

FEBRUARY 22, 2022
BOARD MINUTES

Pursuant to motion of adjournment the Polk County Board of Commissioners met in regular session at 8:00 o'clock a.m., February 22, 2022, in the Commissioners Room, Government Center, Crookston, MN. Members present: Commissioner Warren Strandell, Commissioner Joan Lee, and Commissioner Mark Holy. Commissioner Gerald Jacobson was present by phone but did not vote. Commissioner Gary Willhite was absent. Charles S. Whiting, County Administrator, Clerk of the Board was absent. Others present Michelle Cote (call-in), Deputy Clerk of the Board.

AGENDA

A motion was made by Commissioner Strandell seconded by Commissioner Holy and adopted by unanimous vote of the Board to approve the February 22, 2022, agenda.

CONSENT ITEMS

A motion was made by Commissioner Strandell seconded by Commissioner Holy and adopted by unanimous vote of the Board to approve the February 22, 2022, consent items:

1. Approve Auditor Warrants.
2. Approve Commissioner Warrants: General Revenue Fund, \$146,021.00; Public Works Fund, \$46,960.83; Public Safety Fund, \$28,636.39; Public Health Fund, \$14,325.44; Forfeited Tax Sale Fund, \$1,272.60; Environmental Services Fund, \$199,268.32; Resource Recovery Fund, \$168,704.49; Landfill Fund, \$78,864.23; Per Diems, \$825.00; Meal Reimbursements (without overnight lodging), \$0.00 and Sign Audit List.
3. Approve payment to US Bank, St. Louis, MO in the amount of \$267,648.44 for procurement card purchases.
4. Resolution (2022-09) Accepting Financial Donations On Behalf Of Polk County Coordinated Victim Services From WELCA Of Trinity Lutheran, Crookston

RESOLUTION (2022-09)

**Accepting Financial Donations On Behalf Of Polk County
Coordinated Victim Services
From WELCA Of Trinity Lutheran Church, Crookston**

The following resolution (2022-09) was offered by Commissioner Strandell:

WHEREAS, WELCA of Trinity Lutheran Church, located in Crookston, Minnesota, has made a financial donation of \$200.00 to support the services and programming of Polk County Coordinated Victim Services (PCCVS); and

WHEREAS, PCCVS, which is part of the Polk County Attorney's Office, wishes to have the County Board formally accept these financial donations on behalf of PCCVS.

NOW THEREFORE BE IT RESOLVED, By the County Board of Polk County, Minnesota as follows:

1. The financial donations from Trinity Lutheran Church WELCA which is listed above, hereby are accepted by the Polk County Board of Commissioners on behalf of Polk County Coordinated Victim Services to be used in support of the services and programming provided by Polk County Coordinated Victim Services.

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

5. Resolution (2022-10) Accepting Financial Donations On Behalf Of Polk County Sheriff's Association From Oneok Foundation Inc.

Resolution Accepting Financial Donations On Behalf Of Polk County Sheriff's Association From Oneok Foundation Inc.

RESOLUTION (2022-10)

The following resolution (2022-10) was offered by Commissioner Strandell:

WHEREAS, Oneok Foundation Inc. made a financial donation to Polk County Sheriff's Association of \$1600.00 to support the Polk County Sheriff's K-9 program in Polk County; and

WHEREAS, Polk County Sheriff's Office Association, wishes to have the County Board formally accept these financial donations on behalf of Polk County Sheriff's Association and put towards the Polk County K-9 program.

NOW THEREFORE BE IT RESOLVED, By the County Board of Polk County, Minnesota as follows:

1. The donation from Oneok Foundation Inc., which is listed above, is hereby accepted by the Polk County Board of Commissioners on behalf of the Polk County Emergency Management Office.

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

6. Resolution (2022-11) Accepting Financial Donations On Behalf Of Polk County Sheriff's Association From Richard & Audrey Hebert, Mentor, MN

Resolution Accepting Financial Donations On Behalf Of Polk County Sheriff's Association From Richard & Audrey Hebert, Mentor, MN

RESOLUTION (2022-11)

The following resolution (2022-11) was offered by Commissioner Strandell:

WHEREAS, Richard and Audrey Hebert of Mentor MN made a financial donation to Polk County Sheriff's Association of \$5000.00 to support the Polk County Sheriff's K-9 program in Polk County; and

WHEREAS, Polk County Sheriff's Office Association, wishes to have the County Board formally accept these financial donations on behalf of Polk County Sheriff's Association and put towards the Polk County K-9 program.

NOW THEREFORE BE IT RESOLVED, By the County Board of Polk County, Minnesota as follows:

1. The donation from Richard and Audrey Hebert which is listed above, is hereby accepted by the Polk County Board of Commissioners on behalf of the Polk County Sheriff's Office.

