

**OFFICIAL PROCEEDINGS
PENNINGTON COUNTY BOARD OF COMMISSIONERS
ORGANIZATIONAL MEETING
JANUARY 6th, 2015 – 10:00 A.M.**

Pursuant to M.S. 375.07, the Board of Commissioners of Pennington County met in the County Board Room in the Courthouse in Thief River Falls, Minnesota, on Tuesday, January 6th, 2015 at 10:00 a.m. Members present: Donald Jensen, Cody Hempel, Neil Peterson, Darryl Tveitbakk, and Oliver “Skip” Swanson. Members absent: none.

The County Board proceeded to organize for the year 2015 with the County Auditor-Treasurer assisting by calling for nominations for Chairman. Commissioner Jensen nominated Commissioner Tveitbakk as Chairman for 2015. Commissioner Jensen moved, seconded by Commissioner Hempel, that nominations cease and that a unanimous ballot be cast for Commissioner Tveitbakk as Chairman. Motion unanimously carried.

Commissioner Tveitbakk then called for nominations for Vice-Chairman. Commissioner Swanson nominated Commissioner Jensen as Vice-Chairman. Commissioner Swanson moved, seconded by Commissioner Hempel, that nominations cease and that a unanimous ballot be cast for Commissioner Jensen as Vice-Chairman. Motion unanimously carried.

Moved by Commissioner Jensen, seconded by Commissioner Swanson that the County Board express their appreciation to Commissioner Peterson for serving as Chairman in 2014. Motion carried.

Moved by Commissioner Swanson, seconded by Commissioner Jensen, that the dates for the regular meetings of the Board will be the second Tuesday at 10:00 a.m. and the fourth Tuesday at 5:00 p.m. of each month unless otherwise called, with the exception of the January meeting that is set by law. Motion unanimously carried.

Moved by Commissioner Jensen, seconded by Commissioner Hempel, and pursuant to MS471.96, elected and appointed officials of the County be designated as representatives of the County in their respective State Association and are eligible for reimbursement of expenses by-law with presentation of verified claims. Motion unanimously carried.

Moved by Commissioner Swanson, seconded by Commissioner Hempel, to appropriate and set aside in the Revenue Fund and authorize the Auditor-Treasurer to pay necessary expenses for postage, freight, telephone, water, lights, and other utilities as provided by MS375.16 as amended. Motion unanimously carried.

Moved by Commissioner Hempel, seconded by Commissioner Jensen, that the County Board serve as a whole on the Road, Bridge, and Culvert Committee. Motion unanimously carried.

Moved by Moved by Commissioner Swanson, seconded by Commissioner Peterson, that the Human Services Committee consists of the County Board members and shall serve as a whole on the Human Services Committee. Motion unanimously carried.

Moved by Commissioner Jensen, seconded by Commissioner Swanson, to appoint Commissioner Hempel to the Law Library Committee for 2015 and authorize the County Attorney to sign for approval any Law Library bills. Motion unanimously carried.

Commissioner Jensen introduced the following resolution and moved for its adoption:

RESOLUTION

BE IT RESOLVED that the official newspaper of Pennington County shall be The Times for the year 2015, published weekly, each Wednesday, in Thief River Falls.

The foregoing resolution was duly seconded by Commissioner Hempel, and upon vote was unanimously adopted.

Moved by Commissioner Jensen, seconded by Commissioner Hempel, that Commissioners Swanson and Tveitbakk, along with Kenneth Olson, are appointed to the Building and Maintenance Committee to oversee the Courthouse; with the addition of Sheriff Kuznia for matters pertaining to the Law Enforcement Center, and Ken Yutrzenka for matters pertaining to the Welfare Building. Motion unanimously carried.

Moved by Commissioner Jensen, seconded by Commissioner Swanson, that Commissioner Peterson and Kenneth Olson be appointed to represent Pennington County on the Thief River Falls Airport Zoning Commission for the year 2015. Motion unanimously carried.

Commissioner Jensen introduced the following resolution and moved its adoption:

RESOLUTION

BE IT RESOLVED, that pursuant to the by-laws of the Association of Minnesota Counties; the following officers are named delegates of the County of Pennington, to-wit: Commissioners, Engineer, Auditor-Treasurer, and County Attorney. Other officers may be authorized by the Board to attend as non-voting members.

The foregoing resolution was duly seconded by Commissioner Peterson, and upon vote was unanimously carried.

