

**OFFICIAL PROCEEDINGS
PENNINGTON COUNTY BOARD OF COMMISSIONERS
TUESDAY, JULY 9TH, 2013, 10:00 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, July 9th, 2013 at 10:00 a.m. Members present: Cody Hempel, Donald Jensen, Neil Peterson, and Oliver “Skip” Swanson. Members absent: Darryl Tveitbakk.

The Chairman called the meeting to order at 10:00 a.m., the County Board recited the Pledge of Allegiance.

Erica Hamre, Director of RSVP of the Red River Valley gave a report on the programs they administer and the programs Pennington County participates in. The Handyman program is being setup in Pennington County now and will be a new program offering in Pennington County. The County appropriates \$1,000 to the RSVP program annually and the request is to continue funding at that level. This request was referred to the budget.

The County Board reviewed the Notice of Hearing from Rocksbury Township for a change of zoning on real property from Agricultural to Commercial. The hearing is to be held July 22, 2013 at 7:00 p.m. at Val Hall in Rocksbury Township.

Commissioner Swanson moved, seconded by Commissioner Jensen to send a letter to the NW Multi County HRA supporting their efforts in applying for a Housing Preservation Grant. Motion unanimously carried.

Michael Cullen met with the County Board regarding delinquent mobile home tax for years 1997 and 1998. The mobile home has been gone for many years and he has not received any notice prior to now about these back taxes and is asking for some consideration on the interest amount. Commissioner Jensen moved, seconded by Commissioner Swanson that upon agreement of the County Treasurer that the County agree to abate one half of the interest on the amount due on mobile home parcel #14.09100100 for taxes payable 1997 and 1998 if the remaining amount and the lien releases are paid by July 25th, 2013 which is approximately two weeks from date of letter regarding this action. Motion unanimously carried.

County Auditor Ken Olson reviewed a letter received from Brad and Cathi Blawat concerning delinquent mobile home tax on parcel #25.09113501 for the years 2000 and 2002. The mobile home was owned by his wife Catherine (Rice) Blawat until sold in the spring of 2002. They haven’t received any notice of these delinquent taxes until this time and asked for consideration of part of the interest accumulated. Commissioner Jensen moved, seconded by Commissioner Swanson that upon agreement of the County Treasurer that the County agree to abate one half of the interest on the amount due on mobile home parcel #25.09113501 for taxes payable 2000 and 2002 if the remaining amount and the lien release amounts are received by July 25th, 2013. Motion unanimously carried.

Moved by Commissioner Peterson, seconded by Commissioner Jensen to approve the June 17th, 2013 minutes from the County Board of Appeal and Equalization as read. Motion carried.

County Engineer Mike Flaagan met with the County Board on the following items.

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

WHEREAS; Contract No. 1204 has in all things been completed, and the County Board being fully advised in the premises, now then be it resolved, that we do hereby accept said completed project for and in behalf of the Pennington County Highway Department and authorize final payment as specified herein.

The County Striping project has started and the project on County Road #81 is to start next week. A preconstruction meeting will be held this Thursday on the paving projects.

County Engineer Flaagan presented a quote from Marco for a Canon IRC 5035 color copier and scanner for the Highway Department. Moved by Commissioner Swanson, seconded by Commissioner Jensen to purchase the quoted Canon IRC 5035 copier from Marco at a price for \$7,495 for the Highway Department. Motion unanimously carried.

The County Board then discussed the Wheelage Tax. The County could raise approximately \$135,000 from the Wheelage Tax which is a \$10 fee added to the price of license tab's. The funds need to be deposited in the County's Road and Bridge fund and used for Maintenance or Construction of County Roads. The funds could be used to reduce the Road & Bridge property tax levy. The County Board needs to notify the State of Minnesota of their intent by August 1st, 2013 if they intend to start collecting the funds beginning January 1, 2014. Dean Philipp who was present at this portion of the meeting spoke against the tax. This issue will be brought back to the July 23rd, 2013 County Board meeting for consideration.

