

DECEMBER 16, 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., December 16, 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 Nicholas seconded by Commissioner Bunes and adopted by unanimous vote of the Board to approve the revised December 16, 2014 agenda adding items adding No. 7 and No. 8 under the County Administrator.

CONSENT AGENDA

A motion was made by Commissioner Strandell seconded by Commissioner Affeldt and adopted by unanimous vote of the Board to approve the December 16, 2014 consent agenda:

1. Approve Auditor Warrants.
2. Approve Commissioner Warrants: General Revenue Fund, \$153,412.95; Public Works Fund, \$103,127.14; Public Safety Fund, \$100,796.67; Public Health Fund, \$58,786.91; Special Assessments (Ditch Fund), \$9,923.75; Environmental Services Fund, \$77,511.08; Resource Recovery Fund, \$54,567.07; Landfill Fund, \$13,409.06; Agency Fund, \$288.00, Per Diems, \$1,425.00 and Meal Reimbursements (without overnight lodging), \$113.42 and Sign Audit List.
3. Approve the November 25 and December 2, 2014 Board Minutes.
4. Approve payment to Marshall County Coop, Warren, MN in the amount of \$3,559.50 for diesel fuel for Angus Shop.
5. Approve payment to the Minnesota Supreme Court, St. Paul, MN in the amount of \$254.00 for Attorney Registration Fees for Charles Curtis.
6. Approve payment to Rosemary S. Linderman, Psy. D. ABPP, St. Petersburg, FL in the amount of \$5,000.00 for an Independent Record Review.
7. Approve payment to Andrew Johnson, Attorney's Office in the amount of \$406.72 for Mileage, Parking and Meal Expenses for an out-of-county meeting.
8. Approve payment to Scott Buhler, Attorney's Office in the amount of \$425.04 for Mileage, Parking and Meal Expenses for out-of-county meetings.
9. Approve payment to Greg Widseth, County Attorney in the amount of \$146.84 for Mileage and Meal Expenses for out-of-county meetings.
10. Approve payment to the Crookston Inn, Crookston, MN in the amount of \$243.35 for Lodging Expenses for a Court Trial through the County Attorney's Office.
11. Approve payment to ACME Tools, Grand Forks, ND in the amount of \$626.00 for Annual Inspection/Delivery/Labor/Rent Charges for the Facilities Management Department.

COUNTY BOARD MEMBER ISSUE FORUM

1. Federal Transportation Funding and Bill Letter
A motion was made by Commissioner Bunes seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the Federal Transportation Funding and Bill Letter
2. A retirement invitation for Velma Oakland, Red Lake County Commissioner was given to the Board.
3. A retirement invitation for John Evert, Clay County Commissioner was given to the Board.
4. Commissioner Nicholas brought forth that he attended the Polk County Extension Meeting. He also attended a Tri-Valley Opportunity Council Meeting where migrant enrollment and funding was the focus. In addition he also attended a Parks meeting.
5. Commissioner Strandell brought forth discussion regarding the Sandpiper Meeting on January 8, 2015 at 2:00 pm at the Crookston Inn. He also brought forth discussion regarding the salary of Barb Erdman, Polk County Sheriff.
6. Commissioner Bunes brought forth that he took part in a Parks meeting by telephone. He also attended the MRCC meeting. He also brought forth that he received a call from Ross Hier regarding a land purchase from Keith Danks in Woodside Township.
7. Commissioner Affeldt reviewed his upcoming meetings.
8. Commissioner Diedrich brought forth that he attended the Polk County Extension Meeting where discussion was focused on a contract between the Polk County Agricultural Association and the University of Minnesota Extension in addition to a grant expiration for Jim Stordahl.

PLANNING AND ZONING

Josh Holte, Planning and Zoning came before the Board with matters pertaining to the Planning and Zoning Department:

1. **Resolution (2014-065) Conditional Use Permit for Richard & Jean Rock – Accessory Structure on Union Lake**
Resolution (2014-065) was offered by Commissioner Strandell seconded by Commissioner Bunes and adopted upon the following vote: YEAS: Strandell, Affeldt, Diedrich, Bunes and Nicholas NAYS: None. See Resolution (2014-065) on file in the office of the Polk County Administrator.
2. **Eickhof Estates Final Plat**
Informational handouts were presented to the Board regarding Eickhof Estates Final Plat. A motion was made by Commissioner Bunes seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve the Eickhof Estates Final Plat on Parcel No 74.00220.00 – No. 74.00220.05.
3. **Board of Adjustment/Planning Commission Appointments Information**
Discussion was held regarding the Board of Adjustment/Planning Commission appointments. At the end of the year both Courtney Pulkrabek and Kerry Winkelmann terms are ending. Kerry Winkelmann does not wish to be reappointed.
4. **Resolution (2014-066) Aquatic Invasive Species Prevention Aid**
Aquatic Invasive Species Prevention Aid
RESOLUTION (2014-066)

