

OCTOBER 22, 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., October 22, 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. Others present: Chuck Whiting, County Administrator & Linsey Rood, 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 October 22, 2013 "Revised" Agenda with the addition of No. 3 on the consent agenda and No. 2 under Environmental Services. Also another revision is No. 3 under Barb Erdman, Sheriff's Office of the replacement of Kyle Lindberg.

CONSENT AGENDA

A motion was made by Commissioner Diedrich, seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to approve the Consent Agenda:

1. Approve payment to St. Louis County Sheriff's Department, Duluth, MN in the amount of \$100.00 for service fees for the County Attorney's Office.
2. Approve payment to Docu Shred, Inc., East Grand Forks, MN in the amount of \$42.16 for shredding of documents for the County Attorney's Office.
3. *Approve payment to Roger Lappegaard, Angus, MN in the amount of \$3,000.00 for proceeds for sale of land in Section 9, Township 153N., Range 47W. (Angus Shop) for the Highway Department.

COUNTY BOARD MEMBERS ISSUE FORUM

1. Commissioner Affeldt reported that the City of Fosston is having a manufacturer's banquet on Thursday, October 24, 2013. The Incinerator is receiving a certificate of recognition. City Administrator of Fosston also discussed with Commissioner Affeldt the turnover that has been occurring within the City they have a total of five replacements they are searching for this year. Also discussion of our County Attorney not serving our surrounding towns and cities. Sheriff Erdman will be following up with Fosston due to the current draft of a contract that states that the County Attorney will handle the City of Fosston's legal duties. Chuck Whiting will also follow up with Greg Widseth, County Attorney on this matter as well. Drug Task Force meeting on the September 24th, 2013, Commissioner Affeldt's name needs to be added to the roster that he attended. The City Administrator of Fosston is requesting Sheriff's reports for law enforcement activity within the City for the future.
2. Commissioner Strandell reported on the MPO Meeting last week. The Kennedy Bridge in EGF will see a maintenance contract approved for the addition of a walkway. The Department of Corrections conducted a jail inspection last Thursday. Commissioner Strandell did not attend. Mahnomen County has invited TCCC to review jail services for Mahnomen County. TCCC presented to Kittson County last month. David Murphy, City Administrator of East Grand Forks met with Commissioner Strandell last week. School

- elections on November 5th, 2013 at St. Paul's Lutheran Church for Crookston and at the Fosston School, Fosston. Warren, MN is all mail in for voting.
3. Commissioner Nicholas reported on October 30th Legislative Bonding Committee there will be on the UMC campus and will be touring Dee Inc. after. All Commissioners are invited.
 4. Commissioner Diedrich reported that the Law Library meeting is on Tuesday, October 29th, 2013.
 5. Board Chair Bunes reported his personal trip to Chicago. The AAA Dancing Sky Board meeting yesterday and made cuts to the budget. He expressed concerns with this Board's meeting attendance. He noted the Commissioner of Transportation's meeting this week as well as the Board of Adjustment at the Government Center on Friday, October 25th. Other upcoming events include Monday, October 28th, Township Officer's Meeting, Tuesday, October 29th Redetermination of Benefits at the UMC Youngquist Auditorium Center, Wednesday, and October 30th Bonding Committee at UMC.

ENVIRONMENTAL SERVICES

Jon Steiner, Environmental Services Director came before the Board with matters pertaining to his department:

1. **Solid Waste Project Feasibility Review**

The Board reviewed the option of utilizing Springsted, Inc. to review the County's solid waste project feasibility. A motion was made by Commissioner Diedrich seconded by Commissioner Affeldt and adopted by unanimous vote of the Board to approve Springsted Consulting conducting the proposed review.

2. **Polk County Board of Health – Abatement of Public Nuisance**

Information was presented to the Board regarding a public health issue at 305 Grove Avenue, Fisher MN. A motion was made by Commissioner Strandell seconded by Commissioner Diedrich and adopted by unanimous vote of the Board that the Polk County Board of Commissioners acting as the Board of Health to authorize the County Attorney to draft a notice to landowner to abate nuisance conditions and to require a corrective action plan from the landowner within 10 days of Notice of Nuisance and require abatement action be taken in an appropriate time frame as well as requiring Polk County to abate nuisance conditions in a manner most feasible to and including demolition of structure and contents.

