

**OFFICIAL PROCEEDINGS
PENNINGTON COUNTY BOARD OF COMMISSIONERS
ORGANIZATIONAL MEETING
JANUARY 4th, 2011 – 10:00 A.M.**

Pursuant to M.S. 375.07, the Board of Commissioners of Pennington County met in the County Board Room in the Courthouse in Thief River Falls, Minnesota, on Tuesday, January 4th, 2011 at 10:00 a.m. Members present: Don Jensen, Cody Hempel, Neil Peterson, Darryl Tveitbakk, and Oliver “Skip” Swanson. Members absent: None.

The County Board proceeded to organize for the year 2011 with the County Auditor assisting by calling for nominations for Chairman. Commissioner Swanson nominated Commissioner Jensen as Chairman for 2011. Commissioner Hempel moved, seconded by Commissioner Peterson, that nominations cease and that a unanimous ballot be cast for Commissioner Jensen as Chairman. Motion unanimously carried.

Chairman Jensen then called for nominations for Vice-Chairman. Commissioner Tveitbakk nominated Commissioner Swanson as Vice-Chairman. Commissioner Hempel moved, seconded by Commissioner Peterson, that nominations cease and that a unanimous ballot be cast for Commissioner Swanson as Vice-Chairman. Motion unanimously carried.

The County Board expressed their appreciation to Commissioner Tveitbakk for serving as Chairman in 2010.

Moved by Commissioner Peterson, seconded by Commissioner Swanson, that the dates for the regular meetings of the Board will be the second Tuesday at 10:00 a.m. and the fourth Tuesday at 5:00 p.m. of each month unless otherwise called, with the exception of the January meeting that is set by law. Motion unanimously carried.

Moved by Commissioner Tveitbakk, seconded by Commissioner Hempel, and pursuant to MS471.96, elected and appointed officials of the County be designated as representatives of the County in their respective State Association and are eligible for reimbursement of expenses by-law with presentation of verified claims. Motion unanimously carried.

Moved by Commissioner Swanson, seconded by Commissioner Peterson, to appropriate and set aside in the Revenue Fund and authorize the Auditor to pay necessary expenses for postage, freight, telephone, water, lights, and other utilities as provided by MS375.16 as amended. Motion unanimously carried.

Moved by Commissioner Swanson, seconded by Commissioner Tveitbakk, that the County Board serve as a whole on the Road, Bridge, and Culvert Committee. Motion unanimously carried.

Moved by Commission Hempel, seconded by Commissioner Peterson, that the Human Services Committee consists of the County Board members and shall serve as a whole on the Human Services Committee. Motion unanimously carried.

Moved by Commissioner Tveitbakk, seconded by Commissioner Peterson, to appoint Commissioner Hempel to the Law Library Committee for 2011. Motion unanimously carried.

Commissioner Swanson introduced the following resolution and moved for its adoption:

RESOLUTION

BE IT RESOLVED that the official newspaper of Pennington County shall be The Times for the year 2011, published weekly, each Wednesday, in Thief River Falls.

The foregoing resolution was duly seconded by Commissioner Hempel, and upon vote was unanimously adopted.

Moved by Commissioner Peterson, seconded by Commissioner Hempel, that Commissioners Tveitbakk and Swanson, along with Auditor Kenneth Olson, are appointed to the Building and Maintenance Committee to oversee the Courthouse; with the addition of Sheriff Kuznia for matters pertaining to the Law Enforcement Center, and Ken Yutrzenka for matters pertaining to the Welfare Building. Motion unanimously carried.

Moved by Commissioner Tveitbakk, seconded by Commissioner Swanson, that Commissioner Peterson and Auditor Kenneth Olson be appointed to represent Pennington County on the Thief River Falls Airport Zoning Commission for the year 2011. Motion unanimously carried.

Commissioner Swanson introduced the following resolution and moved its adoption:

RESOLUTION

BE IT RESOLVED, that pursuant to the by-laws of the Association of Minnesota Counties; the following officers are named delegates of the County of Pennington, to-wit: Commissioners, Engineer, Treasurer, and Auditor. Other officers may be authorized by the Board to attend as non-voting members.

