

AUGUST 4, 2015
BOARD MINUTES

Pursuant to motion of adjournment the Polk County Board of Commissioners met in regular session at 8:00 o'clock a.m., August 4, 2015 in the Commissioners Room, Government Center, Crookston, MN. Members present: Commissioner Craig Bunes, Commissioner Warren Strandell, Commissioner Nick Nicholas, Commissioner Joan Lee, 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 Diedrich seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve the Revised August 4, 2015 Board agenda adding No. 5 under the Consent Agenda and adding No. 2 and No. 3 under Social Services.

REVISED CONSENT AGENDA

A motion was made by Commissioner Nicholas seconded by Commissioner Bunes and adopted by unanimous vote of the Board to approve the Revised August 4, 2015 consent agenda:

1. Approve Auditor Warrants.
2. Approve the July 7, July 21 and July 28, 2015 Board Minutes.
3. Approve for Payment Lost Warrant No. 197088 in the name of McIntosh V.F.W. Post No. 689 Payment Dated May 13, 2014 in the amount of \$40.00.
4. Approve for Payment Lost Warrant No. 197858 in the name of East Grand Forks City Payment Dated June 17, 2014 in the amount of \$1,828.25.
5. *Approve for Payment Lost Warrant No. 037096 in the name of Generations Clothing for Him Payment Dated March 20, 2015 in the amount of \$122.00.

COUNTY BOARD MEMBERS ISSUE FORUM

1. Commissioner Strandell brought forth discussion a letter received from the East Grand Forks Heritage Foundation. He also brought forth discussion regarding a letter received MCIT and the financial audit. Also brought forth was discussion regarding a letter from Ted and Darlene Dvorack regarding the Conditional Use Permit to construct the After the Fact Campground. He also brought forth that he had received an email in opposition to the After the Fact Campground. Also brought forth was discussion regarding a letter received from Sarah Anderson, State Representative regarding State audits and private accounting firms. Also brought forth was discussion regarding the total valuation of Polk County.
2. Commissioner Lee brought forth that she attended the Solid Waste Meeting. She also would like to commend Jody Beauchane and the spray crew regarding the leafy spurge issue. Also brought forth was discussion regarding a joint bridge. In addition discussion was brought forth regarding 2 horses
3. Commissioner Nicholas brought forth that he attended a Drug Task Force Meeting.
4. Commissioner Bunes brought forth that he attended the Solid Waste Meeting where the focus was on the professional services Wenck Assoc. Commissioner Bunes also indicated he had received several calls regarding roads.

5. Commissioner Diedrich brought forth that Marshall County has reappointed David Bakke to the Middle Snake Tamarac River Watershed Board. He also attended the Middle Snake Tamarac River Watershed meeting regarding the buffer strips legislation.

HIGHWAY DEPARTMENT

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

- 1. Engineering Pickup**

The Engineering Department at the Highway Department lost a pickup due to an automobile accident. A motion was made by Commissioner Lee seconded by Commissioner Bunes and adopted by unanimous vote of the Board to award the quote to Lithia CJDR, Grand Forks ND in the amount of \$25,256.00 for a 2015 4x4 ½ Ton Double Cab Ram Pickup Truck.

- 2. Bituminous Patching**

A motion was made by Commissioner Diedrich seconded by Commissioner Bunes and adopted by unanimous vote of the Board to approve the quote from Reit Rock Paving LLC, Crookston, MN to provide bituminous patching.

