

**February 19, 2013  
Board Minutes**

Pursuant to motion of adjournment the Polk County Board of Commissioners met in session at 1:20 o'clock p.m., February 19, 2013 (time change due to inclement weather) in the Commissioners Room, Government Center, Crookston, MN. Members present: Commissioner Craig Bunes, Commissioner Warren Strandell, Commissioner Nick Nicholas, Commissioner Warren Affeldt, and Commissioner Don Diedrich. Others present: Linsey Rood, Human Resources/Special Projects Coordinator, Deputy Clerk of the Board.

**AGENDA/CONSENT AGENDA**

A motion was made by Commissioner Diedrich seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the Agenda. A motion was made by Commissioner Strandell and seconded by Commissioner Diedrich and adopted by unanimous vote of the Board to approve the Consent Agenda for February 19 2013:

1. Approve Commissioner Warrants: General Revenue Fund, \$76,815.32; Public Works Fund, \$136,729.64; Public Safety Fund, \$69,010.43; Public Health Fund, \$24,264.27; Special Assessments (Ditch) Fund, \$2,425.00; Environmental Services Fund, \$38,904.61; Resource Recovery Fund, \$90,146.64; Landfill Fund, \$15,101.95; Agency Fund, \$894.72; Per diems, \$1,725.00; Meal Reimbursements, \$266.18, and sign Audit List.
2. Approve Change Order Number 001, for the Law Enforcement Remodel, Crookston, MN Project for Pump Change in the amount of \$2,648.00.
3. Approve the February 5, 2013 minutes.

**COUNTY BOARD MEMBER ISSUE FORUM**

**PUBLIC HEALTH**

Sarah Reese, Polk County Public Health Director came before the Board with matters pertaining to her department:

1. The Board was updated on the PNM CHS meeting.
2. A motion was made by Commissioner Affeldt seconded by Commissioner Diedrich and adopted by unanimous vote of the Board to appoint Barbara Muesing to the 2013 PNM CHB.
3. The Director updated the Board on Influenza.

**ASSESSMENT SERVICES**

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

1. A motion was made by Commissioner Nicholas seconded by Commissioner Affeldt and adopted by unanimous vote of the Board to approve the Local Option Abatement as follows:
2. On motion, the following application was approved by the Polk County Board of Commissioners:

Name/Address	Parcel #/Legal Description	Amount of Tax Reduction	Reason
Shawn & Sandra Hanson P.O. Box 224 Crookston MN, 56716	Parcel #82.02011.00 Lot 9 & W ½ Lot 8 Highland Park Addition City of Crookston	\$488.00	Local Option Abatement Fire in May Payable 2012

3. A motion was made by Commissioner Affeldt seconded by Commissioner Strandell and adopted by unanimous vote of the Board to set the County Board of Appeals and Equalization for June 18<sup>th</sup>, 2013 at 6:00 p.m., to be held at the Polk County Government Center, Board Room.
4. A motion was made by Commissioner Diedrich seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the pro-rated Off Sale Liquor License contingent upon the County Attorney and County Sheriff's approval for Chris Weiland dba One-N-Only in Euclid MN.
5. A motion was made by Commissioner Affeldt seconded by Commissioner Strandell and adopted by unanimous vote of the Board to add the tax forfeited Parcel No. 87.00453.00 in Fosston, MN to the sale being conducted in the spring of 2013. A motion was made by Commissioner Affeldt seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to set a minimum bid of \$25,000 for Parcel No. 87.00453.00.

**ENVIRONMENTAL SERVICES**

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

1. A motion was made by Commissioner Affeldt seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve the purchase of a Used Case 325B Articulated Truck in the amount of \$36,776.25 in total.
2. A motion was made by Commissioner Strandell seconded by Commissioner Affeldt and adopted by unanimous vote of the Board to approve the Used Equipment List.
3. A motion was made by Commissioner Nicholas seconded by Commissioner Affeldt and adopted by unanimous vote of the Board to approve the Tip Fee Modifications: Incinerator tip fee from \$65.00/ton to \$72.50/ton; Landfill tip fee from \$70.00/ton to \$72.50/ton; Transfer Station tip fee from \$80.00/ton to \$82.50/ton effective March 2013.
4. Facility updates were also discussed with the board.

