

**NOVEMBER 24, 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., November 24, 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, Polk County Administrator. Others present: Michelle Cote, Deputy Clerk of the Board.

**REVISED AGENDA**

A motion was made by Commissioner Nicholas seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve the Revised November 24, 2015 Agenda, adding No. 1 under County Board Members Issue Forum, adding No. 2 under Highway and adding No. 5 & 6 under Administration.

**CONSENT AGENDA**

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

1. Approve payment to Johnson Controls, Inc., Dallas TX in the amount of \$898.70 for boiler control upgrades.

**COUNTY BOARD MEMBERS ISSUE FORUM**

1. \*AMC & MRCC Proposed Working Relationship. Discussion was brought forth regarding this topic.
2. Commissioner Strandell brought forth that that David Vraa Mayor of Nielsville is requesting a copy of the resolution regarding the Nielsville Bridge. Also attended was the MPO building where the lighting project was discussed. He also brought forth discussion regarding his value and proposed tax for 2016. Also brought forth was discussion regarding the MCIT dividend. For Polk County it will be \$175, 485.00
3. Commissioner Lee brought forth that she attended a Household Hazardous Waste meeting where the budget and the paint care program were discussed. Also attended was the DAC meeting where the 2016 budget, calendar and building maintenance were the focus. In addition she attended the Inter Community Council meeting where staffing was discussed.
4. Commissioner Nicholas brought forth that he attended a Tri-Valley meeting where the audit was the focus. He also brought forth that he participated in Polk County bargaining unit negotiations. In addition he brought forth that he attended the Polk Norman Mahnomen Public Health meeting.
5. Commissioner Bunes brought forth that he attended a LARL meeting where the receipt of Bremer Grant of \$72,000 was discussed. He also brought forth that he participated in a Polk County bargaining unit negotiations. He also participated in a MN USA meeting.
6. Commissioner Diedrich brought forth discussion regarding the prior meeting that concluded at Traill County North Dakota regarding the Nielsville Bridge. Also attended was a One Watershed One Plan meeting. Also brought forth was that he attended the Tax Forfeited Land Sale.

## **SHERIFF'S DEPARTMENT**

James Tadman, Polk County Chief Deputy came before the Board with matters to the Sheriff's department:

### **1. Monthly Sheriff Reports**

The October 2015 Sheriff Reports were presented and discussed with the Board.

## **PLANNING AND ZONING**

Josh Holte, Planning and Zoning Administrator and George Hanson, Boundary Commission Attorney came before the Board with matters pertaining to Planning and Zoning:

### **1. Boundary Commission #1 Discussion**

Polk County entered into Boundary Commission #1 in 2014 to resolve boundary line issues along West Shore Drive on Union Lake. On September 23, 2014 the County Board approved the Boundary Commission #1 Plat and Resolution and authorized submitting the Plat for Judicial review and approval. In January 2015 the judicial review hearing was held and there was an objection to the plat. The case was heard in District Court and earlier in November, 2015 the Boundary Commission #1 Plat was denied. A motion was made by Commissioner Bunes seconded by Commissioner Diedrich and adopted by unanimous vote of the Board to continue with Boundary Commissioner #1 by filing a motion to reconsider

## **PUBLIC HEALTH**

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

### **1. Out of State Travel Request**

A motion was made by Commissioner Diedrich seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve out of state travel for Sue Thompson and Leah Winjum, Polk County Public Health to participate in the DFC New Grantee Training December 6 – December 8, 2015 in Washington DC and the Community Anti-Drug Coalitions of America-National Coalition Academy January 11 – January 14, 2016, April 11 – April 14, 2016 and June 6 – June 9, 2016 at Tampa Bay, FL with all expenses being paid by the federal DFC grant.

### **2. Norman-Mahnomen Public Health Update**

An update was given to the Board regarding Norman-Mahnomen Public Health.

### **3. Norman-Polk-Norman CHB Grant Contract Agreement Review**

Informational handouts and discussion was held with the Board regarding the various Norman-Polk-Norman CHB Grant Contract Agreements. (Handouts on file in the Polk County Administrator's Office)

### **4. Planning & Performance Measurement in 2014/Report**

The Planning and Performance Measurement in 2014 Report was discussed with the Board.

## **HIGHWAY**

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

### **1. Maintenance II Position**

A motion was made by Commissioner Bunes seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve filling the Maintenance II position due to a retirement.

**2. \*\*Polk County Agassiz Recreational Trail (ART)**

A motion was made by Commissioner Nicholas seconded by Commissioner Bunes and adopted by unanimous vote of the Board to approve the purchase of land Parcel 55.00132.00 from Onstad Township - along and abutting the Agassiz Recreational Trail from Crookston to Fertile, Polk County has agreed to pay \$3,150.00 for this parcel, monies from the grant can be used for the purchase up to 65% of the cost.

**TRI-VALLEY OPPORTUNITY COUNCIL**

Nancy Ramone and Maureen Hams Tri-Valley Opportunity Council came before the Board with matters pertaining to Tri-Valley:

**1. The Children's Mental Health Local Parent Advisory Council (LAC)**

An update was given to the Board regarding the Children's Mental Health Local Parent Advisory Council.

**ADMINISTRATION**

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

**1. Renewal of American Communications, Inc., Contract**

A motion was made by Commissioner Diedrich seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to review the Network Support Contract for 2016 with American Communications, Inc., Morris, MN.

