

OCTOBER 15, 2013
BOARD MINUTES

Pursuant to motion of adjournment the Polk County Board of Commissioners met in session at 10:00 o'clock a.m., October 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, Polk County Administrator, Clerk of the Board. Others present: Michelle Cote, Deputy Clerk of the Board.

AGENDA

A motion was made by Commissioner Strandell seconded by Commissioner Affeldt and adopted by unanimous vote of the Board to approve the Agenda for October 15, 2013.

CONSENT AGENDA

A motion was made by Strandell seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve the Consent Agenda for October 15, 2013:

1. Approve Commissioner Warrants: General Revenue Fund, \$85,924.83; Public Works Fund, \$189,799.28; Public Safety Fund, \$315,484.77; Public Health Fund, \$66,555.53; Special Assessments (Ditch) Fund, \$19,466.32; Environmental Services Fund, \$47,785.17; Resource Recovery Fund, \$88,191.84; Landfill Fund, \$29,664.71; Agency Fund, \$823.12; Per Diems, \$1,350.00, Meal Reimbursements (w/o overnight lodging) \$149.49 and Sign Audit List.
2. Approve the August 27, September 3, September 16, September 16 and September 24, 2013 board minutes.
3. Approve payment to Sarah Reese, Public Health for expenses in the amount of \$3,382.97.
4. Approve payment to Northwest Research & Outreach Center, UMC, Crookston, MN in the amount of \$150.00 for auditorium rental fees for October 23, 24 and 28 2013 safety training dates.
5. Approve payment to Quill Corporation, Philadelphia, PA in the amount of \$151.74 for envelopes for the County Attorney's Office.
6. Approve payment to Commissioner Craig Bunes, Crookston, MN in the amount of \$899.74 for expenses.
7. Approve payment to Arron Harlow, IS Dept. in the amount of \$79.67 for expenses.
8. Approve payment to Crookston Fuel, Crookston, MN in the amount of \$3,150.00 for diesel fuel for the Angus Shop.
9. Approve payment to Schulz Carpeting, Crookston, MN in the amount of \$1,952.17 for current and prior year's sales tax.
10. Approve payment to Sam Melbye, Crookston, MN in the amount of \$681.42 for expenses.
11. Approve payment to Crookston Fuel Co., Crookston, MN in the amount of \$24,407.88 for a transport of gasoline for the Highway Department.

COUNTY BOARD MEMBERS ISSUE FORUM

1. Commissioner Strandell reported that he attended a Tri-County Corrections Board meeting on 10/14/2013 where the 2014 budget was approved. He also reported that he attended the Hazard Mitigation Plan meeting on 10/14/2013.
2. Commissioner Affeldt had no report.
3. Commissioner Diedrich reported that he attended a Tri-Valley meeting.
4. Commissioner Nicholas reported that he attended a Tri-Valley meeting where the discussion had focused on the Federal shutdown.
5. Commissioner Bunes reported that he attended the Radio Board meeting where the discussion focused on Emergency Management. He reported that he also attended a meeting at the Red Lake Watershed regarding property owned by Connie Hannesson and a ditching issue at Maple Lake.

ROSS HIER - DNR

1. Petition – Lake Name Designation in Woodside Township

Ross Heir, Department of Natural Resources and George Schulstad presented to the Board a copy of a petition that has been submitted to the Department of Natural Resources to name unnamed Lake Number 60-288 located in Section 33, Township 148, Range 43 to “Schulstad Lake”. A motion was made by Commissioner Affeldt seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the name change.

CHEDA

1. Request for Tax Abatement – Super Valu Site in Crookston

Craig Hoiseth, Crookston Housing & Economic Development Authority and John Bridgeford came before the Board to request five year tax abatement for development of the former Super Valu site (Parcel No. 82.00628.00) located on the 200 block of downtown Crookston, MN for the purpose of developing multi-family apartments. A motion was made by Commissioner Nicholas seconded by Commissioner Affeldt and adopted by unanimous vote of the Board to approve the five year tax abatement for the Super Valu site as presented to the Board to begin upon the completion of the improvements.

AGENDA ADDITION

A motion was made by Commissioner Strandell seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve the addition of a request for approval to purchase a fuel storage tank for the Angus Highway Shop to the agenda.

HIGHWAY

Charles Whiting, Polk County Administrator came before the Board on behalf of Rich Sanders, Highway Engineer with matters pertaining to the Highway Department:

1. Purchase Fuel Tank Storage

A motion was made by Commissioner Diedrich seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the purchase of a fuel storage tank for the Angus Shop in the amount of \$9,173.00 from Crookston Fuel Company.