The following resolution (2014-066) was offered by Commissioner Bunes:

WHEREAS, 2014 Session Law Chapter 308 enacted by the Legislature provides Minnesota counties a County Program Aid grant for Aquatic Invasive Species (AIS) prevention. The amount designated for each county is based on the number of watercraft trailer launches as well as the number of watercraft trailer parking spaces within each county. Polk County was allocated \$24,932 for 2014 and \$55,405 for 2015 and years following, and

WHEREAS, the legislation requires that Polk County must establish, by resolution or through adoption of a plan, guidelines for the use of the proceeds which are to prevent the introduction or limit the spread of AIS at water access sites within the County, and

WHEREAS, the county may appropriate the proceeds directly or may use any portion of the proceeds to provide funding for a joint powers board or cooperative agreement with another political subdivision, a soil and water conservation district in the county, a watershed district in the county, or a lake association located in the county. Any money appropriated by the county to a different entity or political subdivision must be used as required under this section, and

WHEREAS, the county must submit a copy of its guidelines for use of the proceeds to the Department of Natural Resources by December 31 of the year the payments are received, and

WHEREAS, the threat of the introduction and spread of AIS is acknowledged as a serious concern to the health of the environmental and economic health of Polk County, and

NOW THEREFORE BE IT RESOLVED, That the Polk County Board of Commissioners designates oversight of Polk County's AIS prevention efforts to the Polk County Environmental Services Department and delegates to them the responsibility to prepare, implement and report annually a plan to allocate the funding in accordance with the above legislation. Allocation of funding, grant requests and plan updates are to be approved by the Polk County AIS Committee. A copy of the approved AIS plan will be kept on file in the Polk County Environmental Services Department.

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

- 5. Approval of the 2014 Aquatic Invasive Species Prevention Plan for Polk County**
Informational handouts were presented to the Board regarding the 2014 Aquatic Invasive Species Prevention Plan for Polk County. A motion was made by Commissioner Bunes seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve the 2014 Aquatic Invasive Species Prevention Plan for Polk County as presented.

ENVIRONMENTAL SERVICES

Jon Steiner, Environmental Services Director came before the Board with matters pertaining to his department:

1. Award Bid on S.W.M. - 01 - Trailer Hauling Contract 2015

A motion was made by Commissioner Affeldt seconded by Commissioner Bunes and adopted by unanimous vote of the Board to accept the bid of \$279,450.00 for 2015 – 2017 (3 years) for the S.W.M. – 01 Trailer Hauling Contract to Hagen Construction based on the recommendation of Jon Steiner, Environmental Services Director.

2. Award Bid on S.W.M. - 02 - Roll-Off Hauling Contract 2015

A motion was made by Commissioner Affeldt seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to accept the bid of \$763,700.00 for 2015 – 2017 (3 years) for the S.W.M. – 02 Roll-off Hauling Contract to Lenex Sand and Gravel.

3. Solid Waste Contracts

A motion was made by Commissioner Affeldt seconded by Commissioner Bunes and adopted by unanimous vote of the Board to authorize the Board Chair and the County Administrator to sign the 2015 Solid Waste Contracts with partner counties which include Clearwater, Beltrami, Mahanomen and Norman.

4. Steam Sales Contracts

A motion was made by Commissioner Affeldt seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to authorize the Board Chair and the County Administrator to sign the 2015-2017 Steam Sales Contracts with Steam Customers MDV (Minnesota Dehydrated Vegetable) and Specialty Products. A motion was made by Commissioner Bunes seconded by Commissioner Affeldt and adopted by unanimous vote of the Board to authorize the Board Chair and the County Administrator to sign the 2015-2017 Steam Sales Contract with Sun Opta Grains and Foods, Inc. contingent upon a signed contract be submitted by Sun Opta Grains and Foods, Inc.

5. Solid Waste Ordinance Revision

The original Polk County Solid Waste Ordinance was passed in 1991. No modifications have been made since its origination. A motion was made by Commissioner Bunes seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to set the hearing date for January 27, 2014 at 11:00 a.m. regarding the proposed changes to the Polk County Solid Waste Ordinance.

6. Abatement - Residential Solid Waste Fee Assessment 2014

The US Fish & Wildlife acquired 3 properties which were subsequently leased, with 2 of the 3 properties containing buildings/operations which are currently in use. Property No. 32.01017.00 contains an ongoing gravel operation. US Fish & Wildlife is a tax exempt entity though the entities using the properties are not. The parcel contains 61101 (\$100.00), SWC-001 (\$120.00) & Ambulance Fee (\$72.00) A motion was made by Commissioner Strandell seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to abate 61101 for \$100 (plus \$72.00 for ambulance) for 2014 on parcel 32.01017.00.

