

**OFFICIAL PROCEEDINGS
PENNINGTON COUNTY BOARD OF COMMISSIONERS
TUESDAY, FEBRUARY 23RD, 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, February 23rd, 2016 at 5:00 P.M. Members present: Donald Jensen, Neil Peterson, Oliver “Skip” Swanson and Cody Hempel. Members absent: Darryl Tveitbakk.

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

Human Service Director Ken Yutzenka presented the consent agenda recommendations from the February 16th, 2016 Human Service Committee meeting. On a motion by Commissioner Swanson, seconded by Commissioner Peterson, the following recommendations of the Pennington County Human Service Committee for February 16th, 2016 are hereby adopted. Motion unanimously carried.

SECTION A

- I. To approve the January 19th, 2016 Human Service Committee meeting minutes.
- II. To approve the agency’s personnel actions.
- III A. To approve a resolution granting the Agency Director authority to sign on behalf of the agency, the Master Subscriber Agreement and Request Form allowing agency staff to access electronic documents under the New Minnesota Government Access Program.
 - B. To allow up to 4 agency staff to attend the MSSA Spring Conference.

SECTION B

- I. To approve payment of the agency’s bills.

County Engineer Mike Flaagan met with the County Board to discuss the bids received for SAP 057-607-014, SAP 057-612-011, and CP 57-16-07-63. The following bids were received.

SAP 057-607-014 & SAP 057-612-011
CSAH #7 & CSAH #12 West of State Highway #32

Anderson Brothers Construction	\$1,449,807.22
Knife River Materials	\$1,330,440.38
Minn Dak	\$1,399,058.80

CP 57-16-07-63
County Road #63

Knife River Materials	\$123,558.50
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Minn-Dak

\$209,704.40

Also present at the meeting were Jeremy Ganske and Jess Frenzel from Knife River Materials and Lou Tasa – MnDOT District Engineer. Discussion was heard on the asphalt film thickness, material, and paving specifications. Also discussed was that there are incentives built in for good density and good ride. It was also important that there was good communication between the contractor and the Highway Department.

Motioned by Commissioner Peterson, seconded by Commissioner Swanson, to award the bid on SAP 057-607-014 and SAP 057-612-011 to Knife River Materials as the lowest and best bid received. Motion unanimously carried.

Motioned by Commissioner Peterson, seconded by Commissioner Swanson, to award the bid on CP 57-16-07-63 to Knife River Materials as the lowest and best bid received. Motion unanimously carried.

Motioned by Commissioner Peterson, seconded by Commissioner Swanson, to authorize the County Engineer and County Auditor Treasurer to advertise for bids for replacement of a bridge in Polk Centre Township between sections 4 and 9 on County #55 – SAP 57-598-052. Bids will be opened at 9:00 AM on April 12th, 2016. Motion unanimously carried.

County Engineer Mike Flaagan then discussed the cleaning of C.D. #36. He stated that the entire ditch had been surveyed and that a description of where the ditch is has been written. Motioned by Commissioner Swanson, seconded by Commissioner Peterson, to approve the description of C.D. #36 as submitted and submit to the ditch record. Motion unanimously carried.

The County Board was informed that the City of Thief River Falls Public Works Committee was having a meeting with residents of CR #62 on March 28th, 2016 at 7:00 PM regarding annexation and city sewer and water.

Motioned by Commissioner Hempel, seconded by Commissioner Peterson, to hold the Five-Year Road and Bridge Plan at 4:00 PM on April 26th, 2016. Motion unanimously carried.

The Highway Committee had reviewed purchasing or leasing a new motor grader. After review they are recommending a six-year lease of a John Deere 770 from RDO Equipment Company at the state contract price of \$22,837.00 per year. Motioned by Commissioner Peterson, seconded by Commissioner Swanson, to enter into a six-year lease of a John Deere 770 from RDO Equipment Company at the state contract pricing. Motion unanimously carried.

Motioned by Commissioner Peterson, seconded by Commissioner Swanson, to purchase a Handi Hitch from RDO Equipment Company for \$28,515 off the state contract. Motion unanimously carried.

The County Engineer then discussed the bids opened this morning at 10:00 AM for county-wide shouldering (CP 57-16-04) and county-wide crack sealing (CP 57-16-05). The following bids were received.

CP 57-16-04 – (County Wide Shouldering)

Davidson Construction	\$245,025.00
K & K Trucking	\$208,725.00
Thygeson Construction Co.	\$191,235.00

CP 57-16-05 – (County Wide Crack Sealing)

All Things Asphalt	\$193,800.00
American Pavement Solutions	\$176,800.00
Astech Corp.	\$162,350.00
Fahrner Asphalt Sealers	\$178,500.00
Northwest Asphalt	\$174,250.00

Motioned by Commissioner Peterson, seconded by Commissioner Swanson, to award the bid for CP 57-16-04 county wide shouldering to Thygeson Construction Co. as the lowest and best bid received. Motion unanimously carried.

Motioned by Commissioner Swanson, seconded by Commissioner Peterson, to award the bid for CP 57-16-05 county wide crack sealing to Astech Corp. as the lowest and best bid received. Motion unanimously carried.