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

7. Approve for payment Lost Warrant No. 50427 dated October 22, 2021, issued to PSI Engineering, LLC in the amount of \$8,904.62.

COUNTY BOARD MEMBERS ISSUE FORUM

1. Commissioner Strandell brought forth that he attended an East Grand Forks Inter-Government meeting focused on the bridges. He also attended an MPO meeting.
2. Commissioner Lee brought forth that she participated in the Household Hazardous Waste meeting where she was elected chairperson. She also attended the East Polk County Soil and Water Conservation District meeting. In addition, she attended the State Community Health Services Advisory Committee, (SCHSAC) meeting. She also attended the Farm Form in Fosston which was also attended by Senator Mark Johnson and Representative Deb Kiel.
3. Commissioner Holy brought forth that he attended no meetings.

SHERIFF

James Tadman, Polk County Sheriff came before the Board with matters pertaining to his department:

1. Monthly Sheriff Reports

The January 2022 monthly Sheriff reports were presented and discussed with the Board.

2. Motorola Lifecycle Support Notice From Previously Purchased APX Portable Radios & Mobile 7500 Dual Band Radios

Deputy Mark Hudon brought forth discussion with the Board regarding the Motorola Lifecycle Support Notice from previously purchased APX Portable Radios & Mobile 7500 Dual Band Radios. Polk County will no longer be able to program or service previously purchased radios at the end of 2023. The radios will still be operable but if there are issues Motorola will not provide service. The Sheriff's Office currently have 30 portable radios and 26 mobile radios.

3. Approve Filling Vacant Dispatcher Position

Due to a retirement a motion was made by Commissioner Strandell seconded by Commissioner Holy and adopted by unanimous vote of the Board to approve filling the vacant Dispatcher position by April 15, 2022.

PUBLIC HEARING

1. Public Hearing on Housing Incentive Program & Property Tax Abatements for the City of Crookston & City of East Grand Forks

a. Open Public Hearing

A motion was made by Commissioner Holy seconded by Commissioner Strandell and adopted by unanimous vote of the Board to open the Public Hearing at 8:59 a.m.

b. Close Public Hearing

A motion was made by Commissioner Strandell seconded by Commissioner Holy and adopted by unanimous vote of the Board to close the Public Hearing at 9:02 a.m.

c. Consider Resolution (2022-12) Proposed Abatements in the City of Crookston & the City of East Grand Forks

Proposed Abatements in the City of Crookston & City of East Grand Forks
RESOLUTION (2022-12)

The following resolution (2022-12) was offered by Commissioner Strandell:

WHEREAS, The County of Polk has held a Public Hearing on the proposed abatements in the City of Crookston & City of East Grand Forks pursuant to Minnesota Statutes, Section 469.1812 through and including 469.1815, and;

WHEREAS, The Polk County Board of Commissioners has proposed to abate the County’s share of property taxes on the following parcels for two years, unless noted:

City of Crookston

Housing Incentive Program Parcels			
82.02380.04	PETER & VIR JEAN OLMSTEAD	547 1 ST AVE NE	\$569.15
82.02380.05	DAVID RADI	520 3 RD AVE NE	\$648.10
82.02672.03	JADEN & KYLI ALTEPETER	1021 EICKHOF BLVD	\$882.20
Total for City of Crookston			\$2,099.45

City of East Grand Forks

83.04119.00	JEFFERY & VICTORIA SENKYR	2556 ST. ANDREWS DR NW	\$1,360.06
83.04158.00	STEPHEN & SONJA GLIDWELL	2403 8 TH AVE NW	\$803.55
83.04220.00	ERIC & HANNAH HOVE	1419 LAUREL DR SE	\$1,681.45
83.04167.00	LEANNA HAUGEN	2324 PINEHURST CT NW	\$1,054.10
83.04159.00	LORI MALONEY	2407 8 TH AVE NW	\$805.90

83.04273.00	CODY & JENNIFER GRASSEL	1002 GREENWAY BLVD SE	\$1,363.41
83.04166.00	GREGORY & SALLY STOCKER	2328 PINEHURST CT NW	\$972.91
83.04053.00	ROBERT NORTON	1323 GREENWAY BLVD SE	\$1,027.62
83.04223.00	JUSTIN & GINA ROUE	1511 LAUREL DR SE	\$1,776.98
83.04400.00	LUKE FEDOWSKI	11 RIVERVIEW LN	\$1,043.31
	Total for City of East Grand Forks		\$11,889.29

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

ENVIRONMENTAL SERVICES

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

- 1. Approve Resolution (2022-07) Support For Solid Waste Management Taxes Collected By State To Fund Solid Waste And Recycling Programs As Intended**

RESOLUTION (2022-07)

