

Pursuant to motion of adjournment the Polk County Board of Commissioners met in regular session at 8:00 o'clock a.m., June 5, 2012 in the Commissioners Room, Government Center, Crookston, MN. Members present: Commissioner William Montague, Commissioner Craig Bunes, Commissioner Warren Strandell, Commissioner Warren Affeldt, Commissioner Don Diedrich and John P. Schmalenberg, County Administrator, Clerk of the Board. Others present: Judith H. Luettjohann, Deputy Clerk of the Board and Linsey Stadstad, HR.

A motion was made by Commissioner Strandell seconded by Commissioner Bunes and adopted by unanimous vote of the Board to approve the agenda and consent agenda with the exception of Number 6 on consent agenda for June 5, 2012:

1. Approve Auditor Warrants.
2. Approve board minutes dated: May 1, May 15, and May 22, 2012.
3. Approve payment to Cole Papers, Inc., Fargo, ND in the amounts of: \$298.85, \$58.88, \$141.89, \$2,731.06, \$256.95, \$1,764.26, \$60.61 and \$60.61.
4. Approve payment to Wal-Mart in the amount of \$50.71 for custodial supplies for the Fosston Incinerator.
5. Approve Satisfaction of Mortgage for Brad and Tracy Bushee (Flood Loan)
6. Approve Agreement Between Northern Dental Access Center & Polk County Public Health.
7. Approve the Memorandum of Understanding Agreement between Polk County & the Law Enforcement Labor Services/Sheriff's Department/Essential Employees Unit and the Sheriff's Department Dispatcher's Unit.
8. The following resolution (2012-6-29) was offered by Commissioner Strandell:

WHEREAS, Warrant No. 178837 in the amount of \$198.69 was issued in the name of Amy Fiala on April 20, 2012, and;

WHEREAS, Pursuant to the affidavit on file in the office of the Polk County Finance Office, said warrant has been lost or destroyed.

NOW THEREFORE BE IT RESOLVED, That pursuant to M.S. 471.415 the Polk County Board of Commissioners does hereby dispense with the requirement of an indemnifying bond prior to the re-issuance of Warrant No. 178837.

BE IT FURTHER RESOLVED, That the Polk County Finance Office be and hereby is authorized to reissue a duplicate warrant pursuant to M.S. 471.415.

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

9. Approve payment to National Seminars Training, Kansas City, MO in the amount of \$ 249.00 for Linsey Stadstad/HR to attend a training session on FMLA in Fargo, ND on July 17, 2012.
10. Approve payment to the MN Dept. of Natural Resources, St. Paul, MN in the amount of \$514.00 for a permit fee for Maple Lake Park.

11. Approve payment to Fertile Oil, Fertile, MN in the amount of \$25,125.00 for transport of diesel fuel the Highway Department.
12. Approve credit card payment to MPELRA Minnesota in the amount of \$150.0 for membership fees for Linsey Stadstad/HR.

Dave Unmacht, Senior Vice President of Springsted came before the Board to discuss the candidates for the County Administrator's position. Upon review a selection of eight candidates were selected for interviews on June 20, 2012 with second interviews to be scheduled for June 27, 2012.

Sarah Reese, Polk County Public Health Director and Melissa Hayes, School Nurse came before the Board to discuss matters pertaining to the Public Health department. Ms. Reese discussed the agreement between Northern Dental Access Center and Polk County Public Health. A motion was made by Commissioner Strandell seconded by Commissioner Diedrich and adopted by unanimous vote of the Board to approve the Agreement between Northern Dental Access Center and Polk County Public Health. A motion was made by Commissioner Affeldt seconded by Commissioner Bunes and adopted by unanimous vote of the Board to approve the agreement for Student Clinical Experiences between Polk County Public Health and North Dakota State University, Department of Nursing. Ms. Hayes discussed her position as the School Nurse for Public Health and gave a summary of her services.

Josh Johnston, Planning and Zoning Administrator came before the Board to discuss matters pertaining to Planning and Zoning. Upon motion a Conditional Use Permit was granted by Resolution (2012-6-30) to operate a reduction/recycling facility on Parcel No. 28.0011.05 (complete copy of resolution on file in the office of the County Administrator). Upon motion a Conditional Use Permit was granted by Resolution (2012-6-31) to put up a grain leg on Parcel No. 37.00033.01 (complete copy of resolution on file in the office of the County Administrator). Upon motion a Conditional Use Permit was granted by Resolution (2012-6-32) to build an accessory structure on Parcel No. 30.00549.00 (complete copy of resolution on file in the office of the County Administrator). A motion was made by Commissioner Bunes seconded by Commissioner Diedrich and adopted by unanimous vote of the Board to approve the Final Plat for the Woodland Pond Estates on Parcel No's 74.00172.00 and 74.00172.05.