PLANNING AND ZONING

Josh Holte, Planning and Zoning Director came before the Board with matters pertaining to Planning and Zoning:

- 1. Resolution (2015-40) Conditional Use Permit for Nancy Gunderson and Tracy & Chris Sorvig for a Private Campground Containing 4 Campsites.**

Comments were received from those in attendance. John Rakowski, Erskine, Mn (Lake Sarah) addressed the board with concerns regarding campers and the negative effect of the camper(s) on his market value and sale ability of his adjacent property. Jody Bachand, Erskine, MN (Lake Sarah) addressed the board with concerns regarding the violations and lack of penalty. Ted Dvorack, Warren, MN addressed the board with concerns regarding the camp grounds that should not be allowed. Nancy Gunderson, one of the applicants/owners addressed the board with regarding precedence being set by a property across the channel already having campers located on them. She indicated that she was unaware that a permit was required to place a camper on her property. She also indicated that once the campers are in place they will not be visible to the road. This property allows for family gatherings. Richard Sundet, (Lake Sarah) owner of the property immediately adjacent brought forth concerns regarding the waste/trash in addition to his concerns regarding the 7 dogs/pets. Ms. Gunderson countered that the cleanup is a process and the improvements are ongoing. Mr. Sundet had concerns regarding what happens if the permit is issued and violations occur. Mr. Rakowski brought forth additional concerns as to how he has asked the owners to clean up specific items. He indicated he can see all the campers no matter what season it is. Tracy Sorvig, applicant addressed Mr. Rakowski and asking if his house is for sale. Mr Dvorak addressed the board regarding the Rakowski property being for sale. Ms. Gunderson indicated that Mr. Rakowski has indicated his property is not for sale. Daryl Halvorson, Erskine, MN (Lake Sarah) addressed the Board regarding his opposition to the private campground. Ms. Gunderson indicated whether campers are present or not the same

amount of people and boat traffic generated by this property. Mr. Dvorak brought forth additional concerns about the amount of opposition and lack of support. Mr. Sundet brought forth that it was his opinion that the lack of support from the Union Lake Sarah Association should bear considerable weight with the Board.

Resolution (2015-40) was offered by Commissioner Bunes seconded by Commissioner Diedrich and adopted upon the following vote: YEAS: Lee, Diedrich, Strandell, Bunes and Nicholas NAYS: None. See complete Resolution (2015-40) on file in the office of the Polk County Administrator.

SOCIAL SERVICES

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

1. Social Services Supervisor Retirement – Replacement Request

A motion was made by Commissioner Nicholas seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve to refill the Social Services Supervisor position due to a retirement, and any internal subsequent position vacancies occurring as a result of this action. (Note: Don Diedrich was absent at the time of discussion).

2. **Support Enforcement Aide Resignation – Replacement Request

A motion was made by Commissioner Lee seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve to refill the Social Services Support Enforcement Aid position due to a resignation, and any internal subsequent position vacancies occurring as a result of this action. (Note: Don Diedrich was absent at the time of discussion).

Commissioner Diedrich re-entered the meeting.

3. *Social Worker – Child Protection Specialist (CPS) Resignation – Replacement Request**

A motion was made by Commissioner Nicholas seconded by Commissioner Bunes and adopted by unanimous vote of the Board to approve to refill the Social Services Social Worker – Child Protection Specialist (CPS) position due to a resignation, and any internal subsequent position vacancies occurring as a result of this action.

ENVIRONMENTAL SERVICES

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

1. Landfill Update

An update was given to the Board regarding the Crookston MNDoT ACM Soil Project – Tip Fee and Status; the 2016 Landfill Permit Renewal; and the 2016 Landfill EAW.

2. CAP Project Update

An update was given to the Board regarding the CAP Project.

3. Professional Services Agreement – CAP Project

A motion was made by Commissioner Lee seconded by Commissioner Bunes and adopted by unanimous vote of the Board to accept Professional Services Proposal of Wenck Assoc. on behalf of Polk County for work on the Polk County portion of the Regional Expansion Project. A motion was made by Commissioner Diedrich

seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to accept the Professional Services Proposal of Wenck Assoc. on behalf of Polk County for work on the cooperative portion of the Regional Expansion Project.

PUBLIC HEALTH

Sarah Reese, Public Health Director came before the Board with matters pertaining to her department:

1. Isolation and Quarantine Plan

The Polk-Norman-Mahnomen Community Health Services Isolation and Quarantine Policy and Procedures Plan was presented and discussed with the Board.

