

OCTOBER 3, 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., October 3, 2023, in the Commissioners Room, Government Center, Crookston, MN. Members present: Commissioner Paul Reese, Commissioner Warren Strandell, Commissioner Joan Lee, Commissioner Mark Holy. Others present Samuel Melbye, Deputy Clerk of the Board. Members absent: Commissioner Gary Willhite. Others absent: Chuck Whiting, Polk County Administrator

AGENDA

A motion was made by Commissioner Lee seconded by Commissioner Reese and adopted by unanimous vote of the Board to approve the October 3, 2023, Board agenda.

CONSENT ITEMS

A motion was made by Commissioner Holy seconded by Commissioner Reese and adopted by unanimous vote of the Board to approve the October 3, 2023, consent items:

1. Approve the September 26, 2023, Board Minutes.
2. Approve Auditor Warrants and Electronic Funds Transfers.

COUNTY BOARD MEMBERS ISSUE FORUM

1. A motion was made by Commissioner Reese seconded by Commissioner Holy and adopted by unanimous vote of the Board to nominate Gerald J. Amiot, Crookston, MN to the position of Labor to the Northwest Regional Development Commission, Warren, MN.
2. Commissioner Paul Reese brought forth that he attended the following meetings:
 - a. No meetings.
 - b. Reminder of flu season.
3. Commissioner Warren Strandell brought forth that he attended the following meetings:
 - a. Planning Commission meeting.
 - b. Toured County buildings as part of the Building Committee.
4. Commissioner Lee brought forth that she attended the following meetings:
 - a. Reaching Rural meeting.
 - b. State Community Health Services Advisory Committee meeting.
 - c. State Community Health Services Advisory Committee Retreat and Board meeting.
 - d. State Community Health Services Advisory Committee Member Development meeting.
 - e. DAC Interview Committee.
5. Commissioner Mark Holy brought forth that he attended the following meetings:
 - a. No meetings.
 - b. Sugar beet harvest is scheduled to begin on Wednesday and reminds everyone to be safe.

PLANNING AND ZONING

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

1. Resolution (2023-51) Conditional Use Permit For Cam Jorgenson For An Accessory Structure Over 800 Square Feet And To Hook A New Septic System To That Accessory Structure

Resolution (2023-51) was offered by Commissioner Holy seconded by Commissioner Lee and adopted upon the following vote: YEAS: Commissioner Lee, Commissioner Holy, Commissioner Reese, and Commissioner Strandell. NAYS: None. (See Resolution (2023-51) on file in the Administrator's Office.)

2. Resolution (2023-52) Termination of Recorded Resolution (2017-16) Document A000708276 Recorded April 6, 2017

RESOLUTION (2023-52)

Termination of Recorded Resolution 2017-16 Document A000708276 Recorded April 6, 2017

The following resolution (2023-52) was offered by Commissioner Reese:

WHEREAS, Cam & Patti Jorgenson, land owner of parcel 27.00002.06, wishes to terminate the Conditional use of October 3, 2023.

WHEREAS, A Conditional Use Permit was issued on April 6, 2017, for a conditional use permit to construct an accessory structure larger than 800 sq ft and to hook up a septic system to said accessory structure; and

NOW THEREFORE BE IT RESOLVED, That the Polk County Board of Commissioners Terminates resolution 2017-16.

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

3. Resolution (2023-53) Conditional Use Permit Amendment For David & Cynthia Tyler, Oak Cove Resort To Construct An Additional Building For Boat Storage

Resolution (2023-53) was offered by Commissioner Holy seconded by Commissioner Reese and adopted upon the following vote: YEAS: Commissioner Lee, Commissioner Holy, Commissioner Reese, and Commissioner Strandell. NAYS: None. (See Resolution (2023-53) on file in the Administrator's Office.)

VETERANS

Kurt Ellefson, Veterans Service Officer came before the Board with matters pertaining to his department:

1. Resolution (2023-49) Supporting Operation Green Light for Veterans

RESOLUTION (2023-49)

Supporting Operation Green Light For Veterans

The following resolution (2023-49) was offered by Commissioner Lee:

WHEREAS, The residents of Polk County have great respect, admiration, and the utmost gratitude for all the men and women who have selflessly served our country and this community in the Armed Forces; and

WHEREAS, The contributions and sacrifices of those who served in the Armed Forces have been vital in maintaining the freedoms and way of life enjoyed by our citizens; and

WHEREAS, Polk County seeks to honor individuals who have made countless sacrifices for freedom by placing themselves in harm's way for the good of all; and

WHEREAS, Veterans continue to serve our community in the American Legion, Veterans of Foreign Wars, religious groups, civil service, and by functioning as County Veterans Service Officers in 29 states to help fellow former service members access more than \$52 billion in federal health, disability and compensation benefits each year; and

WHEREAS, Approximately 200,000 service members transition to civilian communities annually; and

WHEREAS, An estimated 20 percent increase of service members will transition to civilian life in the near future; and

WHEREAS, Studies indicate that 44-72 percent of service members experience high levels of stress during transition from military to civilian life; and

