

SEPTEMBER 15, 2015
BOARD MINUTES

Pursuant to motion of adjournment the Polk County Board of Commissioners met in joint session with Social Services Board – Kent Johnson at 9:00 o'clock a.m., September 15, 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. Paula Waters, Social Services Board Member is also present. Others present: Valerie Bjerk, Deputy Clerk of the Board.

AGENDA

A motion was made by Commissioner Bunes seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve the September 15, 2015 Agenda.

JOINT MEETING WITH SOCIAL SERVICES BOARD – KENT JOHNSON

Kent Johnson, Social Services Director along with Randy Beggs, Social Services Fiscal Supervisor came before the Board with matters pertaining to Social Services:

1. Review of 2016 Social Services Department Budget/s

2016 budget handouts were presented and discussed with the Board. (On file in the office of the Polk County Administrator)

General discussion was also held regarding the transition in the Social Services Department due to the retirement of Doug Axtell. Doug Axtell was also present at the meeting and a special thank you from the Board and Kent Johnson, Social Services Director was given to Doug Axtell for his 29 years of service.

CONSENT AGENDA

A motion was made by Commissioner Bunes seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve the Consent Agenda for September 15, 2015:

1. Approve Commissioner Warrants: General Revenue Fund, \$107,442.77; Public Works Fund, \$142,231.71; Public Safety Fund, \$43,833.80; Public Health Fund, \$41,085.14; Forfeited Tax Sale Fund, \$954.02; Special Assessments (Ditch) Fund, \$2,640.38; Environmental Services Fund, \$38,032.87; Resource Recovery Fund, \$102,034.88; Landfill Fund, \$31,483.08. Per Diems, \$1,425.00; Meal Reimbursements (without overnight lodging), \$152.33 and Sign Audit List.
2. Approve payment to American Locker, Dallas, TX in the amount of \$219.00 for Exchange Cylinders, Cotter Pin Number Key & Freight for the Facilities Management Department.

COUNTY BOARD MEMBER ISSUE FORUM

1. Commissioner Strandell brought forth that he attended a negotiations meeting on September 3, 2015. Also attended was a TAC meeting in Thief River Falls, MN.

2. Commissioner Nicholas brought forth that he attended the Polk-Norman-Mahnomen Community Health Board. A Regional Corrections meeting and a NW Mental Health meeting was also attended.
3. Commissioner Lee brought forth that she attended a Solid Waste meeting. An e-mail was also received from Kathy Johnson, Inter-County Community Council.
4. Commissioner Bunes brought forth that he attended an AMC meeting in St. Cloud, MN. Also attended was a Solid Waste meeting and the Polk-Norman-Mahnomen Community Health Board. Planning on attending the upcoming policy meeting - MRCC meeting.
5. Commissioner Diedrich brought forth that he attended a NW Mental Health meeting. Also attended was a One Watershed One Plan meeting and an MCIT work session.

PUBLIC HEALTH

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

1. *Moorhead State University Memorandum of Agreement for Student Training Experience/Internship

A motion was made by Commissioner Diedrich seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve the Moorhead State University Memorandum of Agreement for Student Training Experience Internship which will allow student nurses a clinical experience with a Polk County Public Health Nurse.

2. **Presentation College Clinical Education Program Agreement

A motion was made by Commissioner Nicholas seconded by Commissioner Bunes and adopted by unanimous vote of the Board to approve the Presentation College (South Dakota) Clinical Education Program Agreement which will allow student nurses (from Polk County) a clinical experience with Polk County Public Health Nurse.

3. *Inter-County Head Start Nurse Consultant and Nutrition Consultant – Renew Service Contracts**

A motion was made by Commissioner Bunes seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve the Inter-County Community Council Head Start Nurse Consultant and Nutrition Consultant Services Contracts for September 1, 2015 – August 31, 2016.

PLANNING AND ZONING

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

1. Low Income Septic Loan – Jerome & Lucille Fuglseth

A motion was made by Commissioner Bunes seconded by Commissioner Lee and adopted by unanimous vote of the Board to award a Low Income Septic Fix-Up Funding to Jerome E. and Lucille J. Fuglseth to upgrade their failing septic system and to award the bid to Olson and Sons Excavating, who was the low bidder (\$4,100.00) and will be installing the septic system.

ASSESSMENT SERVICES

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

1. Homestead Property Tax Abatement/s

A motion was made by Commissioner Diedrich seconded by Commissioner Bunes and adopted by unanimous vote of the Board to approve the following Homestead Property Tax Abatement/s:

Name/Address	Parcel #/Legal Description	Amount of Tax Reduction	Reason
JAMES D HOFFMAN 5760 160TH ST SE #306 PRIOR LAKE MN 55372	83.00207.00 Trails Addn Lots 9 & 11 City of East Grand Forks	\$302	Homestead Application Reduction for Taxes Payable 2015

REVISED AGENDA

A motion was made by Commissioner Lee seconded by Commissioner Diedrich and adopted by unanimous vote of the Board to approve the Revised Agenda to update the wording on No. 1 and No. 2 and combining No. 3 and 4 under Public Health and adding No. 3 under Highway Department.

