

APRIL 19, 2022
BOARD MINUTES

Pursuant to motion of adjournment, the Polk County Board of Commissioners met in regular session at 9:30 o'clock a.m., April 19, 2022. Commissioner Warren Strandell, Commissioner Joan Lee, Commissioner Gerald Jacobson, Commissioner Willhite, Commissioner Mark Holy and Charles S. Whiting, County Administrator, Clerk of the Board. Others present Michelle Cote, Deputy Clerk of the Board.

REVISED AGENDA

A motion was made by Commissioner Willhite seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the revised April 19, 2022, agenda adding No. 4 under Administration.

CONSENT ITEMS

A motion was made by Commissioner Holy seconded by Commissioner Jacobson and adopted by unanimous vote of the Board to approve the April 19, 2022, consent items:

1. Approve Commissioner Warrants: General Revenue Fund, \$82,376.44; Public Works Fund, \$101,551.97; Public Safety Fund, \$136,173.54; Public Health Fund, \$19,759.74; Forfeited Tax Sale Fund, \$1,211.00; Special Assessments (Ditch) Fund, \$1,701.00; Environmental Services Fund, \$19,574.24; Resource Recovery Fund, \$241,730.13; Landfill Fund, \$43,447.84; Per Diems, \$2,100.00; Meal Reimbursements (without overnight lodging), \$153.64 and Sign Audit List.
2. Approve the April 5, 2022, Board minutes.
3. Approve payment to US Bank, St. Louis, MO in the amount of \$131,960.87 for procurement card purchases.
4. Approve payment to David Drown Associates Company (DDA), Minneapolis, MN in the amount of \$15,000.00 for consulting services for the Finance Director position.

COUNTY BOARD MEMBER ISSUE FORUM

1. Commissioner Strandell brought forth that he attended the Tri-County Community Corrections meeting where the jail census and finances were the focus. He also attended the Northwest Regional Development Commission meeting.
2. Commissioner Lee brought forth that she attended Polk County Township Association meeting held at the Eagles in Crookston. She also did her monthly radio program in Fosston. She also participated in the SCHSAC (State Community Health Services Advisory Committee) meeting. Discussion was brought forth about a letter received from the Red River Valley Development Association and appointees.
3. Commissioner Jacobson brought forth that he had attended no meetings.
4. Commissioner Willhite brought forth that he attended the Polk County Township Association meeting held at the Eagles in Crookston. He also participated in the Polk County Building Committee meeting where the Juvenile Center was the focus. He has been appointed to the Tri-Valley Opportunity Community Council Transportation Committee where the availability of buses was discussed.

5. Commissioner Holy brought forth discussion about a ditch petition for County Ditch #2. He has met with the property owners and the Ditch Engineer. He also had a Red Lake Watershed District One Watershed One Plan meeting. Also attended was the Polk County Township Association meeting held at the Eagles in Crookston.

PUBLIC HEARING – REDISTRICTING

1. Open Public Hearing

A motion was made by Commissioner Strandell seconded by Commissioner Holy and adopted by unanimous vote of the Board to open the Public Hearing at 10:00 a.m.

2. Public Comments

No one from the public was present.

3. Discussion

Discussion along with handouts were presented to the Board regarding 2022 Redistricting. (Handouts on file in the Administrator’s Office)

4. Close Public Hearing

A motion was made by Commissioner Willhite seconded by Commissioner Holy and adopted by unanimous vote of the Board to close the Public Hearing at 10:28 a.m.

5. Adopt A Plan

a. Resolution (2022-34) 2022 Redistricting

RESOLUTION (2022-34) 2022 Redistricting

The following resolution (2022-34) was offered by Commissioner Holy:

WHEREAS, Pursuant to Minnesota Statutes Chapter 375.025, it is the duty of the Polk County Board of Commissioners to redistrict Polk County in accordance with the standards as set forth in said Statute.

