

**AUGUST 19, 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., August 19, 2014 in the Commissioners Room, Government Center, Crookston, MN. Members present: Commissioner Craig Bunes, 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. Commissioner Warren Strandell was absent.

**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 August 19, 2014 Agenda adding No. 3 under the Consent Agenda also adding No. 3 under Administration.

**REVISED CONSENT AGENDA**

A motion was made by Commissioner Affeldt seconded by Commissioner Bunes and adopted by unanimous vote of the Board to approve the August 19, 2014 Consent Agenda:

1. Approve Commissioner Warrants: General Revenue, \$297,140.85; Public Works Fund, \$111,983.72; Public Safety Fund, \$56,877.98; Public Health Fund, \$36,384.37; Forfeited Tax Sale Fund, \$7.00; Special Assessments (Ditch) Fund; \$254,119.12; Environmental Services Fund, \$28,983.16; Resource Recovery Fund, \$47,374.52; Landfill Fund, \$17,350.67; Agency Fund, \$768.00; Per Diems, \$1,725.00; Meal Reimbursement (without overnight lodging) \$142.65 and Sign Audit List.
2. Approve payment to Lou Tasa, State Aid Engineer, Bemidji, MN in the amount of \$75.00 for the Annual County/State Engineer's Seminar.
3. \*Approve payment to Bob's Lawn Care, Crookston, MN for mowing expenses on tax forfeited property in the amount of \$1,045.54.

**COUNTY BOARD MEMBER ISSUE FORUM**

1. Commissioner Nicholas brought forth that he attended the Tri-Valley meeting where the Summer Migrant Program was short of participants which might affect grant funding. In addition the Tri-Valley audit has been completed. He also brought forth that he attended the Board of Equalization training for certification. He also attended the Northwest Mental Health meeting.
2. Commissioner Bunes brought forth that he attended a Triple A Region I Dancing Sky Meeting. He also attended the Union Lake Sarah annual meeting where the Chair person resigned. The Vice Chair assumed the Chair position and a New Vice Chair was elected. Also brought forth at the Union Lake Sarah meeting was insurance coverage questions. He also attended the NW Regional Radio Board. He participated in the 2014 Primary Election canvassing.
3. Commissioner Diedrich brought forth that he attended a meeting at MCIT. He also attended the Board of Equalization training for certification. He also participated in the 2014 Primary Election canvassing.

4. Commissioner Affeldt brought forth that he had received a mailing from the University of Minnesota regarding the One Watershed One Plan.

### **PUBLIC HEALTH**

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

- 1. School Health Services Agreement**

A motion was made by Commissioner Bunes seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve the School Health Services Agreement with Crookston Public Schools to provide a licensed school nurse for the parochial schools of Cathedral and Our Savior's.

- 2. 2 FTE RN II Advertisements and Replacement**

A motion was made by Commissioner Nicholas seconded by Commissioner Affeldt and adopted by unanimous vote of the Board to approve advertising and replacing two full-time RN II positions in Public Health due to resignations.

### **NORTHWEST MN HOUSING & REDEVELOPMENT AUTHORITY**

Lee Meier, HRA Executive Director and Mark Finstad, HRA Board Vice-Chair came before the Board and discussed matters pertaining to the Housing Authority:

- 1. 2014 Levy and Program Review**

An informational handout was presented to the Board regarding the HRA 2014 Levy and Program Review.

### **4-H Program**

Kristie Johnson, 4-H Program Coordinator and 4-H members Mary Welin and Hannah Rolf came before the Board to discuss their Washington DC Conference:

- 1. Citizenship Washington DC Focus Leadership Conference Presentation**

A presentation was made to the Board regarding the Citizenship Washington DC Focus Leadership Conference.

### **HIGHWAY DEPARTMENT**

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

- 1. CR 280**

A motion was made by Commissioner Affeldt seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve RJ Zavoral & Sons to repair the road from CSAH 45 to just south of the Eldred Piling Station entrance in the amount of \$32,170.000.

- 2. County Ditch No. 99 Discussion**

Discussion was held regarding the possible removal of lands from County Ditch No. 99 or even the possibility of abandoning the entire ditch system.

- 3. County Ditch No. 41 Maintenance Request**

A motion was made by Commissioner Bunes seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve the maintenance request on Ditch No. 41 to be surveyed and cleaned.

**4. Resolution (2014-039) Bridge Replacement Priority List**

The following resolution (2014-039) was offered by Commissioner Nicholas:

WHEREAS, Polk County has reviewed the pertinent data on bridges requiring replacement, rehabilitation, or removal, supplied by local citizenry and local units of government; and

WHEREAS, Polk County has identified those bridges that are high priority and that require replacement, rehabilitation, or removal within the next five years;

WHEREAS, Polk County has determined that the following deficient bridges on the County State Aid Highway, County Road and Township systems are a high priority and require replacement or rehabilitation and

Bridge No.	Road No.	Estimated Proj. Cost	Federal	Local	Bridge Funds	Proposed Const. Yr.
L5832	Esther	50,000		5,000	45,000	2015
L7510	Euclid	65,000		5,000	60,000	2015
L5792	Kertsonville	75,000		5,000	70,000	2015
L7624	Lessor	75,000		5,000	70,000	2015
LT10	Onstad	60,000		5,000	55,000	2015
LT10	Onstad	60,000		5,000	55,000	2015
L7522	SCANDIA	250,000		20,000	230,000	2016
5767	CSAH 1	4,000,000		1,000,000	3,000,000	2016

WHEREAS, local roads play an essential role in the overall state transportation network and local bridges are the critical component of the local road systems, and

WHEREAS, the State’s support for the replacement or rehabilitation of local bridges continues to be crucial to maintaining the integrity of the local road systems and is necessary for the county and townships to proceed with the replacement or rehabilitation of the high priority deficient bridges described above; and

WHEREAS, Polk County intends to proceed with replacement or rehabilitation of these bridges as soon as possible when Funds are available.

