

JANUARY 25, 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., January 25, 2022, in the Commissioners Room, Government Center, Crookston, MN. Members present: Commissioner Gerald Jacobson, Commissioner Willhite, Commissioner Warren Strandell, Commissioner Joan Lee and Commissioner Mark Holy and Charles S. Whiting, County Administrator, Clerk of the Board. Other present: Michelle Cote, Deputy Clerk of the Board.

AGENDA

A motion was made by Commissioner Jacobson seconded by Commissioner Willhite and adopted by unanimous vote of the Board to approve the January 25, 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 below consent items:

1. Approve the January 4 and January 18, 2022, Board minutes.
2. Approve payment to Greenworks Landscaping & Fencing, Grand Forks, ND in the amount of \$2,613.00 for final payment on fence project for the Facilities Management Department.
3. Approve for payment Lost Warrant No. 49114 dated March 19, 2021, issued to Sarah Ihrke in the amount of \$29.87.
4. Approve payment to Jon Steiner, Environmental Services in the amount of \$540.48 for mileage expenses.

COUNTY BOARD MEMBERS ISSUE FORUM

1. Commissioner Jacobson brought forth concerns from a Maple Lake property owner near east shore and easements.
2. Commissioner Willhite brought forth that he participated in the Public Safety meeting. He also attended the LARL and Public Health meetings.
3. Commissioner Strandell brought forth that he participated in the Pine to Prairie Drug Task Force and the Public Safety meetings.
4. Commissioner Lee brought forth that she attended the East Polk County Soil and Water Conservation District meeting where information was brought forth regarding cost of living increases for the staff. She also attended the Pine to Prairie Drug Task Force and Public Health meetings. She has been elected Vice-Chair of the Public Health Committee. In addition, she attended the Inter-County Community Council meeting where audit results were discussed. Information was brought forth regarding concerns from a Lengby area resident and property lines.
5. Commissioner Holy brought forth that he received several calls of concern from City of Angus residents regarding a special use permit.

SHERIFF

Mike Norland, Chief Deputy Sheriff came before the Board with matters pertaining to the Sheriff's Department:

1. Fill Open Sergeant Position

Due to an upcoming retirement, a motion was made by Commissioner Jacobson seconded by Commissioner Willhite and adopted by unanimous vote of the Board to approve filling the open Sergeant position with a starting date of March 1, 2022, and any subsequent openings.

2. Monthly Sheriff Reports

The December 2021 monthly Sheriff reports were presented and discussed with the Board. (Reports on file in the Administrator’s Office)

PLANNING AND ZONING

Jacob Snyder, Environmental Specialist/Planning and Zoning Administrator came before the Board with matters pertaining to Planning and Zoning:

1. Planning Commission/Board of Adjustment Appointees – One Watershed One Plan Sandhill Policy Committee Members

Discussion was held with the Board regarding committee replacements on the Planning Commission/Board of Adjustment. A motion was made by Commissioner Strandell seconded by Commissioner Willhite and adopted by unanimous vote of the Board to appoint Commissioner Jacobson as the representative and Commissioner Lee as the alternate representative to the Sandhill Watershed One Watershed One Plan District Policy Committee.

HIGHWAY

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

1. CD 25 Abandonment

A motion was made by Commissioner Strandell seconded by Commissioner Willhite and adopted by unanimous vote of the Board to consider the issue of the partial abandonment of County Ditch 25 from the North ¼ corner of Section 16 Fanny Township to the North ¼ Corner Section 15 Fanny Township tabled on December 21, 2021. A motion was made by Commissioner Strandell seconded by Commissioner Willhite and adopted by the following vote of the Board to approve abandonment of County Ditch 25 from the North ¼ corner of Section 16 Fanny Township to the North ¼ Corner Section 15 Fanny Township YEAS: Jacobson, Lee, Willhite and Strandell. NAYS: Holy.

Further Discussion was held regarding the reserving of the Abandoned Corridor and how this could be appropriately managed. Rich Sanders would be reaching out to the County Attorney for guidance.

2. GPS Replacement

A motion was made by Commissioner Strandell seconded by Commissioner Holy and adopted by unanimous vote of the Board to approve purchasing 2 GPS Units from Frontier Precision, Waite Park MN in the amount of \$47,579.40.

PROPERTY RECORDS

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

1. MOA Addendum Between the University of MN & Polk County for Providing Extension Programs Locally & Employing Extension Staff

A motion was made by Commissioner Willhite seconded by Commissioner Holy and adopted by unanimous vote of the Board to approve the MOA Addendum between the University of MN & Polk County for Providing Extension Programs Locally & Employing Extension Staff as presented to the Board. (MOA Addendum on file in the Administrator's Office)

2. Compliance Fund Expenditure

A motion was made by Commissioner Strandell seconded by Commissioner Holy and adopted by unanimous vote of the Board to authorize the quote from Innovative for the purchase of six (6) office chairs for assessment staff in the amount of \$2,579.12 utilizing the Recorder Compliance Funds. (Quote of file in the Administrator's Office)

ADMINISTRATION

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

1. Review of American Rescue Plan

The American Rescue Plan was discussed with the Board.

2. Setting Capital Improvements Plan Public Hearing

Discussion along with handouts pertaining to the Public Hearing Notice and the 2022 – 2026 Draft Five-Year Capital Improvement Plan for Capital Improvement Financing Purposes were presented to the Board. The Board delayed action on setting a Public Hearing for the CIP during the January 18, 2022, meeting. A new hearing date is being requested. A motion was made by Commissioner Holy seconded by Commissioner Willhite and adopted by unanimous vote of the Board to set a Public Hearing on the Capital Improvements Plan (CIP) for March 1, 2022, 10:00 a.m., during the Polk County Board meeting. (Handouts on file in the Administrator's Office)

With no further business the Board adjourned to reconvene at 8:00 a.m., February 1, 2022.

Joan Lee, Chair

Charles S. Whiting, Polk County Administrator
Clerk of the Board