NOW THEREFORE BE IT RESOLVED, By the Board of Polk County Commissioners that Polk County shall be redistricted and that the County Commissioner Districts of Polk County shall contain the following voting precincts, to-wit:

Commissioner District 1 shall contain the following named townships:

Fairfax, Garden, Garfield, Godfrey, Grove Park-Tilden, Kertsonville, Liberty, Onstad, Reis, Russia, and Woodside:

And shall contain the following named cities or parts thereof:

The City of Beltrami,

The City of Crookston, First Ward,

All that part of the City bounded as follows: Commencing at the intersection of the east right-of-way line of U.S.T.H. #75 and the south line of Section 1, Township 149 North, Range 47 West, north along the east right-of-way line of U.S.T.H. 75 to its intersection with the north right-of-way line of County Highway 233, known as Marin Avenue;

thence east along the north right-of-way line of County Highway 233 to its intersection with the west right-of-way line of Old Trunk Highway 75; thence easterly along the west right-of-way line of Old Trunk Highway 75 to its intersection with the west line of the Southeast Quarter of the Northwest Quarter of Section 36, Township 150 N, Range 47 W; thence north along the west lines of the Southeast and Northeast Quarters of the Northwest Quarter of Section 36, Township 150 North, Range 47 West to its intersection with the centerline of the Red Lake River; thence easterly and upstream along the centerline of the Red Lake River to its intersection with the west line of the Southwest Quarter of the Southeast Quarter of Section 25, Township 150 North, Range 47 West; thence north along west line of the Southwest Quarter and Northwest Quarter of the Southeast Quarter of said Section 25 to the northwest corner of the Southeast Quarter of Said Section 25; thence east along the north line of the Southeast Quarter of Section 25, Township 150 North, Range 47 West to its intersection with the centerline of U.S.T.H. #2; thence south and east along said highway centerline to its intersection with the centerline of Burlington Northern Santa Fe Railroad (BNSF); thence southwesterly along the centerline of the BNSF Railroad to its intersection with the south line of the Northwest Quarter of Section 1, Township 149 N, Range 47 West; thence west along the south line of the Northwest Quarter of Section 1, Township 149 N, Range 47 W to its intersection with the east line of the Northwest Quarter of the Southwest Quarter of said Section 1; thence south along the east line of the Northwest and Southwest Quarters of the Southwest Quarter of said Section 1 to the southeast corner of the Southwest Quarter of the Southwest Quarter of said Section 1; thence west along the south line of the Southwest Quarter of the Southwest Quarter of Section 1, Township 149 N, Range 47 W to the east right-of-way line of U.S.T.H. #75, being the point of commencement, shall constitute the First Ward.

The City of Crookston, Fifth Ward,

All that part of the City bounded as follows: Commencing at the point of intersection of the centerline of the Red Lake River and the centerline of the Burlington Northern Santa Fe Railroad (BNSF); thence Easterly and upstream along the centerline of the Red Lake River to its intersection with the centerline of Alexander Street; thence north along the centerline of alexander Street to its intersection with the centerline of Central avenue; thence east along central avenue to its intersection with the centerline of Walsh Street; thence south along the centerline of Walsh Street to its intersection with the centerline of Summit Avenue; thence east along the centerline of Summit Avenue until its intersection with the centerline of Barrette Street; thence north along the centerline of Barrette Street until its intersection with the centerline of Central Avenue; Thence east along the centerline of Central Avenue until its intersection with the centerline of Charles Street; Thence south along the East Boundary line of the SWSW Quarter Quarter of Section 29 to a point approximately 125 feet South of the North bounding line of the NWNW Quarter Quarter of Section 32; thence east along a point approximately 125 ft South of the North bounding line of the NWNW Quarter Quarter of Section 32 to its intersection with the Bounding line of the NENE Quarter Quarter of Section 31; thence south along the East bounding line of Section 31 to a point approximately 6100 feet south on the southwesterly right-of-way line of the BNSF

