

SEPTEMBER 20, 2016
BOARD MINUTES

Pursuant to motion of adjournment the Polk County Board of Commissioners met in regular session at 8:00 o'clock a.m., September 20, 2016 in the Commissioners Room, Government Center, Crookston, MN. Members present: Commissioner Craig Bunes, Commissioner Warren Strandell, Commissioner Nick Nicholas, Commissioner Don Diedrich, Commissioner Joan Lee and Charles S. Whiting, Polk County Administrator. Others present: Michelle Cote, Deputy Clerk of the Board.

AGENDA

A motion was made by Commissioner Lee seconded by Commissioner Bunes and adopted by unanimous vote of the Board to approve the revised September 20, 2016 agenda adding No. 1 under Administration.

CONSENT AGENDA

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

1. Approve Commissioner Warrants: General Revenue Fund, \$283,873.85; Public Works Fund, \$117,904.44; Public Safety Fund, \$38,242.43; Public Health Fund, \$21,465.52; Forfeited Tax Sale Fund, \$1,289.71; Special Assessments (Ditch) Fund, \$8,867.27; Environmental Services Fund, \$15,423.73; Resource Recovery Fund, \$77,788.41; Landfill Fund, \$40,222.42 and Agency Fund, \$1,658.00. Per Diems, \$2,025.00; Meal Reimbursements (w/o overnight lodging) \$182.67 and Sign Audit List.
2. Approve the September 6, 2016 Board minutes and the September 12, 2016 Special Board meeting minutes.
3. Approve for payment Lost Warrant No. 206901 in the name of Kelsey Helgeson payment dated June 19, 2015, in the amount of \$25.30.
4. Approve payment to Wex Bank, Carol Stream, IL in the amount of \$73.38 for fuel charges for Public Health.

COUNTY BOARD MEMBERS ISSUE FORUM

1. Commissioner Bunes brought forth that the Radio Board Legislative Committee meeting was canceled. He participated in the Polk Norman Mahnomen Health meeting where three grants were approved. Also attended was the Radio Board where the Red Lake Nation will now be a member. In addition he attended a LARL Board Meeting where quotes for the audit were the focus.
2. Commissioner Strandell brought forth that he participated in a Tri-County Community Corrections meeting where the Polk County increasing population numbers were the focus. He brought forth that the final newsletter draft is ready for the printer.
3. Commissioner Nicholas brought forth that he participated in the Tri-County Community Corrections meeting. In addition he brought forth that Tri-Valley has received their transportation contract and the Head Start Program between Crookston and East Grand Forks is full with 43 children on the waiting list.
4. Commissioner Diedrich brought forth information that he participated in an MCIT meeting where cyber security was the focus in addition to the Tri-Valley meeting.

5. Commissioner Lee brought forth discussion regarding attending the Extension Special Committee meeting regarding the Agricultural Educator position shared with Clearwater County in McIntosh. She also participated in a Land Use meeting in addition to the Environment and Natural Resource meeting where MPC focused on impaired water, wetland credits, and One Watershed One Plan.

ADMINISTRATION

Chuck Whiting, County Administrator came before the Board with matters pertaining to the Finance Department:

1. Parking Lot Public Health

A motion was made by Commissioner Bunes seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the final payment to the City of Crookston in the amount of \$52, 249.36 for the paving of the Public Health Parking Lot at the Justice Center, 816 Marin Avenue, Crookston, MN.

FACILITIES

Mark Dietz, Facilities Management came before the Board with matters pertaining to the Facilities Department:

1. Polk County Stenberg Building

A motion was made by Commissioner Strandell seconded by Commissioner Bunes and adopted by unanimous vote of the Board to rescind the motion that was made at the June 21, 2016 Board meeting to accept the quote offered by Quam Construction, LLC, Fosston, MN not to exceed the amount of \$98,000.00 and reject any and all other bids considered at that meeting.

PLANNING AND ZONING

Josh Holte, Assistant Environmental Services Administrator came before the Board with matters pertaining to Planning and Zoning:

1. Tax Forfeit Demolition Project

A motion was made by Commissioner Lee seconded by Commissioner Diedrich and adopted by unanimous vote of the Board to award the quote to Christian Excavation in the amount of \$28,927.20 for the 2016 Tax Forfeited Demotion Project at 17 S. Main Street (Parcel No. 94.00073.00) and 5 N. Main Street (Parcel No. 94.00082.00) in Winger, MN.

2. Resolution (2016-51) Establishing a Market Price for Solid Waste Management Tax Purposes

Resolution Establishing a Market Price for Solid Waste Management Tax Purposes RESOLUTION (2016-51)

The following resolution (2016-51) was offered by Commissioner Lee:

WHEREAS, MS Ch. 297H.02 requires certain political subdivisions to identify by Resolution a Market Price for solid waste management tax purposes if the political subdivision subsidizes the cost of Municipal Solid Waste (MSW) disposal at a

facility, or directly bills for organized collection of MSW on property tax statements;
and

WHEREAS, the political subdivision will be liable for any Solid Waste Management Tax (SWMT) based only on the Market Price identified by Resolution; and

WHEREAS, Market Price is defined in State Statute as the “lowest price available in the area”; and

WHEREAS, Polk County has researched and identified the lowest viable Market Price available in the area;

THEREFORE, The County of Polk declares the Market Price for all MSW generated in Polk County during CY 2017 to be \$36.14 per ton, based upon the lowest price available in the area. Polk County’s identified Market Price includes both the cost per ton-mile for transportation and the cost per ton for disposal, assuming disposal at the Gwinner Landfill. All costs were calculated using current hauling and tip fee rates offered in the region.