The foregoing resolution was duly seconded by Commissioner Peterson, and upon vote was unanimously carried.

Moved by Commissioner Swanson, seconded by Commissioner Tveitbakk, to appoint Commissioner Hempel to represent Pennington County on the Thief River Falls Chamber of Commerce Board. Motion unanimously carried.

Moved by Commissioner Tveitbakk, seconded by Commissioner Peterson, to appoint Commissioner Swanson to the Inter-County Community Council Board for a one-year term beginning January 1, 2011. Motion unanimously carried.

Moved by Commissioner Tveitbakk, seconded by Commissioner Swanson, that Commissioner Jensen be appointed to the Northwest Regional Development Commission Transportation Committee. Motion unanimously carried.

Moved by Commissioner Peterson, seconded by Commissioner Swanson, to appoint Kenneth Olson as MCCC delegate with Angela Philipp as alternate. Motion unanimously carried.

Moved by Commissioner Swanson, seconded by Commissioner Peterson, to appoint Commissioner Tveitbakk to the Job's Inc. Advisory Board with Commissioner Hempel as alternate. Motion unanimously carried.

Commissioner Tveitbakk moved, seconded by Commissioner Swanson, to appoint Commissioners Jensen and Peterson to serve on the County Extension Committee for 2011. Motion unanimously carried.

Moved by Commissioner Swanson, seconded by Commissioner Hempel, that Commissioner Peterson be appointed to the Pennington County Historical Society Board. Motion unanimously carried.

Moved by Commissioner Swanson, seconded by Commissioner Hempel, that Commissioner Jensen be appointed to the Comprehensive Local Water Plan Joint Powers Board. Motion unanimously carried.

Moved by Commissioner Tveitbakk, seconded by Commissioner Peterson, to appoint Commissioner Hempel to the Community Education Committee. Motion unanimously carried.

Commissioner Swanson moved, seconded by Commissioner Hempel, to appoint Commissioners Tveitbakk and Peterson to the Solid Waste Committee for 2011. Motion unanimously carried.

Commissioner Peterson moved, seconded by Commissioner Hempel, to appoint Commissioners Swanson and Jensen to the Highway Committee for 2011. Motion unanimously carried.

Commissioner Tveitbakk moved, seconded by Commissioner Peterson, to appoint Commissioner Swanson to the Household Hazardous Waste Joint Powers Board with Commissioner Hempel as alternate. Motion unanimously carried.

Commissioner Swanson moved, seconded by Commissioner Hempel to appoint Commissioner Jensen as Pennington County's representative to attend meetings regarding legislative matters. Motion unanimously carried.

Commissioner Tveitbakk moved, seconded by Commissioner Peterson, that Commissioner Swanson be appointed to the Land of the Dancing Sky Area Agency on Aging Board and Region I Aging Advisory Committee. Motion unanimously carried.

The County Board reviewed the insurance premiums for the County's Workmen's Compensation, Property, Liability and error and omission policies. The insurance policies are all through the Minnesota Counties Insurance Trust. Commissioner Peterson moved, seconded by Commissioner Tveitbakk, to approve the insurance premium rates for 2011 and authorize the County Auditor to pay as presented. Motion unanimously carried.

Commissioner Tveitbakk moved, seconded by Commissioner Swanson, to appoint Commissioner Hempel as Pennington County's representative at the Multi-Events Center meetings. Motion unanimously carried.

Commissioner Hempel moved, seconded by Commissioner Tveitbakk, to re-appoint Kenneth Olson to the Regional Insurance Advisory Board of the Northwest Service Cooperative with Angie Philipp as alternate. Motion unanimously carried.

The County Board reviewed a list of Committee, Boards, and meetings that would allow for a per diem to be paid. Moved by Commissioner Swanson, seconded by Commissioner Jensen, to approve the following list of committees, boards, and meetings as meetings authorized to charge a per diem of attending on behalf of Pennington County. Motion unanimously carried.

