

Pursuant to motion of adjournment the Polk County Board of Commissioners met in regular session at 10:00 o'clock a.m., December 18, 2012 in the Commissioners Room, Government Center, Crookston, MN. Members present: Commissioner William Montague, Commissioner Craig Bunes, Commissioner Warren Strandell, Commissioner Warren Affeldt, and John P. Schmalenberg, County Administrator, Clerk of the Board and Charles Whiting County Administrator. Others present: Michelle Cote, Deputy Clerk of the Board. Commissioner Don Diedrich was absent.

A moment of silence was observed for the children and staff of the Sandy Hook Elementary School in Connecticut.

A motion was made by Commissioner Bunes seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the agenda and consent agenda for December 18, 2012:

1. Approve Commissioner Warrants.
2. Approve the December 6, 2012 board minutes.
3. Approve payment to GoodPointe Technology, Inc., Fort Wayne IN in the amount of \$4,730.00 for Standard Support Agreements for the Highway Department.
4. Approve payment to Barb Erdman, Sheriff in the amount of \$264.50 for Uniform Allowance.
5. Approve the Law Enforcement Contract between Polk County and the City of Fosston.

Barb Erdman, Polk County Sheriff came before the Board with matters pertaining to her department. Representatives from the National Weather Service Greg Gust and Randy Frasier made a presentation of a certificate to the board regarding the re-designation of Polk County as a "Storm Ready" County. A motion was made by Commissioner Affeldt seconded by Commissioner Bunes and adopted by unanimous vote of the Board to authorize advertising for the 2013 Vehicle Bids for (3) Squad Cars. Barb Erdman provided an update regarding the 2013 Fosston Contract for police control. An update of the AVL Project was given to the Board. Sheriff Erdman presented the November Sheriff's Report. Karl Erickson, Sheriff's Department gave an update on the Marcoux Tower site.

Lynn Sebek from the US Fish and Wildlife Service along with Mike Rowling and Danielle Kepper came before the Board to inform the board of a purchase from the Nature Conservancy for the US Fish and Wildlife Service in SE1/4 of Section 31 in Grove-Park Tilden Township. A motion was made by Commissioner Affeldt seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the purchase of this parcel by US Fish and Wildlife Service.

Michelle Cote, Director of Property Records and Robert Wagner, Director of Assessment Services came before the Board with matters pertaining to their department. A motion was made by Commissioner Strandell seconded by Commissioner Bunes and adopted by unanimous vote of the Board to approve the following Tobacco Licenses for county businesses:

CITY OR TWP	TOBACCO VENDOR	OWNER/CONTACT
Climax City	The Corner Bar & Café	Jennifer Nesvig, owner
	Pete's One Stop, Inc	Pete & LaVerne Mystic Shanna Rouland (mgr)
Euclid Township	One -N- Only Store	Christopher Weiland
Fisher City	Farmers Coop Fuel	Andrea J. Marschall
	Fisher C-Store	General Manager
Gentilly Township	Deb's Snow Sled Inn	Deborah Wilmot
Knute Township	Win-E-Mac Travel Center	Ryan Strem, President John Schmalenberg, Ptnr Dan Strem, Partner
Lengby City	Clinic Bar & Grill of Lengby, Inc	Jennifer Godtland, Pres
	Lengby Oil Company	Glen Anderson
Mentor City	Mentor Municipal Liquor Store	Tami Halley, Clerk- Treasurer
	Toupin's Grocery	Greg Toupin
	Mentor C Store, LLC Mentor C Store	Christopher Motteberg
Trail City	Trail's End Bar	Leasha Clark

The following resolution (2012-12-62) was offered by Commissioner Bunes:

Findings of Fact and Order  
Regarding Transfer of Polk County Ditch #77  
Pursuant to Minnesota Statutes Section 103D.625

WHEREAS, a Petition was received from persons interested in Polk County Ditch #77 requesting the transfer of Polk County Ditch #77, including Branches 1 and 2, be transferred to the Sand Hill River Watershed District pursuant to Minnesota Statutes 103D.625; and

WHEREAS, a public hearing was held on April 2, 2009, at 11:30 a.m., at the Youngquist Auditorium on the University of Minnesota Crookston campus; and

WHEREAS, proper notice of the proposed transfer hearing was made; and

WHEREAS, interested parties, including petitioners, appeared and were heard concerning the proposed transfer; and

WHEREAS, the funds within the Polk County Ditch #77 drainage system were also discussed.