7. Abatement – Non-Residential Solid Waste Fee Assessment 2014

The US Fish & Wildlife acquired 3 properties which were subsequently leased, with 2 of the 3 properties containing buildings/operations which are currently in use. Property No. 32.01017.04 contains an office and shop. A clerical issue occurred resulting in an inaccurate assessment level. The entity assessed is not the entity generating the waste/paying the bill. A motion was made by Commissioner Bunes seconded by Commissioner Affeldt and adopted by unanimous vote of the Board to abate SWC-003 for \$700.00 for 2014 and add SWC-002 for \$350.00 for 2014 for parcel 32.01017.04.

8. Material Recovery Facility – Equipment Retrofit

A motion was made by Commissioner Affeldt seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve Titus Services proposal to incorporate equipment into the Material Recovery Facility.

9. Landfill EAW – Wenck Assoc. Proposal

A motion was made by Commissioner Bunes seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve Wenck & Assoc. proposal for preparation/submittal of EAW for the Polk County Landfill.

10. Facility Tour

Discussion was brought forth regarding a tour provided to Representative Kiel, Representative Green and Representative Hancock of the Polk County Incinerator Facility in Fosston, MN.

ASSESSMENT SERVICES

Rob Wagner, Assessment Services Director came before the Board with matters pertaining to his department:

1. Approve Property Tax Abatement List

A motion was made by Commissioner Strandell seconded by Commissioner Bunes and adopted by unanimous vote of the Board to approve the following Tax Abatement List:

Name/Address	Parcel #/Legal Description	Amount of Tax Reduction	Reason
ARCHIE D & MARLENE R KLEVEN TRUSTEES 13249 ELMHURST DR SE MENTOR MN 56736	74.00524.00 Lakeshore Acreage 100 x 200' of Gov't Lot 4 (Ex Wly 15' 7 the Ely 10') Woodside Twp	+312	Wanted Homestead Classification for Property Tax Rebate
ARCHIE D & MARLENE R KLEVEN TRUSTEES 13249 ELMHURST DR SE MENTOR MN 56736	74.00949.01 Dohman Add'n Nly 85' of Lot 2 (Ex Nwly 10') Blk 2 Woodside Twp	+26	Wanted Homestead Classification for Property Tax Rebate
PAUL GREGG 1501 SO MAIN CROOKSTON MN 56716	82.02286.00 Carman Tste Lot 5 and Wly 70' of Lots 6, 7, 8, & 9	-\$2,056	Local Option Abatement Payable 2014

	Blk 23 City of Crookston		
MICHAEL MORAN 218 N BORUD ST WINGER MN 56592-4009	94.00016.00 Tr in SE4 NE4 85' N & S X 173' E & W com 970' N of SE cor Sec 22 Twp 147 Rg 42 Winger City	-\$302	Homestead Application Reduction for Taxes Payable 2014

SOCIAL SERVICES

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

1. Resignation – Replacement Request

A motion was made by Commissioner Strandell seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve refilling the Office Support Specialist position due to a resignation in the Social Services Department.

2. Wireless Access System for East Grand Forks Human Services Office

A motion was made by Commissioner Nicholas seconded by Commissioner Bunes and adopted by unanimous vote of the Board to approve purchasing and installing Cisco equipment necessary to establish wireless computer access in the East Grand Forks Human Services Building for Social Services from Morris Electronics, Morris, MN in the amount of \$7,534.88.

SHERIFF

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

1. Advanced Vehicle Location Systems Status

An update was given to the Board regarding the Advanced Vehicle Location System (AVL) that was installed on November 11, 2014.

2. Sheriff Reports

The November Sheriff Reports were presented and discussed with the Board.

PROPERTY RECORDS

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

1. 2015 Tobacco Licenses

A motion was made by Commissioner Bunes seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve the following 2015 Tobacco Licenses as presented to county businesses:

CITY OR TWP	TOBACCO VENDOR	OWNER/CONTACT	PAID FOR 2015
Climax City	The Corner Bar & Café	Jennifer Nesvig, Owner	Yes
	Stortroen Convenience LLC dba Pete's One Stop, Inc	Shanna Stortroen, Owner	Yes

