

**OFFICIAL PROCEEDINGS**  
**PENNINGTON COUNTY BOARD OF COMMISSIONERS**  
**TUESDAY, OCTOBER 13<sup>TH</sup>, 2015, 10:00 A.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 13<sup>th</sup>, 2015 at 10:00 A.M. Members present: Cody Hempel, Darryl Tveitbakk, Donald Jensen, Neil Peterson, and Oliver “Skip” Swanson. Members absent: None.

The meeting was called to order by Chairman Commissioner Tveitbakk and the Pledge of Allegiance was recited.

The County Board discussed the December County Board meeting dates as the second Tuesday is part of the Association of Minnesota Counties Conference. Motioned by Commissioner Hempel, seconded by Commissioner Jensen to set the date of December 9<sup>th</sup>, 2015 at 5:00 P.M. as the first County Board meeting in December and December 29<sup>th</sup>, 2015 at 5:00 P.M. as the date of the second County Board meeting in December. Motion unanimously carried.

County Sheriff Ray Kuznia presented the resignation of Frank Bruggeman effective 10/2/2015. Motioned by Commissioner Hempel, seconded by Commissioner Jensen to accept the resignation of Frank Bruggeman and thanked him for his 23 years of service to Pennington County and to authorize the County Sheriff to advertise for applications for a full-time Dispatcher position. Motion unanimously carried.

Motioned by Commissioner Jensen, seconded by Commissioner Hempel to hire Michael Wojciechowski for the position of part-time Sentence to Service Juvenile Crew Leader position effective 10/10/2015. Motion unanimously carried.

Motioned by Commissioner Jensen, seconded by Commissioner Peterson to approve the Code Red Service Agreement with Emergency Communications Network (ECN) for the period of January 1, 2016 to December 31, 2017 for a total cost of \$21,360 to be paid in annual installments from the 911 fund. Motion unanimously carried.

Motioned by Commissioner Jensen, seconded by Commissioner Swanson to authorize payment of the 2016 Northwest Emergency Communications Board dues of \$2,500 payable in January of 2016. Motion unanimously carried.

Upon recommendation of County Sheriff Ray Kuznia, Commissioner Jensen motioned, seconded by Commissioner Hempel that Grant Nelson be placed in the position of Dispatch Supervisor at pay grade 18 effective October 12<sup>th</sup>, 2015 with a six month probation period. This will not be a union position. Motion unanimously carried.

Sheriff Kuznia noted that the Pennington and Marshall County Fair Associations are planning a donation to the Sentence to Service program in the near future.

County Engineer Mike Flaagan presented two petitions to clean portions of County Ditch #36 in Smiley Township and recommends their approval.

Motioned by Commissioner Swanson, seconded by Commissioner Jensen to approve the petition to clean ½ mile of C.D. #36 along the NE ¼ of Section 26 in Smiley Township and authorized the Engineer to clean the same. Motion unanimously carried.

Motioned by Commissioner Swanson, seconded by Commissioner Jensen to approve the petition to clean C.D. #36 between Section 16 and 17 in Smiley Township and to approve the Engineer to clean that section after review of the ditch. Motion unanimously carried.

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

### **RESOLUTION**

**WHEREAS**, the Pennington County Board of Commissioners has been studying options that would solve the County's current space needs and to consolidate county services, and

**WHEREAS**, having the Courts, Court Services, Probation Officers, County Attorney, County Sheriff, Jail and Thief River Falls Police Department in one building would provide a more secure and efficient operation overall,

**THEREFORE BE IT RESOLVED**, that the Pennington County Board of Commissioners does hereby support the construction of a Regional Justice Center, located in Pennington County.

The County Board reviewed a change order from Lee Plumbing and Heating on the Mechanical Systems Upgrade Project. The change order is for replacing fittings on the riser pipes that were originally to be reused. The change order was for \$187.00 in materials and \$1,820 for labor. Motioned by Commissioner Hempel, seconded by Commissioner Swanson to approve the change order requested by Lee Plumbing and Heating. Motion unanimously carried.

Colleen Hoffman and Marit Knutson, representing Hoffman, Philipp and Knutson, met with the County Board to review the 2014 Pennington County audit. They presented the audit and complemented the County staff for their work and cooperation. Colleen Hoffman did state that the County will need to implement GASB 68 in the 2015 audit which requires reporting underfunded pension data from the Public Employee Retirement Association (PERA). This may require hiring an actuary firm. Motioned by Commissioner Jensen, seconded by Commissioner Peterson to accept the audit and to authorize the Chairman and Auditor to sign the single audit management representation letter. Motion unanimously carried.

