

**OFFICIAL PROCEEDINGS  
PENNINGTON COUNTY BOARD OF COMMISSIONERS  
TUESDAY, MARCH 26<sup>th</sup>, 2013, 4:00 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, March 26<sup>th</sup>, 2013 at 4:00 p.m. Members present: Cody Hempel, Donald Jensen, Neil Peterson, Oliver “Skip” Swanson, and Darryl Tveitbakk. Members absent: none.

The Chairman called the Hearing on the Five-Year Road & Bridge Plan to order as advertised. In attendance were County Engineer Mike Flaagan, The Times reporter Scott D’Camp, Gerald Hermreck, Don Dyrdal, Matthew Noehring, Steve Olson, Donald Jorde, Alexis Paul, Wes Paul, Ben Pribula, and Robert Bastian.

County Engineer Mike Flaagan was called on to review the Five-Year Road & Bridge Construction Plan. Mr. Flaagan reviewed each project planned for years 2013 to 2017 along with the estimated costs and amount of County State Aid funds estimated to be available for each project. A map showing the locations of each project was also provided to those in attendance. The majority of the persons in attendance were present to discuss paving Dewey Ave. further north, possibly to the Pennington/Marshall County line. It was explained that this road is not currently designated a CSAH highway and would require a realignment of CSAH miles. The County Board did include this project at the end of the Five-Year plan in 2017.

The Public Hearing was closed at 4:45 p.m. and the County Board recessed the meeting until 5:00 p.m.

The County Board meeting was called back to order at 5:00 p.m. The County Board recited the Pledge of Allegiance.

Human Services Director Ken Yutrzenka presented the Human Services Committee Consent Agenda from the March 19<sup>th</sup>, 2013 meeting. On a motion by Commissioner Jensen and seconded by Commissioner Swanson, the following recommendations of the Pennington County Human Services Committee for March 19<sup>th</sup>, 2013 (detailed minutes on record) are hereby adopted. Motion unanimously carried.

**SECTION A**

- I. Approval of the February 19, 2013 Human Service Committee meeting minutes.

**SECTION B**

- I. To approve payment of the Agency’s bills.

The Chairman acknowledged the letter from the Department of Human Services that all fiscal reports were submitted properly and on time.

Mary Hilbrand, Regional Program Coordinator for Homeland Security and Emergency Management, met with the County Board regarding the Emergency Manager position. She stated that the County Sheriff could no longer be the Emergency Manager but it could be a part-time position held by one person who also has a part-time position doing other duties. The Emergency Manager must have direct correspondence with the County Board in times of an emergency. Minnesota Statutes says that each County or City shall appoint an Emergency Manager and if not the County Board Chair or City Mayor will be the Emergency Manager. Smaller cities usually agree to be part of the County plan but cities the size of Thief River Falls need to have their own plan and the Emergency Manager could hold a joint position for both the County and City. There is a three-year grant to help pay for start-up costs of this position and that would need to be applied for. Mary Hilbrand suggested this be a ¾ time position.

County Sheriff Ray Kuznia made a request to hire Austin Porter for the part-time Correctional Officer position. Motioned by Commissioner Jensen, seconded by Commissioner Tveitbakk, to approve the hiring of Austin Porter for the part-time Correctional Officer position. Motion carried.

County Engineer Mike Flaagan informed the County Board that the Maintenance Foreman position has been offered to Mike Stennes and he has accepted the position starting April 15<sup>th</sup>, 2013. This will become a salaried position and a proposed pay schedule was provided. Motioned by Commissioner Jensen, seconded by Commissioner Peterson, to approve the Maintenance Foreman position pay schedule. Motion unanimously carried.

Motioned by Commissioner Jensen, seconded by Commissioner Peterson, to hire Mike Stennes as Maintenance Foreman at the 2<sup>nd</sup> step of the salary schedule to begin April 15<sup>th</sup>, 2013. Motion unanimously carried.