Support for Solid Waste Management Taxes Collected By State To Fund Solid Waste And Recycling Programs As Intended

The following resolution (2022-07) was offered by Commissioner Holy:

WHEREAS, Minnesota Statutes 115A.02 and Minnesota Rules 7035.0350 requires counties manage MSW according to an established hierarchy and; and,

WHEREAS, Minnesota created a blue ribbon committee (Select Committee on Recycling and the Environment – or SCORE) which mandate counties ensure its citizens have access to convenient recycling services for four (4) broad type recyclable commodities; and,

WHEREAS, SCORE appropriated state monies (SCORE Grants) to fund such programs. SCORE requires counties provide a 25% local match to those Grants; and,

WHEREAS, Minnesota created a SCORE Tax to fund these programs, and later created the Solid Waste Management Tax (SWMT) to replace the SCORE Tax for that same purpose; and,

WHEREAS, The SWMT is imposed on all solid waste services including container rental, collection service, transportation and tip fees. The SWMT rates are: 9.75% for residential, 17% non-residential and 17% on self-haul garbage expense; and,

WHEREAS, The SWMT revenues have continued to grow while the amounts sent to the counties to manage solid waste have not increased proportionally; and,

WHEREAS, Minnesota’s counties have made investments in waste prevention and recycling systems, and provides for the services called for by SCORE using a mix of SCORE Grants and local funds; and,

WHEREAS, Counties actual expenditures on such programs now greatly exceeds the 25% local match Grant requirement, and greatly exceeds that of the state's contributions through SCORE Grants to counties; and,

WHEREAS, Minnesota's counties have continued to invest in waste reduction and recycling by imposing additional local taxes and/or fees despite SCORE Grant funding levels not keeping pace with expenditures; and,

WHEREAS, The costs incurred by Counties to deliver the solid waste and recycling services mandated by SCORE and other requirements have greatly increased, and inflationary impacts currently experienced and forecast to further increase threaten the continuation of said services; and,

WHEREAS, Minnesota counties face significant market trends and forces that will require innovative approaches and additional financial support to manage these waste streams in order to adequately meet the growing and changing needs of citizens and businesses.

THEREFORE BE IT RESOLVED, Polk County supports current efforts to permanently redirect those portions of SWMT diverted to the state General Fund to instead be distributed to counties via SCORE Grant or other similar means that can be used to support counties solid waste and recycling programs and infrastructure.

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

2. Approve Filling an Environmental Technician Position In Environmental Services

A motion was made by Commissioner Holy seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve filling a 3rd Environmental Technician position in the Environmental Services Department.

3. Approve Filling an Assistant Facility Manager Position In The Resource Recovery Facility

A motion was made by Commissioner Strandell seconded by Commissioner Holy and adopted by unanimous vote of the Board to approve filling a 2nd Assistant Facility Manager position in the Resource Recovery Facility Department.

4. Program Updates

Program updates were discussed with the Board regarding the following:

Tonnages, steam sales and recycling market updates for Solid Waste programs. Outlook for 2022/2023. Discussion on future tip fee changes for 2022. The Landfill is preparing bids for spring 2022 to construct Phase 16 of MSW Landfill (3 acres), install new leachate tank/pump system (for next 5 phases) and install final cover over closed portions of Landfill (approx. 6 acres). Polk County is looking at equipment leases to replace heavy equipment. Will look to lease compactors at Landfill and payloader at Resource Recovery Facility in 2022. Polk County received approval from MPCA to close-out the Phase I and Phase II CAP Grant. Final approval to close-out was being withheld due to DOLI investigation into a subcontractor involved in Hubbard County

portion of the regional project. Polk County has applied for MPCA CAP Grant for Phase III project. Project would modify equipment for installation of robotic sorters, new bag opener, additional fines processing and modifications to compost site. Project cost would be \$4.6M. \$2.6M sought from MPCA. In the Governor's 2022 Bonding Proposal. Sen. Johnson and Rep. Kiel have agreed to drop Bills for Phase III. Polk Resource Recovery Facility is required to do a full Compliance Stack Test. The Test is scheduled for the week of April 25th. The PFAS issue was expected to yield a PFAS Monitoring Plan for Air Permit holders, which would "ask" for the "voluntary" PFAS testing in conjunction with next stack test. That cost was expected to be an additional \$43k for Polk County. It's unclear on the timing if Polk County will be doing that or not. Polk County received approval from MPCA to accept illicit drugs from law enforcement for disposal at the Resource Recovery Facility. Permission was granted in the form of a Letter of No Action which will remain in-place until the MPCA can revise the rules to allow for it. The request by MPCA was due to 3M in Minneapolis allowing their approval to lapse. 3M was servicing the 5 State area.

