

JULY 25, 2023
BOARD MINUTES

Pursuant to motion of adjournment the Polk County Board of Commissioners met in regular session at 8:00 o'clock a.m., July 25, 2023, in the Commissioners Room, Government Center, Crookston, MN. Members present: Commissioner Warren Strandell, Commissioner Gary Willhite, Commissioner Joan Lee, and Commissioner Mark Holy. Others present: Polk County Administrator Chuck Whiting and Samuel Melbye, Deputy Clerk of the Board.

AGENDA

A motion was made by Commissioner Lee seconded by Commissioner Holy and adopted by unanimous vote of the Board to approve the July 25, 2023, agenda.

CONSENT ITEMS

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

- 1. Approve the July 18, 2023, Board minutes.**
- 2. Approve Resolution (2023-35) Accepting Financial Donations On Behalf Of Polk County Sheriff's Office From Doris Lien**

RESOLUTION (2023-35)

Resolution Accepting Financial Donations On Behalf Of Polk County Sheriff's Office From Doris Lien

The following resolution (2023-35) was offered by Commissioner Willhite:

WHEREAS, Doris Lien made a financial donation to Polk County Sheriff's Office of \$100.00 to support the Polk County Sheriff's K-9 program in Polk County; and

WHEREAS, Polk County Sheriff's Office, wishes to have the County Board formally accept these financial donations on behalf of Polk County Sheriff's Office 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 Doris Lien 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: Commissioner Willhite, Commissioner Strandell, Commissioner Holy, and Commissioner Lee. NAYS: None.

COUNTY BOARD MEMBERS ISSUE FORUM

1. Commissioner Strandell brought forth that he attended the following meetings:
 - a. Drug Task Force meeting.
 - b. Public Safety Committee meeting.
 - c. Met with representative from Minnesota District 7 U.S. Congresswoman Michelle Fischbach's office.
2. Commissioner Willhite brought forth that he attended the following meetings:
 - a. Social Services and Crookston School Administration regarding truancy issues.
 - b. Polk, Norman, and Mahnomen Community Health Board meeting.
3. Commissioner Lee brought forth that she attended the following meetings:
 - a. Reaching Rural meeting.
 - b. Drug Task Force meeting.
 - c. Aquatic Invasive Species Task Force meeting.
 - d. Polk, Norman, and Mahnomen Community Health Board meeting.
 - e. Inter-County Community Council Board meeting.
4. Commissioner Holy brought forth that he attended the following meetings:
 - a. Middle-Snake-Tamarac Rivers Watershed One Watershed One Plan meeting.
 - b. Wished Myron Jesme, Red Lake Watershed Administrator, the best in retirement.
 - c. East Grand Forks American Crystal Sugar District meeting and discussed the overage allowed on State roads vs. County roads for trucks hauling root crops.

SHERIFF

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

1. Monthly Sheriff Reports

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

2. Oath of Office – New Patrol Deputy

An introduction and Oath of Office was given to the new Patrol Deputy Matthew Erlandson.

SAND HILL RIVER WATERSHED DISTRICT

April Swenby, Sand Hill River Watershed District came before the Board with matters pertaining to the Sand Hill River Watershed District:

1. Resolution (2023-36) 2023 General Tax Levy Petition #1 Sand Hill River Watershed District

RESOLUTION (2023-36) **2023 General Tax Levy Petition #1** **Sand Hill River Watershed District**

The following resolution (2023-36) was offered by Commissioner Willhite:

WHEREAS, Pursuant to Minnesota Statutes Annotated (M.S.A.) 103D.905, Subd. 3, and any other applicable statutes, the Polk County Board of Commissioners hereby petitions for a one-year (2024) annual tax levy in an amount not to exceed 0.00798

percent of the taxable market value (\$110,852.62) to pay the costs attributable to the basic water management features of project/programs within the Sand Hill River Watershed District (SHRWD); and

WHEREAS, The SHRWD per M.S.A. 103D.905, Subd. 3, will use these funds for the costs associated with the water management (technical assistance, project based legal assistance, construction, maintenance, beaver control, building renovations, and information services related to specific projects within the Sand Hill River Watershed District.

NOW THEREFORE, BE IT RESOLVED, By the Polk County Board of Commissioners that the Board does hereby petition for the use of said levy by the Board of Managers, SHRWD, in 2024, as will discuss at their, annual budget hearing.

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

2. Resolution (2023-37) 2023 General Tax Levy Petition #2 Sand Hill River Watershed District

RESOLUTION (2023-37)
2023 General Tax Levy Petition #2
Sand Hill River Watershed District

The following resolution (2023-37) was offered by Commissioner Holy:

WHEREAS, Pursuant to Minnesota Statutes Annotated (M.S.A.) 103D.905, Subd. 3, and any other applicable statutes, the Polk County Board of Commissioners hereby petitions for a one-year (2024) annual tax levy in an amount not to exceed 0.00798 percent of the taxable market value (\$110,852.62) to pay the costs attributable to the basic water management features of project/programs within the Sand Hill River Watershed District (SHRWD); and

WHEREAS, The SHRWD per M.S.A. 103D.905, Subd. 3, will use these funds for a variety of water quality and erosion efforts that may include examples such as River Clean up efforts, clean water fund projects such as sediment basins, targeted watershed grants/efforts, bank stabilizations, and rock riffles, and Erosion Control projects.

