

April 23, 2013
BOARD MINUTES

Pursuant to motion of adjournment the Polk County Board of Commissioners met in regular session at 8:00 o'clock a.m., April 23, 2013 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, County Administrator, Clerk of the Board. Others present: Michelle Cote, Deputy Clerk of the Board.

AGENDA

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

CONSENT AGENDA

A motion was made by Commissioner Affeldt, seconded by Commissioner Strandell and adopted by unanimous vote of the Board to amend the Consent Agenda to include the April 2nd county board minutes and approve the Consent Agenda for April 23, 2013:

1. Approve the March 19, March 26, and April 2, 2013 board minutes
2. MCCC MTAC ST. Paul Reimbursement-Rob Wagner
3. Card Member Services \$6,975.65

COUNTY BOARD MEMBERS ISSUE FORUM

SHERIFF'S DEPARTMENT

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

1. Sheriff Erdman brought forth the boat and water resolution for consideration.

Resolution Pertaining to the Boat and Water Safety Rules

RESOLUTION (2013-26)

The following resolution (2013-26) was offered by Commissioner Strandell:

WHEREAS, Under the provisions of M.S. Section 86B.105 the Sheriff of each county is required to carry out the provision of Chapter 86B and the Boat and Water Safety Rules promulgated by the Commissioner of Natural Resources, including patrol, enforcement, search and rescue, watercraft inspection, waterway marking and accident investigation, all included as the Sheriff's duties.

NOW THEREFORE BE IT RESOLVED, By the Board of County Commissioners of Polk County that Polk County submits a budget to the Commissioner of Natural

Resources to carry out the duties of Boat and Water Safety.

BE IT FURTHER RESOLVED, By the Board of County Commissioners of Polk County that the County Sheriff, the Chairman of the County Board and the County Administrator be and they hereby are authorized to sign said agreement and to submit said agreement on behalf of Polk County.

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

2. A motion was made by Commissioner Strandell, seconded by Commissioner Affeldt and adopted by unanimous vote of the Board to approve the advertisement and filling of a dispatch position that became open due to a retirement.
3. Sheriff Erdman and Nancy Shafer, Emergency Management provided a flood update to the board. A resolution declaring a State of Emergency for the 2013 Flood was brought forth for consideration.

Resolution Declaring Polk County a State of Emergency
RESOLUTION (2013-27)

The following resolution (2013-27) was offered by Commissioner Strandell:

WHEREAS, The 2013 Flood impacted the population of Polk County and its cities; and

WHEREAS, The flood event has caused a significant amount of public property damage; and

WHEREAS, The Polk County Department of Emergency Management requests the Polk County Board of Commissioners to declare Polk County in a STATE OF EMERGENCY for the Flood event of 2013.

NOW THEREFORE BE IT RESOLVED, That the Polk County Board of Commissioners declares Polk County in a State of Emergency for conditions resulting from the Flood event of April/May 2013.

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

4. Sheriff Erdman and Chief Deputy James Tadman provided the March 2013 reports for her department. An update providing the grant submission for the ARMER project was provided.

DEB SLETTEN – MCIT

1. Deb Sletten, Minnesota Counties Intergovernmental Trust came before the Board and presented the Annual Board Report for Polk County.

MICHAEL PEARCE – MCINTOSH TAXPAYER

1. Mr. Pearce appeared before the board with concerns regarding County Road #8 – McIntosh and regarding the City of McIntosh minutes and a letter from Polk County Administrator Chuck Whiting. Mr. Pearce feels the solution to his concerns is that persons speeding be ticketed in addition to signage. Mr. Pearce asked that an additional sign indicated “Leaving 30MPH Start 55MP” be placed North side of CSAH 30. Sheriff Erdman clarified her position on the matter.

CITY OF MCINTOSH

1. Charles Whiting, Polk County Administrator presented the information regarding a Resolution Authorizing Property Tax Abatement.

City of McIntosh – Tax Abatement
RESOLUTION (2013-28)

The following resolution (2013-28) was offered by Commissioner Affeldt:

WHEREAS, Minnesota Statutes 469.1812 through 469.1815 authorize Property Tax Abatement for Community Development Purposes, and;

WHEREAS, The City of McIntosh desires to authorize a two (2) year Tax Abatement for new Home Construction in the Hegg Addition for the years 2013 through 2015 in cooperation with Polk County and the Win-E-Mac School District #2609; and

WHEREAS, the City of McIntosh approved a City resolution authorizing such a tax abatement and forwarded to the Polk County Board of Commissioners for its review and approval; and

WHEREAS, the Polk County Board of Commissioners has reviewed and concurs with the request.

BE IT THEREFORE RESOLVED, By the Polk County Board of Commissioners a two year tax abatement program in the City of McIntosh is established with the following parameters required for participation:

1. The three primary tax authorities, City, County and School District, are all participating in the incentive program.
2. The program applies to new residential construction only, in the Hegg Addition. New residential construction shall include modular homes and stick

built homes.

3. The program applies to single family dwellings, including town homes and twin homes, ready for occupancy through the year 2015.
4. The abatement of real property taxes is for two years. The first two years payments of taxes are based upon the value of the new dwelling.
5. The City shall be responsible to notify the County of which properties are in the program at the time the real property is acquired and arrange for the proper hearing(s) as required by law.

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

DIRECTOR OF PROPERTY RECORDS

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

1. A motion was made by Commissioner Strandell, seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve the purchase of 4 scanners for use in the Recorder Division of the Taxpayer Service Center in the amount of \$2,943.63 which includes installation and training to be paid from Recorder Technical Funds.

COUNTY ADMINISTRATION

Charles Whiting, County Administrator came before the Board to discuss matters pertaining to his department.

1. Finance Reports – Ron Denison
 - a. Mr. Whiting and Mr. Denison presented the Cash Balance Report for March 2013.
 - b. Mr. Whiting and Mr. Denison presented the 1st Quarter Budget Report for 2013.
2. Mr. Whiting brought forth the request to hire an Interim Building Operations Ground Supervisor and approve an update to the position description for consideration. A discussion was held regarding the requirement for a boiler's license and the different levels of licensing. A motion was made by Commissioner Diedrich, seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the request to update to the position description and to request permission to advertise and hire an Interim Building Operations Ground Supervisor due to an upcoming retirement.
3. Mr. Whiting presented a Review of Tilberg Park Expansion and Management Options.

4. Mr. Whiting presented a proposal for the Engagement of Financial Advisor – Springsted, Inc., for approval. Myron Knutson from Public Financial Management, Inc., the current financial advisor firm for Polk County appeared before the board to discuss the relationship between his firm and Polk County. Mr. Knutson presented a savings summary to the board. The matter was tabled.

Upon motion the Board adjourned for lunch.

PUBLIC HEALTH

Sarah Reese, Polk County Public Health Director (Meeting Location – Public Health 721 South Minnesota Street, Crookston) came before the Board.

1. Departmental Operations Presentation.

With no further business the Board adjourned to reconvene at 8:00 o'clock a.m. on May 7, 2013.

Craig Bunes, Chairman

ATTEST:

Charles S. Whiting, County Administrator
Clerk of the Board