HIGHWAY

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

1. City of Mentor Agency Agreement

A motion was made by Commissioner Holy seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the Agreement between Polk County and the City of Mentor as presented to the Board. (Agreement on file in the Administrator's Office)

2. Certificate of Performance/Final Acceptance CP 21-044-003 (Clearwater Co CSAH 44), Fosston City Streets, SAP 060-606-027 (CSAH 6), SAP 060-606-028 (CSAH 6), SAP 060-606-029 (CSAH 6), SAP 060-627-007 (CSAH 27), SAP 063-606-011 (Red Lake Co CSAH 6)

A motion was made by Commissioner Strandell seconded by Commissioner Holy and adopted by unanimous vote of the Board to approve the Certificate of Performances for CP 21-044-003 (Clearwater Co CSAH 44), Fosston City Streets, SAP 060-606-027 (CSAH 6), SAP 060-606-028 (CSAH 6), SAP 060-606-029 (CSAH 6), SAP 060-627-007 (CSAH 27), SAP 063-606-011 (Red Lake Co CSAH 6) and the Certificate of Final Acceptance for CP 21-044-003 etc. and allow the County Engineer to sign the Certificate of Performances and the County Engineer and County Administrator to sign the Final Voucher.

3. Replace Engineering Technician Position

Due to a retirement of an Engineering Technician IIC position a motion was made by Commissioner Strandell seconded by Commissioner Holy and adopted by unanimous vote of the Board to allow the Polk County Highway Department to fill an Engineering Technician position (Advertising for an Engineering Tech IIC, IIIB or IIB position and see what kind of response we get and qualifications and then fill with what is best for the department) and authorize Human Resources to advertise for this position.

4. Resolution (2022-06) Bridge Replacement Priority List – Revised from 12/14-2021

Bridge Replacement Priority List Revised From 12-14-2021

RESOLUTION (2022-06)

The following resolution (2022-06) was offered by Commissioner Holy:

WHEREAS, Polk County has reviewed the pertinent data on bridges requiring replacement, rehabilitation, or removal, supplied by local citizenry and local units of government; and

WHEREAS, Polk County has identified those bridges that are high priority and that require replacement, rehabilitation, or removal within the next five years;

NOW THEREFORE BE IT RESOLVED, That the following bridges are high priorities for replacement, major rehabilitation, or removal, and Polk County intends to replace, rehabilitate, or remove these bridges as soon as possible when funds are available; and

Old Bridge No.	New Bridge No.	Road No. and Name	Crossing	LPI	Estimated Proj. Cost	Federal Funds	Local or State Aid Funds	Township or Bridge Funds Request	Proposed Const. Yr.
LT10	60L59	CSAH 106	CD 14		100,000		50,000	50,000	2022
60504	60L55	CSAH 9	Burnham		600,000		300,000	300,000	2022
L7619	60570	Columbia, T-530, 440 th St SE	BNSF		800,000		10,000	790,000	2022
LT10	60L56	CSAH 21	Burnham		400,000		200,000	200,000	2022
LT10	60L60	CSAH 113	CD 14		125,000		62,500	62,500	2022
LT10	60L64	Mentor (Harrison Ave)	CD 14		110,000		10,000	100,000	2022
LT10	60L62	Grove Park, T-650, 290 th St SE	CD 14		80,000		5,000	75,000	2022
LT10	60L61	Eden, T-724, 365 th Ave SE	Hill River		80,000		5,000	75,000	2022
LT10	60L65	Euclid, T-995, 300 th Ave SW	BR CD 66		80,000		5,000	75,000	2022
60K23	60L63	Brandsvold, T-591, 380 th St SE	Poplar River		130,000		5,000	125,000	2022
LT10	60L66	CSAH 46	CD 106		100,000		50,000	50,000	2022
LT10	60L58	Crookston, T-855, 265 th St SW	CD 99		100,000		20,000	80,000	2022
LT10	60L67	CSAH 15, Fisher, MN	CD 26		100,000		50,000	50,000	2022
7097	60569	CSAH 7	Red River		4,000,000		500,000	3,500,000	2023
L7510		Euclid, T-189, 290 th Ave SW	CD 66		90,000		5,000	85,000	2023

L5792		Kertsonville, T-244, 170 Ave SW	Coulee		80,000		5,000	75,000	2023
L7624		Lessor, T-892, 315 th St SE	Poplar River		100,000		5,000	95,000	2023
L5788		Chester, T-756, 310 th Ave SE	Lost River		400,000		20,000	380,000	2023
L7522		Scandia, T-209, 265 th Ave SW	Sand Hill		400,000		20,000	380,000	2023
5767	60565	CSAH 1	Red River		4,000,000		500,000	3,500,000	2024

BE IT FURTHER RESOLVED, That Polk County does hereby request authorization to replace, rehabilitate, or remove such bridges; and

BE IT FURTHER RESOLVED, That Polk County does hereby request financial assistance with eligible approach grading and engineering costs on township bridges, as provided by law.