NOW, THEREFORE, the Polk County Board of Commissioners, acting as drainage authority for Polk County Ditch #77, makes the following Findings of Fact:

1. That the transfer serves the purpose of 103E and would be for the public welfare and public interest of the landowners on Polk County Ditch #77.
2. That any funds remaining in the Polk County Ditch #77 fund after all expenses are paid shall be transferred to the Sand Hill River Watershed District.

NOW, THEREFORE, IT IS HEREBY ORDERED that Polk County Ditch #77, including Branches 1 and 2, are hereby transferred to the Sand Hill River Watershed District pursuant to Minnesota Statutes 103D.625, and any unexpended funds are transferred to the Sand Hill River Watershed District.

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

The following resolution (2012-12-63) was offered by Commissioner Bunes:

Findings of Fact and Order Regarding  
Transfer of Polk County Ditch #166,  
Pursuant to Minnesota Statutes 103D.625

WHEREAS, a Petition was received from persons interested in Polk County Ditch #166 requesting a transfer of Polk County Ditch #166 to the Sand Hill River Watershed District, pursuant to Minnesota Statutes 103D.625; and

WHEREAS, a public hearing was held on April 2, 2009, at 11:30 a.m. at the Youngquist Auditorium on the University of Minnesota/Crookston Campus; and

WHEREAS, proper notice of a proposed transfer hearing was made; and

WHEREAS, interested parties, including petitioners, appeared and commented concerning the proposed transfer; and

WHEREAS, the funds within the Polk County Ditch #166 drainage system were also discussed.

NOW, THEREFORE, the Polk County Board of Commissioners, acting as Drainage Authority for Polk County Ditch #166, makes the following Findings of Fact:

## FINDINGS OF FACT

1. That the transfer serves the purpose of 103E and would be of public welfare and public interest of the landowners of Polk County Ditch #166 as outlined on the map attached as Exhibit A.
2. That any funds remaining in Polk County Ditch #166 fund, after all expenses are paid, shall be transferred to the Sand Hill River Watershed District.

NOW, THEREFORE, it is hereby ordered that Polk County Ditch #166 is hereby transferred to the Sand Hill River Watershed District, pursuant to Minnesota Statutes 103D.625, and any unexpended funds are transferred to the Sand Hill River Watershed District.

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

The following resolution (2012-12-71) was offered by Commissioner Bunes:

WHEREAS, the State of Minnesota has long established a public/private deputy registrar system to provide citizens convenient locations to conduct local driver license and title registration services for motor vehicles and DNR recreational vehicles; and,

WHEREAS, the State of Minnesota in 1949 established a user service fee on motor vehicle related transactions to be retained by the deputy registrar to cover the costs of providing the local service; and,

WHEREAS, a deputy registrar office is not subsidized by the State of Minnesota and relies solely on this user service fee revenue to maintain their office operation including all salaries, rent, equipment, utilities, and associated office costs; and,

WHEREAS, the State of Minnesota has shifted increased costs and responsibilities for driver license transactions onto the deputy registrar such as regular replacement schedules of computers and associated electronic equipment, printing of previously supplied state forms, and expanded auditing tasks such as identification triple check and commercial driver medical forms which require additional time and carry additional risks and potential liability for agents that was previously the responsibility of the State; and,

WHEREAS, the State of Minnesota requires a 15 year retention schedule of all driver license transaction documents in a secure storage facility at cost to the deputy; and,

WHEREAS, Minnesota statute 171.061 subdivision 4 (b) specifically states that the filing fee for driver license transactions by the deputy agent “shall cover all expenses involved in receiving, accepting, or forwarding to the department the applications and fees required”; and,

WHEREAS, the user service fee that should fully support the cost for providing driver license transactions no longer covers the operational costs to maintain deputy registrar offices. Public deputy registrars must use property tax levy proceeds to subsidize this service. Rural areas with lower volumes are in jeopardy of losing this service; and,

WHEREAS, the last user fee increase for driver license agents was enacted in 2005;

NOW, THEREFORE, BE IT RESOLVED the County of Polk supports the State Legislature in authorizing a user service fee increase in the year 2013 to maintain local driver license and state identification card service to the citizens of Minnesota.

