

**OFFICIAL PROCEEDINGS  
PENNINGTON COUNTY BOARD OF COMMISSIONERS  
TUESDAY, OCTOBER 22, 2013, 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, October 22<sup>nd</sup>, 2013 at 5:00 p.m. Members present: Cody Hempel, Donald Jensen, Neil Peterson, and Darryl Tveitbakk. Members absent: Oliver “Skip” Swanson.

The Pledge of Allegiance was recited.

Ken Yutrzenka, Human Services Director presented the consent agenda. On a motion by Commissioner Jensen and seconded by Commissioner Peterson the following recommendations of the Pennington County Human Services Committee for October 15<sup>th</sup>, 2013 are hereby adopted. Motion unanimously carried.

**SECTION A**

- I. To approve the September 17, 2013 Human Service Committee meeting minutes as corrected.
- II. To approve the Agency’s personnel action.
- III. To approve the Supplemental Nutrition Assistance Program (SNAP) Employment and Training contract with Minnesota Department of Employment and Economic Development for operation of the FFY14 Food Support Employment and Training (FSET) program.

**SECTION B**

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

Ken Yutrzenka then presented two quotes for a copier for the Child Support offices now set up in the County Courthouse. Moved by Commissioner Tveitbakk, seconded by Commissioner Jensen to purchase the Canon IR 3235 from Marco for \$5,295.00. Motion unanimously carried.

Rick Trontvet, Maryel Anderson and Dave Onkka representing Job’s Inc. Thief River Falls discussed with the County Board the need of a full time Economic Development position for Thief River Falls and Pennington County. This position would be funded by a contribution of \$35,000 each from the County, City of Thief River Falls and Job’s Inc. This position was previously a part-time position done by the City Planner. This would not replace the need for the City Planner and would be full-time economic development work. They would like to get this position filled by January 1<sup>st</sup>, 2014. The County Board had previously budgeted \$20,000 towards this position for 2014. The County Board held over the decision until later in the County Board meeting.

Helen Anderson, Tobacco Free Communities Program Coordinator and Anita Cardinal, Inter County Nursing Director met with the County Board to discuss the Tobacco Free Communities Program (TFC). The TFC program was funded by a grant awarded to Quin Community Health Service that has been extended to June 30<sup>th</sup>, 2016. TFC will focus on three strategies: 1. Smoke-Free Foster Care and Childcare, 2. Point of Sale (Marketing and Youth Access to Tobacco) and 3. Tobacco-Free Outdoor, School, and Community Based Settings. They asked that the County look at increasing the Tobacco License fee, currently at \$25, with funds to be used for compliance checks. The County Board thanked them for the information.

County Sheriff Ray Kuznia presented the Hazard Mitigation Grant Program Plan Update. The total grant is for \$27,900.00 and requires a County Match of \$9,300. The grant will begin September 16<sup>th</sup>, 2013 or the date the State of Minnesota obtain all signatures through September 16<sup>th</sup>, 2016

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

BE IT RESOLVED; That the Pennington County Board approve the Hazard Mitigation Grant Program between the State of Minnesota, Division of Homeland Security and Emergency Management and Pennington County.

BE IT FURTHER RESOLVED; that the County Board Chairman and County Sheriff be authorized to sign the Grant Contract on behalf of Pennington County.

The Sheriff then presented two quotes for installation of a new furnace in the Sentence to Service office.

Temp-Rite	-	\$1,936.00
Brodin's	-	\$1,927.00

Commissioner Tveitbakk moved, seconded by Commissioner Peterson to have the County Sheriff select the company to install a new furnace in the Sentence to Service office based on when the work can be done. Motion unanimously carried.

Ray Kuznia, County Sheriff then discussed the need to hire a Juvenile Sentence to Service crew leader. The Sheriff had approval previously but did not do so as the current Juvenile Crew Leader decided he could stay on the job. This employee is no longer able to fill that position which only works weekends with the juveniles ordered to provide community service.

Moved by Commissioner Tveitbakk, seconded by Commissioner Peterson to authorize the posting, advertising, interviewing and hiring of a part-time Juvenile Sentence to Service crew leader. Motion unanimously carried.

County Sheriff, Ray Kuznia then asked to contract for temporary help for a limited amount of hours and hourly rate to help catch up on dictation that has fallen behind when the part-time Sheriff's Secretary employee resigned. If agreeable he would like to contract with Renae Marquis. Moved by Commissioner Peterson, seconded by Commissioner Tveitbakk, to offer Renae Marquis a contract for up to 150 hours at \$15 per hour to help the Sheriff's Office to catch up on work that has fallen behind to be signed by the County Board Chairman. Motion unanimously carried.