Greg Widseth, County Attorney came before the Board with matters pertaining to his department. A discussion was held on adding an additional Assistant County Attorney to make a total of four assistant attorneys for his department.

Upon motion the Board retired for lunch.

Gary Letnes along with several residents of Hubbard Township Board came before the Board to discuss the petition for Road Improvement in Hubbard Township.

Myron Jesme, Administrator of the Red Lake Watershed District along with Gene Tiedemann and Albert Mandt came before the Board with the 2011 Annual Report.

Kent Johnson, Polk County Social Services Director came before the Board with matters pertaining to Social Services. A motion was made by Commissioner Diedrich seconded by Commissioner Bunes and adopted by unanimous vote of the Board to authorize replacing a Social Worker for the Social Worker/Long Term Care Unit.

Les Goodwin, Polk County Veterans Service Officer came before the Board with an update of the Veterans Service Department.

Michelle Cote, Director of Property Records came before the Board to discuss matters pertaining to the Tax Payer Service Center. A motion was made by Commissioner Strandell seconded by Commissioner Affeldt and adopted by unanimous vote of the Board to authorize the purchase of Tax Forfeited Parcel No. 82.00966.00 to Pine Properties, LLC. A motion was made by Commissioner Bunes seconded by Commissioner Strandell and adopted by unanimous vote of the Board to accept the bid of Bob's Lawn Care for the forfeited mowing contract for 2012. A motion was made by Commissioner Diedrich seconded by Commissioner Bunes and adopted by unanimous vote of the Board to authorize the filling of a Clerk Typist Cashier III vacancy in the Tax Payer Service Center.

Richard Sanders, Polk County Highway/Ditch Engineer came before the Board to discuss matters pertaining to his department. A motion was made by Commissioner Affeldt, seconded by Commissioner Strandell and adopted by unanimous vote of the Board to accept the petition on CD #23, Sections 7 & 8 of Queen Township and Section 12 of Brandsvold Township and appoint Richard Sanders as Ditch Engineer and authorize the work to be done. A motion was made by Commissioner Strandell seconded by Commissioner Diedrich and adopted by unanimous vote of the Board to authorize out of state travel to Kentucky for MAASTO Conference July 17 to July 20, 2012 and the NLTAP Conference Fort Worth, Texas July 29 to August 3, 2012 and the National Pavement Preservation Conference, Nashville, Tennessee August 27 to August 30, 2012. A motion was made by Commissioner Bunes seconded by Commissioner Affeldt and adopted by unanimous vote of the Board and approve the quote of Cone Construction for Curb and Gutter for the City of Erskine 1st Street in the amount of \$13,969.20 (low quote).

The following resolution (2012-6-33) was offered by Commissioner Affeldt:

For Agreement to State Transportation Fund (Bridge Bonds)
Grant Terms and Conditions
SAP 060-670-003, Bridge 60560

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 \$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 Diedrich seconded the foregoing resolution and it was declared adopted upon the following vote. YEAS: Buness, Strandell, Affeldt, Diedrich. Nays': None

John Schmalenberg, County Administrator came before the Board to discuss matters pertaining to his department. A review was held on the remodel of the Law Enforcement Center. A motion was made by Commissioner Diedrich seconded by Commissioner Buness and adopted by unanimous vote of the Board to authorize payment of \$4,691.34 to Advanced Business Methods for the buy-out of a copier lease for the Solid Waste Industrial Park.

The following resolution (2012-6-34) was offered by Commissioner Diedrich:

Adoption and Implementation
After BWSR Approval

WHEREAS, The Polk County Board of Commissioners has been notified by the Minnesota Board of Water and Soil Resources that the Polk County Comprehensive Local Water Management Plan has been approved according to Minnesota Statutes Chapter 103B.301:

NOW, THEREFORE BE IT RESOLVED, The Polk County Board Commissioners hereby adopts and will begin implementation of its approved comprehensive water plan.

BE IT FURTHER RESOLVED, after the adoption of the local comprehensive water management plan, the Polk County Board shall amend existing water and related land resources plans and official controls as necessary to conform them to the applicable and approved comprehensive water plan.

BE IT FURTHER RESOLVED, After the adoption of the local comprehensive water management plan, County shall notify local units of government within the County of the adoption of the plan or amendments to the plan. The local units of government are required to submit existing water and related land resources plans and official controls within 90 days to the County Board for review.

