

OCTOBER 18, 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., October 18, 2022, in the Commissioners Room, Government Center, Crookston, MN. Members present: Commissioner Warren Strandell, Commissioner Joan Lee, Commissioner Gary Willhite, Commissioner Mark Holy and Charles S. Whiting, Polk County Administrator, Clerk of the Board and Samuel Melbye, Deputy Clerk of the Board. Absent Commission Gerald Jacobson.

AGENDA

A motion was made by Commissioner Strandell seconded by Commissioner Holy and adopted by unanimous vote of the Board to approve the October 18, 2022, agenda.

CONSENT ITEMS

A motion was made by Commissioner Willhite seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the October 18, 2022, consent items:

1. Approve Commissioner Warrants: General Revenue Fund, \$76,245.98; Public Works Fund, \$128,436.38; Public Safety Fund, \$54,533.16; Public Health Fund, \$28,446.01; Forfeited Tax Sale Fund, \$701.66; Special Assessments (Ditch) Fund, \$82,445.08; Environmental Services Fund, \$4,368.06; Resource Recovery Fund, \$242,356.60; Landfill Fund, \$53,319.75; Per Diems, \$2,250.00; Meal Reimbursements (without overnight lodging), \$105.02 and Sign Audit List.
2. Approve the September 27 and October 4, 2022, Board minutes.
3. Approve payment to US Bank, St. Louis, MO in the amount of \$104,442.52 for procurement card purchases.
4. Approve Resolution (2022-66) Accepting Financial Donations on Behalf of Polk County Sheriff's Office from Red Lake Electric Trust.

COUNTY BOARD MEMBERS ISSUE FORUM

1. Commissioner Strandell brought forth that he attended the following meetings:
 - a. Tri-County Corrections
 - b. Polk County Building Committee meeting
 - c. Polk County Newsletter published.
 - d. Dancing Sky AAA Regional Meeting
2. Commissioner Lee brought forth that she attended the following meetings:
 - a. Public Health Conference
 - b. State Community Health Services Advisory Committee Meeting
 - c. Monthly Radio Program
3. Commissioner Willhite brought forth that he attended the following meetings:
 - a. Polk County Building Committee meeting.
 - b. Tri-Valley Opportunity Council Board meeting.
4. Commissioner Holy brought forth that he attended the following meetings:
 - a. No meetings.

RESOLUTION (2022-66)
Accepting Financial Donations On Behalf Of Polk
County Sheriff's Office From Red Lake Electric Trust

The following resolution (2022-66) was offered by Commissioner Willhite:

WHEREAS, Red Lake Electric Trust, Inc. made a financial donation on behalf of Operation Round Up Funds to Polk County Sheriff's Office in the amount of \$350.00 to support the Polk County Sheriff's Mounted Posse; and

WHEREAS, Polk County Sheriff's Office, wish to have the County Board formally accept this financial donation on behalf of Polk County Sheriff's Office and put towards the Polk County Sheriff's Mounted Posse

NOW THEREFORE BE IT RESOLVED, By the County Board of Polk County, Minnesota as follows:

1. The donation from Red Lake Electric Trust, which is listed above, is hereby accepted by the Polk County Board of Commissioners on behalf of the Polk County Sheriff's Office.

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

2. Approve Resolution (2022-67) Accepting Financial Donation On Behalf Of Polk County Social Services 2022

RESOLUTION (2022-67)
Accepting Financial Donation On
Behalf Of Polk County Social Services 2022

The following resolution (2022-67) was offered by Commissioner Willhite:

WHEREAS, Organizations in and around Polk County are providing holiday gifts to individuals in need throughout the county: and

WHEREAS, Gifts will be accepted and distributed between 11/1/2022 and 12/31/2022; and

WHEREAS, Community organizations have made gifts to support individuals and families living in Polk County; and

NOW THEREFORE BE IT RESOLVED, By the County Board of Polk County, Minnesota as follows:

The gifts from community organizations be accepted for distribution between 11/1/22-12/31/22, hereby be accepted by the Polk County Board of Commissioners on behalf of Polk County Social Services to be used to help individuals and families throughout Polk County.

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

HIGHWAY

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

1. Resolution (2022-65) Requesting The Release Of Disaster Assistance Account (DACA) Funds

RESOLUTION (2022-65)
Requesting The Release Of Disaster Assistance
Account (DACA) Funds

The following resolution (2022-65) was offered by Commissioner Holy:

WHEREAS, From 2018 through 2020, four state declared disasters were proclaimed that affected Minnesota Counties. These disasters resulted in the need for federal assistance to repair county owned roadways and bridges. The Federal Highway Administration (FHWA) Emergency Relief (ER) Program declares that permanent emergency repairs are federally eligible for reimbursement at 80% with the remaining 20% to be a Local Public Agency (LPA) cost share.

WHEREAS, Minnesota Statutes Chapter 12.221 subdivision 6 was revised in 2015 to include a clause to provide the LPA cost share for federal assistance from the FHWA ER Program under United States Code, title 23, section 125. The law was modified in 2015 to provide a more efficient distribution of funds to LPAs in the event of a declared disaster. This is the first time since the law was changed that local agencies have requested funds using this revised statute and process.

WHEREAS, Over the four disasters, fifteen counties were provided with FHWA ER funding and assurance that the associated 20% cost share would be provided from the DACA.

WHEREAS, Requests for funding reimbursements for the ER funded projects began in 2020 and have been denied by the Department of Public Safety (DPS).