The County Sheriff also indicated that he will be re-advertising for applications to fill the Part-time Sheriff Secretary's position.

Howard Person met with the County Board as the Solid Waste Officer. He noted that the roof on the Solid Waste processing building has been repaired by Structures Inc. Howard Person also discussed the 10 year update to the Solid Waste Plan. The MN Pollution Control Agency wants to see a regional plan for all the County's hauling solid waste to MAR-KIT. The following quotes were received.

	SEH Inc.	Wenck Associates, Inc.
Lake of the Woods	\$ 7,587	\$ 8,500
Roseau	\$14,105	\$15,804
Kittson	\$ 7,908	\$ 8,859
Marshall	\$10,633	\$11,912
Pennington	<u>\$13,197</u>	<u>\$14,785</u>
	\$53,430	\$59,860

Moved by Commissioner Peterson, seconded by Commissioner Jensen to approve the quote of SEH, Inc. to do the Regional ten year Solid Waste plan update including task 1 through 4, pending approval of the other counties of the same. Motion unanimously carried.

Howard Person then discussed his work on the Soybean Plots. He has been contacted by the Minnesota Wheat Grower, Soybean Growers and Corn Growers to hire Howard Person for one day of Howard's time in Pennington County per week. They would pay the corresponding contract amount for that time or approximately \$16,800/year. This could mean Howard would no longer be able to do feedlot inspections. No action was taken on this request.

The County Board discussed the conditions in Basswood Trailer Court.

County Engineer Mike Flaagan reported that he had suspended work on the repaving of CSAH #23 (Oklee Road) until next spring. He has discussed this with the contractor and he has agreed with this action. The Road, Bridge and Culvert committee meeting was scheduled for 8:00 a.m. November 5<sup>th</sup>, 2013.

The County Engineer reported that he has sent out information regarding closing or redirecting railroad crossing. He has also drawn up a description of County Ditch #36 as it appears to exist today. He will be contacting Kurt Deter an expert Ditch Attorney to see what the procedure would be to establish this as the C.D #36 system.

The Toward Zero Deaths Committee met with Digi-Key and Arctic Cat representatives.

The Technology Committee representatives from the City of Thief River Falls and ProWest discussed the GIS information and additional upgrades needed. Commissioner Jensen moved, seconded by Commissioner Tveitbakk that the County of Pennington be responsible for items 3 and 4, correcting boundaries lines platted lots in the City of Thief River Falls and surrounding Townships, and boundaries lines of the Thief River and Red Lake River. Motion unanimously carried.

Commissioner Jensen moved, seconded by Commissioner Tveitbakk to approve Amendment #1 to the GIS Professional Services Agreement with ProWest & Associates to extend the time to

complete the development and installation of Pennington County's internal and public web mapping applications to January 31, 2014. Motion unanimously carried.

The County Board then discussed the Arena and Auditorium Leases.

Commissioner Tveitbakk moved, seconded by Commissioner Jensen to nominate Dante Steele and Kara Lincoln as Minority-Public Interest representatives on the Northwest Regional Development Board. Motion unanimously carried.

Ken Olson, County Auditor/Treasurer informed the County Board that the Courtroom project has been finished and the final checklist completed. Moved by Commissioner Jensen, seconded by Commissioner Peterson to authorize the County Auditor/Treasurer to make final payments by Auditors warrants to Northern Woodwork, Parson's Electric and BKV Group upon obtaining the proper amounts still due. Motion unanimously carried.

Moved by Commissioner Peterson, seconded by Commissioner Jensen to approve submitting the PRISM Implementation Grant Application and authorize 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 \$91,359.02 and the following Commissioner warrants. Motion unanimously carried.

WARRANTS	
County Revenue	\$249,845.76
Road & Bridge	\$ 3,871.42

Per diems and meal reimbursements in the amount of \$706.05 were also approved.

Moved by Commissioner Jensen, seconded by Commissioner Tveitbakk to approve the minutes of October 8<sup>th</sup>, 2013 as written. Motion carried.

The County Board then continued the discussion on the County's appropriation to the Economic Development Director position. After considerable discussion, Commissioner Tveitbakk moved to increase our appropriation to the Economic Development position to \$30,000 for 2014. Upon vote the motion was carried with Commissioner Jensen voting against.

The County Board stated they would like to have voting members on the Job's Inc. Board.

Moved by Commissioner Tveitbakk, seconded by Commissioner Jensen to adjourn to 10:00 a.m. November 12<sup>th</sup>, 2013. Motion carried.

ATTEST:

Kenneth Olson, Auditor-Treasurer  
Pennington County

Cody Hempel, Chairman  
Board of Commissioners