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

5. 2022 Road Restriction Map:

- a. Resolution (2022-13) Designate Ten-Ton County Highway Route County State Aid Highway 16 From Trunk Highway 75 North To CSAH 9**

RESOLUTION (2022-13)
Designate Ten-Ton County Highway Route
County State Aid Highway 16 From Trunk Highway 75 North To CSAH 9

The following resolution (2022-13) was offered by Commissioner Strandell:

WHEREAS, The Board of County Commissioners of Polk County desire to designate an efficient transportation system of County Highways within Polk County.

NOW THEREFORE BE IT RESOLVED, By the Board of County Commissioners of Polk County that the following route be and hereby is designated a Ten-Ton County Highway route: County State Aid Highway 16 from Trunk Highway 75 North to CSAH 9.

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

- b. Resolution (2022-14) Designate Ten-Ton County Highway Route County State Aid Highway 13 From CSAH 11 North To CSAH 17**

RESOLUTION (2022-14)
Designate Ten-Ton County Highway Route
County State Aid Highway 13 From CSAH 11 North To CSAH 17

The following resolution (2022-14) was offered by Commissioner Holy:

WHEREAS, The Board of County Commissioners of Polk County desire to designate an efficient transportation system of County Highways within Polk County.

NOW THEREFORE BE IT RESOLVED, By the Board of County Commissioners of Polk County that the following route be and hereby is designated a Ten-Ton County Highway route: County State Aid Highway 13 from CSAH 11 North to CSAH 17.

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

- c. **Resolution (2022-15) Designate Ten-Ton County Highway Route County State Aid Highway 3 From CSAH 6 East To CSAH 2**

RESOLUTION (2022-15)
Designate Ten-Ton County Highway Route
County State Aid Highway 3 From CSAH 6 East To CSAH 2

The following resolution (2022-15) was offered by Commissioner Strandell:

WHEREAS, The Board of County Commissioners of Polk County desire to designate an efficient transportation system of County Highways within Polk County.

NOW THEREFORE BE IT RESOLVED, By the Board of County Commissioners of Polk County that the following route be and hereby is designated a Ten-Ton County Highway route: County State Aid Highway 3 from CSAH 6 East to CSAH 2.

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

- d. **Resolution (2022-16) Designate Ten-Ton County Highway Route County State Aid Highway 2 From CSAH 3 North To Trunk Highway 92**

RESOLUTION (2022-16)
Designate Ten-Ton County Highway Route
County State Aid Highway 2 From CSAH 3 North To Trunk Highway 92

The following resolution (2022-16) was offered by Commissioner Holy:

WHEREAS, The Board of County Commissioners of Polk County desire to designate an efficient transportation system of County Highways within Polk County.

NOW THEREFORE BE IT RESOLVED, By the Board of County Commissioners of Polk County that the following route be and hereby is designated a Ten-Ton County Highway Route: County State Aid Highway 2 from CSAH 3 North to Trunk Highway 92.

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

- e. **Resolution (2022-17) Designate Ten-Ton County Highway Route County State Aid Highway 57 From CSAH 13 East To Polk/Red Lake County Line**

RESOLUTION (2022-17)
Designate Ten-Ton County Highway Route
County State Aid Highway 57 From CSAH 13 East
To Polk/Red Lake County Line

The following resolution (2022-17) was offered by Commissioner Holy:

WHEREAS, The Board of County Commissioners of Polk County desire to designate an efficient transportation system of County Highways within Polk County.

NOW THEREFORE BE IT RESOLVED, By the Board of County Commissioners of Polk County that the following route be and hereby is designated a Ten-Ton County Highway Route: County State Aid Highway 57 from CSAH 13 East to Polk/Red Lake County Line.

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

- f. **Approve 2022 Road Restriction Map**

A motion was made by Commissioner Holy seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the 2022 Road Restriction Map as presented to the Board. (Map on file in the Administrator's Office)

- 6. **Township of Grove Park Agency Agreement**

Discussion was held with the Board that Polk County will be letting a contract that includes a project in and along a Grove Park township road. A motion was made by Commissioner Strandell seconded by Commissioner Holy and adopted by unanimous vote of the Board to approve the Township of Grove Park Agency Agreement as presented to the Board. (Agreement on file in the Administrator's Office)

- 7. **Certificate of Performance/Final Acceptance SAP 060-601-062, SAP 060-601-063 CSAH 1 Bridges between Fertile and Winger**

A motion was made by Commissioner Lee seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the Certificate of Performances for

SAP 060-601-062 and SAP 060-601-063 and the Certificate of Final Acceptance for SAP 060-601-062 etc. and allow the County Engineer to sign the Certificate of Performances and the County Engineer and County Administrator to sign the Final Voucher.