2. Pitch to the Commissioner Event

Minnesota Health Commissioner Ed Ehlinger will visit Crookston on the morning of August 26, 2015 to host the “Pitch to the Commissioner” event. This event is to create a conversation between local officials, community members and state government officials, about how to advance public health around the state by starting in communities.

3. Quest Diagnostics

Discussion was held with the Board regarding utilizing a new laboratory vendor – Quest Diagnostics in order to maximize reimbursement opportunities from third party pay sources.

4. Toward Zero Deaths

Discussion was held with the Board regarding the Toward Zero Deaths recent grant application for funding that was awarded in the amount of \$18,475.00 to assist in facilitating the coalition and its goals; there are also additional costs associated with meeting the coalition’s needs to complete the grant deliverables as the National Highway Traffic Safety Association has stringent funding guidelines.

5. County Health Rankings

Discussion was held with the Board and a chart was presented regarding the County Health Rankings.

ADMINISTRATION

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

Myron Knutson, Public Finance Management Inc. came before the Board and discussed the following Resolution:

1. Resolution (2015-39) Authoring Issuance, Awarding Sale, Prescribing the Form and Details and Providing for the Payment of \$1,495,000 General Obligation Watershed Bonds, Series 2015B (See Complete Resolution (2015-39) on file in the Polk County Administrator's Office)

Resolution (2015-39) was offered by Commissioner Nicholas seconded by Commissioner Diedrich and adopted upon the following vote: YEAS: Lee, Diedrich, Strandell, Bunes and Nicholas NAYS: None. See complete Resolution (2015-39) on file in the office of the Polk County Administrator.

Myron Knutson, Public Finance Management Inc. came before the Board and discussed the Capital Improvement Bonding Process and Options:

2. Review of Capital Improvement Bonding Process and Options

Informational handouts were presented to the Board and discussion was held regarding the Capital Improvement Bonding Process and Options.

3. Upcoming Enbridge Meetings

Notice of Application Acceptance – Public Information and Environmental Analysis Scoping Meetings were presented to the Board.

NW MN MCHRA

Lee Meier & Mark Finstad, NW MN MCHRA came before the Board and discussed matters pertaining to the NW MN MCHRA:

1. HRA 2015 Levy and Program Review

Discussion was held with the Board and informational handouts were presented regarding the HRA 2015 Levy and Program Review.

PLANNING AND ZONING (continued)

Josh Holte, Planning and Zoning Director and Greg Widseth, County Attorney came before the Board with matters pertaining to Planning and Zoning:

1. Resolution (2015-40) Conditional Use Permit for Nancy Gunderson and Tracy & Chris Sorvig for a Private Campground Containing 4 Campsites.

Discussion was brought forth regarding the denial of the Conditional Use Permit previously in the meeting. A motion was made by Commissioner Bunes seconded by Commissioner Diedrich and adopted by the following YEAS: Bunes and Diedrich NAYS: Lee, Strandell and Nicholas to rescind the prior motion under Planning and Zoning denying the proposed resolution (2015-40) and to rehear the same Conditional Use Permit application at the August 18, 2015 County Board Meeting.

AUDITOR WARRANTS

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

AUDITOR WARRANTS 7/7/2015

<u>Vendor Name</u>	<u>Amount</u>
Bert's Truck Equip Of Moorhead	12,365.00
Cardmember Service	10,054.59
Davidson Construction	468,303.64
Fertile Oil Company	18,111.59
Fosston Dac	4,199.00
Peterson Sheet Metal	51,795.61
SimplexGrinnell	5,138.00
Thomson Reuters - West	2,947.77
Wild Rice Elec Co-Op Inc	2,173.75
26 Payments 2000 less than	8,243.94
Final Total:	583,332.89