SHERIFF'S DEPARTMENT

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

1. **Sheriff Reports**

The September Sheriff Reports were presented to the Board. The Department is determining a different method on how to track transport miles accurately.

2. **Construction Project**

An update on the Law Enforcement Center construction project was discussed with the Board. Plans are to be moving staff by the end of the next week. Cabinets, sinks, and lockers have not been installed yet. Card readers still need to be installed in some areas.

3. **Deputy Replacement Approval**

A deputy resigned last week and the approval of replacement of this position was discussed with the Board. A motion was made by Commissioner Strandell seconded by Commissioner Affeldt and adopted by unanimous vote of the Board for the approval of the replacement of a deputy for the Polk County Sheriff's Department.

POLK COUNTY COLLABORATIVE

Randy Bruer, Win-E- Mac School Superintendent & Norm Baumgarn, Climax School Superintendent both of the Polk County Collaborative came before the Board to acknowledge the School Social Workers and extended a special thank you and appreciation for their work. Handouts were also provided.

HOFFMAN, DALE & SWENSON

Colleen Hoffman, Hoffman, Dale & Swenson Auditing Firm came before the Board and discussed the 2012 Audit Report. Hoffman reviewed the management letter and was satisfied several issues were being worked on. She noted the County is in strong fiscal health. A motion was made by Commissioner Nicholas seconded by Commissioner Strandell and adopted by unanimous vote of the Board to accept the 2012 Audit Report as presented.

ADMINISTRATION

Mark Dietz – Building and Grounds Supervisor came before the Board with matters pertaining to his department:

1. Transfer Station Improvements Report

Scott Sosalla, Principal Project Manager with Architectural Resources, Inc., came before the Board to discuss the improvements on the Transfer Station building. His review was distributed to the Board. A motion was made by Commissioner Strandell seconded by Commissioner Diedrich and adopted by unanimous vote of the Board to approve preliminary work that could be completed this fall.

4. Highway Building Improvements Report

Ron Jasmer, WSN, Inc., Grand Forks, ND came before the Board regarding review of the Highway Department Building. Work will be planned for the spring. The Board supports that the Two project options and costs will be presented at the November 5, 2013 Board meeting.

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

1. Closed Session for Labor Negotiations MS 13D.03 Regarding Law Enforcement Supervisors & County Labor Units

A motion was made by Commissioner Strandell seconded by Commissioner Nicholas and adopted by unanimous vote of the Board to close the Board meeting per Minnesota Statute 13D.03 to discuss Labor Negotiations regarding Law Enforcement Supervisors and County Labor Units at 12:06 p.m.

2. Reconvene into Open Session

A motion was made by Commissioner Affeldt seconded by Commissioner Diedrich and adopted by unanimous vote of the Board to reconvene the Board meeting at 1:04 p.m.

A motion was made by Commissioner Strandell seconded by Commissioner Affeldt and adopted by unanimous vote of the Board to approve the Labor Relations Agreement with the Teamster Supervisor group 2013-2015 Contract.

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

1. Disposition of Items – Annex Building Contents

Discussion was held with the Board regarding the contents at the Annex Building in Crookston, MN. A motion was made by Commissioner Diedrich seconded by Commissioner Affeldt and adopted by unanimous vote of the Board to approve disposing of contents as were presented from the Annex Building.

2. LEC Generator

A Law Enforcement Center/911 Generator Fact Sheet and handouts were presented to the Board regarding the generator at the Law Enforcement Center.

The consensus of the Board supports moving forward to solve the identified problems and that Mark Dietz come back to the Board with price quotes to remedy the generator issues.

3. NWRDC Nominations

Northwest Regional Development Commission nominations were presented to the Board. A motion was made by Commissioner Strandell seconded by Commissioner Diedrich and adopted by unanimous vote of the Board to reappoint Gerald Amiot, Representing Labor; Gerald Jacobson, Representing Labor; and Kathleen Twite, Representing Business to the Northwest Regional Development Commission.

4. 2014 Budget Discussion

Budget reports for 2014 were discussed with the Board. No action was taken.

With no further business the Board adjourned to reconvene at 8:00 o'clock a.m., November 5th, 2013.

Craig Bunes, Chairman

ATTEST:

Charles S. Whiting, County Administrator
Clerk of the Board