SOCIAL SERVICES

Karen Warmack, Social Services Director came before the Board with matters pertaining to her department:

1. Altru Health Systems Agreement Approval

A motion was made by Commissioner Strandell seconded by Commissioner Holy and adopted by unanimous vote of the Board to approve the 2022-2024 Polk County Social Services Purchase of Service Agreement with Altru Health Systems for the treatment of individuals with mental illness as presented to the Board. (Agreement on file in the Administrator's Office)

HUMAN RESOURCES

On behalf of Alecia Helms, Human Resources Director this matter pertaining to her department was presented:

1. Approval of Wage Market Analysis Agreement with DDA, Inc.

Discussion along with a handout was presented to the Board regarding the wage market analysis. Periodically the County utilizes its wage and compensation consultant to conduct a market analysis for County positions' wages which will occur in 2022. A motion was made by Commissioner Holy seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the 2022 Market Wage Analysis Agreement with David Drown Associates (DDA), Inc. (Handout on file in the Administrator's Office)

PUBLIC HEALTH

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

1. COVID Update

A COVID update was given to the Board.

TAXPAYER SERVICE CENTER

Michelle Cote, Property Records Director came before the Board with matters pertaining to her department:

1. Resolution (2022-08) 2022 Help America Vote Act (HAVA) Grant Program

RESOLUTION (2022-08)

2022 Help America Vote Act (HAVA) Grants Program For Cybersecurity

The following resolution (2022-08) was offered by Commissioner Holy:

WHEREAS, The Polk County Board of Commissioners has the authority and responsibility to approve the grant application and submittal for 2022 Help America Vote Act (HAVA) Grants Program to the Office of the Minnesota Secretary of State for Cybersecurity.

WHEREAS, During its 2021 1st Special Session, the Minnesota Legislature, via Chapter 12, Article 1, Sec. 41, directed the distribution of \$3 million from federal Help America Vote Act (HAVA) appropriations as grants to political subdivisions. Per statute, these funds must be used to improve accessibility to, implement security improvements for elections systems for, and/or fund other activities to improve the security of, federal elections. Regularly scheduled state elections in Minnesota are also federal elections.

WHEREAS, \$20,000 flat-rate per county + \$.287 per Voting Age Population as captured by the 2020 U.S. Census is available for each county.

WHEREAS, There is no county match.

WHEREAS, Applications must be received by the Office of the Minnesota Secretary of State no later than January 31, 2021, at 4pm.

THEREFORE BE IT HEREBY RESOLVED, The Director of Property Records/Election Administrator and/or the MIS Director is hereby authorized to submit a grant application on behalf of Polk County for the 2022 Help America Vote Act (HAVA) Grants Program focused on Election Cybersecurity.

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

2. Classify & Appraise Forfeited Property

A motion was made by Commissioner Lee seconded by Commissioner Strandell and adopted by unanimous vote of the Board to classify forfeited Parcel No. 74.00529.00 as non-conservation.

A motion was made by Commissioner Lee seconded by Commissioner Holy and adopted by unanimous vote of the Board to approve viewing and setting of basic sale price of forfeited Parcel No. 74.00529.00.

3. Ballot Box

A motion was made by Commissioner Holy seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the purchase of a ballot box from American Security Cabinets, Rogers, MN to be utilized outside of the Polk County Government Center for absentee/mail ballots in the amount of \$2,041.00.

AUDITOR WARRANTS

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

AUDITOR WARRANTS 01/04/2022

<u>Vendor Name</u>	<u>Amount</u>
BELTRAMI COUNTY SOLID WASTE	4,220.67
GreatAmerica Financial Services	10,018.23
Lenes Sand & Gravel Inc	7,226.90
MCCC Lockbox	50,438.45
Middle- Snake- Tamarac Rivers Wtrshd Di	5,508.50
Ottertail Power Co	19,269.43
Red Lake Watershed District	5,370.50
Sand Hill River W S District	4,109.50
University Of North Dakota	6,406.54
5 Payments less than 2000	1,797.95
Final Total:	114,366.67

AUDITOR WARRANTS 01/11/2022

<u>Vendor Name</u>	<u>Amount</u>
Caterpillar Financial Services	38,200.00
CIVICPLUS	9,839.00
ENTERPRISE FM TRUST	20,307.03
GHA Technologies Inc	4,697.50
Great Plains Natural Gas Co	25,296.43
ICON Architectural Group	23,574.03
Kronos SaaShr Inc	3,319.60
Lepier Oil Company Inc	8,528.86
Minnesota Dairy Initiative	15,449.30
MN Counties Intergov'l Trust	623,338.00
Mn County Attorneys Assoc	4,959.00
Morris Electronics Inc	21,377.50
Northdale Oil Inc	11,527.86
Ottertail Power Co	23,054.77
22 Payments less than 2000	6,298.31
Final Total:	839,767.19