Railroad; thence northwesterly along said Railroad right-of-way line approximately 800 feet to a point 150 feet south of the centerline of Fairfax Avenue; thence westerly and parallel with the south line of Fairfax Avenue a distance of 1400 feet, more or less, to a point on the east line of the westerly one-half of Government Lot 2, Section 6, Township 149 N, Range 46 W; thence southerly along said line in Government Lot 2, to a point, said point being 49.5 feet north of the south line of Government Lot 2; thence west along said line being 49.5 feet north of the south line of Government Lot 2 to the centerline of Washington Avenue; thence north along the centerline of Washington Avenue to a point, said point being 308.7 feet south of the southerly boundary of Fairfax Avenue; thence westerly along the City Limits Line, and parallel and 308.7 feet distance from the southerly boundary of said Fairfax Avenue to the easterly boundary of Miles Avenue; thence southerly along the easterly boundary of Miles Avenue to the south line of Schley Street; thence westerly along the south line of Schley Street to the east line of McKinley Boulevard; thence southerly along the east line of McKinley Boulevard as platted in McKinley Park Addition to the centerline of Clark Street, being the City Limits; thence westerly along said line and its extension westerly to its intersection with the centerline of the BNSF Railroad; thence northerly along the centerline of the BNSF Railroad to its intersection with the centerline of the Red Lake River, being the point of commencement, shall constitute the Fifth Ward.

The City of Fertile and
The City of Mentor.

Commissioner District 2 shall consist of the following named townships:

Andover, Bygland, Fanny, Fisher, Hammond, Hubbard, Huntsville, Lowell, Nesbit, Rhinehart, Roome, Scandia, Tynsid, and Vineland:

And shall contain the following named cities or parts thereof:

The City of Climax,

Ward 1: Senior Center; 538 Rhinehart Drive SE

Including locations to the east of Rhinehart Drive SE, south of 12th Street SE, east of 9th Avenue SE, south of 8th Street SE, and south of the Red Lake River, north of the southern end city limits, and west of the eastern end of the city limits.

Ward 2: City Hall, 600 DeMers Avenue NW

Including locations south of Demers Avenue NW, south of 5th Street NW, east of 3rd Avenue NW, south of 6th Street NW, west of Central Avenue NW, south of 5th Street NE, east of 5th Avenue NE, south of 10th Street NE, west of the eastern city limits, north of the Red Lake River/6th Street SE, west of James Avenue SE, north of 8th Street SE, west of 9th Avenue SE, north of 12th Street SE, west of Rhinehart Drive SE, north of the southern city limits, and east of the Red River of the North.

The City of Fisher and

The City of Nielsville.

Commissioner District 3 shall contain the following named townships:

Belgium, Brandt, Crookston, Gentilly, and Parnell:

And shall contain the following named cities or parts thereof:

The City of Crookston, Second Ward,

All that part of the City bounded as follows: Commencing at the point of intersection of the centerline of Broadway Street North and Sixth Street West, west along the centerline of Sixth Street West to its intersection with the east line of the Northeast Quarter of the Southeast Quarter of Section 25, Township 150 North, Range 47 West; thence north along said east line to the northeast corner of the Northeast Quarter of the Southeast Quarter of said Section 25; thence west along the north line of the Northeast and Northwest quarters of the Northeast Quarter of said Section 25 to the City Limit line; thence west, south, west, north, west, north, east, north and east to a point on the west line of Section 19, Township 150 North, Range 46 West, said point being 1233 feet north of the southwest corner of said Section 19; thence south along said west line to the southwest corner of said Section 19; thence east along the south line of said Section 19 to its intersection with the centerline of the Burlington Northern Santa Fe Railroad (BNSF); thence south along said BNSF centerline its intersection the centerline of Fourth Avenue North; thence east along the centerline of Fourth Avenue North to its intersection with the centerline of Main Street North; thence south along the centerline of Main Street North to its intersection with the centerline of Eighth Street West; thence east along the centerline of Eighth Street West to the intersection of the centerline of Broadway Street North; thence south along the centerline of Broadway Street North to its intersection with the centerline of Sixth Street West, being the point of beginning, shall constitute the Second Ward.