ADMINISTRATION

Mark Dietz, Building and Grounds Supervisor came before the Board with matters pertaining to Building and Grounds:

1. Approval of 911 General Acquisition

Discussion was brought forth regarding the acquisition of a 911 Generator. The consensus of the Board was to have staff develop generator options to present to the Board at a later date.

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

1. LEC Construction Project Status

An update was given to the Board regarding the construction project at the Law Enforcement Center, Crookston, MN. It was the consensus of the Board to conclude the project with no additional work orders.

2. NWRDC Nominations

An update was given to the Board regarding the nominations to the Northwest Regional Development Commission. Gerald Amiot, Crookston, MN has notified Polk County of his interest in being re-nominated to the Northwest Regional Development Commission. A motion was made by Commissioner Affeldt seconded by Commissioner Diedrich to nominate Gerald Amiot to the Northwest Regional Development Commission for a term of 2 years.

3. 2014 Budget Discussion

Discussion was held with the Board regarding the 2014 budget.

4. Performance Review – Closed Session (Pursuant to MN Statute 13D.05, Subd. 3(a)) – Evaluate the performance of individual subject to the Board’s authority, County Administrator Charles Whiting

A motion was made by Commissioner Diedrich seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to close the board meeting pursuant to MN Statute 13D.05, Subd. 3(a) to discuss the performance and goals of the Polk County Administrator Charles Whiting. The meeting was closed at 12:07 p.m.

5. Reconvene into Open Session

A motion was made by Commissioner Diedrich seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to reconvene into open session at 1:20 p.m.

6. Board Report of County Administrator Performance Evaluation

The Board reported on its evaluation of County Administrator Whiting, concluding their evaluation of his performance was good.

COMMISSIONER WARRANTS

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

COMMISSIONER WARRANTS
DATED 10/18/2013
APPROVED 10/15/2013

VENDOR

3 D Specialties	5,544.61
Beltrami Industrial Services	4,012.36
Bert's Truck Equip Of Moorhead	2,885.44
Braun Intertec Corp	4,401.00
Christian Brothers Ford Inc	2,022.65
Climax Shelly School District 592	3,000.00
Contech Engineered Solutions	12,888.06
Crookston High School	3,443.97
Culinex	2,888.81
Curfman/Ordell	3,096.75
Fisher Ind School Dist 600	3,000.00
Force America	2,840.44
Fosston Public School	3,000.00
H & L Mesabi Inc	45,632.63
Hartel's- Dbj Fabrication	18,900.00
Higher Ground	10,050.00
Hometown Management Inc	3,991.52
Insight Technologies	6,916.95
J & S Gravel Inc	7,867.36
JT's Station	2,142.97
Keith's Security World Inc	2,308.51
Lepier Oil Company Inc	8,395.57
Liberty Tire - Mn	4,049.73
Mapping Solutions	9,460.00
MCCC MI 33	4,573.75
Minnkota Power Coop Inc	6,167.72
Morris Electronics Inc	38,075.87
Motorola	286,068.53
Natronx Technologies Llc	8,007.08
North American Salt Co	5,034.96
Northside Express	6,907.37
Olson & Sons Excavating	6,800.00
Polk County Administrator	2,822.85
Polk County Highway Department	13,857.85
PTS Of America LLC	3,304.00
QuickMedical	2,811.52
RDO Equipment Company	10,766.59
Regents Of The Univ Of Mn	3,000.00
Rinke Noonan	2,542.50
RJ Zavoral & Sons Inc	24,537.50
Sanofi Pasteur Inc	5,388.97
Simanton/Ed	4,500.00
Stanley Convergent	3,044.96
The Door Guy	2,074.81
Todd's Tire Service Inc	6,825.15
Trudeau/Ronald	25,000.00
U S Water Services	13,390.13
Univar Usa Inc	17,553.60
US Bank Voyager Fleet Sys	5,134.49

Vogel Paint & Wax Co Inc	21,980.00
Wenck Associates Inc	6,971.60
Wrigley Mechanical Inc	24,300.00
274 Payments less than 2000	109,514.44
Final Total:	843,695.57

With no further business the Board adjourned to reconvene at 8:00 a.m., October 22, 2013.

Craig Bunes, Chairman

ATTEST:

Charles S. Whiting, County Administrator
Clerk of the Board