FURTHERMORE, Polk County does hereby request authorization to replace, rehabilitate, or remove such bridges; and

FURTHERMORE, Polk County does hereby request financial assistance with eligible approach grading and engineering costs on township bridges, as provided by law.

NOW, THEREFORE, BE IT RESOLVED, that Polk County commits that it will proceed with the design and contract documents for these bridges immediately after being notified that funds are available in order to permit construction to take place within one year of notification.

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

**ADMINISTRATION**

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

**1. Set Hearing Date - Resolution for Tax Abatement, City of Crookston, Danks and Lund, LLC**

A motion was made by Commissioner Bunes seconded by Commissioner Nicholas and adopted by the following vote of the Board to set the hearing date for September 2, 2014 at 9:00 a.m., for Tax Abatement – City of Crookston, commercial property owned by Danks and Lund, LLC Parcel 82.03649.00 beginning upon the completion. YEAS: Diedrich Bunes and Nicholas. NAYS: Affeldt

**2. Resolution (2014-040) Veterans Service Office Enhancement Grant Program**

**Veterans Service Office Enhancement Grant Program**  
**RESOLUTION (2014-040)**

The following resolution (2014-040) was offered by Commissioner Nicholas:

BE IT RESOLVED, by Polk County that the County enter into the attached Grant Contract with the Minnesota Department of Veterans Affairs (MDVA) to conduct the following Program: County Veterans Service Office Enhancement Grant Program. The grant must be used to provide outreach to the county’s veterans; to assist in the reintegration of combat veterans into society; to collaborate with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans; to reduce homelessness among veterans; and to enhance the operations of the county veterans service office, as specified in Minnesota Laws 2013 Chapter 142 Article 4. This Grant should not be used to supplant or replace other funding.

BE IT FURTHER RESOLVED, by the Polk County Board that Leslie Goodwin, the County Veterans Service Officer be authorized to execute the attached Grant Contract for the above-mentioned Program on behalf of the County.

WHEREUPON, the above resolution was adopted at a regular meeting of the County Board this 19th day of August 2014.

\_\_\_\_\_  
*Authorized Signature and Title*

\_\_\_\_\_  
*Date*

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

### 3. 2015 Budget Review

Discussion was held regarding the 2015 Budget.

#### **COMMISSIONER WARRANTS**

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

#### **COMMISSIONER WARRANTS DATED 08/22/2014 APPROVED 08/19/2014**

<u>Vendor Name</u>	<u>Amount</u>
3 D Specialties	3,261.10
4Imprint Inc	6,318.51
Architectural Resources Inc	6,101.25
Berhow Sodding Llc	57,162.50
Central States Wire Products Inc	3,565.00
City Of Climax	4,536.00
City Of Erskine	4,535.00
Clark Dailey Construction	4,970.00
Commissioner Of Transportation	4,310.02
Cra Payment Center	4,191.84
Crookston Fuel Company	5,112.90
Crookston Fuel Company	2,347.50
Csp Delivery	2,250.00
DS Solutions Inc	2,050.00
Eastside Travel Plaza	3,632.06
Election Systems & Software Inc	8,422.74
Hometown Management Inc	4,031.44
Interstate Power Systems Inc	2,226.42
JT's Station	2,612.68
Keepsr Inc	8,332.94
Leighton Broadcasting	3,300.00
Lepier Oil Company Inc	3,265.20
Lepier Oil Company Inc	14,513.64
Liberty Tire - Mn	6,859.48
Natronx Technologies Llc	8,388.65
Newman Traffic Signs	4,136.10
North American Salt Co	5,182.38
Northern Lumber	4,551.17
Northern Propane & Fuel	2,458.15

Northside Express			6,958.71
OET			29,931.50
Olson & Sons Excavating			7,200.00
Olson & Sons Excavating			4,990.00
Pemberton Sorlie Rufer & Kershner			3,633.30
Peterson Blacksmith Shop			3,904.80
Polk County Administrator			5,068.23
Polk County Highway Department			14,856.66
Powerphone Inc			2,225.00
PTS Of America LLC			2,478.00
Red Lake Watershed District			182,560.90
River Cinema			4,560.00
RJ Zavoral & Sons Inc			7,969.00
U S Water Services			3,315.89
US Bank Voyager Fleet Sys			6,738.05
Vogel Paint & Wax Co Inc			37,900.00
Wenck Associates Inc			2,936.70
Widseth Smith Nolting & Assoc			59,369.14
Wiebolt Electric			139,945.20
Wilbur Ellis Co			5,853.85
Ziegler Inc			2,343.28
313	Payments	2000	123,626.51
	less than		
	<b>Final Total:</b>		<b>850,989.39</b>

With no further business the Board adjourned to reconvene at 8:00 o'clock a.m., August 26, 2014.

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Don Diedrich, Chairman

ATTEST:

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Charles S. Whiting, County Administrator  
Clerk of the Board