Motioned by Commissioner Tveitbakk, seconded by Commissioner Peterson, to authorize the County Auditor and County Engineer to advertise for bids for overlay project SAP 57-623-006, SAP 57-612-010, SAP 57-610-010, and SAP 57-608-06, to be opened May 13<sup>th</sup>, 2013 at 10:00 a.m. Motion unanimously carried.

Engineer Flaagan presented the abstracts for the bids opened March 12<sup>th</sup>, 2013 for fuel, culvert supplies, and equipment rental for 2013. The County Engineer made a recommendation to approve the bids received.

Motioned by Commissioner Jensen, seconded by Commissioner Peterson, 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 Construction
Ralph McKeever Const.	Beito Repair	Garry Gravel
Wright Construction	Hedeen Const.	K&K Trucking
Thygeson Const.	Olson Const. of TRF	Sellin Bros.

Art Laudal & Son, Inc.	Triple D Const.
Brummond Excavating	Jeff Olson Construction
Davidson Construction	Nelson Brothers Construction

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

**FUEL SUPPLY FOR 2013:**

	Gasohol	No.1 Low Sulphur	No.2 Low Sulphur	Diesel Sulphur
Farmer's *	\$.10-	\$.10-	\$.10-	\$.10-
Union Oil **	\$.10-	\$.10-	\$.10-	\$.10-

\* Delivered  
 \*\* Dealer Pump

Motioned by Commissioner Jensen, seconded by Commissioner Peterson, to accept the True North Steel bids for culvert supplies and instruct the County Engineer to use the low bid for specific culverts. Motion unanimously carried.

The following resolution was introduced by Commissioner Jensen, seconded by Commissioner Peterson, and upon vote was unanimously carried.

**TRANSPORTATION FUNDING RESOLUTION**

**WHEREAS**, Minnesota Counties have had to rely increasingly on the property tax to maintain roads and bridges; and

**WHEREAS**, agriculture is 25% of the Minnesota economy and Minnesota is 6<sup>th</sup> in the nation in agricultural product exports; and

**WHEREAS**, the annual funding gap for counties has resulted in deferring basic maintenance delaying expansion projects, delaying the construction of a ten ton road system to allow for efficient farm to market routes, with resulting safety concerns; and

**WHEREAS**, the rural roads network in the state should be adequate to bring goods to market as legal truck weights have been on the increase; and

**WHEREAS**, transportation-related jobs put over \$2.8 billion in the pockets of Minnesotans and generated \$195 million in income tax revenue in 2011; and

**WHEREAS**, according to the Federal Highway Administration, (FHWA) every \$1 billion invested in highway construction would support approximately 27,800 jobs; and

**WHEREAS**, the current State funding distribution to counties is not sustainable for six out of eight transportation districts; and

**WHEREAS**, transportation funding comes primarily from user fees and are constitutionally dedicated to transportation purposes; and

**WHEREAS**, the wheelage fee and local option sales tax for transportation should be options for all county boards to implement to meet their specific county needs; and

**WHEREAS**, a comprehensive transportation solution should include funding for roads, bridges and transit, and address the varying needs in different parts of the state;  
**NOW, THEREFORE, BE IT RESOLVED**, that the Pennington County Board of Commissioners encourages the Minnesota Legislature to pass and the Governor to sign a bill that brings adequate and sustainable funding to Minnesota’s statewide transportation system.

Motioned by Commissioner Swanson, seconded by Commissioner Jensen, to advertise for applicants for an Emergency Manager as a ¾ time position to be run as its own department and answering directly to the County Board. Motion unanimously carried.

