

OFFICIAL PROCEEDINGS
PENNINGTON COUNTY BOARD OF COMMISSIONERS
TUESDAY, MARCH 11TH, 2014, 10:00 AM

Pursuant to adjournment, the Pennington County Board of Commissioners met in the Pennington County Board Room in Thief River Falls, MN, on Tuesday, March 11th, 2014 at 10:00 a.m. Members present: Donald Jensen, Neil Peterson, Cody Hempel, and Oliver “Skip” Swanson. Members absent: Darryl Tveitbakk.

The Pledge of Allegiance was recited.

County Engineer Mike Flaagan presented the bids for equipment rental, culvert supplies and fuel for 2014. The bids were opened at 10:00 a.m. as duly advertised and the name of each bidder was read aloud. Motioned by Commissioner Jensen, seconded by Commissioner Swanson, to have the County Engineer tabulate the bids and return next meeting with an abstract and recommendations for approval. Motion unanimously carried.

Mike Flaagan then discussed leasing a skid steer versus buying. Mike also discussed the meeting with Bray Township officers tonight regarding turn back of County Roads. Hearing is to be held at 7:00 p.m. at the Bray Township Hall.

Erik Beitel, Emergency Manager, presented a proposal from Integrated Solutions Consulting to complete a 5 year mitigation plan update for Pennington County in accordance to Federal Law and Policy. The cost of the professional service contract will not exceed \$27,900 and will be paid by the Emergency Management Grant Funds. Commissioner Hempel moved, seconded by Commissioner Jensen to approve the Professional Service Agreement with Integrated Solutions Consulting to complete a 5 year mitigation plan update. Motion unanimously carried.

Erik Beitel also discussed the Chain of Command to be included in the Emergency Operation Center Plan. He recommends that it read the Chairman of the County Board and in their absence the Vice-Chairman and then any other County Commissioner. In the absence of all County Commissioners the Incident Commander would be in charge. The following resolution was introduced by Commissioner Hempel, seconded by Commissioner Jensen and upon vote unanimously carried.

BE IT RESOLVED, that the Pennington County Board of Commissioners hereby approve the following Chain of Command to be included in the Emergency Management Plan.

1. Chair of the County Board
2. Vice-Chair of the County Board
3. Any other County Commissioner

4. Incident Commander.

Erik Beitel then gave a report on the drill he conducted of the phone contact tree contained in the Emergency Management Plan. He stated it was well worth his time as he obtained information he needed and was able to find any problem areas in the plan and phone tree. Erik Beitel plans to convert the phone tree to include text and emails where applicable.

Commissioner Swanson moved, seconded by Commissioner Jensen to appoint Gladys Hallstrom and Barb Natvik to a three year term on the County Extension Committee. Motion unanimously carried.

Deputy Auditor Angie Philipp and County Recorder Ken Schmalz presented a proposal from Tyler Technologies to provide the iDoc 5 software and hosting services that would allow property records to be viewed thru a web interface via the internet. The initial cost of \$7,980 includes the iDoc 5 software, annual support, hosting services, training and installation. After the first year there will be a fee of \$2,280 for support and hosting services.

Moved by Commissioner Hempel, seconded by Commissioner Jensen, to approve the Tyler Technologies proposal to provide software and services to place the County Recorders property documents online. Motion unanimously carried.

Deputy Auditor, Computer Supervisor Angie Philipp then discussed if she should have Pro-West put the GIS data now completed out on the County's web site now or wait for the updated City of Thief River Falls GIS data and put it all out on the web site at one time. It was the direction of the County Board to have Pro-West put the GIS data that is complete on the web site as soon as possible.

Bryon Malone and Peter Nelson, representing the Pennington County SWCD met with the County Board. Bryan Malone asked if it's the County Boards intention to have the Pennington County SWCD take over the Feedlot Program. After a short discussion the County Board asked that a Memorandum of Agreement be drafted authorizing the Pennington County SWCD to administer the Feedlot Program.

Peter Nelson discussed applying for a grant to do a pilot project under the One Watershed One Plan program for the Thief and Red Lake River Watersheds.

Moved by Commissioner Jensen, seconded by Commissioner Swanson to have Pennington County participate in an application for a grant for funding of a pilot project to develop a One Watershed One Plan for the Thief and Red Lake River Watersheds. Motion carried.

Anita Cardinal, Inter County Nursing Service Director, made a request that Carmen Stinson and Kim Swanson be reappointed for a two year term on the Inter County Nursing Service Board. Moved by Commissioner Swanson, seconded by Commissioner Hempel to approve the

appointments of Carmen Stinson and Kim Swanson to the Inter County Nursing Services Board for a two year term. Motion carried.

Moved by Commissioner Hempel, seconded by Commissioner Jensen to limit the terms on the Inter County Nursing Service Board to a total of eight years. Motion carried.

Moved by Commissioner Hempel, seconded by Commissioner Jensen to approve the minutes of February 25th, 2014 as written. Motion carried.

Commissioner Jensen moved, seconded by Commissioner Hempel to approve payment of the Human Service warrants totaling \$211,905.98, the Auditor and Manual warrants for February 2014 totaling \$1,053,254.23 and the following Commissioner warrants. Motion carried.

WARRANTS

County Revenue	\$65,647.78
Road & Bridge	\$34,089.68
Solid Waste Facility	\$ 705.00

Per diems and meal reimbursements in the amount of \$2,915.61 were also approved.

Commissioner Jensen moved, seconded by Commissioner Swanson to authorize County Extension Agent Howard Person to spend one day per week working with the Wheat/Soybean Growers to assist with research and trial plots. Motion carried.

The Wheat/Soybean Growers will reimburse the County for his time.

Commissioner Hempel moved, seconded by Commissioner Jensen to authorize advertising for applicants to fill the Economic Development Director position. Motion carried.

County Sheriff Ray Kuznia asked to use Ray Freeman as a consultant for Radio Improvements. Commissioner Swanson moved, seconded by Commissioner Hempel to authorize the County Sheriff to use Ray Freeman on a consulting basis for Radio Improvements as needed. Motion carried.

The County Board authorized the County Sheriff to hire a part-time Juvenile Sentence to Serve crew leader as per previous authorization.

Rick Trontvet and Emery Lee representatives of Job's Inc. Board met to discuss moving forward with the hiring of an Economic Development Director. It was noted that a motion was made to start advertising for applicants for the position. Rick Trontvet will forward us some contact information he has for placing Job positions.

It was noted that the Community Expo was scheduled for April 24th, 2014 at the Ralph Engelstad Arena.

Moved by Commissioner Hempel, seconded by Commissioner Jensen to adjourn to 5:00 p.m. March 25th, 2014. Motion carried.

ATTEST: Kenneth Olson, Auditor-Treasurer Neil Peterson, Chairman
 Pennington County Board of Commissioners