Euclid Township	One N Only of Euclid, Inc	Christopher Weiland	Yes
Fisher City	Farmers Coop Fuel Fisher C-Store	Andrea J. Marschall General Manager	Yes
Knute Township	Win-E-Mac Travel Center	Ryan Strem, President John Schmalenberg, Ptnr Dan Strem, Partner	Yes
Lengby City	Clinic Bar & Grill of Lengby, Inc	Jennifer Godtland, Pres	Yes
Mentor City	Mentor Municipal Liquor Store	Tami Halley, Clerk- Treasurer	Yes
	Toupin's Grocery	Greg Toupin	Yes
	Mentor C Store, LLC Mentor C Store	Christopher Motteberg	Yes
Trail City	Trail's End Bar	Lonnie Watne	Yes

2. Greater Minnesota Management PILT Payment

Informational handouts were presented to the Board regarding the PILT payments that have been received from Greater Minnesota Management (GMM) for 2011/2012 in the amount of \$47,466.00.

ADMINISTRATION

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

1. Polk County Parks/Camp Hosts

A motion was made by Commissioner Affeldt seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the hiring of Jim Wenger as a full-time host at Maple Lake Campground at a pay rate of \$1,750.00 per month. This will decrease the expenses that were incurred by paying 2 hosts at a previous amount of \$1,000.00 per month and to approve the pay rate of \$1,250.00 per month for Glen Halvorson a full-time host for Tilberg Park Campground.

2. Agassiz Recreational Trail

A motion was made by Commissioner Bunes seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve payment to Minnowa Construction, Inc., in the amount of \$46,515.24 (\$40,000.00 for Minnowa Construction Inc., & \$6,515.24 for Lunde Blade & Gravel, LLC) to construct bridges along the Agassiz Recreational Trail. Norman & Clay County will reimburse Polk County \$15,505.08 each for their portion of the contract contingent upon the Norman County Board of Commissioners approval for payment.

3. Online Right of Way Permit

A motion was made by Commissioner Nicholas seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve purchasing ROW Permit Software from RTVision, Little Falls, MN in the amount of \$4,950.00 for the Highway Department.

4. Diesel Fuel Quote for 2015

A motion was made by Commissioner Bunes seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve the Diesel Fuel quote to lock in diesel fuel prices for 3 month periods for 2015 in the amount \$138,300.00 to Fertile Oil, Fertile, MN.

5. Approve Contract Renewal for Morris Electronics

A motion was made by Commissioner Strandell seconded by Commissioner Bunes and adopted by unanimous vote of the Board to approve the 2015 Network Services Contract/American Communications Inc., (Morris Electronics) to provide supplemental advanced technical consulting and support services 2 days each month from January 1, 2015 – December 31, 2015 for an amount of \$30,180.00.

6. 2015 Budget Approval

a. Resolution (2014-061) Setting the 2015 Net Levy

Setting the 2015 Net Levy
Resolution (2014-061)

The following resolution (2014- 061) was offered by Commissioner Bunes:

BE IT RESOLVED, By the Board of County Commissioners of Polk County that the statement of expenses and anticipated receipts on file in the office of the County Administrator, for year 2015, be and they hereby are approved and accepted by this Board as the budget for Polk County for the year 2015 and that the following dollar amount be and the same is hereby levied on the taxable property in Polk County for year 2014, payable 2015:

<u>FUND</u>	<u>NET LEVY</u>
General Revenue	\$12,407,123
Human Services	\$ 4,346,349
R&B	\$ 2,300,000
Library	\$ 226,050
Bond Redemption	<u>\$ 1,375,369</u>
TOTAL	\$20,654,891

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

b. Resolution (2014-062) Budget

Adopting the 2015 Budget
Resolution (2014-062)

The following resolution (2014-062) was offered by Commissioner Bunes:

BE IT RESOLVED, By the Board of County Commissioners of Polk County that the proposed statement of expenses and anticipated receipts on file in the office of the County Administrator for 2015, be and they hereby are accepted by this Board as the budget for Polk County for the year 2015. The budget dated 12-16-14 on file in the office of the Polk County Administrator's Office, signed by the Polk County Chairman of the Board, shall be the official budget of Polk County for 2015 and is adopted at the fund level.

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

c. Resolution (2014-063) 2015 Commissioners Salary/Per Diem/Meeting List Approval

Setting Commissioner Salary and Per Diem
Resolution (2014-063)

The following resolution (2014-063) was offered by Commissioner Strandell:

WHEREAS, it is the duty of the County Board of Commissioners to set their salaries and per diem for committee work pursuant to M.S. Chapter 375.055.

NOW THEREFORE BE IT RESOLVED, that the salary of each County Commissioner for 2015 be and hereby is set at \$28,055.53, and each shall be afforded the standard full-time equivalent employee cafeteria plan for benefits.