BE IT FURTHER RESOLVED, Within 180 days, the Polk County Board shall review the submitted plans and official controls and identify any inconsistencies between the local plans and official controls, and local comprehensive water management plan. The Polk County Board shall specify applicable and necessary measures to bring the local

plans and official controls into conformance with the local comprehensive water management plan.

BE IT FURTHER RESOLVED, If a local unit of government disagrees with any changes to its plan, the local unit has 60 days after receiving the county's recommendations to appeal the recommendations to the Board of Water and Soil Resources.

BE IT FURTHER RESOLVED, After receiving the recommendations of the Polk County Board, or a resolution of an appeal, a local unit of government has 180 days to initiate revisions to its plan or official controls. The new or revised plans and official controls must be submitted to the Polk County Board for review and recommendations.

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

A motion was made by Commissioner Strandell, seconded by Commissioner Bunes and adopted by unanimous vote of the Board to approve the May Auditor Warrants for payment:

AUDITOR WARRANTS 5/01/2012

VENDOR NAME	AMOUNT
CITY OF FOSSTON	463.16
CROOKSTON DRIFTBUSTERS	5,372.85
DHS - ST PETER RTC - 472	1,854.00
EIDE BAILLY	710.00
FERTILE OIL COMPANY	25,512.00
LAKE AGASSIZ REGIONAL LIBRARY	50,546.50
MN OFFICE OF ENTERPRISE TECH	873.23
W MONTAGUE	369.41
NAPA CROOKSTON WELDING	1,388.84
NET TRANSCRIPTS INC	1,058.40
NORTH COUNTRY SECURITY INC	3,638.88
NORTHLAND COMM & TECH COLLEGE	11,000.00
POLK COUNTY ADMINISTRATOR	1,028.56
POLK COUNTY ENVIRONMENTAL SERV	8,491.55
RED LAKE ELECTRIC CO-OPERATIVE	495.00
SANDHILL SNOWCRUISERS	13,851.60
VERIZON WIRELESS	468.89
ALVIN VON HOLDT	30,000.00
14 PAYMENTS LESS THAN \$300	2,891.41
FINAL TOTAL.....	\$160,014.28

AUDITOR WARRANTS 5/07/2012

VENDOR NAME	AMOUNT
1 PAYMENTS LESS THAN \$300	13.50
FINAL TOTAL.....	\$13.50

AUDITOR WARRANTS 5/08/2012

VENDOR NAME	AMOUNT
AMERICAN SERVICES CORP	27,462.00
CHILLER SYSTEMS INC	3,674.00

ECOLAB PEST ELIMINATION SERV	473.48
EGF WATER & LIGHT DEPT	1,346.45
FOSSTON MUNICIPAL UTILITIES	43,430.68
GREATAMERICA LEASING CORP	384.27
INFORMATION SYSTEMS CORP	595.00
J-MEC	32,920.00
MN STATE AUDITOR	552.00
NORTH COUNTRY SECURITY INC	4,002.77
OTIS ELEVATOR COMPANY	7,581.63
OTTERTAIL POWER CO	3,050.57
POLK COUNTY ADMINISTRATOR	8,379.78
GLENN RAFFERTY	1,400.00
VERIZON WIRELESS	568.24
WEST PAYMENT CENTER	2,144.09
WILD RICE ELEC CO-OP INC	730.85
12 PAYMENTS LESS THAN \$300	1,149.52
FINAL TOTAL.....	\$139,845.33

AUDITOR WARRANTS 5/15/2012

VENDOR NAME	AMOUNT
ALTRU HEALTH SYSTEM	2,653.00
BERT'S TRUCK EQUIP OF MOORHEAD	108,868.22
CENTURY LINK	1,459.67
CROOKSTON WATER DEPARTMENT	544.61
EAST GRAND FORKS CITY	1,828.25
EAST PC SOIL & WATER	19,600.00
EAST POLK HERITAGE CENTER	4,000.00
EGF HERITAGE FOUNDATION	4,000.00
ELECTION SYSTEMS & SOFTWARE IN	19,567.04
GARDEN VALLEY TELEPHONE CO	1,485.98
BRAD GOSS	519.33
GREAT PLAINS NATURAL GAS CO	920.19
HONEYWELL INTERNATIONAL INC	8,400.00
KINETIC LEASING	335.27
LENES SAND & GRAVEL INC	16,138.32
MN RR VALLEY DEV ASSOC	1,500.00
OCCUPATIONAL DEVELOPMENT CTR	7,500.00
OTTERTAIL POWER CO	5,060.00
PC COMMITTEE ON AGING	2,500.00
POLK CO HISTORICAL SOCIETY	7,250.00
POLK COUNTY ADMINISTRATOR	15,044.98
POLK COUNTY FAIR ASSOC	18,000.00
PURCHASE POWER	1,000.00
SAFETY COMPLIANCE SERVICES	975.00
SIMPLEXGRINNELL	2,950.00
TRI COUNTY COMMUNITY CORR	5,991.51
TRI-VALLEY OPPORTUNITY COUNCIL	13,319.00
U S BANK	425.00
UNIVERSITY OF MINN R S V P	2,000.00
VERIZON WIRELESS	2,557.58
WARREN VOLUNTEER AMBULANCE SER	416.67
WEST POLK SOIL & WATER	19,600.00
28 PAYMENTS LESS THAN \$300	1,774.20
FINAL TOTAL.....	\$298,183.82

