

**January 15, 2013
Board Minutes**

Pursuant to motion of adjournment the Polk County Board of Commissioners met in regular session at 10:00 o'clock a.m., January 15, 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: Linsey Rood, Deputy Clerk of the Board.

AGENDA/CONSENT AGENDA

A motion was made by Commissioner Affeldt seconded by Commissioner Diedrich and adopted by unanimous vote of the Board to approve the January 15, 2013 agenda. A motion was made by Commissioner Strandell, seconded by Commissioner Affeldt and adopted by unanimous vote of the board to approve the consent agenda for January 15, 2013:

1. Approve Commissioner Warrants: General Revenue Fund, \$; Public Works Fund, \$; Public Safety Fund, \$; Public Health Fund, \$; Special Assessments (Ditch) Fund, \$; Environmental Services Fund, \$; Resource Recovery Fund, \$; Landfill Fund, \$; Per diems, \$; Meal Reimbursements, \$.
2. Approve payment to National Public Employer Labor Relations Association, Oceanside, CA for Human Resources 2013 Membership Fees in the amount of \$150.00.
3. Approve payment to Applicant Unit, Norwalk, CA in the amount of \$29.00 for a Background Check for the Sheriff's Office.

COUNTY BOARD MEMBER ISSUE FORUM

A motion was made by Commissioner Strandell seconded by Commissioner Affeldt and adopted by unanimous vote of the Board to approve the appointment of Commissioner Nicholas and Commissioner Diedrich to the Northwest Mental Health Center Board.

PUBLIC HEALTH

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

1. A motion was made by Commissioner Affeldt seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to have the Norman-Mahnomen Public Health added to the Auditor Warrant List.

BID OPENINGS FOR SHERIFF VEHICLES (3)

1. One bid was received, from Brose Chevrolet, for the purchase of Sheriff's Department vehicles. A motion was made by Commissioner Strandell seconded by Commissioner Diedrich and adopted by unanimous vote of the Board to reject the bid

of Brose Chevrolet each for three sheriff vehicles (low bid/only bid). Staff was directed to research procurement processes and report back at a future meeting.

PUBLIC WORKS

Richard Sanders, Polk County Highway/Ditch Engineer came before the Board to discuss matters pertaining to his department:

1. A motion was made by Commissioner Strandell seconded by Commissioner Diedrich and adopted by unanimous vote of the Board to approve the Certificate of Performance SAP 60-599-262 etc. in the name of Lyle Wilkens, Inc. in the amount of \$299,788.85
2. Use of C.S.A.H. 14 & C.S.A.H. 1 as a Detour Route during Contract Construction.

A Resolution for the Use of C.S.A.H. 14 & C.S.A.H. 1 as a Detour Route During Contract Construction
RESOLUTION (2013-006)

The following resolution (2013-1-006) was offered by Commissioner Affeldt:

BE IT RESOLVED, That Polk County enter into MnDot Agreement No. 02780 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the State to the County for the use of C.S.A.H. 14 and C.S.A.H. 1 as a detour route during the contract construction to be performed upon, along and adjacent to Trunk Highway No. 9 from Ada to the Norman/Polk County line under State Project No. 5408-30 (T.H. 9=6).

BE IT FURTHER RESOLVED, That the Chairman of the Board and the County Administrator are authorized to execute the Agreement and any amendments to the Agreement.

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

3. Exhibit E for Grant Agreement to State Transportation Fund (Bridge Bonds) Grant Terms and Conditions.

The following resolution (2013-007) was offered by Commissioner Nicholas:

A motion was made by Commissioner Nicholas seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the Exhibit E for Grant Agreement to State Transportation Fund (Bridge Bonds) Grant Terms and Conditions resolution.

**A Resolution for Exhibit E for Grant Agreement to State Transportation Fund
(Bridge Bonds) Grant Terms and Conditions
RESOLUTION (2013-007)**

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 to be \$206,329.50 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 Affeldt and adopted by unanimous vote of the Board to approve the quote of Titan Machinery for Mower Tractor Rental in the amount of \$2,220.00 or \$0.10 per tractor per hour plus \$2,100 for inspection for 3 tractors. (low quote).