Moved by Commissioner Jensen, seconded by Commissioner Swanson, to appoint Commissioner Hempel to represent Pennington County on the Thief River Falls Chamber of Commerce Board. Motion unanimously carried.

Moved by Commissioner Peterson, seconded by Commissioner Jensen, to appoint Commissioner Swanson to the Inter-County Community Council Board for a one-year term beginning January 1, 2015. Motion unanimously carried.

Moved by Commissioner Swanson, seconded by Commissioner Hempel, that Commissioner Jensen be appointed to the Northwest Regional Development Commission Transportation Committee. Motion unanimously carried.

Moved by Commissioner Hempel, seconded by Commissioner Jensen, to appoint Kenneth Olson as MCCC delegate with Jennifer Herzberg as alternate. Motion unanimously carried.

Moved by Commissioner Swanson, seconded by Commissioner Jensen, to appoint Commissioner Hempel to the Job's Inc. Advisory Board with Commissioner Tveitbakk as alternate. Motion unanimously carried.

Moved by Commissioner Jensen, seconded by Commissioner Hempel, to appoint Commissioners Tveitbakk and Peterson to serve on the County Extension Committee for 2015. Motion unanimously carried.

Moved by Commissioner Jensen, seconded by Commissioner Hempel, that Commissioner Peterson be appointed to the Pennington County Historical Society Board. Motion unanimously carried.

Moved by Commissioner Swanson, seconded by Commissioner Peterson, that Commissioner Jensen be appointed to the Comprehensive Local Water Plan Joint Powers Board. Motion unanimously carried.

Moved by Commissioner Jensen, seconded by Commissioner Swanson, to appoint Commissioners Peterson and Tveitbakk to the Solid Waste Committee for 2015. Motion unanimously carried.

Moved by Commissioner Swanson, seconded by Commissioner Hempel, to appoint Commissioners Peterson and Jensen to the Highway Committee for 2015. Motion unanimously carried.

Moved by Commissioner Hempel, seconded by Commissioner Peterson, to appoint Commissioner Swanson to the Household Hazardous Waste Joint Powers Board with Commissioner Jensen as alternate. Motion unanimously carried.

Moved by Commissioner Jensen, seconded by Commissioner Peterson, that Commissioner Swanson be appointed to the Land of the Dancing Sky Area Agency on Aging Board and Region I Aging Advisory Committee. Motion unanimously carried.

The County Board reviewed the insurance premiums for the County's Workmen's Compensation, Property, Liability and error and omission policies. The insurance policies are all through the Minnesota Counties Intergovernmental Trust. Commissioner Swanson moved, seconded by Commissioner Peterson, to approve the insurance premium rates for 2015 and authorize the County Auditor-Treasurer to pay as presented. Motion unanimously carried.

Moved by Commissioner Swanson, seconded by Commissioner Hempel, to re-appoint Kenneth Olson to the Regional Insurance Advisory Board of the Northwest Service Cooperative with Kevin Erickson as alternate. Motion unanimously carried.

The County Board reviewed a list of Committee, Boards, and meetings that would allow for a per diem to be paid. Moved by Commissioner Hempel, seconded by Commissioner Peterson, to approve the following list of committees, boards, and meetings as meetings authorized to charge a per diem of attending on behalf of Pennington County. Motion unanimously carried.

- Airport Advisory Committee
- AMC Legislative Review Committee
- Annual Township meetings
- Area Transportation Plan
- Association of Minnesota Counties Meetings
- Building and Maintenance Committee
- BWSR Wetland Meetings
- Chamber of Commerce
- Comprehensive Local Water Plan Joint Powers Board
- Extension Committee
- Family Service Collaborative
- Feedlot meetings
- Gravel Tax Committee
- Highway Committee
- Household Hazardous Waste Meetings
- Insurance Committee
- Inter-County Community Council
- Job's Inc. Board
- Joint City/County Meetings
- Juvenile Training Center Board
- Law Enforcement Radio Committee
- Law Enforcement Committee
- Law Library Committee
- Legislative Hearing & Issues
- Minnesota Rural Counties Caucus
- MNDOT County – Joint Facilities Committee
- Northern Counties Land Use Coordinating Board
- Northland Community and Technical College Advisory Committee
- Northwest Minnesota Joint Powers Board
- Northwest Regional Library Board
- Northwest Regional Radio Board
- NWRDC Committee on Aging
- NWRDC Transportation Committee
- Pennington County Housing Loan Fund
- Personnel / Union Negotiation Committee
- Pine to Prairie Drug Task Force
- Pioneer Village Board

Red Lake Watershed Meetings
Red River Basin Joint Powers Board
Red River Valley Development
Road, Bridge, and Culvert Committee
Rocksbury Joint Zoning Board
Safety Committee
Solid Waste Committee
Technology Committee
Thief River Falls Regional Airport Authority
Special County Board Meetings
Thief River Falls Library Board
Human Service Committee

Also any other Committees that are established by the County Board or appointments made or meeting attended while representing Pennington County.

