

**OFFICIAL PROCEEDINGS
PENNINGTON COUNTY BOARD OF COMMISSIONERS
TUESDAY, FEBRUARY 28TH, 2012, 5:00 P.M.**

Pursuant to adjournment, the Pennington County Board of Commissioners met in the Pennington County Board Room in Thief River Falls, MN, on Tuesday, February 28th, 2012 at 5:00 p.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 consent agenda and recommendations from the February 21st, 2012 Human Service Committee meeting. On a motion by Commissioner Hempel and seconded by Commissioner Peterson, the following recommendations of the Pennington County Human Services Committee for February 21st, 2012 (detailed minutes on record) are hereby adopted:

SECTION A

- I. Approval of the January 17th, 2012 Human Services Committee meeting minutes.
- II. Approval of the Agency’s personnel actions.
- III. A. Approval to extend the CY2011 Purchase of Service Contract with Lutheran Social Services of Minnesota for Guardianship/Conservatorship services through 12/31/2012.
B. Approval of the IV-D Cooperative Agreement between Pennington County Human Services, the Pennington County Attorney’s Office, and the Pennington County Sheriff’s Department as presented.

SECTION B

- I. Approval for payment of the Agency’s bills.

Commissioner Swanson noted that he had received a letter from the Minnesota Department of Human Services commending the staff of the Human Services Dept. for perfect performance in meeting DHS Human Service financial reporting requirements for calendar year 2011.

Captain Mike Obach presented the ‘Beyond the Yellow Ribbon’ program, which is a comprehensive program that creates awareness for the purpose of connecting service members and their families with community support, training, services, and resources. The following resolution/proclamation was introduced by Commissioner Tveitbakk, seconded by Commissioner Peterson, and upon vote was unanimously carried.

**RESOLUTION OF SUPPORT OF YELLOW RIBBON COMMUNITY
INITIATIVE**

WHEREAS, Beyond the Yellow Ribbon is a comprehensive program that creates awareness for the purpose of connecting Service members and their families with community support, training, services and resources, and;

WHEREAS, Beyond the Yellow Ribbon recognizes a “Yellow Ribbon Community” as one that unites all areas within a community to create a comprehensive network that connects and coordinates agencies, organizations, resources and employers for the purpose of proactively supporting Service members and military families;

NOW, THEREFORE BE IT RESOLVED, that the Pennington County Board of Commissioners support the Beyond the Yellow Ribbon initiative.

County Engineer Mike Flaagan asked to be authorized to advertise for part-time, seasonal employees. Motioned by Commissioner Hempel, seconded by Commissioner Peterson, to authorize the County Engineer to advertise for part-time, seasonal employees. Motion unanimously carried.

Motioned by Commissioner Jensen, seconded by Commissioner Tveitbakk, to approve the Agreement between Pennington County and Law Enforcement Labor Services, Inc. (Local #32) Dispatcher/Jailer, Corrections, Sentence-to-Serve employees for the period of January 1st, 2012 to December 31st, 2014 as presented. Motion unanimously carried.

The County Board discussed a proposal from attorney Kristi Hastings to conduct Supervisor training. Included in the training would be a one-hour session on harassment and discrimination that could be recorded and used for training all County employees. Motioned by Commissioner Jensen, seconded by Commissioner Tveitbakk, to hire Attorney Kristi Hastings from Pemberton, Sorlie, Rufer, Kershner, PLLP to do supervisor training on topics including hiring, performance evaluations, documentation, veteran’s preference, terminations, data practices, harassment, and discrimination. Motion unanimously carried.

Motioned by Commissioner Tveitbakk, seconded by Commissioner Hempel, to approve payment of the Human Services warrants totaling \$54,490.37 and also the following Commissioner warrants. Motion unanimously carried.

WARRANTS

County Revenue	\$46,485.99
Road & Bridge	\$14,621.85
Ditch Funds	\$ 125.58

The MN Dept. of Labor and Industry Occupational Safety and Health Division (OSHA) did an inspection of some County buildings on January 25th, 2012. Two violations were found at the Courthouse with a total penalty of \$750. One violation was found at the LEC with a penalty of \$500. Under the Expedited Informal Settlement Agreements, Pennington County agrees to provide evidence of actions taken to abate the violations by submitting written progress reports to MNOSHA within 30 days of the citations being issued. The penalties are also decreased by 30% to a total of \$875.00. Motioned by Commissioner Hempel, seconded by Commissioner Peterson, to approve the Expedited Informal Settlement Agreements for the County Courthouse and the Law Enforcement Center as presented and approve payment of \$875.00 to MN OSHA. Motion unanimously carried.

The Chairman then appointed Commissioners Tveitbakk and Jensen to a committee to meet with the Heritage Center to discuss their financial position.

Motioned by Commissioner Jensen, seconded by Commissioner Peterson, to approve the Board minutes of February 14th, 2012 as written. Motion unanimously carried.

County Auditor Ken Olson then discussed applying for a HAVA Operating Grant and presented a resolution authorizing the County Auditor to make the application. The following resolution was introduced by Commissioner Jensen, seconded by Commissioner Peterson, and upon vote was unanimously carried.

RESOLUTION

BE IT RESOLVED, that the Pennington County Board of Commissioners are hereby authorize the County Auditor, Kenneth Olson, to apply for the HAVA Operating Grant on behalf of Pennington County.

Discussion was held on the credit card policy and the use of County credit cards by the Sheriff's Office for out-of-state travel and expenses. Motioned by Commissioner Tveitbakk, seconded by Commissioner Hempel, to authorize the County Sheriff's Office to use the County credit card when on official business out-of-state upon authorization of the County Sheriff. Motion unanimously carried.

The County Attorney presented a Purchase of Service Agreement with the Violence Intervention Project Inc. The following resolution was introduced by Commissioner Hempel, seconded by Commissioner Tveitbakk, and upon vote was unanimously carried.

RESOLUTION

WHEREAS, the Contractor is an organization that provides Domestic Violence Victim services to victims and their families; and

WHEREAS, the Agency represents Pennington County, wishes to purchase such program services from the Contractor; and

WHEREAS, the Contractor represents that it is duly qualified and willing to perform such services; and

WHEREAS, the Minnesota Dept. of Public Safety has authorized the Agency to use State and Victims of Crime Act (VOCA) grant funds to purchase services;

NOW, THEREFORE, in consideration of the mutual understandings and agreements set forth, the Agency and Contractor agree to enter into a Purchase of Service Agreement for \$24,000 for the year beginning October 1st, 2011 to September 30th, 2012.

Motioned by Commissioner Hempel, seconded by Commissioner Tveitbakk, to adjourn the Board meeting to March 13th, 2012 at 10:00 a.m. Motion carried.

ATTEST:

Kenneth Olson, Auditor
Pennington County

Oliver Swanson, Chairman
Board of Commissioners