AUDITOR WARRANTS 7/14/2015

<u>Vendor Name</u>	<u>Amount</u>
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Altru Health System	2,653.00
Christianson Construction Co Inc	11,890.00
Crookston Water Department	3,151.51
DLL Excavating Inc	64,862.22
Dvergsten/Ron	4,000.00
Great Plains Natural Gas Co	8,244.88
Halstad Telephone Co	9,362.70
Istate Truck Center	74,016.00
Motor Vehicle	2,163.30
Motor Vehicle	4,846.79
Norman Mahnomen Public Health	6,420.49
Olson & Sons Excavating	4,250.00
Olson & Sons Excavating	5,990.00
Olson & Sons Excavating	7,990.00
Olson & Sons Excavating	4,850.00
Ottertail Power Co	9,119.11
Polk County Administrator	2,351.00
Polk County Public Health	26,780.71
Tri County Community Corr	1,179,976.25
20 Payments 2000 less than	11,451.31
Final Total:	1,444,369.27

AUDITOR WARRANTS 7/21/2015

<u>Vendor Name</u>	<u>Amount</u>
Dorsey & Whitney	6,000.00
Fosston Municipal Utilities	42,830.23
Garden Valley Telephone Co	4,021.87
GreatAmerica Financial Services	9,374.32
Lake Agassiz Regional Library	61,512.50
Lenes Sand & Gravel Inc	20,871.75
Moody's Investors Service	11,000.00
Verizon Wireless	2,252.72
27 Payments 2000 less than	13,606.21
Final Total:	171,469.60

AUDITOR WARRANTS 7/21/2015

<u>Vendor Name</u>	<u>Amount</u>
Blue Cross & Blue Shield Of Mn	121,063.50
Final Total:	121,063.50

AUDITOR WARRANTS 7/28/2015

<u>Vendor Name</u>	<u>Amount</u>
Cardmember Service	13,440.51
Fitzgerald, Reynolds & Harbott PLLP	3,459.50
Gordon Construction of Mahnomen Inc	123,147.36
Hagen Construction	7,622.03
Lenes Sand & Gravel Inc	9,260.70
Minn Dak Asphalt Inc	485,282.37
Minn Dak Asphalt Inc	8,500.00
Mn State Treasury	9,723.00
Norman Mahnomen Public Health	21,426.00

Ottertail Power Co	19,182.51
Polk County	77,460.12
Polk County Public Health	37,419.00
Tri City Paving Inc	196,919.18
University Of North Dakota	5,242.67
25 Payments 2000 less than	9,182.34
Final Total:	1,027,267.29

MANUAL WARRANTS 07/02/2015

VENDOR NAME	AMOUNT
Internal Revenue Service	839.54
MN Revenue	154.90
FINAL TOTAL	\$994.44

MANUAL WARRANTS 07/03/2015

VENDOR NAME	AMOUNT
Internal Revenue Service	6,016.73
MN Revenue	492.40
FINAL TOTAL	\$6,509.13

MANUAL WARRANTS 07/06/2015

VENDOR NAME	AMOUNT
SelectAccount	2,950.82
FINAL TOTAL	\$2,950.82

MANUAL WARRANTS 07/13/2015

VENDOR NAME	AMOUNT
SelectAccount	4,215.90
FINAL TOTAL	\$4,215.90

MANUAL WARRANTS 07/17/2015

VENDOR NAME	AMOUNT
Internal Revenue Service	138,700.87
MN Revenue	23,413.09
FINAL TOTAL	\$162,113.96

MANUAL WARRANTS 7/20/2015

VENDOR NAME	AMOUNT
Mn Revenue	7,770.97
MN Dept of Revenue	2336.00
FINAL TOTAL	\$10,106.97

MANUAL WARRANTS 07/20/2015

VENDOR NAME	AMOUNT
SelectAccount	3,078.33
FINAL TOTAL	\$3,078.33

MANUAL WARRANTS 7/21/2015

VENDOR NAME	AMOUNT
Mn Revenue	802.00
FINAL TOTAL	\$802.00

MANUAL WARRANTS 07/27/2015

VENDOR NAME	AMOUNT
SelectAccount	2,384.97
FINAL TOTAL	\$2,384.97

With no further business the Board adjourned to reconvene at 10:00 o'clock a.m., August 18, 2015.

Warren Strandell, Chairman

ATTEST:

Charles S. Whiting, County Administrator
Clerk of the Board