WHEREAS, Active military service members transitioning from military service are at a high risk for suicide during their first year after military service; and

WHEREAS, The National Association of Counties encourages all counties, parishes and boroughs to recognize Operation Green Light for Veterans; and

WHEREAS, The Polk County appreciates the sacrifices of our United States military personnel and believes specific recognition should be granted; therefore be it

BE IT RESOLVED, With designation as a Green Light for Veterans County, Polk County hereby declares from October through Veterans Day, November 11th 2023 a time to salute and honor the service and sacrifices of our men and women in uniform transitioning from active service; therefore, be it further

BE IT RESOLVED, That in observance of Operation Green Light, Polk County encourages its citizens in patriotic tradition to recognize the importance of honoring all those who made immeasurable sacrifices to preserve freedom by displaying green

lights in a window of their place of business or residence from November 6th through the 12th, 2023.

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

POLK COUNTY SHERIFF

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

1. Special Operations Group Joint Powers Agreement Addendum 4

A motion was made by Commissioner Lee seconded by Commissioner Holy and adopted by unanimous vote of the Board to approve the Special Operations Group Joint Powers Agreement Addendum 4 as presented to the Board. (Agreement on file in the Administrator's Office)

SOCIAL SERVICE

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

1. 2024-2025 Minnesota Family Investment Program (MFIP) Biennial Service Agreement

A motion was made by Commissioner Holy seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve the 2024-2025 Minnesota Family Investment Program (MFIP) Biennial Service Agreement as presented to the Board. (Agreement on file in the Administrator's Office)

2. Child Support Supervisor Replacement Request

A motion was made by Commissioner Reese seconded by Commissioner Holy and adopted by unanimous vote of the Board to approve filling a Child Support Supervisor position, and to fill any internal subsequent position vacancies occurring because of this action.

3. Social Worker-CPS Replacement Request

A motion was made by Commissioner Lee seconded by Commissioner Holy and adopted by unanimous vote of the Board to approve filling a Social Worker-CPS position, and to fill any internal subsequent position vacancies occurring because of this action.

ENVIRONMENTAL SERVICES

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

1. Resolution (2023-50) Participate In 9 County Region Hub & Spoke System

RESOLUTION (2023-50) **Participate In 9 County Region Hub & Spoke System**

The following resolution (2023-50) was offered by Commissioner Lee:

WHEREAS, The State of Minnesota is in the process of changing the rules which regulate the operation of unlined construction and demolition (C&D) landfills. The proposed changes would lead to costly modifications to line, collect, and treat leachate, resulting in the closure of unlined landfills within the state; and

WHEREAS, Hubbard County, on behalf of the Counties of: Beltrami, Cass, Clearwater, Hubbard, Mahnomen, Marshall, Norman, Polk, and Red Lake, is applying for capital funding through the state legislature for the NW Minnesota 9-County Regional Hub & Spoke Project; and

WHEREAS, The 9 County region is proposing to create a regional hub and spoke system to primarily manage construction and demolition debris (C&D), as well as improvements to increase recycling, reuse, organics, and management of special wastes for long term solid waste management within the 9 County region; and

WHEREAS, This project will result in the creation of a new, one-of-a-kind regional collection, management, diversion and disposal system based on a 2023 MPCA funded Study on alternatives to unlined C&D landfills; and

WHEREAS, The Hub & Spoke system which will replace the unlined landfills, consists of 12 new or modified mixed use collection and processing facilities (Spokes), 2 new lined debris disposal facilities (Hubs), incorporation of artificial intelligence robotics into the regional recycling facility and upgrades to the regional organics composting facility to increase processing capacity needed for the project; and

NOW THEREFORE BE IT RESOLVED, Polk County supports Hubbard County in this effort to secure capital funding from the State on behalf of the 9 County region in order to implement a regional hub and spoke system; and

BE IT FURTHER RESOLVED, If state capital funding is allocated for the 9 County project, Polk County pledges to implement its portion of the project and provide any required local matching funds.

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

Commissioner Holy left the meeting at 9:45 am.

FACILITIES

Richard Langlois, Facilities Management Director came before the Board with matters pertaining to his department:

1. Proposal to Replace Main Electrical Service Equipment in the LEC Building

A motion was made by Commissioner Reese seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve moving forward with the proposal

to upgrade the electrical service at the Law Enforcement Center from Bergstrom Electric in the amount \$67,000.00.

2. Replace a vacated Custodian I position in the Facilities Department

A motion was made by Commissioner Lee seconded by Commissioner Reese and adopted by unanimous vote of the Board to approve filling the vacated Custodian I position in the Facilities Department.