Motioned by Commissioner Swanson, seconded by Commissioner Peterson to appoint Commissioner Hempel as Pennington County's elected official representative on the

Northwest Service Cooperative Health Insurance Joint Powers Advisory Board and Commissioner Tveitbakk as alternate, effective immediately until December 31, 2016. Motion unanimously carried.

County Auditor Treasurer Ken Olson asked the County Board to set the interest rate and term for repayment of the construction cost of Red Lake Watershed District Ditch #15 by the benefited landowners. Motioned by Commissioner Peterson, seconded by Commissioner Jensen that the term for repayment of construction costs on RLWD Ditch #15 be set at 20 years at 4%. The benefited landowners will have until December 31<sup>st</sup>, 2015 to pay their assessment in full without interest. Motion unanimously carried.

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

**RESOLUTION**

**IT IS HEREBY RESOLVED**, by the Board of County Commissioners of Pennington County on October 13<sup>th</sup>, 2015 that the State’s proposed acquisition of the described property be approved subject to an acceptable offer by the State of the County. The Board also authorizes County Auditor/Treasurer Ken Olson to act on behalf of the County Board in working with the DNR to acquire the below referenced properties.

**LEGAL DESCRIPTION**

Description	Section	Township	Range
1. Govt. Lot 1 and SE1/4NE1/4	5	153	45
2. SE1/4	8	153	45
3. NE1/4	17	153	45
4. SE1/4	17	153	45
5. E1/2SW1/4	17	153	45
6. W1/2NW1/4	20	153	45
7. E1/2SW1/4	20	153	45
8. W1/2NW1/4 and W1/2SW1/4	29	153	45
9. NE1/4NW1/4 and NE1/4	19	152	45

Motioned by Commissioner Swanson, seconded by Commissioner Peterson to approve the issuance of a replacement warrant for lost warrant #100292 issued to Jay Wambsganss on March 20<sup>th</sup>, 2015 in the amount of \$58.50 without issuance of an indemnifying bond. Motion unanimously carried.

The County Board then discussed the County Extension Educator position currently split 50/50 with Marshall County. Motioned by Commissioner Peterson, seconded by Commissioner Jensen that the local Extension Educator position continue to be split equally with Marshall County. Motion unanimously carried.

It was noted that the County is taking applications for a part-time Crime Victim Advocate employee, which will be paid by the grant funds provided.

Motioned by Commissioner Hempel, seconded by Commissioner Jensen that the County's provider for dental insurance is Delta Dental. This insurance is voluntary and paid by the employee. Motion unanimously carried.

Motioned by Commissioner Jensen, seconded by Commissioner Swanson to approve a change to the Voluntary Supplemental Life Insurance from Minnesota Life eliminating the reduction in insurance at different age levels. Motion unanimously carried.

Motioned by Commissioner Jensen, seconded by Commissioner Hempel to approve the reclassification of the Deputy Auditor Treasurer position as Lead Deputy Treasurer at grade level 14. Motion unanimously carried.

Commissioner Tveitbakk discussed making the appointed County Coroner position a two-year term. This will be addressed during the reorganization meeting.

Motioned by Commissioner Jensen, seconded by Commissioner Hempel, to approve the Board minutes of the September 22<sup>nd</sup>, 2015 meeting as written. Motion unanimously carried.

Motioned by Commissioner Peterson, seconded by Commissioner Hempel, to approve payment of the Human Services warrants totaling \$176,177.24, the Auditor and Manual warrants for September, 2015 totaling \$1,023,367.37, and also the following Commissioner warrants. Motion unanimously carried.

WARRANTS

County Revenue	\$117,804.88
Road & Bridge	\$ 40,233.20
Solid Waste Facility	\$ 935.00
Ditch Funds	\$ 29,880.00
Capital Improvement	\$ 11,888.00

Per diems and meal reimbursements in the amount of \$2,503.85 were also approved.

Commissioner Hempel brought up the Multi Events Center. They have hired a facilitator to help with planning for the future and have asked that someone from the County attend some meetings not as a member of the Joint Powers but in an ex-officio role.

Motioned by Commissioner Jensen, seconded by Commissioner Hempel to adjourn to 5:00 P.M. October 27<sup>th</sup>, 2015. Motion unanimously carried.

ATTEST:

Kenneth Olson, Auditor-Treasurer  
Pennington County

Darryl Tveitbakk, Chairman  
Board of Commissioners