The City of Crookston, Third Ward,

All that part of the City bounded as follows: Commencing at the point of intersection of the centerline of Barrette Street and the south line of Section 20, Township 150 North, Range 46 West, north along the west line of said Section 20 to the northwest corner of the Southwest Quarter of said Section 20; thence east long the north line of said Southwest Quarter of Section 20 to the northeast corner; thence south along east line of said Southwest Quarter of Section 20 to the southeast corner of said Southwest Quarter of Section 20; thence east along the north line of the Section 29, Township 150 North, Range 46 West to the northeast corner of Northwest Quarter of the Northeast Quarter of said Section 29; thence south along the east line of the Northwest Quarter of the Northeast Quarter of said Section 29 to the southeast corner; thence west along the south line of the Northwest Quarter of the Northeast Quarter of said Section 29 to the southwest corner; thence south along the east line of the Southeast Quarter of the Northwest Quarter of Section 29 to the intersection with the centerline of Central Avenue; thence west along the centerline of Central Avenue to its intersection with the

centerline of Barrette Street; thence south along the centerline of Barrette Street to its intersection with the centerline of Summit Avenue; thence west along the centerline of Summit Avenue to its intersection with the centerline of Walsh Street; thence north along the centerline of Walsh Street to its intersection with the centerline of Central Avenue; thence west along the centerline of Central Avenue to its intersection with the centerline of Albert Street; thence north along the centerline of Albert Street to its intersection with the centerline of Fourth Avenue North; thence west along the centerline of Fourth Avenue North to its intersection with the centerline of Stearns Street; thence north along the centerline of Stearns Street to its intersection with the centerline of Sixth Avenue North; thence east along the centerline of Sixth Avenue North to its intersection with the centerline of Saint Anne Street; thence south along the centerline of Saint Anne Street to its intersection with the centerline of Fourth Avenue Northeast; thence east along the centerline of Fourth Avenue Northeast to its intersection with the centerline of Barrette Street; thence northerly along the centerline of Barrette Street to its intersection with south line of Section 20, Township 150 North, Range 46 West, being the point of commencement, shall constitute the Third Ward.

The City of Crookston, Fourth Ward;

All that part of the City bounded as follows: Commencing at the point of intersection of the centerline of the Red Lake River and the centerline of the Burlington Northern Santa Fe Railroad (BNSF); thence north along the centerline of the BNSF Railroad to its intersection with the centerline of West Sixth Street; thence easterly along the centerline of Sixth Street to its intersection with the centerline of Broadway Street North; thence north along the centerline of Broadway Street North to its intersection with the centerline of Fourth Avenue North; thence east along the centerline of Fourth Avenue N to its intersection with the centerline of Albert Street North; thence south along the centerline of Albert Street to its intersection with the centerline of East Seventh Street; thence east along the centerline of East Seventh Street to its intersection with the centerline of Alexander Street; thence south along the centerline of Alexander Street to its intersection with the centerline of the Red Lake River; thence westerly and downstream along the centerline of the Red Lake River to its intersection with the centerline of the BNSF Railroad, being the point of commencement, shall constitute the Fourth Ward.