UNIVERSITY OF MN CROOKSTON

Mary Holz-Claus, University of MN Crookston Chancellor came before the Board with matters pertaining to UMC:

1. Review of Next Gen Ag Program

Discussion along with a handout pertaining to the Next Gen Ag Program/UMC was presented to the Board. (Handout on file in the Administrator’s Office)

AUDITOR WARRANTS

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

AUDITOR WARRANTS 09/01/2023

<u>Vendor Name</u>	<u>Amount</u>
Diversified Contractors Inc	36,859.55
Final Total:	36,859.55

AUDITOR WARRANTS 09/05/2023

<u>Vendor Name</u>	<u>Amount</u>
East Polk Soil & Water	15,150.00
Gowan Construction Inc	3,613.40
Higher Ground	19,885.35
Liberty Business Systems Inc	6,415.18
Norman County Public Health	14,104.10
Palmer Masonry & Concrete LLC	51,650.00
Polk County	61,172.00
Polk County Public Health	46,145.00
Road Machinery and Supplies Co.	58,839.00
SHI International Corp	2,474.50
US Bank Voyager Fleet Sys	4,440.11
9 Payments less than 2000	3,846.82
Final Total:	287,735.46

AUDITOR WARRANTS 09/12/2023

<u>Vendor Name</u>	<u>Amount</u>
AT&T Mobility	2,630.73
Bergstrom Electric Inc	25,100.00
Davidson Construction	354,062.15
EGF Water & Light Dept	2,123.01
ENTERPRISE FM TRUST	10,239.72
Great Northern Septic	5,600.59
Lepier Oil Company Inc	8,698.06
Main Street Station	3,817.49
Northdale Oil Inc	15,384.69
Olson & Sons Excavating	8,500.00
16 Payments less than 2000	4,581.29
Final Total:	440,737.73

AUDITOR WARRANTS 09/19/2023

<u>Vendor Name</u>	<u>Amount</u>
Altru Health System	2,653.00
BELTRAMI COUNTY SOLID WASTE	6,383.53
Bertils Gravel & Excavation Llc	6,555.00
ENTERPRISE FM TRUST	23,527.95
Fischer Rust, Stock & Rust, PLLC	2,167.50
Fosston Municipal Utilities	45,076.94
Great Plains Natural Gas Co	4,098.68
Main Street Station	3,148.37
Mar- Kit Landfill	200,000.00
Mn State Treasury	8,803.00
Polk County	110,695.70
Polk County Highway Department	9,369.79
Ryans's Backhoe Service LLC	6,467.00
Sander Construction Inc	41,400.00
Thomson Reuters - West	2,831.59
Verizon Wireless	3,821.48
Wild Rice Elec Co- Op Inc	3,397.42
32 Payments less than 2000	19,794.18
Final Total:	500,191.13

AUDITOR WARRANTS 09/26/2023

<u>Vendor Name</u>	<u>Amount</u>
BELTRAMI COUNTY SOLID WASTE	4,393.64
Boyer Ford Trucks Inc	274,946.11
H & S Mfg Inc	16,900.00
Hardwick P.C./Brian T	2,695.49
Lenes Sand & Gravel Inc	49,346.33
15 Payments less than 2000	6,828.29
Final Total:	355,109.86

MANUAL WARRANTS 09/01/2023

<u>Vendor Name</u>	<u>Amount</u>
Internal Revenue Service	188,478.48
Minnesota Revenue	32,796.95
Final Total:	221,275.43
MANUAL WARRANTS 09/05/2023	
<u>Vendor Name</u>	<u>Amount</u>
Minnesota Revenue	195.55
Final Total:	195.55
MANUAL WARRANTS 09/07/2023	
<u>Vendor Name</u>	<u>Amount</u>
Minnesota Revenue	185.17
Final Total:	185.17
MANUAL WARRANTS 09/15/2023	
<u>Vendor Name</u>	<u>Amount</u>
Internal Revenue Service	185,932.71
Minnesota Revenue	32,180.55
Final Total:	218,113.26
MANUAL WARRANTS 09/18/2023	
<u>Vendor Name</u>	<u>Amount</u>
Minnesota Revenue	205.93
Final Total:	205.93
MANUAL WARRANTS 09/19/2023	
<u>Vendor Name</u>	<u>Amount</u>
Mn Dept Of Revenue	2,460.00
Final Total:	2,460.00
MANUAL WARRANTS 09/19/2023	
<u>Vendor Name</u>	<u>Amount</u>
Minnesota Revenue	6,223.00
Minnesota Revenue	1,162.80
Mn Dept Of Rev Tax Division	78,199.21
Mn Dept Of Revenue	1,411.00
Mn Dept Of Revenue	597.00
Final Total:	87,593.01
MANUAL WARRANTS 09/22/2023	
<u>Vendor Name</u>	<u>Amount</u>
U.S. Bank Corporate Payment Systems	83,884.76
Final Total:	83,884.76
MANUAL WARRANTS 09/22/2023	
<u>Vendor Name</u>	<u>Amount</u>
U.S. Bank Corporate Payment Systems	428.58
Final Total:	428.58
MANUAL WARRANTS 09/26/2023	

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BELTRAMI COUNTY SOLID WASTE	4,393.64
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U.S. Bank Corporate Payment Systems		428.58
	Final Total:	428.58

With no further business the Board adjourned to reconvene at 9:30 o'clock a.m., October 17, 2023.

Warren Strandell, Chair

ATTEST

Samuel Melbye, Deputy Clerk of the Board