County Sheriff Ray Kuznia presented the resignation of Wendy Mattson from the position of Office Manager/Sheriff's Secretary effective July 12, 2013. Commissioner Jensen moved, seconded by Commissioner Swanson to regretfully accept the resignation of Wendy Mattson and thank her for her many years of service with the Pennington County Sheriff's Office. Motion unanimously carried.

The County Sheriff then made a request to start advertising for applications to fill the position of Office Manager/Sheriff's Secretary. Moved by Commissioner Peterson, seconded by Commissioner Swanson to authorize the Personnel Committee to advertise, interview and bring a recommendation to the County Board for final approval to fill the vacant position of Office Manager/Sheriff's Secretary. Motion carried.

The Sheriff then noted Code Red will not be ready for the County Fair as part of the mapping is not complete. They could still take registration from the citizens that want to receive Code Red notifications.

The County Auditor presented a four year maintenance agreement from Election Systems and Software to provide maintenance on the M100 ballot counters and Automark ballot marking devices. Commissioner Jensen moved, seconded by Commissioner Peterson to approve the four year Hardware and Software Maintenance agreement with Election Systems & Software LLC (ES & S). Motion unanimously carried.

Commissioner Hempel reviewed the Thief River Falls Convention and Visitor Bureau request that the County contribute toward and sponsor the Thief River Falls Welcome Bags. No Action was taken.

Commissioner Peterson moved, seconded by Commissioner Jensen to approve payment of the Human Service warrants totaling \$161,368.99, the Auditor and Manual warrants for June 2013 totaling \$853,203.77, and the following Commissioner warrants. Motion unanimously carried.

WARRANTS	
County Revenue	\$110,915.78
Road & Bridge	\$ 11,082.44
Capital Improvement	\$ 15,288.63

Per diems and meal reimbursements in the amount of \$1,783.59 were also approved.

Commissioner Swanson noted that he and Commissioner Tveitbakk had discussed switching Committee assignment whereas Commissioner Swanson would represent the County Board on the Thief River Falls Library Board and the Northwest Regional Library Board. Commissioner Tveitbakk would then represent the County Board on the Law Enforcement Committee.

Commissioner Jensen moved, seconded by Commissioner Peterson to appoint Commissioner Tveitbakk to the Law Enforcement Committee taking the place of Commissioner Swanson. Motion carried.

Commissioner Peterson moved, seconded by Commissioner Jensen to appoint Commissioner Swanson to the Thief River Falls Library Board and to the Northwest Regional Library Board taking the place of Commissioner Tveitbakk. Motion carried.

The County Board then discussed Elected Official salaries. The Personnel Committee was asked to come back with a recommendation for the July 23rd, 2013 meeting.

County Auditor Kenneth Olson then read a letter from Vickie Bjorgaard, Pennington County Treasurer announcing her retirement effective September 30th, 2013. Vickie Bjorgaard was present at the meeting and the County Board offered their congratulations.

Commissioner Peterson moved, seconded by Commissioner Swanson to acknowledge the retirement of Vickie Bjorgaard, Pennington County Treasurer and thank her for her 40 years of service to Pennington County. Motion unanimously carried.

Commissioner Jensen moved, seconded by Commissioner Peterson to approve the following resolution and upon vote it was unanimously carried.

BE IT HEREBY RESOLVED that the Pennington County Board of Commissioners does hereby appoint Kenneth Olson as acting Pennington County Treasurer effective October 1st, 2013.

Moved by Commissioner Peterson, seconded by Commissioner Jensen to approve the minutes of June 25th, 2013 as written. Motion carried.

The County Board set the December Board meeting dates as follows:

December 17 th , 2013	5:00 p.m.
December 30 th , 2013	5:00 p.m.

Commissioner Jensen moved, seconded by Commissioner Peterson to adjourn to 5:00 p.m. July 23rd, 2013. Motion carried.