The City of Crookston, Sixth Ward;

All that part of the City bounded as follows: Commencing at the intersection of the south line of Section 19, Township 150 North, Range 46 West and the west right-of-way line of the Burlington Northern Santa Fe Railroad (BNSF), also the City Limit line, northwesterly, north, west, south, west to the northwest corner of Section 19, Township 150 North, Range 46 West; thence south along the west line of said Section 19 to the southwest corner; thence east along the south line of Section 19, Township 150 North, Range 46 West to its intersection with the centerline of the BNSF Railroad; thence southwesterly along the centerline of the BNSF Railroad to its intersection with the centerline of Fourth Avenue North; thence east along the centerline of Fourth Avenue Northwest to its intersection with the centerline of Main Street North; thence

southwesterly along the center line of Main Street North to its intersection with the centerline of Eight St East; thence northeasterly along the centerline of Eighth Street East to its intersection with the centerline of Broadway Street North to its intersection with the centerline of Stearns Street; thence north along the centerline of Stearns Street to its intersection with the centerline of Sixth Avenue North; thence east along the center line of Sixth Avenue N until its intersection with the centerline of Saint Anne Street. Thence South along the centerline of Saint Anne St until its intersection with the centerline of Fourth Avenue Northeast; thence east along the centerline of Fourth Avenue Northeast to its intersection with the centerline of Barrette Street; thence northerly along the centerline of Barrette Street to its intersection south line of Section 19, Township 150 North, Range 46 West; thence west along the south line of said Section 19 to its intersection with the west right-of-way line of the BNSF Railroad, being the point of commencement, shall constitute the Sixth Ward.

Commissioner District 4 shall contain the following named townships:

Badger, Brandsvold, Chester, Columbia, Eden, Gully, Hill River, Johnson, King, Knute, Lessor, Queen, Rosebud, Sletten, and Winger:

and shall contain the following named cities or parts thereof:

The City of Erskine,
The City of Fosston,
The City of Gully,
The City of Lengby,
The City of McIntosh,
The City of Trail, and
The City of Winger.

Commissioner District 5 shall contain the following named townships:

Angus, Brislet, Esther, Euclid Farley, Grand Forks, Helgeland, Higdem, Keystone, Northland, Sandsville, Sullivan, and Tabor:

And shall contain the following named cities or parts thereof:

Ward 3: Senior High School, 1420 4th Ave NW
Including locations south of the northern city limits/23rd Street NE, west of the eastern city limits, south of Gateway Drive NE Frontage Road, north of 10th Street NE, east of Central Avenue, north of 14th Street NW, east of 5th Avenue NW, north of 15th Street NW, east of 8th Avenue NW, south of 20th Street NW, east of 7th Avenue NW, south of 21st Street NW, and east of 5th Avenue NW.

Ward 4: Senior High School, 1420 4th Ave NW

Including locations south of Gateway Drive, east of River Road NW/12th Avenue NW, south of 18th Street NW, west of 8th Avenue NW, south of 15th Street NW, west of 5th Avenue NW, south of 14th Street NW, west of Central Avenue NW, south of 10th Street NE, west of 5th Avenue NE, north of 5th Street NE, east of Central Avenue NW, north of 6th Street NW, west of 3rd Avenue NW, north of 5th Street NW, north of Demers Avenue NW, and east from the Red River of the North.

Ward 5: Senior High School, 1420 4th Ave NW

Including locations to the north of Gateway Drive, west of River Road NW/12th Avenue NW, north of 18th Street NW, west of 8th Avenue NW, north of 20th Street NW, west of 7th Avenue NW, north of 21st Street NW, west of 5th Avenue NW, south of 23rd Street NW, west of 8th Avenue NW, south of the northern city limits, and east of the Red River of the North.

BE IT FURTHER RESOLVED, By the Board of County Commissioners of Polk County that the redistricting plan adopted in this resolution be and hereby is ordered to be placed on file in the office of the Taxpayer Service Center and the County Administrator, Clerk of the Board.

Commissioner Willhite seconded the foregoing resolution, and it was declared adopted upon the following vote. YEAS: Jacobson, Holy, Willhite and Strandell. NAYS: Lee.