**ADMINISTRATOR’S OFFICE/CHAIRMAN OF THE BOARD**

Craig Buness, Chairman of the Board presented the following due to the absence of the Polk County Administrator:

1. A motion was made by Commissioner Affeldt seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the Telephone System Maintenance Agreement with Garden Valley Telephone Company.
2. A motion was made by Commissioner Affeldt seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to close the board meeting to discuss a Performance Review – Closed Session (Pursuant to MN Statutes 13D.05, Subdivision 3(a) – Evaluate the Performance of Individual Subject to the Board’s Authority, County Administrator Charles Whiting.
3. A motion was made by Commissioner Affeldt seconded by Commissioner Diedrich to reconvene into open session for the purpose of adjourning the meeting.
4. A motion was made by Commissioner Nicholas seconded by Commissioner Diedrich and adopted by unanimous vote of the Board Rescind Resolution (2013-007) due to Grant Amount Update.
  - a. A motion was made by Commissioner Diedrich seconded by Commissioner Strandell and adopted by unanimous vote of the board to approve Resolution (2013-011) Showing the Updated Grant Amount.

The following resolution (2013-011) was offered by Commissioner Diedrich:

**A Resolution for Exhibit A for Grant Agreement to State Transportation Fund (Bridge Bonds) Grant Terms and Conditions**  
**RESOLUTION (2013-011)**

WHEREAS, Polk County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for construction of Bridge No. 60560; and

WHEREAS, the Commissioner of Transportation has given notice that funding for this bridge is available; and

WHEREAS, the amount of the grant has been determined as per MNDOT to be \$246,252.80 by reason of the lowest responsible bid;

NOW THEREFORE BE IT RESOLVED, that Polk County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.50, subdivision 5, clause (3), and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the bridge but not required. The proper county officers are authorized to execute a grant

agreement with the Commissioner of Transportation concerning the above-referenced grant.

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

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

<u>Vendor Name</u>	<u>Amount</u>
ACS	5,202.47
Al's Electric Inc	3,602.27
Angus Coop Elevator Assn	4,766.23
Building Systems Corporation	5,800.00
Cardinal Health	2,452.32
Cargill Incorporated	14,370.38
Central States Wire Products Inc	3,555.00
Csp Delivery	2,439.66
E- 911 Independent Emerg Svcs	38,819.43
Eastside Travel Plaza	3,982.24
Gaffaney's	4,664.36
Garden Valley Telephone Co	12,811.52
Hometown Management Inc	3,952.00
Jobs HQ	2,109.40
Jsb Engineered Solutions	2,434.99
K & L Inc	2,806.50
Kaeser & Blair Inc	2,720.56
Kris Engineering	5,140.90
Lepier Oil Company Inc	11,605.25
Mayo Manufacturing Co	6,829.32
Mn Valley Testing Labs	7,563.50
Morris Electronics Inc	3,232.50
MRCC	2,135.00
Napa Crookston Welding	2,070.64
Natronx Technologies Llc	8,017.51
North American Salt Co	5,034.96
North Country Security Inc	4,248.89
Northern Propane & Fuel	3,077.63
Northside Express	4,451.55
Nw Mn Household Hazardous	13,128.61
Pemberton Sorlie Rufer & Kershner	10,645.53
Polk County	8,550.74
Polk County Highway Department	9,490.59
Polk County Transfer Station	3,672.05
Ppc Industries	8,805.07
Reliable Door & Supply LLC	3,225.95
Richard Rude Architectural Inc	10,139.75
Salem Motors Inc	3,564.46
Team Laboratory Chemical Corp	60,157.27
Todd's Tire Service Inc	2,441.81
U S Water Services	4,406.95
Voyager Fleet Systems	5,687.70
Walters Climate	2,029.00

Wenck Associates Inc	12,951.10
Wideth Smith Nolting & Assoc	13,272.50
Ziegler Inc	5,061.65
276 Payments less than 2000	97,084.71
Final Total:	<b>454,212.42</b>

With no further business the Board adjourned to reconvene at 8:00 o'clock a.m. on February 26, 2013.

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Craig Bunes, Chairman

ATTEST:

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Linsey Rood, Human Resources Special Projects Coordinator  
Deputy Clerk of the Board