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

SHERIFF

Chief Deputy James Tadman and Sergeant Brian Lundeen came before the Board with matters pertaining to the Sheriff’s Office:

1. On-Line Auction to Sell Forfeited Vehicles/Misc., Property & Other Sheriff Vehicle

It was the consensus of the Board to approve the sale of forfeited vehicles/miscellaneous property and other Sheriff’s Office Vehicle. A complete list of property will be provided for consideration at a subsequent meeting.

2. Approve Transfer of Older Light Bar to the Beltrami Fire Department

A motion was made by Commissioner Bunes seconded by Commissioner Diedrich and adopted by unanimous vote of the Board to approve the transfer of an older light bar to the Beltrami Fire Department for their use.

SOCIAL SERVICES

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

1. Property Lease Agreement – 104 North Kaiser Avenue, Fosston, MN

A motion was made by Commissioner Lee seconded by Commissioner Diedrich and adopted by unanimous vote of the Board to approve the Property Lease Agreement for Polk County Social Services with building owners James and Nina Palubicki at 104 N. Kaiser Avenue, Fosston, MN to commence on October 1, 2016 and terminate on September 30, 2017 unless sooner terminated or as otherwise provided in the lease agreement. (Lease agreement on file in the Administrator’s Office).

TRAILL COUNTY ND BOARD OF COMMISSIONERS JOINT MEETING

The Traill County North Dakota Board of Commissioners came before the Board with matters pertaining to the Nielsville Bridge:

1. Nielsville Bridge

Discussion was held with the Board regarding the Nielsville Bridge.

PUBLIC HEALTH

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

1. 2017 Budget

Discussion was held with the Board regarding the 2017 Public Health Department budgets.

SHERIFF

Barb Erdman, Polk County Sheriff came before the Board with matters pertaining to the Sheriff's Office:

1. 2017 Budget

Discussion was held with the Board regarding the 2017 Sheriff's Office budgets.

HIGHWAY

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

1. 2017 Budget

Discussion was held with the Board regarding the 2017 Highway Department budgets.

COMMISSIONER WARRANTS

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

**COMMISSIONER WARRANTS
DATED 09/23/2016
APPROVED 09/20/2016**

<u>Vendor Name</u>	<u>Amount</u>
3 D Specialties	6,239.75
AEM Financial Solutions	33,000.00
Al's Electric Inc	2,836.00
All States Flooring Inc	3,100.19
Architectural Resources Inc	12,836.35
Beltrami Industrial Services	10,682.68
Braun Intertec Corp	8,457.50
CEIA USA	5,881.00
Christian Brothers Ford Inc	2,153.88
Christianson/Irvin	3,375.00
CHS Ag Services	7,690.60
Church & Dwight Co Inc	8,244.32

CITY OF CROOKSTON	3,000.00
City of McIntosh	2,449.43
Clark Dailey Construction	3,008.50
Commissioner Of Transportation	2,632.18
Crookston Daily Times	3,965.38
Crookston Fuel Company	4,874.40
Crookston Paint & Glass	3,457.87
Donarski Brothers Inc	2,124.90
Election Systems & Software Inc	7,917.74
Fertile Building Center Ltd	3,688.47
Grove Mechanical Inc	2,669.88
HN Quality Plumbing Inc	5,003.32
HP INC	11,262.59
Information Systems Corp	16,674.00
Jet-Way Multiple Services Inc	8,361.00
KRONOS	3,175.66
L&M Road Services LLC	6,438.77
Lepier Oil Company Inc	6,113.40
Miller Insulation Co Inc	3,603.90
Morris Electronics Inc	112,251.17
Northern Propane	4,586.09
Northside Express	5,121.76
Opp Construction Llc	5,622.00
Polk County Administrator	2,331.25
Polk County Environmental Services	2,681.81
Polk County Highway Department	10,592.75
Reese Electric	15,646.06
Royal Tire	2,013.78
Sanofi Pasteur Inc	5,162.93
Seaberg Solar Salt	2,773.84
Setco	8,432.56
Source One Supply	5,266.50
Stone's Mobile Radio Inc	9,661.20
SunSource	3,980.34
Todd's Tire Service Inc	3,218.05
True North Steel	3,553.34
U S Water Services	4,516.78
Univar Usa Inc	16,198.00
Urt Llc	4,258.73
US Bank Voyager Fleet Sys	3,704.42
Valley Electric Of Crookston LLC	13,264.10
Vogel Paint & Wax Co Inc	15,160.00
Wenck Associates Inc	19,711.66
Widseth Smith Nolting & Assoc	3,322.69
Wilbur Ellis Co	5,573.74
Ziegler Inc	2,265.09
300 Payments 2000	110,946.48
less than	
Final Total:	606,735.78

With no further business the Board adjourned to reconvene at 8:00 o'clock a.m.,
September 27, 2016.

Nick Nicholas, Chairman

ATTEST:

Charles S. Whiting, Polk County Administrator
Clerk of the Board