HIGHWAY

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

1. Award SAP 060-672-003 (CSAH 72) SAP 060-673-003 (CSAH 73) SAP 060-676-003 (CSAH 76) CP 122-640-1390 (Crookston Twp Road)

A motion was made by Commissioner Jacobson seconded by Commissioner Willhite and adopted by unanimous vote of the Board to award SAP 060-672-003 (CSAH 72) SAP 060-673-003 (CSAH 73) SAP 060-676-003 (CSAH 76) CP 122-640-1390 (Crookston Twp Road) in the amount of \$859,335.00 to Anderson Brothers Construction of Brainerd, LLC Brainerd MN and have the Polk County Administrator and the Polk County Board Chair sign the contracts.

2. Award SP 060-601-066 (CSAH 1)

A motion was made by Commissioner Holy seconded by Commissioner Strandell and adopted by unanimous vote of the Board to award SP 060-601-066 (CSAH 1) to Knife River Materials-Northern MN in the amount of \$1,736,887.00 and have the Polk County Administrator and the Polk County Board Chair sign the contracts.

3. Award SAP 060-34-013 (CSAH 34) SAP 060-635-007 (CSAH 35)

A motion was made by Commissioner Willhite seconded by Commissioner Strandell and adopted by unanimous vote of the Board to award SAP 060-634-013 etc. to Knife River Materials-Northern MN in the amount of \$1,139,949.60 and have the Polk County Administrator and the Polk County Board Chair sign the contracts.

4. Award SAP 060-644-018 (CSAH 44) SAP 054-630-005 (Norman CSAH 30)

A motion was made by Commissioner Willhite seconded by Commissioner Strandell and adopted by unanimous vote of the Board to award SAP 060-644-018 (CSAH 44) SAP 054-630-005 (Norman CSAH 30) to Knife River Materials-Northern MN in the amount of \$657,124.90 and have the Polk County Administrator and the Polk County Board Chair sign the contracts.

5. Mower Tractor Rental Quote

A motion was made by Commissioner Strandell seconded by Commissioner Willhite and adopted by unanimous vote of the Board to award the 2022 Mower Tractor Rental Quote to Valley Plains Equipment, Crookston, MN in the amount of \$33,000.00.

6. Award Sign Quote

A motion was made by Commissioner Holy seconded by Commissioner Willhite and adopted by unanimous vote of the Board to award the sign quote to Newman Signs, Jamestown ND in the amount of \$15,924.20.

ASSESSOR

Mark Landsverk, Polk County Assessor came before the Board with matters pertaining to his department:

1. Abatement Request

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

Name/Address	Parcel #/Legal Description	Amount of Tax Reduction	Reason
ROBERT W BREKKE JR. 36477 440 TH ST SW NIELSVILLE, MN 56568	39.00244.00 Sec 19 Twp 147 Rg 48 E2 SE4 (EX TSTE R/W & SMALL TRACTS) HUBBARD TWP	\$2,782	Incorrect TAG. Property was APPROVED TO BE DETACHED BY City of Nielsville into Hubbard Township.
RIVERVIEW HEALTHCARE ASSOC 323 S MINN ST CROOKSTON MN 56716	82.01713.00 SOUTH CROOKSTON BLOCKS 23 & 24 CROOKSTON CITY	\$168,860	TAX COURT STIPULATION.

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 Per Diem Discussion

Discussion was held with the Board regarding per diem for the Planning Commission/Board of Adjustment meetings. The Board of Adjustment is requesting that the County Board look at the per diem for the members that serve on both Boards and tier their per diems to compensate them for serving in both capacities. The proposal would be Planning Commission members receive a standard Tier 1 per diem of \$75.00 per meeting. Members that serve on both the Planning Commission and Board of Adjustment receive a Tier 2 per diem of \$90.00 per meeting. This would compensate members on both Boards and allow the County to continue to have both the Planning Commission and the Board of Adjustment meetings on the same day. This saves the County money by not having 2 separate meeting dates that would pay milage and more for per diem of a second meeting.