AUDITOR WARRANTS 5/15/2012

VENDOR NAME	AMOUNT
BLUE CROSS & BLUE SHIELD OF MN	136,459.00
0 PAYMENTS LESS THAN \$300	.00
FINAL TOTAL.....	\$136,459.00

AUDITOR WARRANTS 5/15/2012

VENDOR NAME	AMOUNT
1 PAYMENTS LESS THAN \$300	15.00
FINAL TOTAL.....	\$15.00

AUDITOR WARRANTS 5/22/2012

VENDOR NAME	AMOUNT
GARDEN VALLEY TELEPHONE CO	5,253.70
GREAT PLAINS NATURAL GAS CO	680.75
HALSTAD TELEPHONE CO	9,987.64
KINETIC LEASING	411.86
LIBERTY LEASING	446.52
MIDCONTINENT COMMUNICATIONS	1,311.16
POLK COUNTY ADMINISTRATOR	812.27
RICHARD RUDE ARCHITECTURAL INC	25,358.40
SIMPLEXGRINNELL	3,460.61
STANLEY CONVERGENT	1,070.60
TDS METROCOM - MN	876.90
9 PAYMENTS LESS THAN \$300	1,257.70
FINAL TOTAL.....	\$50,928.11

AUDITOR WARRANTS 5/24/2012

VENDOR NAME	AMOUNT
BREMER BANK NA	851,863.96
SCHOOL DISTRICT 2176 TREAS	135,479.54
SCHOOL DISTRICT 2311 TREAS	120,366.81
SCHOOL DISTRICT 2609 TREAS	503,830.88
SCHOOL DISTRICT 592 TREAS	95,052.49
SCHOOL DISTRICT 593 TREAS	1,522,810.08
SCHOOL DISTRICT 599 TREAS	319,870.66
SCHOOL DISTRICT 600 TREAS	191,590.38
SCHOOL DISTRICT 601 TREAS	347,700.80
SCHOOL DISTRICT 627 TREAS	85,693.26
SCHOOL DISTRICT 630 TREAS	14,565.53
0 PAYMENTS LESS THAN \$300	.00
FINAL TOTAL.....	\$4,188,824.39

AUDITOR WARRANTS 5/25/2012

VENDOR NAME	AMOUNT
MARISOL TREJO	9,200.00
0 PAYMENTS LESS THAN \$300	.00
FINAL TOTAL.....	\$9,200.00

AUDITOR WARRANTS 5/29/2012

VENDOR NAME	AMOUNT
AMERICAN FEDERAL BANK	918.00
CARDMEMBER SERVICE	4,422.52
COLE PAPERS INC	5,051.12
FERTILE OIL COMPANY	25,125.00
GREAT PLAINS NATURAL GAS CO	368.84
HAGEN CONSTRUCTION	5,877.67
GLENN HALVORSON	1,000.00
ROBERT JANORSCHKE	25,000.00
LENES SAND & GRAVEL INC	7,681.52
MN STATE TREASURY	8,768.00
OCCUPATIONAL DEVELOPMENT CTR	9,000.00
OTTERTAIL POWER CO	685.57
POLK COUNTY	64,548.01
POLK COUNTY ADMINISTRATOR	340.00
RED LAKE ELECTRIC CO-OPERATIVE	442.86
TRI COUNTY COMMUNITY CORR	4,768.90
WASTEQUIP	13,700.00
14 PAYMENTS LESS THAN \$300	1,169.64
FINAL TOTAL.....	\$178,867.65

AUDITOR WARRANTS 5/29/2012

VENDOR NAME	AMOUNT
1 PAYMENTS LESS THAN \$300	15.00
FINAL TOTAL.....	\$15.00

With no further business the Board adjourned to reconvene at 10:00 o'clock a.m. on June 19, 2012.

William R. Montague, Chairman

ATTEST:

John P. Schmalenberg, County Administrator
Clerk of the Board