TRI-COUNTY COMMUNITY CORRECTIONS

Andy Larson, Tri-County Community Corrections Director and Paul Bissonette, Deputy Director came before the Board with matters pertaining to the Tri-County Community Corrections Center:

1. Review of 2016 Tri-County Community Corrections Department Budget/s

2016 budget handouts were presented and discussed with the Board. (On file in the office of the Polk County Administrator)

ENVIRONMENTAL SERVICES

Jon Steiner, Environmental Services Director along with Ron Denison, Finance Director came before the Board with matters pertaining to the Environmental Services Department:

1. Review of 2016 Environmental Services Department Budget/s

2016 Budget handouts were presented to the Board. (On file in the office of the Polk County Administrator)

SHERIFF

Barb Erdman, Polk County Sheriff, James Tadman, Chief Deputy along with Ron Denison Finance Director came before the Board with matters pertaining to the Sheriff's department:

1. Review of 2016 Sheriff Department Budget/s

2016 Budget handouts were presented and discussed with Board. (On file in the office of the Polk County Administrator)

HIGHWAY

Richard Sanders, Polk County Highway Engineer along with Ron Denison, Finance Director came before the Board with matters pertaining to his department:

1. Review of 2016 Highway Department Budget/s

2016 Budget handouts were presented and discussed with the Board. (On file in the office of the Polk County Administrator)

2. Badger Creek Drainage Area

Discussion was held and handouts were presented to the Board regarding the Badger Creek Drainage Area and the Red Lake County request for an increased outlet fee.

3. **Tilberg Park Improvements**

A motion was made by Commissioner Lee seconded by Commissioner Diedrich and adopted by unanimous vote of the Board to approve the Certificate of Performance for the Tilberg Park Improvements completed by Schmitz Builders, Inc., and allow the County Engineer to sign said Certificate.

COMMISSIONER WARRANTS

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

COMMISSIONER WARRANTS

DATED 09/18/2015

APPROVED 09/15/2015

<u>Vendor Name</u>	<u>Amount</u>
3 D Specialties	8,070.21
Auto Value – Crookston	2,298.63
Beltrami Industrial Services	42,407.44
Best Used Trucks Of Mn	3,368.26
Braun Intertec Corp	4,053.00
Brock White Co Llc	2,816.10
Carlson Inc/Re	3,895.00
Chiller Systems Inc	2,400.00
Christian Brothers Ford Inc	3,856.49
City of Ada	3,000.00
City Of Fosston	3,000.00
City of Mahanomen	3,000.00
City of McIntosh	2,449.43
Commissioner Of Transportation	11,193.19
Crookston Valley Coop	3,864.58
Csp Delivery	2,250.00
Dakota Wholesale Tire	2,599.28
Ferguson Enterprise Inc 3093	2,393.25
Golf Cars Plus	2,000.00
HN Quality Plumbing Inc	3,569.49
Hometown Management Inc	4,071.75
Honeywell International Inc	2,800.26
Information Systems Corp	14,653.00

Intoximeters Inc	2,300.00
Johnson Controls Inc	3,121.80
JT's Station	3,189.26
Kaiser/Shannon	2,051.98
Kris Engineering	3,106.96
Lenes Sand & Gravel Inc	2,730.00
Lepier Oil Company Inc	5,888.85
Lunseth Plumbing & Heating	5,055.92
Lyle Signs Inc	2,393.16
Marshall Polk Rural Water Sys	57,429.96
Morris Electronics Inc	17,506.80
Natronx Technologies Llc	8,661.24
Norby's Work Perks	2,131.00
North Country Business Prod	3,975.50
Northside Express	4,282.91
Pemberton Law Firm	9,104.55
Polk County Administrator	28,085.90
Polk County Highway Department	14,216.13
Premium Plant Services Inc	3,121.00
Productivity Plus Account	2,240.35
Reese Electric	21,341.79
Stanley Convergent Security Solutions	2,550.20
The Door Guy	5,577.00
TheraCom LLC	3,086.08
Todd's Tire Service Inc	3,813.29
Univar Usa Inc	17,178.40
US Bank Voyager Fleet Sys	5,309.73
Valley Electric Of Crookston LLC	3,053.56
Wenck Associates Inc	27,489.45
Wrigley Mechanical Inc	2,856.29
278 Payments 2000	102,880.23
less than	
Final Total:	509,738.65

With no further business the Board adjourned at 4:58 p.m., to reconvene for a special meeting at 8:00 o'clock a.m., September 16, 2015.

Warren Strandell, Chairman

ATTEST:

Charles S. Whiting, County Administrator
Clerk of the Board