2. Loader Tire Purchase

A motion was made by Commissioner Jacobson seconded by Commissioner Holy and adopted by unanimous vote of the Board to approve purchasing replacement loader tires not to exceed \$30,000.00 from Todd's Tire Service, Crookston, MN.

SOCIAL SERVICES

Chuck Whiting, County Administrator came before the Board on behalf of Karen Warmack, Social Services Director with matters pertaining to her department:

1. Family Based Service Provide Replacement

Due to a retirement a motion was made by Commissioner Strandell seconded by Commissioner Jacobson and adopted by unanimous vote of the Board to refill the Family Based Service Provider position and any internal subsequent position vacancies occurring because of this action.

MIS

Evan Bruggeman, MIS Director came before the Board with matters pertaining to his department:

1. Information on Polk County Security Awareness Training

Discussion was held with the Board regarding tools being used for Polk County Security Awareness Training for Tri-County Community Corrections and Polk County staff.

PROPERTY RECORDS

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

1. Approve for Private Sale of Forfeited Parcel No. 82.02216.00. The Sale Date is to be May 12, 2022, 2:00 p.m.

A motion was made by Commissioner Holy seconded by Commissioner Jacobson and adopted by unanimous vote of the Board to offer at private sale in accordance with Minnesota Statute 282.01, Subd 7a, to the adjacent landowner the following forfeit Parcel No. 82.02216.00 in the amount of \$500.00.

2. Request to Post and Advertise for Deputy Assessor

Due to a retirement a motion was made by Commissioner Willhite seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve filling

the Deputy Assessor position and any subsequent position vacancies occurring because of this action.

ADMINISTRATION

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

1. American Rescue Plan

Discussion along with handouts were presented to the Board regarding the American Rescue Plan. (Handouts on file in the Administrator’s Office)

- a. Resolution (2022-33) A Resolution To Elect The Standard Allowance Available Under The Revenue Loss Provision Of The Coronavirus Local Fiscal Recovery Fund Established Under The American Rescue Plan Act**

RESOLUTION (2022-33)

County Of Polk

A Resolution To Elect The Standard Allowance Available Under The Revenue Loss Provision Of The Coronavirus Local Fiscal Recovery Fund Established Under The American Rescue Plan Act

The following resolution (2022-33) was offered by Commissioner Willhite:

WHEREAS, Congress adopted the American Rescue Plan Act in March 2021 (“ARPA”) which included \$65.1 billion in recovery funds for counties across the country; and

WHEREAS, ARPA funds are intended to provide support to state, local, and tribal governments in responding to the impact of COVID-19 and in their efforts to contain COVID-19 in their communities, residents, and businesses; and

WHEREAS, \$6,092,089 has been allocated to the County of Polk (“County”) pursuant to the ARPA and distributed from the United States Department of the Treasury; and

WHEREAS, The Coronavirus State and Local Fiscal Recovery Funds ensures that governments have the resources needed to fight the pandemic and support families and businesses struggling with its public health and economic impacts, maintain vital public services, even amid declines in revenue, and build a strong, resilient, and equitable recovery by making investments that support long-term growth and opportunity.

WHEREAS, In May 2021, the US Department of Treasury (“Treasury”) published the Interim Final Rule describing eligible and ineligible uses of funds as well as other program provisions, sought feedback from the public on these program rules, and began to distribute funds.

WHEREAS, On January 6, 2022, Treasury issued the final rule. The final rule delivers broader flexibility and greater simplicity in the program, responsive to feedback in the comment process.

WHEREAS, The final rule offers a standard allowance for revenue loss of up to \$10 million, allowing recipients to select between a standard amount of revenue loss or complete a full revenue loss calculation.

WHEREAS, Recipients that select the standard allowance may use that amount, in many cases their full award, for government services, with streamlined reporting requirements.

NOW THEREFORE BE IT RESOLVED, By the Board of County Commissioners of the County of Polk, Minnesota, the County elects the standard allowance available under the revenue loss provision of the American Rescue Plan Act in the amount of \$6,092,089 to be used for the general provision of government services.