Motioned by Commissioner Peterson, seconded by Commissioner Jensen, to appoint Commissioner Swanson to the Northwest Regional Library Board for 2015. Motion unanimously carried.

Motioned by Commissioner Peterson, seconded by Commissioner Jensen, to appoint John W. Johnson to the Northwest Regional Library Board for 2015. Motion unanimously carried.

Motioned by Commissioner Peterson, seconded by Commissioner Hempel, to appoint Commissioner Jensen to the Minnesota Rural Counties Caucus for 2015, with Commissioner Swanson as alternate. Motion unanimously carried.

Motioned by Commissioner Swanson, seconded by Commissioner Hempel, to appoint Commissioners Jensen and Peterson to the Northern Counties Land Use Board for 2015. Motion unanimously carried.

Motioned by Commissioner Jensen, seconded by Commissioner Peterson, to appoint Commissioner Swanson as Pennington County's representative on the Northwest Minnesota Regional Emergency Communications Board with Commissioner Hempel as alternate. Motion unanimously carried.

Motioned by Peterson, seconded by Commissioner Jensen, to appoint Commissioner Swanson to the Pennington County Affordable Housing Fund Advisory Board. Motion unanimously carried.

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

RESOLUTION

BE IT RESOLVED, that if an employee that has been given a County vehicle for their use and the employee chooses to use their own vehicle anyway, the employee will

not be reimbursed the County mileage rate unless the vehicle assigned to them is inoperable.

BE IT FURTHER RESOLVED, that the meal reimbursement for travel outside the County shall not exceed \$15 for breakfast, \$20 for a noon meal, and \$30 for an evening meal; that meal reimbursement shall be made for the exact expenditure and not the maximum amount allowed; itemized receipts, not totals receipts, must be attached to the claim form or no reimbursement will be made; no alcoholic beverages or tips will be reimbursed,

BE IT FURTHER RESOLVED, that there shall be no reimbursement for meals within the County of Pennington,

BE IT FURTHER RESOLVED, that the meal reimbursement without lodging shall be submitted on a claim form, with receipt (s) attached, to be processed through payroll whereby withholding tax and FICA will be deducted and that meal reimbursements with overnight lodging will not enter into the payroll system,

BE IT FURTHER RESOLVED, that the County Auditor and Welfare Director are hereby given the authority to adjust the amounts of reimbursement if the above policy is not followed,

BE IT FURTHER RESOLVED that this meal and mileage policy shall be effective January 1st, 2015 and shall be reviewed at the County Board's discretion.

Motioned by Commissioner Hempel, seconded by Commissioner Jensen, to appoint Commissioner Tveitbakk to the Inter-County Nursing Service Board. Motion unanimously carried.

Motioned by Commissioner Swanson, seconded by Commissioner Peterson, to appoint Commissioners Jensen and Tveitbakk to the Personnel Policy and Labor Negotiation Committee for 2015, with Commissioner Jensen to Chair the committee. Motion unanimously carried.

Motioned by Commissioner Jensen, seconded by Commissioner Peterson, to appoint Commissioner Hempel to the Pennington County Safety Committee. Motion unanimously carried.

Motioned by Commissioner Swanson, seconded by Commissioner Jensen, to appoint Commissioners Tveitbakk and Hempel to the Technology Committee. Motion unanimously carried.

Motioned by Commissioner Jensen, seconded by Commissioner Swanson, to appoint Commissioner Peterson to the Gravel Tax Committee. Motion unanimously carried.

Motioned by Commissioner Swanson, seconded by Commissioner Peterson, to appoint Commissioners Jensen and Tveitbakk to the Law Enforcement Committee. Motion unanimously carried.

Motioned by Commissioner Peterson, seconded by Commissioner Hempel, to appoint Commissioner Swanson to the Thief River Falls/Rocksbury Township Joint Zoning Board. Motion unanimously carried.

