

NOVEMBER 25, 2014
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 25, 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 Whiting, Polk County Administrator, Clerk of the Board. Others present: Michelle Cote, Deputy Clerk of the Board.

REVISED AGENDA

A motion was made by Commissioner Nicholas seconded by Commissioner Bunes and adopted by unanimous vote of the Board to approve the Revised November 25, 2014 agenda adding Mark Dietz under Administration.

CONSENT AGENDA

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

1. Approve the November 4 and November 18, 2014 Board Minutes.
2. Approve payment to Minnesota Department of Labor & Industry, St. Paul, MN in the amount of \$50.00 for Individual Boiler Engineer License for Facilities Management.

COUNTY BOARD MEMBERS ISSUE FORUM

1. Commissioner Nicholas had nothing to bring forth.
2. Commissioner Diedrich brought forth he attended the One Watershed One Plan meeting. He will be serving the committee in the capacity of Secretary.
3. Commissioner Affeldt brought forth that he attended the Household Hazardous Waste Meeting where personnel issues were discussed. In addition the "Paint Care" fee was discussed. Dean Newland will be the Chairperson for 2015. Also attended was a Polk County DAC meeting.
4. Commissioner Strandell brought forth attended a special Tri County Corrections meeting to discuss the hiring of the new executive director. It was discussed using Springsted to lead the search.
5. Commissioner Bunes brought forth that he attended the NW Radio Board meeting. In addition he attended a LARL meeting where it was passed to reduce the size of the Board.

ATTORNEY

Greg Widseth, Polk County Attorney came before the Board with matters pertaining to his department:

1. Approval To Fill Legal Secretary (Clerk Typist Cashier IIIA) Position

A motion was made by Commissioner Strandell seconded by Commissioner Bunes and adopted by unanimous vote of the Board to approve the advertising and filling of a Legal Secretary (Clerk Typist Cashier IIIA) position.

2. Review of 2015 County Attorney Position Wage

Informational handouts were presented to the Board regarding a wage increase in 2015 for the County Attorney. The Board took Mr. Widseth's request under advisement.

REVISED AGENDA

A motion was made by Commissioner Affeldt seconded by Commissioner Bunes and adopted by unanimous vote of the Board to approve the Revised November 25, 2014 agenda adding approval of the City of Fosston Law Enforcement Services Contract as No. 3. under Sheriff.

SHERIFF

James Tadman, Sheriff's Office came before the Board with matters pertaining to the Sheriff's Office:

1. Monthly Sheriff Reports

The October monthly sheriff reports were presented and discussed with the Board.

2. Radio Purchases for 2015

A motion was made by Commissioner Strandell seconded by Commissioner Bunes and adopted by unanimous vote of the Board to allow the Sheriff's Office to order 800 radios in 2014 to be billed in 2015 with a savings cost of \$400.00 per radio.

3. City of Fosston Law Enforcement Service Contract.

A motion was made by Commissioner Affeldt seconded by Commissioner Strandell and adopted by unanimous vote of the Board to allow the signing of the City of Fosston Law Enforcement Service Contract for a period of one year.

PROPERTY RECORDS

Michelle Cote, Director of Property Records came before the Board with matters pertaining to her department:

1. 2015 Polk County Plat Books

A motion was made by Commissioner Affeldt seconded by Commissioner Bunes and adopted by unanimous vote of the Board to accept the quote from Mapping Solutions for an estimated amount of \$9,470.00 for 350 2015 Polk County Plat Books to be sold for \$30.00.

ADMINISTRATION

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

1. Purchase of L.E.D. Lamps

A motion was made by Commissioner Nicholas seconded by Commissioner Bunes and adopted by unanimous vote of the Board to accept the quote provided by GrayBar Supply in the amount of \$10,656.00 for the purchase of 600 replacement lamps.

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

1. County Surveyor Selection Update

An update was given to the Board regarding the County Surveyor selection.

2. Marshall and Polk Rural Water System Appointment

A motion was made by Commissioner Strandell seconded by Commissioner Bunes and adopted by unanimous vote of the Board to re-appoint Wayne Nelson, Oslo, MN to the Marshall and Polk Rural Water System Board for a 4-year term to expire 12-31-18.

3. Approval to Fill Vacancies (Highway Department)

A motion was made by Commissioner Strandell seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve advertising(internal and external) and filling the Maintenance Supervisor position at the Polk County Highway Department due to retirement.

A motion was made by Commissioner Affeldt seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve advertising and filling the Maintenance Worker II position at the Polk County Highway Department due to retirement.

4. 2015 Budget

Informational handouts were presented to the Board regarding the 2015 Budget.

With no further business the Board adjourned to reconvene at 1:00 p.m., o'clock p.m., December 2, 2014.

Don Diedrich, Chairman

ATTEST:

Charles S. Whiting, County Administrator
Clerk of the Board