

OCTOBER 21, 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., October 21, 2014 in the Commissioners Room, Government Center, Crookston, MN. Members present: Commissioner Craig Bunes, Commissioner Warren Strandell, Commissioner Nick Nicholas, Commissioner Warren Affeldt, Commissioner Don Diedrich and Charles S. Whiting, Polk County Administrator, Clerk of the Board. Others present: Michelle Cote, Deputy Clerk of the Board.

AGENDA

A motion was made by Commissioner Affeldt seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the October 21, 2014 agenda.

CONSENT AGENDA

A motion was made by Commissioner Bunes seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve the October 21, 2014:

1. Approve Commissioner Warrants: General Revenue Fund, \$168,318.87; Public Works Fund, \$76,338.34; Public Safety Fund, \$70,050.54; Public Health Fund, \$28,815.90; Forfeited Tax Sale Fund, \$5,801.60; Special Assessments (Ditch) Fund, \$12,416.31; Environmental Services Fund, \$19,040.82; Resource Recovery Fund, \$80,074.49; Landfill Fund, \$14,507.86; Agency Fund, \$1,932.00; Per Diems, \$600.00; Meal Reimbursements Without Overnight Lodging, \$162.22 and Sign Audit List.
2. Approve payment to Marshall County Co-op, Warren, MN in the amount of \$6,080.00 for fuel for the Angus Shop.

COUNTY BOARD MEMBER ISSUE FORUM

1. Commissioner Nicholas brought forth that he attended a Tri-Valley Opportunity council meeting where an audit firm was chosen. In addition he attended a Northwest Collaborative Council meeting and a Senior Provider meeting. He also attended a Polk-Norman-Mahnomen Health Collaborative meeting where the discussion focused on the Ebola virus.
2. Commissioner Strandell brought forth that he attended the Tri-County Corrections meeting where budgets and revenue were the focus.
3. Commissioner Bunes brought forth that he attended a Polk-Norman-Mahnomen Health Collaborative Meeting. Also attended the meeting where Senator Dibble spoke regarding transportation issues. In addition he attended a LARL Executive meeting where budgets and deficit spending were discussed. Also discussed was LARL Board size going from 24 to 15 to be based on population. He also attended a AAA Dancing Sky meeting where nutrition contracts were approved.
4. Commissioner Affeldt brought forth that he received a call from a concerned taxpayer regarding the Wheelage Tax. Also brought forth were the Household Hazardous Waste personnel issues that have been resolved.
5. Commissioner Diedrich brought forth that he attended the meeting where Senator Dibble spoke. He also attended the Northwest Mental Health and Tri-Valley Opportunity Council. In addition he attended and MCIT bylaws meeting.

AL BAUER - LANDOWNER

Al Bauer, Erskine, MN came before the Board with concerns pertaining to Polk Highway No. 41:

1. CSAH 41 Construction Project

Discussion was held with the Board regarding the condition of CSAH 41 construction project. Mr. Bauer feels the road construction provided by Zavoral Construction is of substandard quality. Mr. Bauer's request to the Board is address the issue in the spring by repairing the in-slope. The Board took Mr. Bauer's concerns under advisement.

SOCIAL SERVICES

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

1. Agreement & Addendum with Next Chapter Technology Inc.,

A motion was made by Commissioner Strandell seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve the Agreement and Addendum with Next Chapter, Inc., for September 15, 2014 through February 28, 2015 for CaseWorks computer program, licensure, services and travel. Participating counties are Polk, Kittson, Roseau, Red Lake, Marshall, Norman and Mahnomen. Addendum to agreement to address breach of one county and continuation of agreement for all other participating counties.

2. Clay County Electronic Data Hosting Agreement

A motion was made by Commissioner Bunes seconded by Commissioner Affeldt and adopted by unanimous vote of the Board to approve the Electronic Data Hosting Agreement with Clay County to host Electronic CaseWorks Data on their server for 2015 beginning January 1, 2015 with an initial cost of \$5,000 and an annual maintenance fee of \$7,500. Automatic yearly renewal unless terminated.

3. FFY 2015 SNAP Employment and Training Agreement

A motion was made by Commissioner Nicholas seconded by Commissioner Affeldt and adopted by unanimous vote of the Board to approve the Supplemental Nutrition Agreement with DEED for employment and training activities provided to recipients under the Supplemental Nutrition Assistance Program (SNAP). Participating counties are Polk, Kittson, Marshall, Pennington, Roseau and Red Lake counties.

FACILITIES MANAGEMENT

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

1. Approval to Advertise and Fill a Custodian I Vacancy

A motion was made by Commissioner Strandell seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to advertise and fill the Custodian I vacancy in the Facilities Management Department.