WHEREAS, Minnesota Statutes Chapter 12.221, subdivision 6, clause 3 clearly states that the local agencies are eligible for the 20% cost share from the DACA fund.

WHEREAS, The fifteen Counties have expended an estimated \$3.3 million in LPA 20% cost share since 2018 and have not been provided the pledged funding from the DACA Fund.

WHEREAS, The 20% cost share represents an additional property tax burden to local residents and has prevented Polk County from using these funds on other needed resources.

NOW THEREFORE BE IT RESOLVED, That the Board of Commissioners of the County of Polk Minnesota, hereby requests that Governor Walz intercede on their behalf to release the 20% LPA cost share of FHWA ER Program Funding from the DACA Fund.

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

2. Ron Larson, Polk County resident, addressed the Board with concerns regarding the condition of County Highway 60 near Fisher. Richard Sanders, Polk County Highway Engineer, informed Mr. Larson that the highway is on the schedule for maintenance in 2023.

SOCIAL SERVICES

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

- 1. Social Worker Replacement**

A motion was made by Commissioner Strandell seconded by Commissioner Holy and adopted by unanimous vote of the Board to approve refilling the Social Worker position, and any internal subsequent position vacancies occurring because of this action.

MIS

Levi Webster, MIS Director came before the Board with matters pertaining to his department:

- 1. Request to Fill System Administrator Vacancy**

Due to Levi Webster accepting the position as the MIS Director a motion was made by Commissioner Strandell seconded by Commissioner Willhite and adopted by unanimous vote of the Board to approve filling the Systems Administrator position that was currently held by Levi Webster.

ADMINISTRATION

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

- 1. Association of Minnesota Counties Legislative Priorities**

The AMC Policy Committees met in September 2022 and the top committee priorities have been set to determine the top five legislative priorities during the upcoming Legislative Session. Discussion along with a handout from the Association of Minnesota Counties – Potential 2023 Legislative Priority Items was presented to the

Board. The Board can decide on how they want to select the top five, either as a group or as individuals, and either at the County Board meeting or for those who attend the District III meeting in Mahanomen, MN on October 20, 2022. (Handouts on file in the Administrator's Office)

2. ARPA Status

Discussion along with a handout pertaining to the ARPA funds were presented and discussed with the Board. (Handout on file in the Administrator's Office)

3. 2023 Budget Status

The status of the 2023 budget was discussed with the Board.

ADMINISTRATION

Chuck Whiting, Polk County Administrator, Human Resources Director Alecia Helms along with Dr. Tessia Melvin, David Drown Associates (DDA) via Zoom meeting discussed Polk County's Employment Market Study:

1. Review of Employment Market Study

Discussion along with handouts pertaining to the 2022 Market Study and Ongoing Maintenance were presented to the Board. A motion was made by Commissioner Willhite seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve and accept the results of the David Drown Associates (DDA) Wage Market Study and direct staff to proceed with all appropriate steps needed with the 2023 budget and collective bargaining groups for implementation. The Board shall note the cost will be approaching \$900,000.00 over current 2023 wage projections. (Handouts on file in the Administrator's Office)

COMMISSIONER WARRANTS

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

COMMISSIONER WARRANTS

DATED 10/21/2022

APPROVED 10/18/2022

See Next Page

<u>Vendor Name</u>	<u>Amount</u>
Baldwin Supply Company	5,456.53
Beltrami Industrial Services	113,581.04
BIR Performance Driving School	6,300.00
Brad's Electric	2,500.90
Brost Chevrolet Inc	3,932.86
Bruley Family Farm	4,050.00
Burggrafs Ace Hardware	2,707.32
Central States Wire Products Inc	6,815.85
Christianson/Irvin	6,400.11
Church & Dwight Co Inc	21,209.83
Code 4 Services Inc	27,112.46
Country Pet Foods, LLC	6,044.22
Crookston Fuel Company	9,252.57
Diamond Vogel Paint	23,872.50
Domson BG Service	16,447.43
Electric Pump	3,527.50
Evenaire Systems Inc	5,015.00
Fjerstad Trucking Inc	3,120.00
Hagen Construction & Trucking Inc.	35,413.00
Johnson Controls Fire Protection LP	2,020.34
Kurita America Inc	13,740.72
Larson Helicopters, LLC	38,024.00
MCCC MI 33	6,833.29
Mn Dept Of Transportation	12,930.88
Northdale Oil Inc	4,532.70
Northdale Oil Inc	5,706.39
Polk County Highway Department	7,607.00
Powerplan OIB	2,329.47
Pro West & Associates Inc	3,335.00
Productivity Plus Account	4,534.43
Reese/Sarah	2,931.67
ReitRock Paving LLC	18,000.00
Road Machinery and Supplies Co.	3,022.68
RTVision Inc	3,109.57
Sanofi Pasteur Inc	6,430.24
SeaChange Printing & Marketing	33,300.72
Stantec Consulting Services Inc	32,100.92
SWARCO REFLEX LLC	4,800.00
True North Steel	6,953.71
Univar Usa Inc	36,840.00
US Bank Voyager Fleet Sys	5,864.42
Widseth Smith Nolting & Assoc	21,573.00
WSB	3,240.00
Ziegler Inc	4,284.04
197 Payments less than 2000	84,048.37
Final Total:	670,852.68

With no further business the Board adjourned to reconvene at 8:00 o'clock a.m., October 25, 2022.

Joan Lee, Chair

ATTEST:

Charles S. Whiting, County Administrator
Clerk of the Board

October 18, 2022