

**OFFICIAL PROCEEDINGS**  
**PENNINGTON COUNTY BOARD OF COMMISSIONERS**  
**TUESDAY, JANUARY 26<sup>TH</sup>, 2016, 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, January 26<sup>th</sup>, 2016 at 5:00 P.M. Members present: Donald Jensen, Neil Peterson, Oliver “Skip” Swanson, Darryl Tveitbakk, and Cody Hempel. Members absent: None.

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

Chairman Jensen then asked for a moment of silence for County Recorder Ken Schmalz, who passed away on Friday, January 22<sup>nd</sup>.

Motioned by Commissioner Tveitbakk, seconded by Commissioner Peterson to appoint Julie A. Hansen as County Recorder to fill the remainder of the term which expires December 31<sup>st</sup>, 2018 at a salary of \$52,000 per year. Motion unanimously carried.

Ninth District Judge Kurt Marben then administered the oath of office to Julie Hansen.

Scott Sommers, Human Service Fiscal Officer, presented the consent agenda recommendations from the January 19<sup>th</sup>, 2016 Human Service Committee meeting. Motioned by Commissioner Hempel, seconded by Commissioner Peterson, the following recommendations of the Pennington County Human Service Committee for January 19<sup>th</sup>, 2016 are hereby adopted. Motion unanimously carried.

SECTION A

- I. To approve the December 15<sup>th</sup>, 2015 Human Service Committee meeting minutes.
- II. To approve the agency’s personnel actions.
- III A. To approve the Health Partners Participating Provider Agreement covering mental health case management and Rule 25 chemical health assessments provided to Health Partners members by Pennington County Human Services.
- B. To approve the 2016-2017 IV-D Cooperative Agreement between the Minnesota Department of Human Services and the Pennington County departments of County Attorney, County Sheriff and Human Services.
- C. To approve the amendment to the behavioral health service contract with Sanford Health, as presented.
- D. To approve, on behalf of the Pennington County Family Service/Children’s Mental Health Collaborative, submission of a BlueCross/BlueShield grant application.
- E. To accept the CY2016 Adult Mental Health Service grant allocation provided by the Minnesota Department of Human Services.

## SECTION B

### I. To approve payment of the agency's bills.

Matt Vangrinsven and Jacob Narloch, representing Valley Med Flight, now have a helicopter base in Roseau, Minnesota and are another option for medical transports. They would offer their services on a county-wide plan at \$4 per person or \$56,400 per year.

Motioned by Commissioner Tveitbakk, seconded by Commissioner Peterson, to refer the information to the Human Service Committee. Motion unanimously carried.

The County Board then reviewed the Revised Joint Powers Agreement for the Quin County Community Health Board. The amendment states that the Quin County Community Health Board has the power to enter into contracts on behalf of the member counties. Motioned by Commissioner Peterson, seconded by Commissioner Tveitbakk, to approve the Revised Quin County Community Health Joint Power Agreement as presented. Motion unanimously carried.

Commissioner Tveitbakk then discussed the need to make appointments to the Inter County Nursing Service Board. Pennington County currently has three vacancies.

County Auditor/Treasurer then presented the following personnel items:

Move Linda Brown to the vacant Deputy Registrar/Prorate Assistant position effective February 1, 2016.

Advertise for a full-time Deputy Registrar.

Advertise for a full-time person to work 50% Deputy Recorder and 50% Deputy Auditor/Treasurer.

Change Assistant County Attorney Kristen Hanson's position to a salaried-exempt classification effective February 1, 2016.

Motioned by Commissioner Tveitbakk, seconded by Commissioner Swanson, to approve moving Linda Brown into the vacant Deputy Registrar/Prorate Assistant position effective February 1<sup>st</sup>, 2016 at the Step 5 level. Motion unanimously carried.

Motioned by Commissioner Swanson, seconded by Commissioner Tveitbakk, to authorize advertising for a full-time Deputy Registrar assistant. Motion unanimously carried.

Motioned by Commissioner Hempel, seconded by Commissioner Peterson, to advertise for a full-time Deputy Recorder/Deputy Auditor-Treasurer. Motion unanimously carried.

Motioned by Commissioner Swanson, seconded by Commissioner Peterson, to change the classification of Assistant County Attorney Kristin Hanson's position to a salaried-exempt classification effective February 1<sup>st</sup>, 2016. Motion unanimously carried.

Meg Marley - Enbridge Senior Public Affairs Advisor, Jim Goodman – Engineer & Project Manager and John Feely – Line 3 Construction Manager presented an Enbridge Line 3 update. The existing line is a 34” pipe put into service in 1968. It is to be replaced with a new 36” pipe with the existing pipe being decommissioned and left in place. It now appears that construction would not start until July or August 2017 and maybe not until the second quarter of 2018.

County Engineer Mike Flaagan presented the gravel crushing bids received.

Schenkeys, Inc. - \$141,400  
M & J Construction of Holt, Inc. - \$153,500

Motioned by Commissioner Peterson, seconded by Commissioner Hempel, to award the gravel crushing bid (CP 57-16-06) to Schenkeys, Inc. as the best and lowest bid received. Motion unanimously carried.

Motioned by Commissioner Peterson, seconded by Commissioner Hempel, to approve the purchase of a Frontier Precision Data Collector using the state bid cost of \$8,561 for the Highway Department. Motion unanimously carried.