Motioned by Commissioner Hempel, seconded by Commissioner Peterson, to appoint Commissioners Tveitbakk and Jensen to the Emergency Management Committee (previously known as Public Safety Committee). Motion unanimously carried.

Motioned by Commissioner Jensen, seconded by Commissioner Peterson, to make the following appointments to the AMC 2015 Policy Committees. Motion unanimously carried.

Environment & Natural Resource – Neil Peterson
General Government – Darry Tveitbakk
Health & Human Services – Cody Hempel
Public Safety – Oliver ‘Skip’ Swanson
Transportation & Infrastructure – Don Jensen

Motioned by Commissioner Jensen, seconded by Commissioner Hempel, to appoint Scott Petrescue as the County Coroner for a one-year term ending December 31st, 2015, as per MN Statutes 390.005. Motion unanimously carried.

County Sheriff Ray Kuznia asked that an appointment be made to the Pine to Prairie Drug Task Force Joint Power Governing Board. Motioned by Commissioner Swanson, seconded by Commissioner Peterson, to appoint Commissioner Tveitbakk to the Pine to Prairie Drug Task Force Joint Power Governing Board. Motion unanimously carried.

Sheriff Kuznia discussed hiring someone to write a grant to obtain funds to upgrade the Fire Department radios to the Armor system.

The Law Enforcement Committee is meeting on January 7th, 2015 at 7:30 a.m. in the County Board room.

Motioned by Commissioner Swanson, seconded by Commissioner Jensen, to appoint David Olson to the NW Emergency Communications Advisory Committee with Paul Maloney as alternate. Motion unanimously carried.

Anita Cardinal, Inter-County Nursing Administrator, asked that the County Board appoint Cindy Dallmann and Don Aandal to the Inter-County Nursing Service Board for two-year terms.

Motioned by Commissioner Hempel, seconded by Commissioner Peterson, to appoint Cindy Dallmann as a Pennington County Representative on the Inter-County Nursing Service Board for a two-year term ending December 31st, 2016. Motion unanimously carried.

Motioned by Commissioner Hempel, seconded by Commissioner Jensen, to appoint Don Aandal as a Pennington County Representative on the Inter-County Nursing Service Board for a two-year term ending on December 31st, 2016. Motion unanimously carried.

Anita Cardinal is currently acting as the Quinn County Community Health Administrator.

Human Services Director Ken Yutrzeuka presented amendments to the following contracts with Sanford Health.

Motioned by Commissioner Jensen, seconded by Commissioner Peterson, to approve an amendment to the Comprehensive (PathFinders/In-Home) Children Mental Health Service contract with Sanford Health providing for an extension of the current contract to February 28th, 2015. Motion unanimously carried.

Motioned by Commissioner Swanson, seconded by Commissioner Hempel, to approve an amendment to the Thief River Falls Outpatient Diagnostic and Therapeutic Mental Health Services and Mental Health In-Patient Hospitalization contract with Sanford Health providing for an extension of the current contract to February 28th, 2015. Motion unanimously carried.

Motioned by Commissioner Hempel, seconded by Commissioner Jensen, to approve an amendment to the Children's Crisis Services Annual Agreement with Sanford Health providing for an extension of the current contract to February 28th, 2015. Motion unanimously carried.

Motioned by Commissioner Peterson, seconded by Commissioner Hempel, to approve payment of the Human Services warrants totaling \$81,482.52 and also the following Commissioner warrants. Motion unanimously carried.

WARRANTS

County Revenue	\$171,790.29
Road & Bridge	\$ 84,611.44
Solid Waste Facility	\$ 2,820.00

Per diems and meal reimbursements in the amount of \$2,635.00 were also approved.

The County Board discussed a proposal to share a grant writer position with Marshall County. No action was taken.

County Attorney Alan Rogalla and the Personnel Committee noted that an agreement with the County Highway Department Union (I.O.U.E. Local #49) has been reached and is ready for approval. It is a three-year agreement commencing January 1st, 2015 and ending December 31st, 2017. Motioned by Commissioner Jensen, seconded by Commissioner Peterson, to approve the three-year union agreement with the County Highway Department employees represented by the I.U.O.E and authorize the Chairman to sign the same. Motion unanimously carried.

Motioned by Commissioner Hempel, seconded by Commissioner Peterson, to adjourn the Board meeting to January 27th, 2015 at 5:00 p.m. Motion carried.

ATTEST:

Kenneth Olson, Auditor-Treasurer
Pennington County

Darryl Tveitbakk, Chairman
Board of Commissioners