

**SPECIAL MEETING  
SEPTEMBER 22, 2021  
BOARD MINUTES**

Pursuant to motion of adjournment the Polk County Board of Commissioners met in special session at 8:00 o'clock a.m., September 22, 2021, Crookston, MN in the Commissioners Room, Government Center, Crookston, MN. Members present: Commissioner Warren Strandell, Commissioner Gary Willhite, Commissioner Joan Lee, Commissioner Mark Holy and Charles S. Whiting, County Administrator, Clerk of the Board. Other present: Michelle Cote, Deputy Clerk of the Board. Commissioner Gerald Jacobson was absent.

**AGENDA**

A motion was made by Commissioner Strandell seconded by Commissioner Willhite and adopted by unanimous vote of the Board to approve the September 22, 2021, agenda.

**2022 DEPARTMENT BUDGET REVIEWS**

Discussion was held with the Board regarding the 2022 Department Budgets following up from the September 21, 2021, meeting.

**PUBLIC HEALTH**

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

**1. Review of 2022 Public Health Department Budgets**

The 2022 Public Health Department budgets were reviewed and discussed with the Board.

**TRI-COUNTY COMMUNITY CORRECTIONS**

Andrew Larson, Tri-County Community Corrections Director came before the Board with matters pertaining to his department:

**1. Review of 2022 Tri-County Community Corrections Department Budget**

The 2022 Tri-County Community Corrections budget was reviewed and discussed with the Board.

**MIS**

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

**1. Review of 2022 Management Information Systems Department Budget**

The 2022 Management Information Systems Department (MIS) budget was reviewed and discussed with the Board.

**HUMAN RESOURCES**

Alecia Helms, Human Resources Director came before the Board with matters pertaining to her department:

**1. Review of 2022 Human Resources Department Budget**

The 2022 Human Resources budget was reviewed and discussed with the Board.

**FINANCE**

Ron Denison, Finance Director came before the Board with matters pertaining to his department:

**1. Review of 2022 Finance Department Budgets**

The 2022 Finance budgets were reviewed and discussed with the Board.

**TAX PAYER SERVICE CENTER**

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

**1. Review of 2022 Tax Payer Service Center Department Budgets**

The 2022 Tax Payer Service Center budgets were reviewed and discussed with the Board.

**SHERIFF**

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

**1. Review of 2022 Sheriff's Department Budgets**

The 2022 Sheriff's Department budgets were reviewed and discussed with the Board.

**ADMINISTRATION**

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

**1. Budget Summary and Review**

Discussion regarding the budget summary along with reviewing the 2022 budgets was held with the Board.

**2. Draft Resolution (2021-XX) Setting the Preliminary 2022 Preliminary Property Tax Levy**

The Draft Resolution (2021-XX) Setting the Preliminary 2022 Preliminary Property Tax Levy was reviewed and discussed with the Board. A handout pertaining to the Fourteen Year Tax Levy Increases Comparison 2008 – 2022 was also discussed and presented to the Board. (Resolution and handout on file in the Administrator's Office)

With no further business the Board adjourned to reconvene at 8:00 a.m., September 28, 2021.

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Joan Lee, Vice-Chair

ATTEST:

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