A motion was made by Commissioner Affeldt seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve the quote of Titan Machinery for (3) three Kuhn Multi-Disc Rotary Mowers in the amount of \$29,657.81 (low quote).

A motion was made by Commissioner Affeldt seconded by Commissioner Diedrich and adopted by unanimous vote of the Board to approve the quote of Twin Cities Mack & Volvo (State Contract) for (2) two Tandem Axle Diesel Trucks in the amount of \$166,540.50

ADMINISTRATOR

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

1. Arron Harlow – IT Department
 - a. A report on the Work Order Status was given to the Board.
2. Linsey Rood – Human Resources:

- a. A motion was made by Commissioner Strandell seconded by Commissioner Affeldt and adopted by unanimous vote of the Board to approve the Job Title change from Ditch Inspector to County Ditch/Agriculture Inspector.
- b. A motion was made by Commissioner Strandell seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to appoint Jacob Snyder as the Interim Planning and Zoning Administrator.
3. Ron Denison – Finance:
 - a. A motion was made by Commissioner Strandell seconded by Commissioner Diedrich and adopted by unanimous vote of the Board to approve the County Attorney Contingency Fund in the amount of \$7,500.00 for 2013.
4. A discussion was held on the Human Resources Professional Development. A motion was made by Commissioner Diedrich seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve all noted Human Resources Professional Development.
5. Association of Minnesota Counties Inquiry RE: LIBOR Scandal. A draft letter from the Board was reviewed supporting the Association of Minnesota Counties to recover any lost interest earnings that may have received from potential LIBOR litigation. A motion was made by Commissioner Diedrich seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve the letter to Association of Minnesota Counties to recover lost interest earnings.
6. Items for January 22 Board Work Session were discussed with no action to be taken.

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: 1-18-2013

APPROVED: 1-15-2013

<u>Vendor Name</u>	<u>Amount</u>
Al's Electric Inc	3,400.10
American Solutions For Business	5,202.38
Angus Coop Elevator Assn	2,237.85
Aurora Storage Products Inc	19,018.20
Auto Value - Crookston	7,209.20
Beesons Equipment Sales	4,002.84
Bemidji Sports Centre	2,213.02
Border States Electric Supply	3,212.41
Cardinal Health	2,781.98
Crookston Fuel Company	5,313.22
Digital Ally	15,075.00
Egf School District 595	3,000.00
Emergency Communications	18,113.00
Evenaire Systems Inc	7,185.50
Ferguson Enterprise Inc 3093	2,288.08
Hometown Management Inc	3,952.00
Houston Engineering Inc	2,400.75
Jobs HQ	2,602.68
Jsb Engineered Solutions	9,567.34
K & L Inc	5,444.39
Lepier Oil Company Inc	6,770.35

M&I Lockbox Mccc	8,250.00
Mccc Mi 33	38,055.55
Minn Dak Asphalt Inc	210,800.00
Minnesota Sheriffs' Association	6,052.00
Mn Counties Intergov'l Trust	484,715.00
Mn Transportation Alliance	3,265.00
Motorola	21,535.78
Natronx Technologies Llc	8,017.51
North Country Business Prod	6,737.51
Northside Express	2,758.96
Pemberton Sorlie Rufer & Kershner	7,544.13
Pkm Electric Coop Inc	13,200.00
Polk County	5,602.93
Polk County Administrator	8,310.23
Polk County Environmental Services	5,300.00
Polk County Highway Department	15,944.33
Ppc Industries	3,197.20
R M Cotton Company	2,678.00
Royal Tire	4,152.27
Salem Motors Inc	3,875.92
Sampletech	8,700.00
Setco	22,539.20
Stan's Communications Corp	6,640.83
Star Tribune	2,239.50
TRITEC	2,650.70
Valley Electric Of Crookston LLC	2,161.37
Veripic Inc	7,000.00
Voyager Fleet Systems	4,955.25
Widseth Smith Nolting & Assoc	14,809.83
Ziegler Inc	9,042.78
258 Payments less than 2000	98,120.00
Final Total:	1,169,842.07

With no further business the Board adjourned to reconvene at 8:00 o'clock a.m. on January 22, 2013.

Craig Bunes, Chairman

ATTEST:

Charles S Whiting, County Administrator
Clerk of the Board