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

A motion was made by Commissioner Strandell seconded by Commissioner Bunes and adopted by unanimous vote of the Board to approve the re-purchase of parcel 54.00043.01 by Terrance Moleski.

Jon Steiner, Polk County Environmental Services Director and Josh Johnston, Planning and Zoning Administrator came before the Board with matters pertaining to their department. A motion was made by Commissioner Affeldt seconded by Commissioner Bunes and adopted by unanimous vote of the Board to Final Plat Approval of the Simon Addition contingent upon two conditions: 1) Staff needs to receive a letter from the Woodside township Board stating they are willing to take over the road upon future petition. 2) The plat must be recorded within 60 days of developer being notified of the final plat approval. A motion was made by Commissioner Affeldt seconded by Commissioner Bunes and adopted by unanimous vote of the Board to approve the quote of Ziegler Equipment in the amount of \$58,170.00 for the purchase of a mini loader for the Incinerator. A discussion was held on the 2013 Tip Fee. A discussion was held on the Erskine Demo and Tip Fee Sharing. A motion was made by Commissioner Bunes seconded by Commissioner Affeldt and adopted by unanimous vote of the Board to approve the 2013 appointment of Don Wright to the Planning Commission/Board of Adjustment. A motion was made by Commissioner Affeldt seconded by Commissioner Strandell and adopted by unanimous vote of the Board to pay the balance of the cleanup costs of \$26,019.76 for the personal property on the Erskine Site located on railroad right of way. Josh Johnston was thanked for his service to Polk County as he is leaving Polk County employment.

Barb Erdman, Polk County Sheriff and Shawn Larson, Morris Electronics appeared before the board with information regarding the costs of the 911 project. A motion was made by Commissioner Strandell seconded by Commissioner Bunes for the Board to authorize the Polk County Sherriff's office to move forward with the Next Generation 911 process, YEAS: Bunes, Strandell, Montague. NAYS: Affeldt.

Cam Fanfulik of the NW Regional Development Commission appeared before the board.

The following resolution (2012-12-64) was offered by Commissioner Strandell:

WHEREAS, The seven counties of Northwest Regional Development Commission have been designated as an Economic Development District by the Federal Economic Development Administration; and

WHEREAS, Polk County has actively participated in that Economic Development District; and

WHEREAS, It is a requirement of the Economic Development Administration that the counties in the District approve the Comprehensive Economic Development Strategy (CEDS) each year in order for the Region to retain this status and the benefits which are available to a district as a result of this status; and

WHEREAS, Polk County Commissioners have reviewed the 2013 Update of the Comprehensive Economic Development Strategy (CEDS) and agree with the development strategies set forth in that Program,

NOW, THEREFORE BE IT RESOLVED, That Polk County adopt the 2013 Comprehensive Economic Development Strategy (CEDS) as an expression of the preferred approach to economic development in the district.

BE IT FURTHER RESOLVED, That Polk County will continue to participate in the ongoing planning and development process represented by the Comprehensive Economic Development Strategy (CEDS).

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

Bobby Baird and Gordy Gudvangen came before the Board to discuss Snowmobile Trail Multi-Use Liabilities and signage. Both indicated that all signs available are installed. A motion was made by Commissioner Affeldt seconded by Commissioner Bunes and adopted by unanimous vote of the Board to allow the Tax Payer Service Center Directors Robert Wagner or Michelle Cote to sign the benchmark documentation.

Upon motion the Board adjourned for lunch.

Charles Whiting, Polk County Administrator came before the Board with matters pertaining to his department. The following resolutions were approved for the 2013 Budget:

The following resolution (2012-12-65) was offered by Commissioner Affeldt:

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 2013, be and they hereby are approved and accepted by this Board as the budget for Polk County for the year 2013 and that the following dollar amount be and the same is hereby levied on the taxable property in Polk County for year 2012, payable 2013:

<u>FUND</u>	<u>NET LEVY</u>
General Revenue	\$10,873,290
Human Services	\$ 4,638,357
Road & Bridge	\$ 2,279,410
Library	\$ 219,999
Bond Redemption	\$ 1,649,034
 TOTAL	 \$19,660,090

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

The following resolution (2012-12-66) was offered by Commissioner Strandell:

BE IT RESOLVED, By the Board of County Commissioners of Polk County that the proposed statement of expenses and anticipated receipts on file if the office of the County Administrator for 2013, be and they hereby are accepted by this Board as the budget for Polk County for the year 2013. The budget dated 12-12-12 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 2013 and is adopted at the fund level.