BE IT FURTHER RESOLVED, that the per diem for Commissioners be set for 2015 at \$75.00, the same as 2014, per meeting for the following committees:

Water Study & Planning Committee/Joint Powers Comprehensive Local
Water Planning
Extension Committee
NW Resource, Conservation and Development Committee
Drainage/Watersheds and County Ditch Meetings & Hearings
Forfeited Land Tax Sale, Appraisals & other forfeited property issues
Planning and Zoning Commission meetings/Land use
County Board of Health
State Community Health Services Advisory Committee
Polk County Community Health Services Advisory Committee
Annual Road inspection meetings
Community action program meetings
Law Library meetings
Solid Waste Committees
Negotiations/Salary/Personnel Interview Committees
AMC Committees

Board Appointments/assignments/travel
Building Committees
Retired Senior Volunteer Program Committee
Minnesota Social Services Administration (MSSA)
Joint ND/MN Six County Red River Study Group
MN Rural Counties Caucus (MRCC)
Soil and Water Conservation District Managers meetings
Flood/Water Management Committees
Metropolitan Planning Organization (MPO)
Local City Council, Township and School Board Meetings
County-Township Officer Meetings
Intergovernmental Meetings
Polk County Family Service Children's Mental Health Collaborative
9th Judicial Liaison Committee Meetings
Lake Agassiz Regional Library Meetings (LARL)
Wetland Mitigation Meetings
Tilden/Vesledahl/Nature Conservancy/Glacial Ridge National Wildlife
Refuge Meetings
Board Testimony at Legislature
Polk County Single Family Loan Meetings
Transportation Advisory Committee
Red Lake River Corridor
Municipal Contract Police Advisory Board
Citizen Advisory Committee/Watershed Districts
Park Committee meetings
Public Safety Committee meetings
Municipal Airport Commissions
Northern Land Use Coordinating Board & Consolidated
Conservation/Natural Resources Board Joint Meeting
Area Regional Trail System
Polk County Social Service Provider Meeting
City of Fosston Law Enforcement Committee Agreement
Drug Task Force
Development Achievement Center
Housing and Redevelopment Authority (HRA)
ICCC Meetings
Household Hazardous Waste (HHW)
NW Radio Board
AAA Dancing Sky Meetings
Tri-Valley Meetings
Polk-Norman-Mahnomen/CHB (Health Meetings)
Public Works Committee
Annexing Meetings
Bridge Meetings
Union Lake Sarah Meetings
Inter-County Community Council Meetings

Maple Lake Improvement District
Polk County Senior Providers Meeting
Solid Waste Advisory Committee meetings
Polk, Norman, Clay Agassiz Trail Advisory Committee meetings
One Watershed, One Plan Committee meetings

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

Greg Widseth, Polk County Attorney addressed the Board regarding his 2015 proposed salary. No action was taken.

d. Resolution (2014-064) 2015 Salaries for County Administrator, Department Heads, Non-Union and Social Services Personnel, and Approving New Positions and Position Changes Effective January 1, 2015

A Resolution Setting 2015 Wage Grid for the County Administrator, Department Heads, Non-Union and Social Services Personnel, and Approving New Positions and Position Changes Effective in the 2015 Budget
RESOLUTION 2014-064

The following resolution (2014-064) was offered by Commissioner Nicholas:

WHEREAS, the Polk County Board of Commissioners has approved the 2015 budget and has collective bargaining agreements in place for 2015 represented employees' compensation; and

WHEREAS, the Board is responsible for setting wages and benefits for non-represented positions.

THEREFORE BE IT RESOLVED, that Polk County Board of Commissioners sets annual wages for the County Administrator, Department Heads, and non-represented and Social Services positions effective January 1, 2015 according to the following wage grid and administered by the County Administrator; the County Attorney and County Sheriff wages are not set by this grid:

2015 BUDGET - Annualized Wages Grid									
Grade	Step								
	1	2	3	4	5	6	7	8	9
1	\$ 22,382	\$ 23,074	\$ 23,788	\$ 24,523	\$ 25,282	\$ 26,040	\$ 26,821	\$ 27,626	\$ 28,455
2	\$ 23,725	\$ 24,458	\$ 25,215	\$ 25,995	\$ 26,799	\$ 27,603	\$ 28,431	\$ 29,284	\$ 30,162
3	\$ 25,148	\$ 25,926	\$ 26,728	\$ 27,554	\$ 28,407	\$ 29,259	\$ 30,136	\$ 31,041	\$ 31,972
4	\$ 26,657	\$ 27,481	\$ 28,331	\$ 29,208	\$ 30,111	\$ 31,014	\$ 31,945	\$ 32,903	\$ 33,890
5	\$ 28,256	\$ 29,130	\$ 30,031	\$ 30,960	\$ 31,918	\$ 32,875	\$ 33,861	\$ 34,877	\$ 35,924
6	\$ 29,952	\$ 30,878	\$ 31,833	\$ 32,818	\$ 33,833	\$ 34,848	\$ 35,893	\$ 36,970	\$ 38,079
7	\$ 31,749	\$ 32,731	\$ 33,743	\$ 34,787	\$ 35,863	\$ 36,938	\$ 38,047	\$ 39,188	\$ 40,364
8	\$ 33,654	\$ 34,695	\$ 35,768	\$ 36,874	\$ 38,014	\$ 39,155	\$ 40,329	\$ 41,539	\$ 42,785
9	\$ 35,673	\$ 36,776	\$ 37,914	\$ 39,086	\$ 40,295	\$ 41,504	\$ 42,749	\$ 44,032	\$ 45,353
10	\$ 37,813	\$ 38,983	\$ 40,189	\$ 41,432	\$ 42,713	\$ 43,994	\$ 45,314	\$ 46,674	\$ 48,074
11	\$ 40,082	\$ 41,322	\$ 42,600	\$ 43,917	\$ 45,276	\$ 46,634	\$ 48,033	\$ 49,474	\$ 50,958
12	\$ 42,487	\$ 43,801	\$ 45,156	\$ 46,552	\$ 47,992	\$ 49,432	\$ 50,915	\$ 52,442	\$ 54,016
13	\$ 45,036	\$ 46,429	\$ 47,865	\$ 49,346	\$ 50,872	\$ 52,398	\$ 53,970	\$ 55,589	\$ 57,257
14	\$ 47,739	\$ 49,215	\$ 50,737	\$ 52,306	\$ 53,924	\$ 55,542	\$ 57,208	\$ 58,924	\$ 60,692
15	\$ 50,603	\$ 52,168	\$ 53,781	\$ 55,445	\$ 57,160	\$ 58,874	\$ 60,641	\$ 62,460	\$ 64,334
16	\$ 53,639	\$ 55,298	\$ 57,008	\$ 58,771	\$ 60,589	\$ 62,407	\$ 64,279	\$ 66,207	\$ 68,194
17	\$ 56,857	\$ 58,616	\$ 60,429	\$ 62,298	\$ 64,224	\$ 66,151	\$ 68,136	\$ 70,180	\$ 72,285
18	\$ 60,269	\$ 62,133	\$ 64,055	\$ 66,036	\$ 68,078	\$ 70,120	\$ 72,224	\$ 74,391	\$ 76,622
19	\$ 63,885	\$ 65,861	\$ 67,898	\$ 69,998	\$ 72,163	\$ 74,327	\$ 76,557	\$ 78,854	\$ 81,220
20	\$ 67,718	\$ 69,813	\$ 71,972	\$ 74,198	\$ 76,492	\$ 78,787	\$ 81,151	\$ 83,585	\$ 86,093
21	\$ 71,781	\$ 74,001	\$ 76,290	\$ 78,649	\$ 81,082	\$ 83,514	\$ 86,020	\$ 88,600	\$ 91,258
22	\$ 76,088	\$ 78,441	\$ 80,867	\$ 83,368	\$ 85,947	\$ 88,525	\$ 91,181	\$ 93,916	\$ 96,734
23	\$ 80,653	\$ 83,148	\$ 85,719	\$ 88,371	\$ 91,104	\$ 93,837	\$ 96,652	\$ 99,551	\$ 102,538
24	\$ 85,493	\$ 88,137	\$ 90,863	\$ 93,673	\$ 96,570	\$ 99,467	\$ 102,451	\$ 105,524	\$ 108,690
25	\$ 90,622	\$ 93,425	\$ 96,314	\$ 99,293	\$ 102,364	\$ 105,435	\$ 108,598	\$ 111,856	\$ 115,212
26	\$ 96,059	\$ 99,030	\$ 102,093	\$ 105,251	\$ 108,506	\$ 111,761	\$ 115,114	\$ 118,567	\$ 122,124

BE IT FURTHER RESOLVED, that the grades are assigned as below and administered by the County Administrator:

Grade	Position
5	Office Support Specialist
7	Support Enforcement Aide
9	Accounting Technician, Case Aid, Eligibility Worker, Family Based Service Provider
10	Victim Assistant Specialist, Child Support Officer, Public Health Administrative Assistant
11	Office Manager - County Attorney's Office, Assistant Facilities Manager, Lead Eligibility Worker
13	Veterans Services Officer, TPSC Supervisor/Tax System Administrator, Landfill Supervisor, Support Services Supervisor Maintenance Supervisor Solid Waste, Child Support Supervisor I, Social Worker
14	Planning & Zoning Administrator, Social Worker (MSW), Social Worker (CPS), Financial Assistant Supervisor I
15	Highway Maintenance Supervisor, Financial Assistant Supervisor II, Fiscal Supervisor II
16	Emergency Manager/Ditch/Ag. Inspector
17	Human Resources Coordinator, Facilities Operations Manager, Facilities Director, Social Services Supervisor, MIS Systems Administrator
19	Management Information Systems Director
20	Finance Director, Public Health Director, Assistant County Attorney; Chief Deputy; Construction Engineer
21	Director of Assessment Services, Director of Property Tax Records
22	Environmental Services Director
23	Social Services Director
24	County Engineer
26	County Administrator

BE IT FURTHER RESOLVED, that the Board sets the compensation of the County Administrator at Step 8 of the 2014 Wage Grid at \$116,243 effective January 1, 2015, and Step 8 of the 2015 Wage Grid at \$118,567.00 pending satisfactory performance on the Administrator's anniversary date of August 20, 2015.

BE IT FURTHER RESOLVED, that the Board set the annual compensation of the County Attorney at \$105,500.00 effective January 1, 2015.

BE IT FURTHER RESOLVED, that the Board set the annual compensation of the County Sheriff at \$89,200.00 effective January 1, 2015.

BE IT FURTHER RESOLVED, that the following positions are added in the 2015 budget:

County Attorney office – Clerk Typist Cashier IIIA – start date January 1, 2015

Management Information Services Department – Systems Administrator – start date April 1, 2015

Social Services - Accounting Technician – start date January 1, 2015

Public Health - Nurse Practitioner – start date July 1, 2015

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

7. Forfeited Fund

Ron Denison, Director of Finance came before the Board to discuss end of the year Forfeited Fund balance and temporary loans from General Revenue Fund. No action was taken.

8. Resignation – Replacement Request

A motion was made by Commissioner Bunes seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve refilling the Assistant County Attorney position due to a resignation.

COMMISSIONER WARRANTS

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

**COMMISSIONER WARRANTS
DATED 12/19/2014
APPROVED 12/16/2014**

<u>Vendor Name</u>	<u>Amount</u>
AMAZON	2,846.87
Amherst H Wilder Foundation	29,020.80
Architectural Resources Inc	13,206.75
Bemidji Marine	26,947.24
City of McIntosh	4,536.00
Clark Dailey Construction	6,090.00
Crookston Fuel Company	2,057.34
Dorsey & Whitney	12,000.00
East Grand Forks Police Dept	10,284.00
Ferguson Enterprise Inc 3093	3,330.75
GF Thur-O-Clean Inc	2,295.68
Government Mgmt Group Inc	4,900.00

Granite City Roofing Inc	5,400.00
Hagen Construction	7,263.75
Higher Ground	4,190.00
HN Quality Plumbing Inc	4,628.38
Hoffman Dale & Swenson Pllc	19,850.00
Hometown Management Inc	4,031.44
Jsb Engineered Solutions	6,199.35
KEEPRS, Inc	2,432.73
Kris Engineering	10,766.40
Lepier Oil Company Inc	2,498.73
Lepier Oil Company Inc	3,901.65
Lunseth Plumbing & Heating	5,335.10
M R Sign Company	2,225.16
MCCC MI 33	9,504.77
Mentor Fire Department	4,536.00
Morgan Printing Inc	3,149.00
Morris Electronics Inc	5,320.00
Motorola	3,600.00
Natronx Technologies Llc	17,307.58
Nielsville Fire Department	4,536.00
North Star Door & Supply LLC	3,728.95
Northdale Oil	5,223.15
Northern Lumber	2,697.16
Northern Propane & Fuel	3,084.60
Northside Express	2,178.02
Nw Mn Household Hazardous	2,424.31
On Target Training & Consulting LLC	2,500.00
Palmer Masonry & Concrete	6,819.00
Pennington County Treasurer	11,150.51
Polk County	65,527.85
Polk County Administrator	3,942.01
Polk County Highway Department	22,503.00
Powerplan OIB	3,222.70
Productivity Plus Account	2,465.89
Rock/David & Karen	2,475.00
Safety Compliance Services	5,800.00
Stone's Mobile Radio Inc	10,202.83
Tactical Solutions	2,056.00
Thygeson Construction Co	8,087.83
Todd's Tire Service Inc	3,773.87
Tri County Community Corr	10,371.97
True North Steel	8,030.07
US Bank Voyager Fleet Sys	4,468.21
Von Holdt/ Evelyn	17,852.00
Wenck Associates Inc	3,619.30
280 Payments 2000	113,426.93
less than	
Final Total:	571,822.63