The County Board then discussed moving a mill and overlay project up on the five year plan to take advantage of the lower than expected bituminous prices. Motioned by Commissioner Hempel, seconded by Commissioner Peterson, to authorize the County Auditor/Treasurer and County Engineer to advertise for bids for mill and overlay of CSAH #16 to be let at 10:00 A.M. March 8<sup>th</sup>, 2016. Motion unanimously carried.

The County Engineer also stated that a cost analysis of what the cost is to run the motor grader has been completed and that the County Board may want to consider an increase in the township rental rates.

Matthew Goldstein, representative of Schuett Companies, Inc., appeared before the County Board to give an update on their proposed project to take down the oldest part of the former hospital for new family housing and renovating the former CNC Unit and adding additional stories for additional housing. The plan would provide an additional 140 to 150 housing units to Thief River Falls and would utilize Tax Increment Financing. They will spend the next several months working on the funding and hope to purchase the property next December.

Faye Auchenpaugh, representing the MEC Joint Powers Board, provided a presentation on the history of the Multi-Events Center (MEC) and recommendations to continue discussions with all of the original participants including the County.

County Sheriff Ray Kuznia made several requests for purchase of items for the Sheriff and Sentence to Serve Departments. The following actions were taken:

Motioned by Commissioner Peterson, seconded by Commissioner Hempel, to approve the purchase of five new APX4000 800 ARMER portable radios for \$15,427.50 and one APX6500 800 ARMER 09 Control Head mobile unit for \$5,160.63 from Stone's Mobile Radio, Inc. Motion unanimously carried. A grant has been submitted for a 50% reimbursement.

Motioned by Commissioner Tveitbakk, seconded by Commissioner Hempel, to purchase two 4RE-200-1GPS-PAN in-car camera systems from Watch Guard for \$9,940.00. Motion unanimously carried. One camera to be installed in squad purchased last year and one to be installed in the new squad.

Motioned by Commissioner Tveitbakk, seconded by Commissioner Peterson, to approve the purchase of a 2016 Ford Explorer Utility Police Interceptor with optional wiring and lighting package from Thief River Ford as per state contract for \$31,314.00. Motion unanimously carried.

Motioned by Commissioner Peterson, seconded by Commissioner Tveitbakk, to purchase a new DSR 2x Radar with Fast Lock Remote from Stalker Radar Applied Concepts, Inc. for \$2,950.80. Motion unanimously carried.

Motioned by Commissioner Hempel, seconded by Commissioner Peterson, to approve the purchase of five in-car computer systems (Panasonic Toughbook 31), nine printers and magnetic card readers from Now Micro a MN state contract holder for \$29,496.35. Motion unanimously carried. \$14,941.72 of this purchase will be reimbursed by state grant funds.

Motioned by Commissioner Peterson, seconded by Commissioner Tveitbakk, to approve two HP Business Desktop Pro Desk Computers from Insight Technologies for a total of \$2,468.82 for Dispatch Center. Motion unanimously carried.

Motioned by Commissioner Tveitbakk, seconded by Commissioner Hempel, to purchase an Arctic Cat ATV model TBX700 for the Sentence to Serve Department for \$6,145.88. Motion unanimously carried. \$1,500 will be received from both the Marshall County Fair Board and Pennington County Fair Board to be used towards this purchase.

Commissioner Hempel left the meeting at 7:10 P.M.

Bruce Schwartzman and other representatives of the BKV Group along with representatives of Contegriy Group Construction Management met with the County Board to review the site plans, floor plans, project schedule and project estimate. Total estimate of the project is just over \$18 million. There were three possible ADD Alternates and three DEDUCT Alternates discussed. The project schedule has bids to be

received May 5<sup>th</sup>, 2016 allowing time for the state to act on the bonding request before bids are awarded.

The County Board then reviewed the proposal from McGrann Shea Carnival Straughn & Lamb, chartered to advocate for Pennington County's request to include the Justice Center in the state bonding bill. Motioned by Commissioner Swanson, seconded by Commissioner Peterson, to approve the Professional Service Agreement with McGrann Shea Carnival Straughn & Lamb. Motion unanimously carried.

Motioned by Commissioner Peterson, seconded by Commissioner Swanson, to hire Springsted, Inc. to assist Pennington County in selling bonds for the Justice Center Project and Kennedy and Graven as bond attorneys. Motion unanimously carried.

Motioned by Commissioner Swanson, seconded by Commissioner Peterson, to approve payment of the Human Services warrants totaling \$197,659.46, the Auditor and Manual warrants for November and December, 2015 totaling \$4,924,188.04, and also the following Commissioner warrants. Motion unanimously carried.

WARRANTS

County Revenue	\$166,379.76
Road & Bridge	\$ 61,232.21
Solid Waste Facility	\$ 8,170.03
Ditch Funds	\$ 435.00
Capital Improvement	\$ 64,023.35
State Funds	\$ 667.21

Per diems and meal reimbursements in the amount of \$201.99 were also approved.

Motioned by Commissioner Tveitbakk, seconded by Commissioner Peterson, to approve the minutes of the January 5<sup>th</sup>, 2016 Board meeting as written. Motion unanimously carried.

Motioned by Commissioner Peterson, seconded by Commissioner Swanson, to adjourn to 10:00 A.M. Tuesday, February 9<sup>th</sup>, 2016. Motion unanimously carried.

ATTEST:

Kenneth Olson, Auditor-Treasurer  
Pennington County

Donald Jensen, Chairman  
Board of Commissioners