

OFFICIAL PROCEEDINGS
PENNINGTON COUNTY BOARD OF COMMISSIONERS
TUESDAY, MARCH 22ND, 2011, 9:00 A.M.

Pursuant to adjournment, the Pennington County Board of Commissioners met in the Pennington County Board Room in Thief River Falls, MN, on Tuesday, March 22nd, 2011 at 9:00 a.m. Members present: Cody Hempel, Donald Jensen, Neil Peterson, Oliver “Skip” Swanson, and Darryl Tveitbakk. Members absent: none.

Ken Yutrzenka, Human Services Director, presented the Human Services consent agenda. On a motion by Commissioner Tveitbakk, seconded by Commissioner Peterson, the following recommendations of the Pennington County Human Services Committee from March 15, 2011 (detailed minutes on record) are hereby adopted. Motion unanimously carried.

SECTION A

- I. Approval of the February 14, 2011 Human Services Committee meeting minutes.
- II. To change the status of the previously approved ½ FTE Social Worker position from 18.75 hrs/week to 20 hrs/week.
- III. A. To adopt the Minnesota Merit System’s Equal Employment Opportunity/Affirmative Action guidelines as the Agency’s EEO/AA action plan for 2011-2013.
B. To renew the Fraud Prevention Investigation Cooperative Agreement for the time period July 1, 2011 through June 30, 2013.

SECTION B

- I. To approve payment of the Agency’s bills.
- II. To approve issuance of a duplicate warrant to Jennifer Gaffaney in the amount of \$228.00 to replace lost warrant #86260 dated September 19th, 2008 without issuance of an indemnifying bond.

County Sheriff Ray Kuznia presented the 2010 County Sheriff Statistics for the County Board’s review. The Sheriff also discussed having an online auction for County surplus items in May of June this year. The County Board approved of the idea and asked that all departments be informed.

Sheriff Kuznia then presented a proposal to trade in older, out-of-service shotguns and pistols for two or three new shotguns. Sheriff Kuznia had received proposals from the two local firearms dealers and made a recommendation to accept the proposal from Titan Machinery Inc./Hardware Hank of Thief River Falls, MN. Motioned by Commissioner Swanson, seconded by Commissioner Hempel, that upon the recommendation of the County Sheriff and County Attorney, that we trade in older, out-of-service guns for new tactical shotguns at Hardware Hank of Thief River Falls, MN. Motion unanimously carried.

Sheriff Kuznia also reported on setting up an account with Dollar Tree for the Canteen items, work on Emergency Preparedness Plan, and stated that sandbags are ready and being stored inside.

Motioned by Commissioner Hempel, seconded by Commissioner Peterson, to approve the Board minutes of February 22nd, 2011 and March 8th, 2011 as written. Motion unanimously carried.

County Attorney Alan Rogalla presented a resolution to transfer Right-of-Way on County Road #62 at the intersection of State Highway #59 to the City of Thief River Falls. The following resolution was introduced by Commissioner Swanson, seconded by Commissioner Tveitbakk, and upon vote was unanimously carried.

RESOLUTION

WHEREAS, the State of Minnesota, through the Commissioner of Transportation, did convey to the County by deed dated February 24, 2011, certain land that the State no longer needed regarding area in the vicinity of Highway 59 South and County Road 62; and

WHEREAS, by Resolution dated April 15, 2009, the County revoked a segment of County Road 62 from the County highway system and the City of Thief River Falls did adopt that segment as part of the municipal state aid system; and

WHEREAS, The County desires to convey the real property, a copy of the description of which is attached hereto as Exhibit "A", to the City as it is related to that portion of County Road 62 now controlled by the City; and

WHEREAS, M.S.A. 465.035 allows the County to transfer this real property to another governmental subdivision with no consideration,

NOW, THEREFORE, BE IT RESOLVED, That Pennington County shall convey to the City of Thief River Falls that real property described in Exhibit "A" attached hereto and made a part hereof.

BE IT FURTHER RESOLVED, that the County Auditor and Board Chairperson are authorized to execute the deed on behalf of the County.

Alberta Johnson, Randy Knott, Curt Swanson, Lyle Swanson, Dave Erickson, Warren Hermreck, Gerald Hermreck, David Bach, Scott Sorvig, and Kelly Mosbeck, Township officials from Sanders, Bray, Numedal, and Polk Centre Townships, met with the County Board regarding the collection Aggregate Removal Tax. The Township officials state that a lot of gravel was being removed from Pennington County without the tax being paid. A discussion was held on how the County could better track the amount of gravel (aggregate) that is being removed. The County Board agreed that a committee be formed to investigate and recommend procedures to collect the gravel tax. The Committee will consist of two County Commissioners, two Township officials, the County Engineer, and the County Auditor.

County Engineer Mike Flaagan and Highway Maintenance Foreman Godfred Svir presented quotes off the State Contract for a new truck, box and plow.

Boyer Trucks - 2012 International 76005FA - \$185,863.43
 IState Truck Center - Freightline M2 112V - \$187,504.25

We can either trade-in or sell on auction a 1994 Ford LT9000 with plow. Motioned by Commissioner Hempel, seconded by Commissioner Peterson, to purchase a 2012 International 7600 SFA with box and plow for \$185,863.43 (State bid price) from Boyer Trucks with an option to trade-in the 1994 Ford LT9000 or place on auction. Motion unanimously carried.

