

\*\*\*\*\*Revised  
POLK COUNTY BOARD  
MEETING LOCATION: GOVERNMENT CENTER, CROOKSTON, MN  
COMMISSIONERS ROOM

AGENDA

DECEMBER 15, 2015

10:00 A.M. MEETING OPEN/CONVENE

CALL TO ORDER

PLEDGE ALLEGIANCE TO FLAG

REVIEWAL & APPROVAL OF THE AGENDA

CONSENT AGENDA

1. Approve Commissioner Warrants and Sign Audit List.
2. Approve/Signature on the 2016-2017 MPCA County Feedlot Program Delegation Agreement Work Plan.
3. Approve payment to the University of ND in the amount of \$175.00 for Jake Snyder, Environment Services to attend training to renew his Asbestos Inspector's License.
4. Approve payment to Rowekamp Associates, Bloomington, MN in the amount of \$400.00 for Maintenance & Support for SimpleSigns & RoweMap Software for the Highway Department.
5. Approve payment to Minnesota Supreme Court, St. Paul, MN in the amount of \$258.00 for Attorney Registration Fees for Charles Curtis, Polk County Attorney's Office.
6. \*Approve payment to Greg Widseth, Attorney's Office in the amount of \$82.90 for meal expenses for the MN County Attorney's Association Annual Meeting held December 2-4, 2015.
7. Approve payment to Scott Buhler, Attorney's Office in the amount of \$423.31 for meal and mileage expenses for the MN County Attorney's Association Annual Meeting held December 2-4, 2015.
8. Approve payment to Charles Curtis, Attorney's Office in the amount of \$393.50 for meal and mileage expenses for the MN County Attorney's Association Annual Meeting held December 2-4, 2015.
9. Approve payment to Hans Larson, Attorney's Office in the amount of \$455.87 for meal and mileage expenses for the MN County Attorney's Association Annual Meeting held December 2-4, 2015.
10. \*\*Approve payment to North Country Business Products, Bemidji, MN in the amount of \$274.12 & \$528.88 for the IS Department for shop accessories and a file cabinet.
11. \*\*\*Approve payment to Insight Technologies, Inc., Grand Forks, ND in the amount of \$264.00 for technical supplies.

COUNTY BOARD MEMBERS ISSUE FORUM

1. Traill County Resolution
2. Sandhill River Watershed Appointment Interest

10:25 RED LAKE WATERSHED APPOINTMENT

1. Terrance Sorenson – Mentor, MN

- 10:40 **DARIN CARLSTROM– HIGHWAY DEPARTMENT**
1. Resolution (2015-69) MN DOT Agreement 1001974
  2. Approve Certificate of Performance and Certificate of Final Acceptance on SAP's/CSAH's/Knife River Materials
  3. Safety Compliance Services Agreement

10:50 **BREAK**

- 11:00 **JOSH HOLTE – PLANNING AND ZONING**
1. Tax Forfeit Demolition Quotes
  2. Resolution (2015-70) Conditional Use Permit – Jon & Junelle Hjelmstad To Connect a New Septic System To A New Accessory Structure
  3. Resolution (2015-71) Conditional Use Permit – Ben & Caryl Lester - Stable Days Youth Ranch/Operation Of A Horse Boarding, Training & Recreational Property/Facility

- 11:20 **RON DENISON – FINANCE**
1. Petty Cash Polk County Attorney
  2. Procurement Policy Motion

- 11:40 **MIKE RENGEL – LABOR ATTORNEY**
- Final Consideration of Information Regarding Polk County's Elected Officials (County Attorney & County Sheriff) & Determination of 2016 Salaries After Consideration of Information:
- a. Resolution (2015-73) Establishing The 2016 Salary of the Polk County Attorney
  - b. Resolution (2015-74) Establishing The 2016 Salary of the Polk County Sheriff

**LUNCH**

- 1:20 P.M. **JAMES TADMAN– CHIEF DEPUTY**
1. Snowmobile Grant – Overview of Grant and Use of Snowmobile
  2. 2016 Vehicle Purchase
  3. Pine To Prairie Drug Task Force – Status Report
  4. Monthly Sheriff Reports
  5. \*\*\*\*Request for an Extension of Temporary Part-Time Dispatcher Jolene McCollum for January through June 2016
  6. \*\*\*\*\*City of Fosston – 2016 Law Enforcement Contract

- 1:40 **ROB WAGNER – ASSESSMENT SERVICES**
1. Review of Tax Authority 2016 Requests
  2. City of Fosston Tax Increment Financing District (TIF)
  3. Tax Abatements
  4. Resolution (2015-72) Repurchase of Tax Forfeited Property 83.01251.00

- 2:00 **KENT JOHNSON – SOCIAL SERVICES**
1. CY 2016 TriMin Systems, Inc., - Service Agreement
  2. CY 2016 Northwestern Mental Health Center, Inc., - Integrated Services Contract
  3. Cy 2016 Northwestern Mental Health Center, Inc., - NW 8 Adult Mental Health Initiative Agreement

- 2:10 **MARK DIETZ - FACILITIES**
1. Pharmacy Refrigerator
  2. Laboratory Freezer
  3. Polk County Annex Building Demolition

2:40

**MICHELLE COTE – PROPERTY RECORDS**

1. MOU University of Minnesota Extension
2. Annual PILT Report
3. 2015 Tobacco Licenses

2:50

**\*\*\*\*\*SEBASTIAN SULLIVAN – IS DEPARTMENT**

1. Approval of Morris Electronics Billings

3:00

**CHUCK WHITING - ADMINISTRATION**

1. Set 2016 Board Meeting Dates
2. Approval of 2016 Medical Examiner Services Agreement
3. Approval of 2016 Health & Safety Services Agreement
4. 2016 Budget Approval
  - a. Resolution (2015-65) Setting the 2016 Net Levy
  - b. Resolution (2015-66) Adopting the 2016 Budget
  - c. Resolution (2015-67) 2016 Commissioners Salary/Per Diem/Meeting List Approval
  - d. Resolution (2014-68) Adopting 2016 Salaries for County Administrator, Department Heads, Non-Union and Social Services Personnel, and Approving New Positions and Position Changes Effective January 1, 2016
5. Retirement VIBA

**ADJOURN**

If you need any type of accommodation to participate in the Polk County Board meeting, please contact Chuck Whiting at (218) 281-5408 at least 1 working day before the meeting. This board agenda is subject to change without notice.