

**OFFICIAL PROCEEDINGS
PENNINGTON COUNTY BOARD OF COMMISSIONERS
TUESDAY, NOVEMBER 26TH, 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, November 26th, 2013 at 5:00 p.m. Members present: Donald Jensen, Neil Peterson, Darryl Tveitbakk, Cody Hempel and Oliver “Skip” Swanson. Members absent: None.

The Pledge of Allegiance was recited.

Fiscal Supervisor, Scott Sommers presented the Human Service Committee consent agenda from November 19th, 2013. On a motion by Commissioner Peterson, and seconded by Commissioner Jensen, the following recommendations of the Pennington County Human Service Committee for November 19th, 2013 (detailed minutes on record) are hereby approved. Upon vote the motion was unanimously carried.

SECTION A

- I. To approve the October 15, 2013 Human Service Committee meeting minutes as presented.
- II.
 - A. To approve the CY2014 Supported Employment Purchase of Service Agreement with the Occupational Development Center.
 - B. To approve the CY2014 supervised visitation Purchase of Service Agreement with the Umbrella Tree Children’s Safety Center.
 - C. To enter into a Care Coordination delegation agreement with Medica managed care effective 01/01/2014.
 - D. To authorize submission of a grant renewal to the Minnesota Department of Human Services for Children’s Mobile Crisis Services and, if awarded, to continue as the grant’s fiscal host

SECTION B

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

Tony Dorn Jr., Tim Benedict, Tom Goddard and Jim Efteland representing the Thief River Falls Amateur Hockey Association (TRFAHA) met with the County Board to discuss the lease of the Old Arena. Also present was Tony Kozojed representing the Thief River Falls Rifle Club. The TRFAHA representatives had concerns regarding the proposal forwarded to them including a lease amount of \$5,000. County Attorney Alan Rogalla went through the changes in the lease agreement including repairs to the building, liability insurance and Minnesota Department of Health Requirements. The County Attorney also noted he had included in the last 3 year lease the three year notice required under the transfer agreement between the City of Thief River Falls and

Pennington County. The TRFAHA Representatives agreed they had noted the changes in the lease document and acknowledged that the three year notice had been given.

The TRFAHA representatives mentioned that through the years the trade-off for the lease was that TRFAHA did all the maintenance of the building and mechanical equipment which is substantially more than rent. This is a much different lease than the leases in the Auditorium in which the County pays the utilities and maintenance. After further discussion Commissioner Tveitbakk moved, seconded by Commissioner Jensen to approve a 18 month lease (January 1, 2014 - June 30, 2015) with TRFAHA for the Old Arena at a fee of \$250 per year, \$125 for one half of a year upon receipt of a certificate of insurance and return of a signed lease agreement. Motion unanimously carried.

The TRFAHA representative then shared the results of a survey of their member regarding the importance of the Old Arena to youth hockey. Ninety-two percent of the returned surveys said the Old Arena was very important to youth hockey.

Commissioner Peterson moved, seconded by Commissioner Tveitbakk to extend the lease with TRFAHA for office space in the County Auditorium for 18 months (January 1, 2014 - June 30th, 2015) for \$150 per month. Motion unanimously carried.

The County Board then met with Tony Kozojed regarding the Thief River Falls Rifle Club lease. Moved by Commissioner Swanson, seconded by Commissioner Tveitbakk to approve an 18 month lease (January 1, 2014 - June 30, 2015) with the Thief River Falls Rifle Club for \$20 per year. Motion unanimously carried.

Moved by Commissioner Jensen, seconded by Commissioner Peterson to approve an 18 month lease (January 1, 2014 - June 30, 2015) with the Thief River Falls Archery Club for \$50 per year. Motion unanimously carried.

Moved by Commissioner Tveitbakk, seconded by Commissioner Swanson to approve an eighteen month lease (January 1, 2014 – June 30, 2015) with St. Bernard's for the use of the gymnasium at a rate of \$325 per month for seven months during the school year. Motion unanimously carried.