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

The following resolution (2012-12-67) was offered by Commissioner Montague:

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 2013 be and hereby is set at \$26,966.10.

BE IT FURTHER RESOLVED That the per diem for Commissioners be set for 2013 at \$75.00 the same as 2012 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

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

The following resolution (2012-12-68) was offered by Commissioner Bunes:

Approve the following changes to the Personnel Policy sections 10.1.1 and 10.1.8 as follows:

10.1.1

**Cafeteria Benefits Plan**

In addition to salary, the Employer offers a Cafeteria Benefits Plan to employees. Effective dates will be determined by plan provisions. The employee must complete a Cafeteria Benefits Enrollment Form at least 15 days prior to the effective date of eligibility for the Plan. Employees working 20 hours more per week and on average more than 1040 hours per year shall receive a pro rata portion of the monthly contribution by the Employer. Employees working less than 20 hours per week or less than 1,040 per year are not eligible for participation in the Cafeteria Benefits Plan. As of January 1, 2013, the Employer contribution for employee to the premium costs for such plan shall be in the sum of 745.00 per month.

10.1.8

**Employer Contributions:**

If you are eligible to participate, Employer will make a monthly contribution to individual accounts under the Health Reimbursement Arrangement for Active Employees in accordance with the following schedule:

\$109.00 for each eligible employee who elects single coverage under the group health \$1000 deductible Comprehensive Major Medical plan described in Subdivision 2; and

\$0.00 for each eligible employee who elects single plus child(ren) coverage under the group health \$1000 deductible Comprehensive Major Medical plan described in Subdivision 2; and

\$0.00 for each eligible employee who elects family coverage under the group health \$1000 deductible Comprehensive Major Medical plan described in Subdivision 2; and

\$150.50 for each eligible employee who elects single coverage under the group health \$1850 VEBA plan described in Subdivision 2; and

\$150.50 for each eligible employee who elects single plus child(ren) coverage under the group health \$1850 VEBA plan described in Subdivision 2; and

\$150.50 for each eligible employee who elects family coverage under the group health \$3,700 deductible VEBA plan described in Subdivision 2.

\$215.00 for each eligible employee who elects single coverage under the group health \$3,125 HSA/VEBA plan described in Subdivision 2; and

\$215.00 for each eligible employee who elects single plus child(ren) coverage under the group health \$3,125 HSA/VEBA plan described in Subdivision 2; and

\$215.00 for each eligible employee who elects family coverage under the group health \$6,250 HSA/VEBA plan described in Subdivision 2; and

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

The following resolution (2012-12-69) was offered by Commissioner Bunes:

THEREFORE BE IT RESOLVED That Polk County Board of Commissioners hereby sets salaries for Department Heads, Non-Union personnel and Social Services for the year 2013 be and hereby are set as follows:

<b>POSITION</b>	<b>2013 SALARY</b>
Director of Assessment Services	\$83,606.25
Director of Property Tax Records	\$83,606.25
County Sheriff	\$78,786.93
Emergency Manager	\$5,865.25
County Attorney	\$96,219.61
County Engineer	\$99,189.16
County Administrator	\$114,000.00
Veteran Service Officer	\$52,984.74
Nursing Service Director	\$83,606.25
Environmental Services Officer	\$88,907.16
Social Services Director	\$93,481.68
Victim's Services Specialist	\$41,221.18
Assistant County Attorney	\$74,648.21
Office Manager – Attorney's Office	\$41,542.67
County Ditch Inspector	\$61,461.20
Construction Engineer	\$80,680.96
Project Engineer	\$64,445.66
Highway Maintenance Supervisor	\$66,859.45
Confidential Secretary	\$43,063.72
Human Resources/Special Projects Coordinator	\$59,744.33
Taxpayer Service Center Supervisor/Tax System Administrator	\$54,371.52
Assistant Facilities Manager/Hourly	\$23.97
Maintenance/Landfill Supervisor /Hourly	\$23.97
Facilities Operations Manager	\$66,859.35
Planning and Zoning Administrator	\$58,569.00
Chief Deputy	\$62,373.75
Building Ground Supervisor	\$53,233.09