SHERIFF

Barb Erdman, Polk County Sheriff and Brian Lundeen, Deputy came before the Board with matters pertaining to her department:

1. Federal Boating Safety Supplemental Equipment Grant Agreement

A motion was made by Commissioner Affeldt seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve for signature the Federal Boating Safety Supplemental Equipment Grant Agreement as presented.

2. Approval to Advertise for Replacement of Authorized Transport Deputy Positions

A motion was made by Commissioner Bunes seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve advertising and filling a Deputy position and any openings due to internal posting into the position at the Sheriff's Office.

3. Vehicle Costs.

Discussion was brought for regarding what vehicle costs, options that are added necessary for law enforcement and rotation.

ADMINISTRATION

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

1. Contract Renewal – Halstad Transport Service Agreements

A motion was made by Commissioner Nicholas seconded by Commissioner Bunes and adopted by unanimous vote of the Board to approve extending the Halstad Transport Agreements (Ethernet Service to Polk County's Network) for another 5 years as presented to the Board.

2. Polk-Norman-Clay Agassiz Trail Advisory Committee Appointment

A motion was made by Commissioner Affeldt seconded by Commissioner Strandell and adopted by unanimous vote of the Board to appoint Commissioner Bunes as Polk County's representative on the Polk-Norman-Clay Agassiz Trail Advisory Committee.

3. Upcoming AMC District 3 Meeting Information

An agenda for the Association of Minnesota Counties, District 3 meeting, on October 30, 2014, 8:00 a.m. at the Newfolden Community Center was presented to the Board.

4. MCIT Voting Delegates Designation

A motion was made by Commissioner Strandell seconded by Commissioner Bunes and adopted by unanimous vote of the Board to appoint Commissioner Bunes to the Minnesota Counties Intergovernmental Trust Board of Directors.

5. 2015 Budget

Information was presented to the Board regarding the 2015 Budget.

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 10/24/2014

APPROVED 10/21/2014

<u>Vendor Name</u>	<u>Amount</u>
3 D Specialties	2,491.93
Anderson Crane Company	2,386.41

Aqua Pure Water Solutions	7,245.00
Architectural Resources Inc	7,563.75
Beltrami Industrial Services	8,315.44
Braun Intertec Corp	3,589.00
Chiller Systems Inc	2,875.00
Christian Brothers Ford Inc	3,040.34
Commissioner Of Transportation	2,160.29
Cra Payment Center	2,081.21
Crookston Daily Times	3,228.20
Crookston Paint & Glass	5,460.00
DS Solutions Inc	2,745.00
Excel Manufacturing Inc	4,754.72
Gladen Construction Inc	3,510.00
Grove Mechanical Inc	2,075.84
Hewlett Packard Company	4,753.97
HN Quality Plumbing Inc	5,349.61
Hoffman Dale & Swenson Pllc	19,625.00
Hometown Management Inc	4,031.44
Insight Technologies	4,049.50
J & S Gravel Inc	4,130.68
Je-Way Multiple Services Inc	3,146.00
Johnson Controls Inc	15,956.18
Jsb Engineered Solutions	13,373.84
JT's Station	2,659.22
Keepsr Inc	6,820.47
Lepier Oil Company Inc	2,925.30
Lepier Oil Company Inc	15,544.32
Lunseth Plumbing & Heating	5,771.77
MCCC MI 33	6,714.94
MHSC Range	2,053.00
Midcontinent Communications	2,738.00
Natronx Technologies Llc	8,388.65
North Country Business Prod	15,450.80
Northern Propane & Fuel	2,070.75
Northside Express	7,177.18
Olson & Sons Excavating	5,850.00
Peterson Sheet Metal	6,709.36
Polk County Administrator	6,426.26
Polk County Highway Department	17,684.25
RDO Truck Centers	5,541.33
ReitRock Paving LLC	3,600.00
Sanofi Pasteur Inc	5,649.24
SeaChange Printing & Marketing	19,269.61
Service Pro Parts Inc.	3,048.17
SimplexGrinnell	2,225.45
Stone's Mobile Radio Inc	2,540.81
TAC 10 Inc	10,000.00
TAC 10 Inc	20,000.00
Tri County Community Corr	5,537.88
True North Steel	9,583.04

	U S Water Services		4,709.61
	Univar Usa Inc		12,670.00
	US Bank Voyager Fleet Sys		5,547.68
	Valley Electric Of Crookston LLC		8,106.73
	Valley Electric Of Crookston LLC		6,704.30
	Vanguard Appraisals Inc		4,950.00
	Wenck Associates Inc		3,098.61
263	Payments	2000	91,591.65
	less than		
	Final Total:		477,296.73

With no further business the Board adjourned to reconvene at 8:00 o'clock a.m., October 28, 2014.

Don Diedrich, Chairman

ATTEST:

Charles S. Whiting, Administrator
Clerk of the Board