

**OFFICIAL PROCEEDINGS
PENNINGTON COUNTY BOARD OF COMMISSIONERS
TUESDAY, AUGUST 13TH, 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, August 13th, 2013 at 10:00 a.m. Members present: Cody Hempel, Donald Jensen, Neil Peterson, Oliver “Skip” Swanson, and Darryl Tveitbakk. Members absent: none.

The Pledge of Allegiance was recited.

Myron Jesme and Dale Nelson representing the Red Lake Watershed District presented the 2012 Annual Report and gave a report on the Red Lake Watershed Ditch #14 and Thief River Falls Flood Reduction project.

Bryan Malone, Administrator of the Pennington County Soil and Water Conservation District presented a Minnesota Wetland Conservation Act Application for the Approval of Wetland Type and Boundary. Applicant LeRoy Flickinger requests that a Wetland Boundary and Type be established on lots 16, 17, 18, 19 and 20 of Swanson-Horien First Addition to allow him to design driveways and house locations to avoid wetland impacts. Commissioner Jensen moved, seconded by Commissioner Peterson to approve the Minnesota Local/State/Federal Application for wetland Projects from LeRoy Flickinger resulting in No Loss of wetlands and establishing wetland boundaries. Motion unanimously carried.

County Assessor Adeline Olson, presented two abatements under the local option for disaster rule.

Steve and Mary Wegner had their garage destroyed by fire on May 23, 2013 and the Assessor is requesting that the market value of their parcel no. 17.00402603 be reduced for taxes payable 2014 by \$3,000 to reflect the value of the property lost by fire since May 23, 2013. Moved by Commissioner Peterson, seconded by Commissioner Tveitbakk to reduce the market value of Steven and Mary Wegner’s parcel no. 17.00402603 by \$3,000 to reflect the loss of the garage for tax payable 2014. Motion unanimously carried.

Clyde and Laura Moen’s house was damaged by fire on January 5th, 2013 and the Assessor is requesting that the market value of their parcel no. 11.04600900 be reduced for tax payable 2014 by \$16,500 to reflect the value of the property damaged by fire. Moved by Commissioner Jensen, seconded by Commissioner Peterson to reduce the market value of Clyde and Laura Moen’s parcel no. 11.04600900 by \$16,500 to reflect the damage on the home for tax payable 2014. Motion unanimously carried.

Lee Meier, Executive Director of the Northwest Minnesota Multi-County Housing & Redevelopment Authority gave an overview of the Housing and Redevelopment Authority programs operated in the region. Lee Meier also explained how HRA Levy is

used as leverage when applying to various funding sources that may benefit the county and cover development costs associated with the HRA operations. Lee Meier then presented a resolution from the Northwest Minnesota Multi-County HRA Board of Commissioners approving the adoption of taxable market value for tax payable 2014.

Lee Meier then discussed the Pilot payment due on the Foxtail Townhomes. He asked if the County would waive the payment this year to allow for repairs to the apartments. Moved by Commissioner Tveitbakk, seconded by Commissioner Jensen to approve waiving the Pilot payment for the period July 1, 2012 to June 30, 2013 on the Foxtail Townhomes. Motion unanimously carried.

Howard Person reviewed the repairs on the Solid Waste Building. The overhead door has been replaced, the fence is back up and insulation picked up. Two quotes were received for the roof repair.

Ram Building Systems Inc.	\$14,250.00
Structures Inc.	\$ 9,763.00

Moved by Commissioner Tveitbakk, seconded by Commissioner Peterson to accept the quote of Structures Inc. of \$9,763.00 plus tax for roof repairs on the Solid Waste Building. Motion unanimously carried.

Howard Person will discuss the repairs needed on the east wall with the County Engineer. Howard Person also noted he will be meeting with the other Solid Waste Officers in the region to discuss developing a regional Solid Waste Plan.

Erik Beitel, Emergency Management Director requested approval of his letter requesting Improve Your Program Grant funds. The following resolution was introduced by Commissioner Tveitbakk, seconded by Commissioner Peterson and upon vote was unanimously carried.

RESOLUTION

WHEREAS, The Pennington County Board of Commissioners has established a separate department now known as Emergency Management, and

WHEREAS, The Pennington County Board has appointed Erik Beitel as the Emergency Management Director effective July 8th, 2013.

BE IT RESOLVED, that the Emergency Management Director be authorized to send a letter requesting approval of the Improve Your Program Grant to assist with the financial burden for the next three years of establishing a separate Emergency Management Department as recommended.

County Engineer Mike Flaagan and Highway Accountant Lori Marquis then met with the County Board. County Engineer Flaagan reviewed the progress on the 2013 construction projects. He also discussed ditch petitions on C.D. #36 and J.D. #13. The County Board

then reviewed the 2014 County Highway Department Budget. The wheelage Tax will need to be added to the budget.

Human Service Director Ken Yutrzenka and Financial Officer Scott Sommers then met with the County Board to discuss moving Child Support Staff to a space in the Courthouse and the 2014 Human Services Budget. The Building Committee had met with the Human Services Director to propose to move the Child Support Staff into the first floor of the Courthouse. The proposed space was previously occupied by the Probation Staff in the south end and the space currently occupied by the Sentence to Serve Crew Leaders. The Sentence to Serve Crew Leader would move their office to the office space in the former North Township Highway Department building.