Motioned by Commissioner Peterson, seconded by Commissioner Hempel, to authorize the County Engineer and County Auditor to advertise for bids on SAP 57-603-34 (St. Hilaire Bridge Rehab) to be opened on May 10th, 2011 at 10:00 a.m. Motion unanimously carried.

Motioned by Commissioner Hempel, seconded by Commissioner Swanson, to authorize the County Engineer and County Auditor to advertise for bids for Gravel Crushing to be opened on May 10th, 2011 at 10:00 a.m. Motion unanimously carried.

Motioned by Commissioner Peterson, seconded by Commissioner Hempel, to approve the 2011 Township Road Maintenance agreements and to authorize the Chairman and County Auditor to sign them on behalf of Pennington County. Motion unanimously carried.

Engineer Flaagan presented abstracts for the bids opened on March 8th, 2011 for Fuel, Culvert Supplies, and Equipment Rental for 2011. The County Engineer made a recommendation to the bids as received.

Motioned by Commissioner Swanson, seconded by Commissioner Hempel, to approve the equipment rental bids received from the following persons or businesses and direct the County Engineer to use the lowest bid available. Motion unanimously carried.

Nelson Bros. Excavation	TR Excavation	Glen Jensen
Ralph McKeever Const.	Beito Repair	Garry Gravel
Wright Construction	Hedeen Const.	K&K Trucking
Quam Excavating	Thygeson Const.	Olson Const. of TRF
Art Laudal & Son, Inc.	Triple D Const.	Sellin Bros.
Brummond Excavating		

Motioned by Commissioner Swanson, seconded by Commissioner Hempel, to accept the fuel bid of Farmers Union Oil Co. as submitted and shown below. Motion unanimously carried.

FUEL SUPPLY FOR 2011:

	Regular Unleaded	Gasohol	No.1 Low Sulphur	No.2 Low Sulphur	Diesel Sulphur	No. 2 Heating
Farmer's *	\$.10-	\$.10-	\$.10-	\$.10-	\$.10-	\$.10-

Union Oil **	\$.10-	\$.10-	\$.10-	\$.10-	\$.10-	\$.10-
* Delivered						
** Dealer Pump						

Motioned by Commissioner Swanson, seconded by Commissioner Hempel, to accept the Johnson-Fargo Culvert, Inc. bids for culvert supplies and instruct the County Engineer to use the low bid for specific culverts. Motion unanimously carried.

Engineer Flaagan then reviewed a draft Beaver Bounty policy. After further discussion, the County Engineer will revise the draft policy for review at the next County Board meeting.

The County Engineer then reviewed the Culvert Steaming Policy. Motioned by Commissioner Peterson, seconded by Commissioner Hempel, that the following Culvert Steaming Policy be adopted. Motion unanimously carried.

**PENNINGTON COUNTY
CULVERT STEAMING POLICY
MARCH, 2011**

Purpose: The purpose of this policy is to establish guidelines for opening culverts that are blocking flows during the spring runoff season. The problem occurs when a culvert under a public road or private driveway becomes blocked due to ice or snow and causes water to back up. This policy will give guidance to department employees on when culverts should be opened. It is also intended to protect the investments upstream and downstream of the problem.

Policy: The department may remove an obstruction in a culvert when the Engineer determines that the backwater is posing a flooding threat to the list below without causing harm to the same.

1. Dwellings
2. Commercial Structures
3. Public Roads

Motioned by Commissioner Swanson, seconded by Commissioner Tveitbakk, to appoint Commissioners Peterson and Hempel to the Aggregate Removal Tax Committee. Motion unanimously carried.

Motioned by Commissioner Hempel, seconded by Commissioner Tveitbakk, to establish a Web Site Committee and to appoint Commissioners Hempel and Tveitbakk, Deputy Auditor Angie Philipp, and County Engineer Mike Flaagan to the Committee. Motion unanimously carried.

Motioned by Commissioner Hempel, seconded by Commissioner Tveitbakk, to approve payment of the Human Services warrant totaling \$111,045.95, the Auditor and Manual

warrants for February, 2011 totaling \$921,229.27, and also the following Commissioner warrants. Motion unanimously carried.

WARRANTS

County Revenue	\$83,435.17
Road & Bridge	\$24,170.29
Solid Waste Facility	\$ 1,288.08

Per diems and meal reimbursements in the amount of \$1,718.02 were also approved.

The County Auditor made a request to make the Deputy Treasurer position Full-time to more correctly reflect the number of hours the Deputy Treasurer has been working. The Deputy Treasurer works in both the County Treasurer's and County Auditor's office. Motioned by Commissioner Peterson, seconded by Commissioner Tveitbakk, to designate the Deputy Treasurer Position, currently held by Julie Stennes, a Full-time position effective April 1st, 2011. Motion unanimously carried.

The Personnel Committee has interviewed three consulting firms that do Pay Equity Studies and hereby makes a recommendation to enter into an agreement with Bjorklund Compensation Consulting, LLC. Motioned by Commissioner Tveitbakk, seconded by Commissioner Hempel, to enter into an agreement with Bjorklund Compensation Consulting, LLC to do a Classification and Compensation Study for Pennington County for an amount not to exceed \$20,000. Motion unanimously carried.

Motioned by Commissioner Peterson, seconded by Commissioner Hempel, to adjourn the Board meeting to April 12th, 2011 at 9:00 a.m. Motion carried.

ATTEST:

Kenneth Olson, Auditor
Pennington County

Don Jensen, Chairman
Board of Commissioners