Administrative Assistant – Public Health	\$44,714.24
Wellness/Health Educator	\$65,813.54
Management Information Systems Director	\$61,795.93
Administrative Assistant/Social Services	\$61,795.94
Social Worker (MSW)	\$57,079.83
Social Service Supervisor	\$68,446.22
Social Worker (CPS)	\$57,079.83
Support Services Supervisor	\$54,481.50
Financial Assistant Supervisor I	\$54,481.50
Financial Assistant Supervisor II	\$61,795.94
Fiscal Supervisor II	\$61,795.94
Social Work Team Leader	\$57,740.27
Accounting Technician	\$41,221.18
Case Aide	\$41,221.18
Child Support Supervisor I	\$54,481.50
Child Support Officer	\$44,426.53
Eligibility Worker	\$41,221.18
Family Based Service Provider	\$41,221.18
Social Worker	\$53,387.94
Support Enforcement Aide	\$36,542.36
Lead Eligibility Worker	\$44,426.53
Office Support Specialist	\$33,841.23
LPN’S/Hourly	\$16.51

AND WHEREAS, the following personnel changes and additions are also effective in the 2013 budget and calendar year:

- a. Compensation for the County Board will increase by 5% for 2013.
- b. The Director of Property Tax Records position description will be amended to include the responsibilities of acting as lead administrative staff in the absence of the County Administrator, and providing Count Board support for meeting minutes and Board action records.
- c. The Finance Officer position description will be modified to reflect managerial levels of responsibilities required of the position.
- d. The budget and staffing addition of an Assistant to the Building & Grounds Supervisor reporting to the Building & Grounds Supervisor is budgeted in the amount of \$42,000.00 for the annual salary.
- e. The budget and staffing addition of a Management Information Systems position reporting to the County Administrator budgeted in the amount of \$61,795.65 for the annual salary.

- f. Current Assistant County Attorneys now paid at the entry pay step will ——— move to the 18 month pay step on their six month anniversary pending a satisfactory performance evaluation and recommendation for each by the ——— County Attorney.
- g. The two Victim Services staff positions are approved and included in the 2013 budget.
- h. The WIC Consultant position in Public Health was reduced in September, 2012 to .9 FTE and is budgeted as a full-time equivalent position in the 2013 Budget utilizing program funds and no tax levy.
- i. The WIC Coordinator position in Public Health was a .8 FTE position in 2012 and is budgeted as a full-time equivalent position in the 2013 budget utilizing program funds and no tax levy.
- j. An Account III position in Public Health is in the 2013 Budget reclassification from the existing Account II position.

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

A discussion was held on Finance approvals. The November Cash Balance was reviewed with the Board. A motion was made by Commissioner Bunes seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the Cost Allocation Services Agreement.

The following resolution (2012-12-70) was offered by Commissioner Strandell:

WHEREAS, the Northwest Minnesota Multi-County Housing and Redevelopment Authority (the “Authority”) previously issued its \$2,505,000 Correctional Facility Revenue Refunding Bonds (Polk County, Minnesota Unlimited Tax Lease Obligations), Series 2003 (the “Bonds”) pursuant to a Trust Indenture, dated as of March 1, 2003 (the “Indenture”) between the Authority and U.S. Bank National Association (the “Trustee”); and

WHEREAS, pursuant to the Indenture, the Bonds maturing on or after March 1, 2014 are subject to redemption and prepayment, in whole or in part, at the option of the Authority acting at the direction of Polk County, Minnesota, (the “County”), on any date on or after March 1, 2013, at a redemption price equal to par plus accrued interest; and

WHEREAS, the County has determined that it has sufficient funds to prepay and redeem on March 1, 2013, or as soon as possible thereafter all Bonds maturing on or after March 1, 2014; and

WHEREAS, the County now finds it is in the best interest of the County and its residents to prepay and redeem on March 1, 2013, or as soon as possible thereafter all Bonds maturing on or after March 1, 2014;

BE IT AND IT IS HEREBY RESOLVED, by the Polk County Board of Commissioners (the “Board”), State of Minnesota, that:

Section 1. The County Board of Commissioners finds and determines that the foregoing recitals are true and correct.