AUDITOR WARRANTS

A motion was made by Commissioner Strandell seconded by Commissioner Affeldt and adopted by unanimous vote of the Board to approve the November Auditor Warrants for payment:

AUDITOR WARRANTS 11/04/2014

<u>Vendor Name</u>	<u>Amount</u>
Cardmember Service	5,777.56
Lake Agassiz Regional Library	59,953.75
Lenes Sand & Gravel Inc	7,990.34
Northland Community & Tech College	4,400.00
Polk-Norman Mahnomen	2,288.40
27 Payments 2000	12,677.97
less than	
Final Total:	93,088.02

AUDITOR WARRANTS 11/12/2014

<u>Vendor Name</u>	<u>Amount</u>
American Solutions for Business	9,299.85
Century Fence Company	7,167.12
Granite City Roofing Inc	20,045.00
Knife River Materials	64,953.53
North Country Security Inc	3,512.03
Polk County Public Health	30,727.80
Powerplan OIB	3,450.00
18 Payments 2000	6,533.01
less than	
Final Total:	145,688.34

AUDITOR WARRANTS 11/17/2014

<u>Vendor Name</u>	<u>Amount</u>
Blue Cross & Blue Shield Of Mn	126,902.00
Final Total:	126,902.00

AUDITOR WARRANTS 11/18/2014

<u>Vendor Name</u>	<u>Amount</u>
Altru Health System	2,653.00
Fosston Municipal Utilities	58,349.62
Garden Valley Telephone Co	5,835.07
Great Plains Natural Gas Co	9,787.37
GreatAmerica Financial Services	9,072.71
Kustom Kollision	9,169.52
Marshall County Coop	20,820.06
Ottertail Power Co	8,225.26
RJ Zavoral & Sons Inc	32,170.00
Vogt's Dirt Service	65,398.00
25 Payments 2000	14,900.63
less than	
Final Total:	236,381.24

AUDITOR WARRANTS 11/21/2014

<u>Vendor Name</u>	<u>Amount</u>
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1	Payments	2000	15.00
	less than		
	Final Total:		15.00

AUDITOR WARRANTS 11/21/2014

<u>Vendor Name</u>	<u>Amount</u>		
Badger Township	2,478.56		
Godfrey Township Treasurer	3,699.27		
Grove Park Tilden Township	7,859.66		
Liberty Township Treasurer	2,235.95		
Onstad Township Treasurer	9,032.36		
Red Lake Watershed District	3,484.13		
School District 2609 Treas	16,193.86		
School District 593 Treas	5,001.80		
School District 599 Treas	6,939.34		
School District 601 Treas	3,461.15		
33	Payments	2000	16,169.43
	less than		
	Final Total:		76,555.51

AUDITOR WARRANTS 11/25/2014

<u>Vendor Name</u>	<u>Amount</u>		
Hagen Construction	6,546.25		
Halstad Telephone Co	9,362.70		
Lenes Sand & Gravel Inc	15,277.86		
Lenes Sand & Gravel Inc	7,466.25		
Mn State Treasury	7,878.00		
Norman Mahnomen Public Health	15,187.24		
North Country Security Inc	2,577.85		
Polk County	80,105.90		
Polk County Public Health	15,571.19		
University Of North Dakota	5,242.67		
24	Payments	2000	9,273.28
	less than		
	Final Total:		174,489.19

MANUAL WARRANTS 11/03/2014

VENDOR NAME	AMOUNT
Bremer Bank NA	829.98
FINAL TOTAL	\$829.98

MANUAL WARRANTS 11/05/2014

Mn Revenue	451.03
FINAL TOTAL	\$451.03

MANUAL WARRANTS 11/10/2014

VENDOR NAME	AMOUNT
Bremer Bank NA	9169.48
FINAL TOTAL	\$9169.48

MANUAL WARRANTS 11/17/2014

VENDOR NAME	AMOUNT
Bremer Bank NA	1106.60
FINAL TOTAL	\$1106.60

MANUAL WARRANTS 11/20/2014

VENDOR NAME	AMOUNT
Mn Dept Of Revenue	70,258.18
Mn Revenue	7,236.29
FINAL TOTAL	\$77,494.47

MANUAL WARRANTS 11/24/2014

VENDOR NAME	AMOUNT
Bremer Bank NA	3180.56
FINAL TOTAL	\$3180.56

MANUAL WARRANTS 11/26/2014

VENDOR NAME	AMOUNT
Internal Revenue Service	284,319.48
MN Revenue	48,955.14
FINAL TOTAL	\$333,274.62

With no further business the Board adjourned to reconvene at 2:00 o'clock p.m.,
December 30, 2014.

Don Diedrich, Chairman

ATTEST:

Charles S. Whiting, Administrator
Clerk of the Board