**2. Resolution (2015-61) Affirming Polk County's Endorsement of the Revised County Program Aid Formula Developed by the Minnesota Counties' County Program Aid Work Group**

**RESOLUTION (2015-61)**

**Affirming Polk County's Endorsement of the Revised County Program Aid Formula Developed by the Minnesota Counties' County Program Aid Work Group**

The following resolution (2015-61) was offered by Commissioner Bunes:

WHEREAS, Minnesota's counties are mandated by the state to provide essential services in many program areas including human services, public safety, and transportation; and

WHEREAS, counties depend on County Program Aid ("CPA") for the financial sustainability of these state-mandated, county-administered services; and

WHEREAS, the current structure of the CPA formula, pursuant MS Chapter 447A.0124, creates considerable volatility in the fund's distribution, interfering with counties' abilities to accurately budget for essential services; and

WHEREAS, the current formula's inadequacies have also resulted in the dramatic reduction of funding for one-third of counties, that have lost at least 50 percent of their funding since 2005; and

WHEREAS, despite fluctuations over the past ten years, the state appropriation to the 2015 CPA is equal to the 2005 appropriation making it greatly depressed in terms of inflation; and

WHEREAS, a revised CPA formula in conjunction with additional funding will enable counties to continue to provide quality services that may also translate into reductions in county levies, decreasing the tax burden of Minnesota residents; and

WHEREAS, in October 2014, the Association of Minnesota Counties assembled the CPA Work Group including leadership from twenty counties and representatives from the Metropolitan Inter-County Association and the Minnesota Rural Counties Caucus to analyze and develop a CPA formula that reflects the pressing needs of Minnesota's counties; and

WHEREAS, the CPA Work Group unanimously approved a revised CPA formula that benefits all Minnesota counties by reducing volatility and ensuring a fair distribution of CPA; and

WHEREAS, the Board of Directors of the Association of Minnesota Counties that represents the diverse interests of Minnesota's 87 counties, voted to support the proposed CPA formula revisions; now, therefore,

BE IT RESOLVED, the Polk County Board of Commissioners endorses the following revisions to the Minnesota County Program Aid formula:

- A funding increase of \$40 million;
- The creation of a funding floor that guarantees each county \$350,000 in tax base equalization aid ("TBEA");
- Adjustments to the TBEA formula factors to slow down counties' loss of TBEA funding, including: an increase of the per capita factor to \$190 and a decrease of the county adjusted net tax capacity (ANTC) factor to 9 percent;
- The elimination of special funds and transition aid; and
- The creation of a 5% cap on annual CPA losses; ensuring no county will lose more than 5% of its funding each year.

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

### **3. Request to Fill Vacancy – Network Administrator**

A motion was made by Commissioner Diedrich seconded by Commissioner Lee and adopted by unanimous vote of the Board to internally post the Network Administrator position due to a resignation. If not filled internally allow position to be advertised

externally. The County Administrator commends Arron Harlow for the work he has done for Polk County.

**4. 2016 County Budget**

Discussion was held with the Board regarding the 2016 county budget.

**5. \*\*\*East Grand Forks New Homeowner Property Tax Rebate**

Paul Gorte, East Grand Forks EDHA Economic Development Director appeared before the board with a request for a renewal of the Property Tax Abatement program for a period of 6 years. A handout showing the New Home Property Tax Abatement for East Grand Forks, MN for Tax Year 2012- 2015 was presented to the Board. After further discussion a motion was made by Commissioner Nicholas seconded by Commissioner Diedrich and adopted by unanimous vote of the Board to approve the extension of the East Grand Forks New Homeowner Property Tax Rebate Program through year 2021 conditional upon the approval of the City of East Grand Forks and School District 595 of the same.

**6. \*\*\*\* Resolution (2015-62) Nielsville Bridge**

**Resolution of Commitment to Seek Improvements to Bridge 5767  
(Nielsville/Cummings Bridge, aka the Nielsville Bridge)**

**RESOLUTION (2015-62)**

The following resolution (2015-62) was offered by Commissioner Diedrich:

WHEREAS, it has become imperative to close the interstate Nielsville Bridge due to failure in the decking rendering the bridge unsafe for travel; and

WHEREAS, it is clear the importance of the Nielsville Bridge to local commerce, fire and rescue, farm to market and general travel cannot be overstated; and

WHEREAS, representatives and local individuals have approached both the Polk County, Minnesota Board of Commissioners and the Traill County, North Dakota Board of Commissioners to seek action to address the bridge deficiencies and reopen the bridge in the shortest time possible; and

WHEREAS, the two county boards have now met together jointly twice to assess options for funding and repair through local, state and federal means; and

WHEREAS, state and federal representatives have been contacted and reviewed the status of the Nielsville Bridge; and

WHEREAS, it is clear to both counties and surrounding regional users of this originally federally financed and constructed bridge that the priority need for this bridge still exists as it did when the initial federal and state interest conceived, funded and constructed this bridge; and

WHEREAS, this key regional economic and security link also spans the flood prone Red River of the North creating unique engineering and design requirements that

require more than just a local repair and maintenance response to the current bridge deficiencies; and

WHEREAS, after direct consultation between the respective county boards, expressed citizen input from the region, vocalized support from cities and townships in the region, and legislative interest and support for addressing the Nielsville Bridge;

BE IT HEREBY RESOLVED, that the Polk County, Minnesota Board of Commissioners along with the Trail County, North Dakota Board of Commissioners unanimously commit to seeking support, funding and design options for addressing the Nielsville Bridge at the earliest feasible time in order to reopen the bridge for commerce, safety and travel in the region.

BE IT FURTHER RESOLVED, that both boards will act to represent this interest, direct staff and resources to pursue this interest, maintain communication and review progress in pursuing this interest jointly, and continue to seek local, state and federal support to address the needs of the bridge with all deliberate speed.

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

With no further business the Board adjourned to reconvene at 8:00 o'clock a.m., December 1, 2015.

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Warren Strandell, Chairman

ATTEST:

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