- Airport Advisory Committee
- AMC Legislative Review Committee
- Annual Township meetings
- Area Transportation Plan
- Association of Minnesota Counties Meetings
- Budget Committee
- Building and Maintenance Committee
- BWSR Wetland Meetings
- Chamber of Commerce
- Community Education Committee
- Comprehensive Local Water Plan Joint Powers Board
- Extension Committee
- Family Service Collaborative
- Feedlot meetings
- Highway Committee
- Household Hazardous Waste Meetings
- Insurance Committee

Inter-County Community Council
Job's Inc. Board
Joint City/County Meetings
Juvenile Training Center Board
Law Enforcement Radio Committee
Law Enforcement Union Negotiation Committee
Law Library Committee
Legislative Hearing & Issues
Minnesota Rural Counties Caucus
MNDOT County – Joint Facilities Committee
Multi-Events Center
Northern Counties Land Use Coordinating Board
Northland Community and Technical College
Northwest Minnesota Joint Powers Board
Northwest Regional Library Board
Northwest Regional Radio Board
NWRDC Committee on Aging
NWRDC Transportation Committee
Pembina Trail RC&D
Pennington County Housing Loan Fund
Pioneer Village Board
Red Lake Watershed Meetings
Red River Basin Joint Powers Board
Red River Valley Development
Road, Bridge, and Culvert Committee
Rocksbury Joint Zoning Board
Solid Waste Committee
Thief River Forward
Special County Board Meetings
Thief River Falls Library Board
Human Service Committee
Welfare Union Negotiation Committee

Also any other Committees that are established by the County Board or appointments made or meeting attended while representing Pennington County.

Motioned by Commissioner Peterson, seconded by Commissioner Hempel, to appoint Commissioner Tveitbakk to the Northwest Regional Library Board for 2011. Motion unanimously carried.

Motioned by Commissioner Peterson, seconded by Commissioner Hempel, to appoint Commissioner Jensen to the Minnesota Rural Counties Caucus for 2011, with Commissioner Swanson as alternate. Motion unanimously carried.

Motioned by Commissioner Tveitbakk, seconded by Commissioner Hempel, to appoint Commissioner Jensen to the Northern Counties Land Use Board for 2011, with Commissioner Swanson as alternate. Motion unanimously carried.

Motioned by Commissioner Tveitbakk, seconded by Commissioner Peterson, to appoint Commissioner Swanson as Pennington County's representative on the Northwest Regional Radio Board with Commissioner Hempel as alternate. Motion unanimously carried.

Motioned by Commissioner Peterson, seconded by Commissioner Hempel, to appoint Commissioner Swanson to the Pennington County Affordable Housing Fund Advisory Board. Motion unanimously carried.

Motioned by Commissioner Hempel, seconded by Commissioner Peterson, to appoint Barb Natvik and Gladys Hallstrom to a three-year term on the County Extension Committee, effective January 1st, 2011. Motion unanimously carried.

Motioned by Commissioner Tveitbakk, seconded by Commissioner Swanson, to appoint Commissioner Peterson and Trudy Wilde to the Pembina Trail RC&D Board for a two-year term, effective January 1st, 2011. Motion unanimously carried.

Motioned by Commissioner Swanson, seconded by Commissioner Tveitbakk, to appoint Commissioner Peterson to the Quin County Community Health Board for a three-year term, effective January 1st, 2011, with Commissioner Hempel as alternate. Motion unanimously carried.

The following resolution was motioned by Commissioner Swanson, seconded by Commissioner Hempel, and upon vote was unanimously carried.

RESOLUTION

BE IT RESOLVED, that an employee that has been given a County vehicle for their use and the employee chooses to use their own vehicle anyway, the employee will not be reimbursed the County mileage rate unless the vehicle assigned to them is inoperable.

