

OFFICIAL PROCEEDINGS
PENNINGTON COUNTY BOARD OF COMMISSIONERS
TUESDAY, DECEMBER 17TH, 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, December 17th, 2013 at 5:00 p.m. Members present: Donald Jensen, Neil Peterson, Cody Hempel, Oliver “Skip” Swanson, and Darryl Tveitbakk. Members absent: None.

The Pledge of Allegiance was recited.

Chairman Hempel, noted that Job’s Inc. would be placed on the agenda after the County Engineer and Fair Board members.

County Engineer Mike Flaagan and Pennington County Fair Association representatives Curt Howe and LaVerne Hamre met with the County Board. Curt Howe and LaVerne Hamre reviewed improvement to the Fairground including a bituminous surfacing of a 30’ road through the area where the food vendors set up during the fair which is Phase I and a 16’ bituminous surface connecting that road to the grandstand. They are requesting that the County provide 200 yards of class 5 aggregate to be used in the area that needs excavation of the existing aggregate base. After review of the plan Commissioner Peterson moved, seconded by Commissioner Tveitbakk to support the Fairgrounds Improvement project and authorize the County Engineer to provide 200 yards of class 5 aggregate. Motion unanimously carried.

Moved by Commissioner Jensen, seconded by Commissioner Peterson to authorize the Chairman to sign the Local Bridge Replacement Program Grant Agreement for SAP 57-598-047. Motion unanimously carried.

Moved by Commissioner Peterson, seconded by Commissioner Tveitbakk to authorize the Chairman to sign the Local Bridge Replacement Program Grant Agreement for SAP 57-598-048. Motion unanimously carried.

The County Engineer made a request to purchase two new Shulte XH 1500 Series 3 mowers. Moved by Commissioner Jensen, seconded by Commissioner Peterson to authorize the County Engineer to purchase two Shulte XH 1500 Series 3 mowers to be delivered in early 2014. Motion unanimously carried.

Mike Flaagan also requests to lease tractors for mowing next year and that we sell the 2001 Ford New Holland TS110 tractor and 2000 John Deere 7410 Tractor. Moved by Commissioner Jensen, and seconded by Commissioner Peterson to sell the two mower tractors as requested through the local Implement Dealers. Motion unanimously carried.

The County Engineer Mike Flaagan informed the County Board that the MNDOT District 2 counties have received Federal Highway Safety Improvement Program funding

to place chevrons on county roads. Pennington County is acting as the lead agency and taking the bids for the project until 11:00 a.m. December 31st, 2013.

Emery Lee and Rick Trontvet representing Job's Incorporated met to discuss the Economic Development Director position. The discussion centered on who would be the employer as the City of Thief River Falls, Pennington County and Job's Incorporated were contributing to the funding of the position. Commissioner Tveitbakk moved, seconded by Commissioner Peterson to have Pennington County be the employer of the Economic Development Director. Motion unanimously carried.

County Sheriff Ray Kuznia made a recommendation to hire Christi Halbasch for the position of part-time Sheriff's Clerk. Motion carried.

Ray Kuznia then submitted the resignation letter from Deputy Sheriff Kevin Berg effective December 15th, 2013. Moved by Commissioner Tveitbakk, seconded by Commissioner Jensen to accept the resignation of Kevin Berg and wish him well in his new position. Motion carried.

The Sheriff asked that he be authorized to fill the now vacant full-time Deputy Sheriff position by first posting internally. Moved by Commissioner Jensen, seconded by Commissioner Tveitbakk to post internally for the position of full-time Deputy Sheriff. Motion carried.

County Sheriff Ray Kuznia then presented the Amendment Number Five to Food Service Management Agreement between Pennington County and A'Viands, LLC for Jail meals effective January 1, 2014. The new agreement provides for a two percent increase. Moved by Commissioner Jensen, seconded by Commissioner Tveitbakk to approve Amendment Five to the agreement with A'viands, LLC to provide meals beginning January 1, 2014. Motion unanimously carried.

Commissioner Swanson reviewed the changes to the Joint Powers Agreement that would change the name from the Northwest Minnesota Regional Radio Board to the Northwest Minnesota Regional Emergency Communications Board. This will be placed on the December 30th, 2013 meeting agenda.

Sheriff Ray Kuznia then made a request to advertise for a Juvenile STS crew leader. This position works one to two weekends per month as needed to supervise the Juvenile Sentence to Serve crew. Moved by Commissioner Tveitbakk, seconded by Commissioner Jensen to advertise for a part-time Juvenile Sentence to Serve crew leader. Motion carried.

County Auditor-Treasurer Ken Olson presented Liquor and 3.2 off sale licenses for approval. Moved by Commissioner Jensen, seconded by Commissioner Peterson to approve the following Liquor and 3.2 off sale licenses for 2014. Motion unanimously carried.

Kruse In - 3.2 off sale
 Petro Pumper - 3.2 off sale
 Thief River Falls Golf Club - Liquor and Sunday Sales

Commissioner Jensen moved, seconded by Commissioner Tveitbakk to approve the issuance of duplicate warrants without issuance of an indemnifying bond to replace warrant #167308 issued to the Treasurer of Goodridge Township December 3rd, 2012 in the amount of \$11,077.55 and has been lost or destroyed. Motion unanimously carried.

At 6:00 p.m. the County Board Chairman recessed the County Board meeting and called the 2014 Budget and Levy Hearing to order.