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

2. Review of New Finance Director Hiring

Discussion along with the Finance Director & Finance Officer job description from Board action in April 2021 was presented to the Board. As a result of the interview process for the Deputy County Administrator position, John Robertson, Crookston, MN has been hired as the Finance Director to begin employment in June 2022. After discussion with Mr. Robertson, his skills better suited the Finance Director position rather than that of the Deputy County Administrator position. Mr. Robertson was the top candidate last year for the Finance Director position, but Polk County was unable to secure his employment. A motion was made by Commissioner Strandell seconded by Commissioner Holy and adopted by unanimous vote of the Board to amend the 2022 budget to move funds for the Deputy County Administrator into the Finance Department budget for expenses associated with the Finance Director position in the approximate amount of \$125,000.00. (Job descriptions on file in the Administrator's Office)

3. 2023 Budget Calendar

Discussion along with a handout pertaining the 2023 budget calendar was presented to the Board. A motion was made by Commissioner Willhite seconded by Commissioner Holy and adopted by unanimous vote of the Board to approve the 2023 budget calendar schedule as presented. (Schedule on file in the Administrator's Office)

4. *Authorization for Hiring New Director of Property Tax Records

Due to the retirement of the Director of Property Tax Records position a motion was made by Commissioner Willhite seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve hiring a new Director of Property Tax Records position.

COMMISSIONER WARRANTS

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

COMMISSIONER WARRANTS

DATED 04/22/2022

APPROVED 04/19/2022

<u>Vendor Name</u>	<u>Amount</u>
Al's Electric Inc	10,277.85
Anders Valley Publishing, LLC	3,675.67
Aramark Uniform Services	2,300.29
Beltrami Industrial Services	50,077.00
Bergstrom Electric Inc	4,000.00
BMC Software Inc	3,195.58
Brad's Electric	2,963.48
Brault Construction LLC	12,637.50
Brost Chevrolet Inc	2,562.82
Central States Wire Products Inc	3,396.51
Church & Dwight Co Inc	17,654.64
Code 4 Services Inc	76,411.12
Crookston Fuel Company	9,539.74
Evaluation Group Llc	4,000.00
Evenaire Systems Inc	27,813.00
Fjerstad Trucking Inc	4,680.00
Gatehouse Media MN Holdings Inc	3,490.05
HN Quality Plumbing Inc	3,140.38
Interstate Power Systems Inc	7,676.90
Jsb Engineered Solutions	40,970.75
MCCC MI 33	6,833.29
Mcmaster Carr Supply Co	2,519.64
Morris Electronics Inc	6,254.39
Motorola	20,527.48
MPCA	7,616.59
Napa Crookston Welding	2,392.05
Normandin/James & Jacqueline	2,560.00
North Country Overhead Door LLC	13,692.00
Northdale Oil Inc	4,004.50
Northern Propane	6,554.54
Penguin Management Inc	5,628.00
Polk County Administrator	3,617.68
Polk County Highway Department	21,052.29
Polk County IS Department	7,431.18
Powerplan OIB	3,232.84
Pro West & Associates Inc	13,971.55
PS Garage Doors	3,679.03
Recovery Systems Company Inc	11,272.45
Richards Publishing Company, Inc.	2,228.40
RJ Zavoral & Sons Inc	24,095.00
Setco	22,158.63
Standard And Poor's	12,375.00
Stantec Consulting Services Inc	17,359.50
Titan Machinery	3,072.03
US Bank Voyager Fleet Sys	5,734.03
Widseth Smith Nolting & Assoc	20,226.01
Ziegler Inc	9,226.63
223 Payments less than 2000	97,747.89
Final Total:	647,525.90

With no further business the Board adjourned to reconvene at 8:00 o'clock a.m., April 26, 2022.

Joan Lee, Chair

ATTEST:

Charles S. Whiting, County Administrator
Clerk of the Board