile To Exercise The Powers Of A County Under Minnesota Statute 376.55**

The following resolution (2016-38) was offered by Commissioner Bunes:

WHEREAS, The City of Fertile, Minnesota (the "City"), owns and operates an existing 50-bed nursing home facility known as the Fair Meadow Nursing Home as a revenue producing utility (the "Facility"); and

WHEREAS, The City Council has heretofore determined and declared that it is necessary and expedient to provide for the renovation and remodeling of the Facility (the "Project") without increasing the number of beds in Polk County, Minnesota (the

"County") and the Project does not increase the number of accommodations for residents; and

WHEREAS, The City requests that the County affirm its authorization of the City's ability to exercise certain powers of a county in operating a nursing home;

THEREFORE, BE IT RESOLVED, Pursuant to Minnesota Statutes, Section 376.55, Subdivision 7, the County hereby affirms its authorization for the City of Fertile to exercise, within the County, the powers of a county under Minnesota Statutes, Sections 376.55 to 376.60.

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

### **COMMISSIONER WARRANTS**

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

### **COMMISSIONER WARRANTS**

**DATED 07/22/2016**

**APPROVED 07/19/2016**

<u>Vendor Name</u>	<u>Amount</u>
3 D Specialties	12,783.50
4Imprint	3,862.13
Bergstrom Electric Inc	9,551.50
Brandner Printing	5,419.30
Brekke Sales Company Inc	3,400.00
Christianson/Irvin	2,250.00
Church & Dwight Co Inc	8,233.89
Clark Dailey Construction	3,335.00
Climate Makers	2,063.10
Code 4 Services LLC	6,873.06
Commissioner Of Transportation	2,029.99
Contech Engineered Solutions	5,484.70
County Pet Foods, LLC	5,318.46
Crookston Fuel Company	2,437.50
DS Solutions Inc	2,243.82
Eriez Manufacturing Co	3,833.58
HN Quality Plumbing Inc	2,974.69
Insight Technologies	8,851.00
Johnson Controls Inc	22,454.72
Jsb Engineered Solutions	17,440.70
KEEPRS Inc	3,347.97
Kustom Kollision	6,590.93
Lepier Oil Company Inc	7,737.28
Liberty Tire - Mn	2,824.85
Mayo Manufacturing Co	5,003.64

MCCC MI 33	6,489.66
Minn Dak Asphalt Inc	2,720.80
Mn Counties Information Sys	3,776.00
Northside Express	5,188.26
Offisource, Inc	6,643.27
Pemberton Sorlie Rufer & Kershner PLLP	7,678.76
Pine River-Backus Family Center	2,312.42
Polk County Administrator	2,305.35
Polk County Environmental Services	26,030.93
Polk County Highway Department	10,922.73
Productivity Plus Account	8,411.29
Productivity Plus Account	3,375.20
Sampletech	6,025.00
SeaChange Printing & Marketing	24,252.47
SimplexGrinnell	6,404.00
Squeegee Clean Windows	3,561.19
Stone's Mobile Radio Inc	4,102.40
Thygeson Construction Co	12,219.20
Urt Llc	8,913.70
US Bank Voyager Fleet Sys	3,553.25
Valley Electric Of Crookston LLC	3,746.11
Vogel Paint & Wax Co Inc	44,720.00
Wenck Associates Inc	42,095.20
Widseth Smith Nolting & Assoc	11,844.62
Ziegler Inc	14,130.03
266 Payments 2000 less than	117,870.73
<b>Final Total:</b>	<b>545,637.88</b>

With no further business the Board adjourned to reconvene at 8:00 o'clock a.m., July 26, 2016.

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Nick Nicholas, Chairman

ATTEST:

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Charles S. Whiting, County Administrator  
Clerk of the Board