Commissioner Tveitbakk moved, seconded by Commissioner Jensen to approve an eighteen month lease (January 1, 2014 – June 30, 2015) for office space in the Auditorium with the Pennington Municipal and County Employees Credit Union. Motion unanimously carried.

Commissioner Jensen moved, seconded by Commissioner Swanson to approve the lease with the City of Thief River Falls for use of the gymnasium in the Auditorium for eighteen months (January 1, 2014 – June 30, 2015) with the City providing snowplowing services. Motion unanimously carried.

Commissioner Jensen moved, seconded by Commissioner Peterson to approve an agreement with the Independent School District #564 for use of the gymnasium for ninth grade basketball practice at a rate of \$7.50 per hour of use when available. Motion unanimously carried.

County Sheriff Ray Kuznia submitted a revised proposal from Skalsky Electric for electrical work needed for the new 911 updated equipment. An additional \$900.00 was added to provide additional 911 circuits. Moved by Commissioner Jensen, seconded by Commissioner Peterson to approve the revised proposal for Skalsky Electric totaling \$4650.00 to add a generator breaker panel, re-circuit existing generator circuits and install two new 911 outlets off the generator panel. Motion unanimously carried.

Ray Kuznia then presented a contract with Environmental Systems Research Institute, Inc. (esri) for a software license for ArcGIS for the 911 system. Moved by Commissioner Peterson, seconded by Commissioner Tveitbakk to approve a contract with esri to provide an ArcGIS software license for \$1,308.15. Motion unanimously carried.

The County Board then discussed the fee for Tobacco License which is presently set at \$25 per year. The Tobacco Ordinance states the fee will be set by County Board Resolution.

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

BE IT RESOLVED; that the Pennington County Board set the Tobacco License Fee at \$65 per year effective January 1st, 2014.

County Sheriff Ray Kuznia noted that the interviews for the part-time Sheriff Office clerk are set up for next week. He also noted there would be some additional cost for wiring on the Ford Explorer recently ordered for use as a Sheriff's Squad.

County Auditor/Treasurer Ken Olson presented the Agreement for Consulting Services from Hildi, Inc. to complete a 2014 GASB 45 actuarial valuation that will be used for three financial audit disclosure cycles ending 2014, 2015 and 2016. Moved by Commissioner Tveitbakk, seconded by Commissioner Peterson to approve the Agreement for Consulting Services with Hildi, Inc. as presented at a cost of \$2,800.00. Motion unanimously carried.

Commissioner Tveitbakk moved, seconded by Commissioner Peterson to approve payment of the Human Service warrants totaling \$125,688.77 and the following Commissioner warrants. Motion carried.

WARRANTS

County Revenue	\$54,980.32
Road & Bridge	\$15,085.99
Capital Improvement	\$16,461.55

Per diems and meal reimbursements in the amount of \$746.42 were also approved.

Moved by Commissioner Peterson, seconded by Commissioner Tveitbakk to approve the minutes of November 12th, 2013 as written. Motion carried.

Moved by Commissioner Tveitbakk, seconded by Commissioner Swanson to approve the Dissemination Agent Agreement for Limited Continuing Disclosure Reporting with Northland Securities. Motion unanimously carried.

Moved by Commissioner Swanson, seconded by Commissioner Tveitbakk to appoint Commissioner Jensen and Commissioner Peterson to review and recommend Ditch Levies for 2014. Motion carried.

The County Board then reviewed the BKV Group's proposal for Courthouse Systems Upgrade Professional Service. No Action was taken and it was asked that BKV attend a future County Board meeting to continue discussions. Also discussed was the Board of Water and Soil Resources meeting held to discuss redistribution of Board members on the Middle-Snake-Tamarac Watershed District.

A discussion was held on the RT Vision computerized time card proposal with no action taken.

Moved by Commissioner Jensen, seconded by Commissioner Swanson to adjourn to 5:00 p.m. December 17th, 2013. Motion carried.