Bruce Schwartzman, BKV Group, met with the County Board via phone call to present the bids received for the Courtroom remodeling project. The following bids were received:

<b><u>Millwork</u></b>	
Northern Woodwork – Thief River Falls	\$49,480.00
Ron’s Cabinets – Sauk Rapids	\$54,606.00
<b><u>Technology</u></b>	
Marco – Fargo	\$68,511.12
AVI Systems – Fargo/Grand Forks	\$76,476.00
Dascom Systems – Woodbury	\$64,443.00
Alpha Video – Edina	\$85,381.00
Parsons Technology – Fridley/Fargo	\$66,181.00
<b><u>Electrical</u></b>	
Skalsky Electric – St. Hilaire	\$13,800.00
Skalsky Electric – St. Hilaire (Alternate #1)	\$ 2,300.00

Motioned by Commissioner Swanson, seconded by Commissioner Tveitbakk, to approve and accept the following lowest and best bids received. Motion unanimously carried.

Northern Woodwork – Millwork	\$49,480.00
Dascom Systems – Technology	\$64,443.00
Skalsky Electric – Electrical	\$13,800.00 plus \$2,300 (Alt. #1)

Motioned by Commissioner Jensen, seconded by Commissioner Tveitbakk, to advertise for applications to fill a full-time Assistant County Attorney position. Motion unanimously carried.

Motioned by Commissioner Tveitbakk, seconded by Commissioner Jensen, to authorize payment of the Human Services warrants totaling \$194,350.73, and also the following Commissioner warrants. Motion unanimously carried.

County Revenue	\$58,896.00
Road & Bridge	\$ 4,539.33

Per diems and meal reimbursements in the amount of \$862.62 were also approved.

The following resolution was introduced by Commissioner Tveitbakk, seconded by Commissioner Swanson, and upon vote was unanimously carried.

**RESOLUTION AUTHORIZING ADMINISTRATION OF THE MINNESOTA HOUSING FINANCE AGENCY’S FAMILY HOMELESS PREVENTION AND ASSISTANCE PROGRAM**

**WHEREAS**, the need for homeless prevention and assistance exists in Pennington County; and

**WHEREAS**, Tri-Valley Opportunity Council, Inc. (grantee) desires to administer the Minnesota Housing Finance Agency’s Family Homeless Prevention and Assistance Program in accordance with all applicable State and Federal regulations; and

**WHEREAS**, Inter-County Community Council desires to deliver Family Homeless Prevention and Assistance Program services in Pennington County; and

**WHEREAS**, in order to administer the Program, it is necessary to Tri-Valley Opportunity Council, Inc. to file a resolution of approval signed by the Pennington County Board of Commissioners with the Minnesota Housing Finance Agency; and

**THEREFORE, BE IT RESOLVED**, that Tri-Valley Opportunity Council, Inc. is authorized to:

1. Submit a proposal to the Minnesota Housing Finance Agency for funds from the Family Homeless Prevention and Assistance Program to assist people in Pennington County;
2. Administer the Family Homeless Prevention and Assistance Program in Pennington County, according to guidelines and contingent upon funds being granted.

Motioned by Commissioner Peterson, seconded by Commissioner Jensen, to approve the Amendment to Attachment A between the Minnesota Department of Agriculture and Pennington County – Agreement #M0170 authorizing a new allocation of \$40,000 for the Ag Best Management Practices Loan Program and authorize the County Auditor to sign as the County’s Authorized Representative. Motion unanimously carried.

Motioned by Commissioner Peterson, seconded by Commissioner Jensen, to approve the minutes of March 12<sup>th</sup>, 2013 as written. Motion unanimously carried.

Motioned by Commissioner Jensen, seconded by Commissioner Swanson, to appoint Judy Inglis to the NW Minnesota Juvenile Training Center Board; filling the open position from Pennington County. Motion unanimously carried.

Motioned by Commissioner Tveitbakk, seconded by Commissioner Jensen, to adjourn the Board meeting to April 9<sup>th</sup>, 2013 at 10:00 a.m. Motion unanimously carried.

ATTEST:

Kenneth Olson, Auditor  
Pennington County

Cody Hempel, Chairman  
Board of Commissioners