BE IT FURTHER RESOLVED, that the meal reimbursement for travel outside the County shall not exceed \$10 for breakfast, \$15 for a noon meal and \$25 for an evening meal; that meal reimbursement shall be made for the exact expenditure and not the maximum amount allowed; itemized receipts, not totals receipts, must be attached to the claim form or no reimbursement will be made; no alcoholic beverages or tips will be reimbursed,

BE IT FURTHER RESOLVED, that there shall be no reimbursement for meals within the County of Pennington,

BE IT FURTHER RESOLVED, that the meal reimbursement without lodging shall be submitted on a claim form, with receipt (s) attached, to be processed through payroll whereby withholding tax and FICA will be deducted and that meal reimbursements with overnight lodging will not enter into the payroll system,

BE IT FURTHER RESOLVED, that the County Auditor and Welfare Director are hereby given the authority to adjust the amounts of reimbursement if the above policy is not followed,

BE IT FURTHER RESOLVED that this meal and mileage policy shall be effective January 1st, 2011 and shall be reviewed at the County Board's discretion.

Motioned by Commissioner Tveitbakk, seconded by Commissioner Peterson, to appoint Commissioner Hempel to the Inter-County Nursing Service Board. Motion unanimously carried.

Motioned by Commissioner Swanson, seconded by Commissioner Peterson, to appoint Commissioners Tveitbakk and Jensen to the Personnel Policy and Labor Negotiation Committee for 2011, with Commissioner Jensen to chair the committee. Motion unanimously carried.

Motioned by Commissioner Tveitbakk, seconded by Commissioner Swanson, to appoint Commissioner Hempel to the Thief River Forward Committee. Motion unanimously carried.

Motioned by Commissioner Tveitbakk, seconded by Commissioner Swanson, to appoint Commissioner Hempel to the Pennington County Safety Committee. Motion unanimously carried.

County Sheriff Ray Kuznia met with the County Board.

Motioned by Commissioner Swanson, seconded by Commissioner Peterson, to set the County Sheriff's salary at \$73,000 per year. Motion unanimously carried.

Sheriff Kuznia requested that Ben Kuznia be moved out of the LELS Union and placed in the position of Chief Deputy Sheriff. Motioned by Commissioner Swanson, seconded by Commissioner Hempel, to petition the Law Enforcement Labor Services, Inc. to remove the position of Chief Deputy from the Union Agreement and place Ben Kuznia into the position of Chief Deputy at a pay rate of \$27.70 per hour beginning January 10th, 2011. Motion unanimously carried.

Motioned by Commissioner Swanson, seconded by Commissioner Peterson, to approve Blaize Zimmerman to be placed into the position of Investigator beginning January 10th, 2011 with a six-month probation period and pay rate set at \$24.70 per hour as per LELS Union contract. Motion unanimously carried.

County Engineer Mike Flaagan recommended the payment of the Transportation Alliance dues for 2011 for \$1,240.00. Motioned by Commissioner Tveitbakk, seconded by Commissioner Swanson, to authorize the payment of the Transportation Alliance dues for 2011 as recommended by the County Engineer. Motion unanimously carried.

Mr. Flaagan mentioned there is some dissatisfaction with the way the DNR is managing the Huot Dam in the Goose Lake area. There is a group that would like to see the Watershed District manage the outlet.

The County Auditor presented the Golf Club Liquor License for 2011. Motioned by Commissioner Tveitbakk, seconded by Commissioner Peterson, to approve a Club Liquor

and Sunday Sales License for the Thief River Falls Golf Club for 2011. Motion unanimously carried.

Motioned by Commissioner Swanson, seconded by Commissioner Peterson, to approve the minutes of December 14th, 2010 as written. Motion unanimously carried.

Motioned by Commissioner Hempel, seconded by Commissioner Swanson, to approve payment of the Human Services warrants totaling \$53,643.29 and also the following Commissioner warrants. Motion unanimously carried.

WARRANTS

County Revenue	\$154,825.79
Road & Bridge	\$ 80,601.00
Solid Waste Facility	\$ 1,581.00
Oakland Park Home	\$ 60,000.00

Per diems and meal reimbursements in the amount of \$1209.30 were also approved.

Motioned by Commissioner Swanson, seconded by Commissioner Peterson, to adjourn the Board meeting to January 25th, 2011 at 1:00 p.m. Motion carried.

ATTEST:

Kenneth Olson, Auditor
Pennington County

Donald Jensen, Chairman
Board of Commissioners