Present at the meeting were Ken Yutzenka – Human Service Director, Mike Flaagan – County Engineer, Ray Kuznia – County Sheriff, Adeline Olson – County Assessor, The Times Reporter – Scott DCamp and County resident – Dean Philipp. County Auditor-Treasurer Ken Olson then presented budget and levy comparisons from 2013 to 2014 including the sales tax exemption. The levy is a 2.05 percent increase over 2013.

Dean Philipp stated that at some point as commodity prices go down, land sales prices will go down and that taxable value will need to be reduced on Ag land.

The Hearing was closed at 6:25 p.m. and the County Board meeting called back to order.

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 reviewed the department budgets for 2014 at several County Board meeting and at this time finds no further changes.

NOW, THEREFORE, BE IT RESOLVED, that the following budgets for 2014 are approved.

<u>FUND</u>	<u>REVENUE</u>	<u>EXPENDITURES</u>	<u>+/-RESERVE</u>
General Revenue	\$6,519,060	\$6,451,845	\$ 67,215
Road & Bridge	\$5,155,864	\$5,155,864	\$ 0
Welfare	\$4,977,497	\$4,957,296	\$ 20,201
Debt Service	\$ 152,400	\$ 277,750	\$-125,350
Solid Waste Facility	\$ 65,000	\$ 65,500	\$ 500
Ditch Maintenance	\$ 152,000	\$ 152,000	\$ 0
Tax Forfeiture	\$ 10,000	\$ 10,000	\$ 0

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

RESOLUTION

WHEREAS, the Pennington County Board of Commissioners has reviewed the proposed levy for 2014 and the proposed Real Estate Tax Statements have been sent as required.

NOW, THEREFORE, BE IT RESOLVED, that the final property tax levy for 2014 is approved as follows:

FUND	Levy Before CPA*	CPA	Levy After CPA
General Revenue	\$4,336,451	\$392,637	\$3,943,814
Road & Bridge	\$1,230,603	\$111,423	\$1,119,180
Welfare	\$2,456,379	\$222,409	\$2,233,970
Bonded Debt Fund	\$ 150,000	\$ 0	\$ 150,000
<u>Total Levy</u>			<u>\$7,446,964</u>

(CPA-County Program Aid)

The County Board then discussed the lease of space in the Law Enforcement Center to the City of Thief River Falls. The Law Enforcement Center Committee reports that a 3% increase in the lease for 2014 was agreed to. Moved by Commissioner Jensen, seconded by Commissioner Tveitbakk to approve the lease of space in the Law Enforcement Center to the City of Thief River Falls for their police department for 2014 at a 3% increase. Motion unanimously carried.

Bruce Schwartzman, BKV Group, presented a Courthouse Systems Upgrade and Professional Service Proposal. The proposal includes Schematic Plan Development, Courthouse Mechanical/Electrical upgrades and Building and Construction Administration. The total proposed fee is \$94,640 broken down into steps. The County Board thought they would like to see the first two steps completed with an option to stop at any time. Bruce Schwartzman said he would redraft this proposal. Moved by Commissioner Swanson, seconded by Commissioner Tveitbakk to have Bruce Schwartzman, BKV Group, draft a proposal for Professional Services with a condition that the County Board could stop the process and the end of any step. Motion carried.

Commissioner Jensen moved, seconded by Commissioner Tveitbakk to approve payment of the Human Service warrants totaling \$214,184.09, the Auditor and Manual warrants for November 2013 totaling \$4,285,891.46, and the following Commissioner warrants. Motion carried.

WARRANTS

County Revenue	\$ 40,210.50
Road & Bridge	\$ 23,598.75
Solid Waste Facility	\$ 90.00
Ditch Funds	\$ 2,500.00

Per diems and meal reimbursements in the amount of \$1,207.09 were also approved.

Moved by Commissioner Peterson, and seconded by Commissioner Tveitbakk to approve the minutes of November 26th, 2013 as written. Motion carried.

The County Board reviewed the proposal from RTVision for computerized time cards. They will hold this over to the December 30th, 2013 meeting.

Commissioner Tveitbakk moved, seconded by Commissioner Jensen to allow Inter County Nursing to continue under the Long Term Disability Insurance as a sub group under the County's policy. Motion carried.

Commissioner Swanson moved, seconded by Commissioner Peterson to approve the Employee Performance Review evaluation forms and to have all departments begin yearly employee evaluations. Motion carried.

Dean Philipp discussed his proposed tax on his property on 1020 Centennial Drive, Thief River Falls. It was Mr. Philipp's opinion that because he was unable to use the property until after July 1st, 2013 that he should be billed for one half of the 2014 real estate tax instead of the full year. Mr. Philipp then referred to Minnesota Statutes 272.02 Subd. 38 the second paragraph. It was the decision of the County Board that the County get the State of Minnesota Department of Revenue's interpretation of the statute brought forth by Mr. Philipp.

Mr. Philipp then said if he did not get his real estate tax cut to one half of the amount for 2014 he would request a new bridge be placed over County Ditch #35 in section 10 Smiley Township in his private driveway. If the tax was cut to one half of the amount on his home he would not pursue the replacement of this bridge.

Moved by Commissioner Tveitbakk, seconded by Commissioner Peterson to adjourn to 5:00 p.m. December 30th, 2013. Motion carried.