AUDITOR WARRANTS 01/14/2022

<u>Vendor Name</u>	<u>Amount</u>
1 Payments less than 2000	135.75
Final Total:	135.75

AUDITOR WARRANTS 01/18/2022

<u>Vendor Name</u>	<u>Amount</u>
Cole Papers Inc	5,922.00
ENTERPRISE FM TRUST	7,967.19
Fosston Municipal Utilities	58,080.01
Great Plains Natural Gas Co	2,799.12
Lenes Sand & Gravel Inc	30,162.23
Marshall County Coop	4,455.00
Norman County Public Health	6,993.00
Polk County Public Health	35,825.00
Tri County Community Corr	1,378,872.75
Verizon Wireless	5,408.78
31 Payments less than 2000	14,480.15
Final Total:	1,550,965.23

AUDITOR WARRANTS 01/21/2022

<u>Vendor Name</u>	<u>Amount</u>
Andover Township Treasurer	2,738.68
Belgium Township Treasurer	3,643.03
Bremer Bank Na	70,073.82
Bremer Bank Na	35,765.70
Climax City Treasurer	5,066.57
Columbia Township Treasurer	3,111.22
County Emergency Medical Serv.	8,779.40
Crookston Area Ambulance Inc	3,685.40
Crookston City	32,256.99
East Grand Forks City	54,831.34
Erskine City Clerk- Treasurer	5,557.56
Fertile City	7,661.55
First Care Medical Services	4,529.74
Fisher City	3,568.88
Fisher Township Treasurer	2,404.97
Fosston City	6,573.52
Garfield Township Treasurer	3,364.59
Godfrey Township Treasurer	5,939.67
Grand Forks Township Treasurer	5,332.23
Hill River Township Treasurer	2,610.54
Huntsville Township Treasurer	2,036.71
King Township Treasurer	2,251.72
Knute Township Treasurer	2,483.41
Marshall Polk Rural Water Sys	2,694.29
Mcintosh City	4,827.90
Mentor City	2,868.84
Middle- Snake- Tamarac Rivers Wtrshd Di	12,089.49
Nielsville City	4,257.34
Northland Township Treasurer	2,424.28
NW Regional Development Comm	2,467.65
NWMN HRA	6,373.28
Queen Township Treasurer	2,006.75
Red Lake Watershed District	31,136.05
Rosebud Township Treasurer	3,524.03
Sand Hill River W S District	20,184.66
School District 2176 Treas	9,290.50
School District 2311 Treas	2,360.71
School District 2609 Treas	36,352.46
School District 592 Treas	24,230.31
School District 593 Treas	44,868.73
School District 600 Treas	18,719.94
School District 601 Treas	36,665.40

Sletten Township Treasurer	2,707.76
Sullivan Township Treasurer	7,361.30
Tabor Township Treasurer	3,501.48
Vineland Township Treasurer	4,740.43
Winger City Clerk Treasurer	3,969.10
Winger Township Treasurer	4,200.64
Woodside Township Treasurer	5,324.81
47 Payments less than 2000	36,743.85
Final Total:	610,159.22

AUDITOR WARRANTS 01/25/2022

<u>Vendor Name</u>	<u>Amount</u>
A Yard and Snow LLC	5,395.00
Altru Health System	2,653.00
City of McIntosh	5,436.10
Crookston Water Department	3,078.01
Greenworks Landscaping & Fencing	2,613.00
Johnson Controls Fire Protection LP	5,196.91
Klawitter/Luke & Holly	2,042.00
Lake Agassiz Regional Library	70,568.75
Marshall County Coop	4,675.00
Mn Dept Of Transportation	39,060.09
Mn State Treasury	8,755.00
Ottertail Power Co	4,006.05
Polk County	75,299.75
Titan Machinery	23,590.00
Total Lawn Care & Landscaping	5,535.00
Xcel Energy	3,102.23
21 Payments less than 2000	10,914.14
Final Total:	271,920.03

MANUAL WARRANTS 01/03/2022

<u>Vendor Name</u>	<u>Amount</u>
FURTHER	2,566.20
Final Total:	2,566.20

MANUAL WARRANTS 01/07/2022

<u>Vendor Name</u>	<u>Amount</u>
Internal Revenue Service	169,554.38
Minnesota Revenue	29,090.01
Final Total:	198,644.39

MANUAL WARRANTS 01/10/2022

<u>Vendor Name</u>	<u>Amount</u>
FURTHER	3,012.68
Final Total:	3,012.68

MANUAL WARRANTS 01/18/2022

<u>Vendor Name</u>	<u>Amount</u>
Internal Revenue Service	151.73
Final Total:	151.73