Section 2. The County approves and directs the prepayment and redemption of all Bonds maturing on or after March 1, 2014 on March 1, 2013, or the earliest possible date thereafter.

Section 3. The Notice and Direction to Redeem to the Authority, attached as Exhibit A, is hereby approved. The Chair of the Board of Commissioners (the “Chair”) is hereby authorized and directed to execute and deliver to the Authority the Notice and Direction to Redeem in substantially the form attached hereto.

Section 4. The Notice to Redeem to the Trustee, attached as Exhibit B, is hereby approved. The Chair is hereby authorized and directed to execute and deliver to the Trustee the Notice to Redeem in substantially the form attached hereto.

Section 5. The Board and the officers, administrators, agents, and attorneys of the County are authorized and directed to take all other actions necessary or convenient to facilitate prepayment and redemption on March 1, 2013, or as soon as possible thereafter, of all Bonds maturing on or after March 1, 2014 in accordance with this resolution and the Indenture.

Section 6. This resolution shall be in full force and effect from and after its passage.

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

#### EXHIBIT A

Notice and Direction to Redeem to the Authority (On File)

#### EXHIBIT B

Notice to Redeem to the Trustee (On File)

Approval’s for the Human Resources: A motion was made by Commissioner Affeldt seconded by Commissioner Strandell and adopted by unanimous vote of the Board to ratify the 49ers Solid Waste Union Contract for 2013-2015. A motion was made by Commissioner Bunes seconded by Commissioner Affeldt and adopted by unanimous vote of the Board to ratify the 49ers Engineering Union Contract for 2013-2015. A motion was made by Commissioner Strandell seconded by Commissioner Affeldt and adopted by unanimous vote of the Board to ratify the 49ers Maintenance Union Contract for 2013-2015. As a requirement of the Bureau of Mediation Settlement Forms are required for each of the years of the agreements, the forms were presented to the board.

Mr. Whiting reviewed the 2013 Committee Appointments. A motion was made by Commissioner Bunes seconded by Commissioner Strandell and adopted by unanimous vote of the Board to authorize obtaining quotes for the Pro Building demolition. Mr. Whiting expressed his

gratitude to John Schmalenberg for his assistance with the transition as the new Polk County Administrator.

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

COMMISSIONER WARRANTS  
DATED 12/21/12  
APPROVED 12/18/12

<u>Vendor Name</u>	<u>Amount</u>
Affeldt/Warren	410.70
Al's Electric Inc	12,547.60
Altru Clinic	750.00
Ameripride Linen	560.74
Ameripride Linen & Apparel	1,530.09
Angus Coop Elevator Assn	3,639.29
Assoc Of Mn Counties	13,502.00
Barnes Distribution	381.00
Beltrami Industrial Services	15,208.51
Bemidji Steel Company Inc	504.60
Bemidji Welders Supply	384.43
Berhow Sodding Llc	4,605.00
Biddle Consulting Group Inc	439.00
Brandner Printing	766.96
Briggs Healthcare	487.73
Bunes/Craig	424.58
Burggrafs Ace Hardware	733.31
Cardinal Health	1,080.90
Cargill Incorporated	9,171.66
Chiller Systems Inc	10,848.02
Cole Papers Inc	1,210.63
Commissioner Of Transportation	3,337.84
Computer Professionals	500.00
Cra Payment Center	2,624.85
Creative Product Sourcing Inc	989.08
Crookston Daily Times	976.25
Crookston Fuel Company	7,619.82
Csp Delivery	1,191.96
D & M Distributing	791.95
Diedrich/Don	653.43
Donarski Brothers Inc	48,850.00
Eastside Travel Plaza	2,231.59
Eide Bailly	710.00
Election Systems & Software Inc	14,138.80
Fagerlund/Kirsten	573.43
Ferguson Enterprise Inc 3093	753.45
Fiala/Amy	346.88
Folden/Brian	365.19
Gaffaney's	8,695.30
Gary Lee's	510.50
GCR Tire Centers	961.70
Gempler's Inc	567.25
Glaxosmithkline Pharm	1,005.00
Global Equipment Company	461.90
Go Mini's	622.00