NOW THEREFORE BE IT RESOLVED, By the Polk County Board of Commissioners that the Board does hereby petition for the use of said levy by the Board of Managers, SHRWD, in 2024, as will be discussed at their annual budget hearing.

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

3. Resolution (2023-38) 2023 General Tax Levy Petition #3 Sand Hill River Watershed District

RESOLUTION (2023-38)
2023 General Tax Levy Petition #3
Sand Hill River Watershed District

The following resolution (2023-38) was offered by Commissioner Holy:

WHEREAS, Pursuant to Minnesota Statutes Annotated (M.S.A.) 103D.905, Subd. 3, and any other applicable statutes, the Polk County Board of Commissioners hereby petitions for a one-year (2024) annual tax levy in an amount not to exceed 0.00798 percent of the taxable market value (\$110,852.62) to pay the costs attributable to the basic water management features of project/programs within the Sand Hill River Watershed District (SHRWD); and

WHEREAS, The SHRWD per M.S.A. 103D.905, Subd. 3, will use these funds continuing efforts related to watershed studies, education and agency support which includes examples such as: The Red River Basin (produce studies that provide a unified voice for water quality, water supply and water quantity), International Water Institute (create and provide research/services/programs such as LiDar, alternative measures for viewing, River of Dreams program, and the Riverwatch Program), youth watershed education, cost sharing for monitoring rivers and lakes, One Watershed One Plan, LiDAR, TMDL studies, and stream gauging for the various gages in the Sand Hill River Watershed District.

NOW THEREFORE, BE IT RESOLVED, By the Polk County Board of Commissioners that the Board does hereby petition for the use of said levy by the Board of Managers, SHRWD, in 2024, as will be discussed at their annual budget hearing.

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

4. Sand Hill River Watershed District Annual Report

Discussion along with the Sand Hill River Watershed District Annual Report was presented to the Board. (Report on file in the Administrator's Office)

5. Sand Hill River Watershed District, Fertile, MN Audited Financial Statements Discussion

Discussion along with handouts were presented to the Board regarding the Sand Hill River Watershed District Audited Financial Statements. (Financial statements 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. Aquatic Invasive Species Project Request - ULSID

A motion was made by Commissioner Lee seconded by Commissioner Willhite and adopted by unanimous vote of the Board to follow the recommendations of the Polk County AIS Taskforce and award special project funding to the Union Lake Sarah Improvement District in the amount of \$11,344.32 for the chemical application of liquid herbicide to help control Eurasian Watermilfoil in Union Lake.

ENVIRONMENTAL SERVICES

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

1. Enterprise Fleet Vehicle Lease – Purchase Vehicles

Discussion along with the Enterprise Fleet Vehicle Lease was presented to the Board. A motion was made by Commissioner Willhite seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve the purchase of (3) 2024 Ram Pickups Model 1500 through Enterprise Fleet in the amount of \$60,972.00 per vehicle. Purchase via 5-year lease-to-own. (Lease on file in the Administrator’s Office)

2. AMP Robotics – Micro-Jets

Discussion along with handouts pertaining to the AMP Robotics/Agreement for Micro-Jets were 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 AMP Robotics proposal to incorporate into the Resource Recovery Facility A.I. Micro-Jets at up to 5 QC stations at the rate of \$0.01/pick. (Handouts on file in the Administrator’s Office)

3. Solid Waste Program Updates

An update regarding the Solid Waste Program was discussed with the Board regarding the status of the Landfill Wetland Permits; the status of the Landfill Plant Permits; the 9 County Regional C&D Study and the upcoming projects.

ADMINISTRATION

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

1. County Administrator Performance Evaluation Prep

The Board conducts an annual performance evaluation of the Polk County Administrator. The process and selection of a meeting date for the actual evaluation meeting date was discussed with the Board. The evaluation forms were also presented to the Board. The actual evaluation of the Polk County Administrator will be held at the Board meeting on August 22, 2023. (Handout on file in the Administrator’s Office)

2. 2024 Budget Status

The status of the 2024 budget was discussed with the Board.

HISTORICAL SOCIETY

Jerry Wentzel, President; Francis LaPlante, Vice President; Gerald Amiot, Chair of the Finance Committee; and Steve Hannah, Treasurer came before the Board with matters pertaining to the Historical Society:

1. 2023 Budget Reports & Needed Funding-Special Project

Discussion along with handouts pertaining to the Board of Directors for 2023-2024, 2023 Proposed Budget to Actual June 2023, Balance Sheet for June 2023, the Polk County Historical Society Funding Needed-Special Projects and Enclosure Vertical Platform List Information was presented to the Board. (Handouts on file in the Administrator's Office)

With no further business the Board adjourned to reconvene at 8:00 a.m., August 1, 2023.

The Polk County Board toured the Polk County Historical Society following the meeting at 719 East Robert Street, Crookston, MN there was no official business conducted and the public was invited to attend.

Warren Strandell, Chair

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