Moved by Commissioner Peterson, and seconded by Commissioner Jensen to approve moving the Child Support Staff to the Courthouse and STS to the North Township Highway Department office space. Motion carried.

Commissioner Swanson excused himself from the meeting at 12:00 p.m.

The County Board then reviewed the 2014 Human Services Budget.

The County Board discussed and approved purchasing a server that will run GIS programs for Pennington County and provide space for Norman County, Red Lake County and Marshall County GIS data.

Commissioner Hempel made a request that due to meeting schedules Commissioner Tveitbakk take his place on the Chamber of Commerce Board. This reassignment of committee appointment was approved.

The County Board then discussed establishing a County Public Safety Committee that could work with the Emergency Management Director. Moved by Commissioner Jensen, seconded by Commissioner Tveitbakk to establish a County Public Safety Committee consisting of the Chairman, Vice-Chairman, Emergency Management Director, and County Attorney and County Engineer when needed. Motion unanimously carried.

The County Board discussed the proposed Economic Development Director and the amount they would contribute. After much discussion the amount of \$20,000 was to be used in the draft budget.

Commissioner Peterson moved, seconded by Commissioner Tveitbakk to approve the Satisfaction of Mortgage Deed for Bill J. Johnson and authorized the Chairman to sign the same. Motion unanimously carried.

Commissioner Peterson moved, seconded by Commissioner Tveitbakk to approve payment of the Human Service warrants totaling \$188,346.29, the Auditor and Manual warrants for July 2013 totaling \$2,901,605.25, and the following Commissioner warrants. Motion unanimously carried.

WARRANTS

County Revenue	\$138,899.85
Road & Bridge	\$ 86,076.13
Solid Waste Facility	\$ 866.50
Ditch Funds	\$ 8,225.00

Per diems and meal reimbursements in the amount of \$2,221.07 were also approved.

Commissioner Hempel informed the County Board that the County is officially released from the MEC Center Joint Powers.

Commissioner Tveitbakk moved, seconded by Commissioner Peterson to approve the minutes of July 23rd, 2013 as written. Motion carried.

County Auditor Ken Olson presented a quote to purchase a computer, monitor and scanner for the Motor Vehicle Department from Insight Technologies. Moved by Commissioner Peterson, seconded by Commissioner Tveitbakk to approve the purchase of a computer, monitor and scanner for the Motor Vehicle Department as proposed. Motion carried.

The County Board then reviewed a letter from the Oklee ambulance service requesting funds for purchase of an ambulance. No action was taken.

Commissioner Tveitbakk moved, seconded by Commissioner Peterson to approve the Service Agreement with Insight Technologies to provide 24/7 monitoring of the server, firewalls, work stations and network switches at the Law Enforcement Center. Motion unanimously carried.

The following resolution was introduced by Commissioner Jensen, seconded by Commissioner Peterson and the following vote was recorded. Jensen – Aye, Tveitbakk – Aye, Peterson – Aye, Hempel – Aye. Motion carried.

**Resolution Combining Offices of Auditor and Treasurer
of Pennington County**

WHEREAS, a vacancy has occurred in the office of the Pennington County Treasurer with the Retirement of the last elected County Treasurer, Vickie Bjorgaard; and

WHEREAS, it is the intention of this County Board to appoint the holder of the office of the Pennington County Auditor to fill the vacancy for the unexpired term of the County Treasurer pursuant to M.S.A. 375A.11, Subd. 3; and

WHEREAS, the Pennington County Board does not choose to initiate a referendum by resolution to consolidate the offices of Auditor and Treasurer into one elected office; and

WHEREAS, the Pennington County Board wishes to exercise its option pursuant to M.S. A. 375A.10 to consolidate the offices of County Auditor and County Treasurer and to establish the combined office hereafter as an elective office of the office of the Auditor-Treasurer of Pennington County, State of Minnesota, with the election for that office to first occur at the next general election scheduled to be held in November 2014; and

WHEREAS, the Pennington County Board's decision to establish the elective office of Auditor-Treasurer without a referendum requires the concurrence of 80% of the members of the Pennington County Board;

NOW, THEREFORE, BE IT RESOLVED that the Pennington County Board of Commissioners does terminate the separate offices of County Auditor and County Treasurer effective October 1st, 2013, which is the first day following the retirement of the last elected Pennington County Treasurer, and that the County Board of Commissioners does establish from that effective date onward the office of Auditor-Treasurer in a single office.

BE IT FURTHER RESOLVED that the duties, functions, and responsibilities which have been previously required by statute to be performed by the County Auditor and the County Treasurer shall now be vested in and performed by the Auditor-Treasurer without diminishing, prohibiting, or avoiding those specific duties required by statute to be performed by the County Auditor and the County Treasurer.

LASTLY, BE IT RESOLVED that Kenneth Olson, the current Pennington County Auditor, shall serve, from the effective date onward, as the Pennington County Auditor-Treasurer until the end of the current term of office for those County positions when the combined position shall be subject to election.

The County Board set 5:00 p.m. September 4th, 2013 as a special County Board meeting to work on the 2014 budget.

Commissioner Peterson moved, seconded by Commissioner Jensen to adjourn to 5:00 p.m. August 27th, 2013. Motion carried.