MANUAL WARRANTS 01/18/2022

<u>Vendor Name</u>	<u>Amount</u>
FURTHER	7,698.43
Final Total:	7,698.43

MANUAL WARRANTS 01/21/2022

<u>Vendor Name</u>	<u>Amount</u>
U.S. Bank Corporate Payment Systems	1,055.88
Final Total:	1,055.88

MANUAL WARRANTS 01/21/2022

<u>Vendor Name</u>	<u>Amount</u>
U.S. Bank Corporate Payment Systems	84,637.60
Final Total:	84,637.60

MANUAL WARRANTS 01/20/2022

<u>Vendor Name</u>	<u>Amount</u>
Mn Dept Of Revenue	2,360.00
Final Total:	2,360.00

MANUAL WARRANTS 01/20/2022

<u>Vendor Name</u>	<u>Amount</u>
Minnesota Revenue	3,419.00
Minnesota Revenue	1,057.92
Mn Dept Of Rev Tax Division	101,981.13
Mn Dept Of Rev Tax Division	67.00
Mn Dept Of Revenue	366.00
Mn Dept Of Revenue	76.00
Final Total:	106,967.05

MANUAL WARRANTS 01/21/2022

<u>Vendor Name</u>	<u>Amount</u>
Internal Revenue Service	177,446.91
Minnesota Revenue	30,688.34
Final Total:	208,135.25

MANUAL WARRANTS 01/24/2022

<u>Vendor Name</u>	<u>Amount</u>
FURTHER	6,209.83
Final Total:	6,209.83

MANUAL WARRANTS 01/26/2022

<u>Vendor Name</u>	<u>Amount</u>
Mn Dept Of Rev Tax Division	24,290.44
Final Total:	24,290.44

MANUAL WARRANTS 01/27/2022

<u>Vendor Name</u>	<u>Amount</u>
U S Bank	378,273.75
Final Total:	378,273.75

COMMISSIONER WARRANTS

A motion was made by Commissioner Strandell seconded by Commissioner Holy and adopted by unanimous vote of the Board to approve the following Commissioner Warrants:

February 22, 2022

**COMMISSIONER WARRANTS
DATED 02/18/2022
APPROVED 02/22/2022**

<u>Vendor Name</u>	<u>Amount</u>
Architectural Resources Inc	14,990.00
Assoc Of Mn Counties	5,349.00
Avenu Insights & Analytics	6,695.96
Baldwin Supply Company	17,335.16
BHS Bulk Handling Systems	3,827.02
Brad's Electric	4,159.87
Brost Chevrolet Inc	2,819.04
Burggrafs Ace Hardware	3,112.17
Central States Wire Products Inc	3,218.55
Church & Dwight Co Inc	35,309.28
Crookston Fuel Company	6,861.64
Erskine Echo	3,229.20
Evenaire Systems Inc	6,498.00
Grove Mechanical Inc	2,328.29
Headwaters Regional	3,500.00
Johnson Controls	53,828.04
Johnson Controls Fire Protection LP	8,124.32
Kurita America Inc	20,798.97
League Of Minnesota Cities	2,700.00
Lenes Sand & Gravel Inc	6,300.00
Lenes Sand & Gravel Inc	2,373.45
Luneth Plumbing & Heating Co	4,039.12
MCCC MI 33	6,686.20
Mcintosh City	2,100.00
MN Sheriffs' Association	9,221.76
Mn Valley Testing Labs	4,193.97
Morris Electronics Inc	3,743.40
Northdale Oil Inc	2,552.00
Pemberton Law PLLP	10,294.13
Peterson Blacksmith Shop	45,280.00
Polk County	194,362.31
Red Lake County Co Op	2,114.00
Seaberg Solar Salt	2,027.46
Stantec Consulting Services Inc	18,543.42
Sterling Carpet One	4,889.00
Streamworks LLC	10,500.00
The Thirteen Towns LLC	2,662.40
Titan Machinery	5,724.80
Titan Machinery- Fargo	39,434.70
Todd's Tire Service Inc	5,121.06
Total Lawn Care & Landscaping	2,065.00
US Bank Voyager Fleet Sys	4,842.48
Valley Electric Of Crookston LLC	2,197.25
Widseth Smith Nolting & Assoc	5,658.09
Winger City	2,012.50
Ziegler Inc	4,383.76
176 Payments less than 2000	76,046.53
Final Total:	684,053.30

With no further business the Board adjourned to reconvene at 8:00 o'clock a.m., March 1, 2022.

Joan Lee, Chair

ATTEST

Michelle Cote, Deputy Clerk of the Board