

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

FEBRUARY 5, 2013

8:00 A.M.

MEETING OPEN/CONVENE

CALL TO ORDER

PLEDGE ALLEGIANCE TO FLAG

REVIEWAL & APPROVAL OF THE AGENDA

CONSENT AGENDA

1. Approve Auditor Warrants
2. Approve the January 15 and January 22, 2013 board minutes
3. Approve payment to the Northwest Research & Outreach Center (UMC), Crookston, MN in the amount of \$150.00 for Facility Rental for a Polk County meeting through the Administrator's Office.
4. Approve payment to Cardmember Services, St. Louis, MO in the amount of \$3,589.04 for Credit Card Purchases.

COUNTY BOARD MEMBERS ISSUE FORUM

1. Board Recognition of County Maintenance Department

9:20

RICHARD SANDERS – HIGHWAY DEPARTMENT

1. Certificate of Performance – CP 112 – Gladens Construction, Inc.
  2. Certificate of Performance/Acceptance – SP 60-622-006 \* - MinnDak Asphalt
  3. Certificate of Performance/Acceptance – SP 60-670-003 – Swingen Construction
  4. Certificate of Performance/Acceptance – SAP 60-599-267 etc. – Gladen Construction, Inc.
  5. Approve (1) 3250 Gallon Water Tank – Fleet Supply, Crookston
  6. Approve (1) 2013 Four Wheel Drive Half Ton Reg Cab Truck – Nelson Auto Center, Fergus Falls (State Contract)
  7. Approve (1) 2013 Four Wheel Drive One Ton Crew Cab Truck \*\* – Nelson Auto Center, Fergus Falls (State Contract)
  8. County Ditch 40 Transfer Discussion
- \* Previously Approved on 6/19/2012      \*\* Should discuss local options

10:00

BREAK

10:10

SARAH REESE – PUBLIC HEALTH

1. Request to Submit Family Planning Special Projects Grant Application

10:30

MICHELLE COTE – DIRECTOR OF PROPERTY RECORDS

1. Scanner Replacement For Tax Receipts

10:35

**CHUCK WHITING– ADMINISTRATOR**

1. Linsey Rood – Human Resources:
  - a. Settlement Form Correction for Maintenance Review
  - b. Public Health Accounting Clerk III Job Description
  - c. Approval of Amended 12/18/2012 Salary Resolution
  - d. Approval of Revised Finance Officer Job Description
  - e. Approval of the 2012 Pay Equity Report
  - f. Conference Review
2. Ron Denison – Finance:
  - a. Resolution Designating 2013 Bank Depositories
3. Richard Rude - Architect:
  - a. Review of LEC Construction Project -
4. Committee’s Appointments
5. Review of Governor’s Proposed Budget
6. Review of AMC Newly Elected Officials Conference

11:00

**LEE MEIER HRA DIRECTOR & MARK FINSETH HRA BOARD REP**

1. Request for Support for an HRA Levy Extension

**LUNCH**

1:15 P.M.

**\*BARB ERDMAN – SHERIFF & ECN DIRECTOR JACKIE MINES & BILL BERNHJELM**

1. Sheriff Report
2. 800 MHz Radio System

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