Erik Beitel, Emergency Management Director, presented the Grant Agreement with the Minnesota Department of Public Safety to provide matching funds of \$14,941.73 for in squad computers. Total project costs for computers, driver's license readers, docking stations, printers and Aircard antennas is projected at \$29,496.45. Motioned by Commissioner Peterson, seconded by Commissioner Swanson, to approve grant agreement No. A-CMPTR16-2016-PENNCO-00116 with the Minnesota Department of Public Safety to provide a matching grant of \$14,941.72 for in squad computers. Motion unanimously carried.

Mr. Beitel also discussed attending grant writer and grant management training courses. These courses would require out of state travel cost and class fees of approximately \$3,800. Motioned by Commissioner Hempel, seconded by Commissioner Swanson, to authorize Emergency Management Director Erik Beitel to attend grant writer and grant management classes requiring out of state travel. Motion unanimously carried.

Meeting with the County Board was Bryan Malone – Pennington County Soil and Water Conservation District, Jeff Fagerstrom – Northwest Minnesota Housing Cooperative and Mark Borseth – City of Thief River Falls. The County Board was informed that plat layout alternate number three was agreed upon by all parties for the project known as Northwest Minnesota Housing Cooperative Development. This alternate reduces the

wetland area impacted to .43 acres and requires .86 acres of replaced wetland via credits purchased from the MN Wetland Bank Acct #1147. Motioned by Commissioner Hempel, seconded by Commissioner Swanson, that the Pennington County Board as the local government unit approves the Minnesota Wetland Conservation Act notice of decision for the project named Northwest Minnesota Housing Cooperative Development. Motion unanimously carried.

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

RESOLUTION AUTHORIZING SIGNING AUTHORITY ALLOWING ACCESS TO MINNESOTA GOVERNMENT ACCESS (MGA) ACCOUNTS FOR ELECTRONIC COURT RECORDS AND DOCUMENTS

WHEREAS, the new Minnesota Government Access Accounts, allowing government agencies to view appropriate electronic court records and documents stored in the Minnesota Court Information System for cases in Minnesota district courts, require authorization from the governing body.

NOW, THEREFORE, BE IT RESOLVED, the County Board of Pennington County, Minnesota as follows:

1. Approves and authorizes Raymond Kuznia, Pennington County Sheriff, to sign the Master Subscriber Agreement for Minnesota Court Data Services for Governmental Agencies.
2. That the Pennington County Sheriff, Raymond Kuznia, is the designated Authorized Representative for the Pennington County Sheriff's Office. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the County's connection to the systems and tools offered by the State.
3. That Commission Donald Jensen, the Chair of the County Board, and Kenneth Olson, the Board Clerk, are authorized to sign this Resolution.

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

RESOLUTION AUTHORIZING SIGNING AUTHORITY ALLOWING ACCESS TO MINNESOTA GOVERNMENT ACCESS (MGA) ACCOUNTS FOR ELECTRONIC COURT RECORDS AND DOCUMENTS

WHEREAS, the new Minnesota Government Access Accounts, allowing government agencies to view appropriate electronic court records and documents stored in the Minnesota Court Information System for cases in Minnesota district courts, require authorization from the governing body.

NOW, THEREFORE, BE IT RESOLVED, the County Board of Pennington County, Minnesota as follows:

1. Approves and authorizes Alan Rogalla, Pennington County Attorney, to sign the Master Subscriber Agreement for Minnesota Court Data Services for Governmental Agencies.
2. That the Pennington County Attorney, Alan Rogalla, is the designated Authorized Representative for the Pennington County Attorney's Office. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the County's connection to the systems and tools offered by the State.
3. That Commission Donald Jensen, the Chair of the County Board, and Kenneth Olson, the Board Clerk, are authorized to sign this Resolution.

Motioned by Commissioner Hempel, seconded by Commissioner Swanson, to appoint Caron Alten and Lorna Peterson to the Inter County Nursing Service Board for two-year terms beginning January, 2016. Motion unanimously carried.

Motioned by Commissioner Hempel, seconded by Commissioner Peterson, to approve the minutes of the February 9th, 2016 Board meeting as written. Motion unanimously carried.

Motioned by Commissioner Hempel, seconded by Commissioner Swanson, to approve payment of the Human Services warrants totaling \$182,557.00, the Auditor and Manual warrants for January, 2016 totaling \$1,436,806.09, and also the following Commissioner warrants. Motion unanimously carried.

WARRANTS

County Revenue	\$99,192.45
Road & Bridge	\$83,969.81
Ditch Funds	\$ 90.29

Per diems and meal reimbursements in the amount of \$11.15 were also approved.

Motioned by Commissioner Hempel, seconded by Commissioner Peterson, to hold the Capital Improvement Plan hearing at 6:00 PM on March 22nd, 2016 in the County Board room. Motion unanimously carried.

Chairman Jensen then discussed the meeting with State Legislatures and the State Bonding Committee regarding the funding for the Pennington County Justice Center. Commissioners Jensen and Tveitbakk, along with the County Sheriff – Ray Kuznia, County Attorney – Alan Rogalla, Economic Development Director – Christine Anderson and Thief River Falls Police Chief – Dick Wittenberg will participate.

Motioned by Commissioner Hempel, seconded by Commissioner Swanson, to adjourn to 10:00 A.M. Tuesday, March 8th, 2016. Motion unanimously carried.

ATTEST:

Kenneth Olson, Auditor-Treasurer
Pennington County

Donald Jensen, Chairman
Board of Commissioners