Grand Forks Diesel	1,909.99
Grove Mechanical Inc	8,184.38
Help Systems-II Llc	305.00
Heppner Consulting Inc	750.00
Hewlett Packard Company	1,191.95
Higher Ground	23,013.83
Hometown Management Inc	3,952.00
Honeywell International Inc	1,081.52
Houston Engineering Inc	1,728.50
Invitation Health Institute	517.00
J & S Gravel Inc	21,953.71
Jim's Quality Floor Service	347.34
John Deere Financial	995.73
Jsb Engineered Solutions	930.00
Jt's Station	2,366.27
K & L Inc	1,850.00
Kaeser & Blair Inc	2,601.33
Keprns Inc	3,230.68
Kennedy Scales	13,432.50
Kimball Midwest	306.82
KROX	753.50
Landsverk/Mark	640.74
Lawson Products Inc	767.70
Lenes Sand & Gravel Inc	532.50
Lepier Oil Company Inc	9,132.17
Liberty Tire - Mn	4,773.93
Lindseth Garbage Service	2,976.47
Martin Mechanical Design Inc	557.66
Mccc Mi 33	18,125.75
Mcmaster Carr Supply Co	744.02
Melbye/Sam	338.61
Millers Building Center	2,631.68
Minnesota Supreme Court	329.00
Mn Assoc Of County Officers	300.00
Mn Resource Recovery Assoc	4,200.00
Morris Electronics Inc	9,082.74
Napa Crookston Welding	1,563.13
Natronx Technologies Llc	15,786.74
New Flyer	346.80
North Country Business Prod	4,920.24
Northern Fire Equipment Servic	1,505.90
Northern Propane & Fuel	1,816.02
Northern Safety Co Inc	450.42
Northside Express	3,195.31
Northwest Iron Fireman Inc	1,179.68
Oian/Wesly	315.80
Oliver/Terri	397.38
Otis Elevator Company	4,851.00
Pemberton Sorlie Rufer & Kershner	10,660.59
Perreault/Melissa	1,067.27
Polk County Administrator	353.18
Polk County Highway Department	22,597.28
Powerplan Oib	735.62
Prairie Wind Bg Inc	589.95
Praxair Distribution Inc	694.65
Quill Corporation	515.97
R & J Broadcasting Inc	630.00
Regional Sanitation Service Inc	771.29

Reusable Transport Packaging Inc	768.29
Richard Rude Architectural Inc	13,577.58
Riverview Healthcare Assoc	1,436.00
Salem Motors Inc	2,680.65
Service Pro Parts Llc	703.00
Setco	1,615.33
Simplexgrinnell	380.00
Stan's Communications Corp	5,570.28
Sterling Carpet One	634.25
Steve's Auto Parts Inc	1,073.48
Stones Mobile Radio Inc	1,047.37
Strandell/Warren	523.52
Strata Corporation	1,551.19
Streicher's	1,784.59
T-C Lighting Supplies	931.45
Tenvoorde Ford	534.66
The Exponent	466.77
Thirteen Towns Of Fosston Inc	981.50
Titan Machinery	1,317.30
Todd Enterprises	600.00
Todd's Tire Service Inc	1,655.45
True Value Hardware	460.79
Tyler Technologies Inc	1,484.38
U S Water Services	1,007.63
University Of North Dakota	350.00
Valley Petroleum Equipment Inc	730.52
Vanguard Appraisals Inc	5,950.00
Villa St Vincent	1,000.00
Voyager Fleet Systems	5,683.31
Wenck Associates Inc	4,568.20
Widseth Smith Nolting & Assoc	2,830.00
Wilkins Inc/Lyle	7,255.75
Winning Edge Seminars	345.00
Worshek/Mark	2,475.00
Ye Ole Print Shoppe	468.50
Zachariason Construction	2,850.00
Ziegler Inc	9,684.18
133 Payments less than 300	15,102.67
Final Total	<b>502,222.75</b>

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

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William R. Montague, Chairman

ATTEST:

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Charles S Whiting, County Administrator  
Clerk of the Board