

May 28, 2013
BOARD MINUTES

Pursuant to motion of adjournment the Polk County Board of Commissioners met in regular session at 8:00 o'clock a.m., May 28, 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: Michelle Cote, Deputy Clerk of the Board.

AGENDA

A motion was made by Commissioner Affeldt, seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve the Agenda.

CONSENT AGENDA

A motion was made by Commissioner Strandell, seconded by Commissioner Diedrich and adopted by unanimous vote of the Board to approve the Consent Agenda for May 28, 2013:

1. Approve payment to the 13 Towns Newspaper in the amount of \$33.00 for a one-year subscription for the Fosston Incinerator.

COUNTY BOARD MEMBERS ISSUE FORUM

SHERIFF'S DEPARTMENT

Barb Erdman, Polk County Sheriff came before the Board with matters pertaining to her department:

1. Barb Erdman and Nancy Schafer, Emergency Management brought forth a 911 Project update.
2. The Law Enforcement Center construction update was discussed with the board, June 17, 2013 is the targeted move date.
3. The Sheriff Reports for April 2013 were discussed with the board.
4. There was discussion regarding the legality of a speed limit change by resolution for a road in Grand Forks Township.

HIGHWAY DEPARTMENT

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

1. The MinnKota Power Cooperative Utility Service Agreement was discussed with the board. A motion was made by Commissioner Strandell, seconded by Commissioner Diedrich and adopted by unanimous vote of the board to approve this Agreement.
2. The maintenance request on County Ditch No. 1 Branch 4 was presented to the board. A motion was made by Commissioner Strandell, seconded by Commissioner Diedrich and adopted by unanimous vote of the board to approve the cleaning of this ditch in the NW Quarter in Section 25 of Fanny Township.
3. The quote in the amount of \$61,232.28 for County Road No. 233 for concrete patching was presented to the board. A motion was made by Commissioner

Strandell, seconded by Commissioner Nicholas and adopted by unanimous vote of the board to approve the repairs.

4. A list of projects encompassing 4 years for bonding was presented to the board. A motion was made by Commissioner Affeldt, seconded by Commissioner Diedrich and adopted by unanimous vote of the board to approve the proposed Projects for Bonding and for staff to secure financing:
 - a. 2013-CSAH 11 Overlay CSAH 46 to Red Lake County Line \$800,000.
 - b. 2013 CSAH 12 Grade Widening from TH2 to Red Lake County Line \$1,200,000
 - c. 2014-CSAH 15 Grade Widening from TH220 to CSAH 16 \$1,500,000
 - d. 2015 CSAH 41 Grade Widening from TH 59 to West Limits of McIntosh \$1,200,000.
 - e. 2016- CASH 19 Grade Widening from CSAH 20 to TH75 - \$1,300,000.
5. Mr. Sanders made a formal apology for his comments during a prior meeting involving Mr. Darryl Altepeter.

PLANNING AND ZONING

Josh Holte, Planning and Zoning Administrator came before the Board with matters pertaining to Planning and Zoning:

1. Approve resolution (2013-037) regarding a Conditional Use Permit for Parcel No. 74.00806.00 for Mark & Jodi Kieffer. See Resolution on file in the office of the Polk County Administrator.
2. Planning and Zoning Administration – A motion was made by Commissioner Strandell, seconded by Commissioner Affeldt and adopted by unanimous vote of the board to approve the authorization of Josh Holte for Warrant/Bill approval.

ENVIRONMENT SERVICES

Chuck Whiting, County Administrator came before the board on Jon Steiner’s, Environmental Services behalf and presented the following:

1. A list of Non-Residential Abatements were presented to the board. A motion was made by Commissioner Strandell, seconded by Commissioner Affeldt and adopted by unanimous vote of the board to approve the following abatements:

NON-RESIDENTIAL ABATEMENTS – 2013

THRU 5/28/13

<u>PARCEL #</u>	<u>ABATE CODE</u>	<u>ABATE RATE</u>	<u>ADD CODE</u>	<u>ADD RATE</u>	<u>REASON</u>
10.00116.02	SWC-001	\$120	-	-	CUP for Contractor Yard - no use - recently permitted for home

28.00072.00	SWC-004	\$1,000	SWC-002	\$350	Deduct for Residence - missed (but corrected) by Hauler 5/15/13
28.00102.01	SWC-001	\$120	-	-	S/B Church - #28.00102.00 (move to #28-102 for 2014)
40.00377.00	SWC-001	\$120	-	-	Town Hall removed - formerly removed all Town Halls by Board
82.01506.00	SWC-001	\$120	-	-	Out of Business - Owner Vacated
87.00229.00	SWC-006	\$2,000	SWC-003	\$700	Prorated waste from #87-226, #87-234, #87-838, #87-839 (prorated @ 2.5 ypw)
93.00003.02	SWC-003	\$700	SWC-001	\$120	Calculated at Gravel Pit & Contractor Yard (CUP) - now only Cont Yd

1. The Asbestos Haulers License for the Regional Sanitation for Climax School System was postponed until the June 4 meeting.

COUNTY ADMINISTRATION

Charles Whiting, County Administrator, Richard Rude, Rude Architect's and Jan Skyberg, Buildings and Grounds came before the Board to discuss matters pertaining to the Law Enforcement Remodeling:

1. Discussion was held regarding Change Order's 001 and 002 which had been approved at a prior meeting. A motion was made by Commissioner Affeldt, seconded by Commissioner Strandell, and adopted by unanimous vote of the board to approve the payments on Change Order No. 001 and Change Order No. 002.
2. A motion was made by Commissioner Diedrich, seconded by Commissioner Nicholas and adopted by unanimous vote of the board to approve Change Order No., 003 KUE Contractor's Inc., Watkins, MN in the amount of \$6,204.00 for the Law Enforcement Center Remodel.
3. Options were discussed with the board regarding the dispatch center location. There was a consensus of the Board to approve moving the dispatch center with the Change Order to follow at a subsequent meeting.
4. The first phase of the construction status review was discussed with the board.
5. The second phase plan review was discussed with the board.
6. Mr. Skyberg was thanked for his service to the County as this is his last presentation at a Polk County Board meeting due to his retirement.

Charles Whiting, County Administrator discussed matters pertaining to his department:

1. A board room presentation equipment upgrade was given to the board. A motion was made by Commissioner Strandell, seconded by Commissioner Nicholas, and adopted by

unanimous vote of the board to approve Board Room Equipment expenditures up to \$14,000.00.

Ron Denison – County Finance Officer came before the board and discussed matters pertaining to the finance department:

1. The April Cash Reports were presented to the board.

Upon motion the Board adjourned for lunch.

COUNTY ATTORNEY

Greg Widseth, Polk County Attorney Departmental Operations Presentation was postponed until a later date.

With no further business the Board adjourned to reconvene at 8:00 o'clock a.m., on June 4, 2013.

Craig Bunes, Chairman

ATTEST:

Charles S. Whiting, County Administrator
Clerk of the Board