

**OFFICIAL PROCEEDINGS
PENNINGTON COUNTY BOARD OF COMMISSIONERS
TUESDAY, AUGUST 25TH, 2020, 5:00 P.M.**

Pursuant to adjournment, the Pennington County Board of Commissioners met in the Pennington County Justice Center Board Room in Thief River Falls, MN, on Tuesday, August 25th, 2020 at 5:00 p.m. Members Present: Darryl Tveitbakk, Don Jensen, Bruce Lawrence, Neil Peterson, and Cody Hempel. Members Absent: None.

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

Julie Sjostrand met with the Board and presented her consent agenda from the August 18th, 2020 Human Services Committee meeting. On a motion by Commissioner Jensen and seconded by Commissioner Hempel, the following recommendations of the Pennington County Human Service Committee for August 18th, 2020 (detailed minutes on record) are hereby adopted. Motion carried.

SECTION A

- I. To approve the July 21st, 2020 Human Service Committee Meeting minutes.
- II. To approve the agency's personnel action as presented.
- III. To accept the donation of \$100.00 from North Risk Partners to Pennington County Foster Care Program.

SECTION B

- I. To approve payment of the Agency's bills.

Jim Trojanowski, NW Regional Library Director, met with the Board and discussed the periods they were closed to the pandemic and their gradual return to business. He then presented their 2021 budget and is asking for a 2% increase in their appropriation, totaling \$118,212. The Board thanked Mr. Trojanowski for his report and took their request under advisement.

Bryan Malone, Pennington County SWCD District Manager, presented a Conservation Assistance Contract for the CD#96 outlet project (streambank protection) in River Falls Township, with an estimated cost of \$192,350. Red Lake River Watershed Based Implementation Funding in the amount of \$55,016 would be utilized along with other funding sources. Motioned by Commissioner Peterson, seconded by Commissioner Jensen, to approve the contract for CD#96 assistance as stated above. Motion carried.

Mr. Malone presented a Conservation Assistance Contract to install side water inlets in JD#25 with an estimated cost of \$97,500. Red Lake River Watershed Based Implementation Funding in the amount of \$64,000 would be utilized with the balance being paid from JD#25 funds. Motioned by Commissioner Peterson, seconded by Commissioner Jensen, to approve the contract for JD#25 assistance as stated above. Motion carried.

Mr. Malone presented the Soil and Water District's 2021 budget. Discussion included a \$22,750 expenditure to archive ditch system information. Much of the information is old and in paper-format, so

it is easily compromised. The Board of Water and Soil Resources would match contributions at 50% with a total estimated project cost of \$45,000. Discussion was then held on the revenue and expense changes for 2021. The board thanked Bryan for his report and took their budget request under advisement.

County Engineer Mike Flaagan presented the following bids that were received for the CD#96 project:

Davidson Construction	\$192,350.00
Gladen Construction	\$242,948.00
R.J. Zavoral & Sons, Inc.	\$311,270.00
Red Lake Builders	\$258,093.50
Spruce Valley Corp.	\$305,476.00

Mr. Flaagan stated that funding for this project will include approximately \$165,000 from the Clear Water Fund, \$55,000 from the 1W1P fund, \$26,000 from the RLWD, and the remainder from the ditch fund. The estimate for this project was \$153,553. Motioned by Commissioner Peterson, seconded by Commissioner Hempel, to award the bid for CD#96 project to Davidson Construction for \$192,350 as the best and lowest bid received. Motion carried.

Mr. Flaagan updated the Board on local projects:

- Trunk Highway #32 project – work is taking place in front of Brodin’s
- Challenger roundabout – paving to start on August 26th with striping to follow; the roundabout is on schedule to open by September 8th, 2020.
- Mark Blvd. Bridge – the deck is to be poured on August 26th; the project is behind schedule due to high water issues; the scheduled opening in October will depend on the weather.

Emergency Management Director Erik Beitel reported on the Pennington County CARES Act grants. 23 grants have been approved to date, totaling \$279,786.55. The Committee will meet again soon to go over 30+ applications received since August 21st, 2020. If all are approved, the total in grants paid will be \$637,786.55, leaving a balance of \$112,213.45. Mr. Beitel noted that numerous first round applications were incomplete, and those businesses are being notified to avoid unnecessary rejections.

Mr. Beitel then gave a brief update on the COVID-19 pandemic in Pennington County.

Motioned by Commissioner Lawrence, seconded by Commissioner Hempel, to approve a lease agreement between Pennington County and the Thief River Falls Area Hockey Association for office space located in the Old Auditorium, to commence on 09/01/20 and terminate on 08/31/21. Motion carried.

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

RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT

BE IT RESOVLED that Pennington County enter into a grant agreement with the Minnesota Department of Public Safety for traffic safety projects during the period from October 1, 2020 through September 30, 2021.

The County Auditor-Treasurer is hereby authorized to execute such agreements and amendments as are necessary to implement the project on behalf of Pennington County and to be the fiscal agent and administer the grant.

Motioned by Commissioner Jensen, seconded by Commissioner Lawrence, to approve the hire of Sherri Melvie for the full-time position of Deputy Assessor-Appraiser effective 09/21/20. Motion carried.

Motioned by Commissioner Jensen, seconded by Commissioner Lawrence, to increase the Lead Deputy Treasurer work schedule from 37.5 hours per week to 40 hours per pay week effective 08/24/20. Motion carried.

Motioned by Commissioner Hempel, seconded by Commissioner Lawrence, to approve the Board minutes of 08/11/20 as written. Motion carried.

Motioned by Commissioner Hempel, seconded by Commissioner Jensen, to approve payment of the Human Services warrants totaling \$117,957.88 and the following Commissioner warrants. Motion carried.

County Revenue	\$99,502.46
Road & Bridge	\$82,950.56
Ditch Funds	\$17,134.19

Per diems and meal reimbursements in the amount of \$59.61 were also approved.

The Board discussed a change in location for the September 8th, 2020 County Board meeting due to a jury trial being held that week in the Justice Center. Motioned by Commissioner Hempel, seconded by Commissioner Lawrence, to change the location of the September 8th, 2020 County Board meeting to the Joint-Use Facility/Highway Dept. conference room, or in alternate the TRF City Council Chambers. Notice of the change will be published. Motion carried.

Motioned by Commissioner Jensen, seconded by Commissioner Hempel, to adjourn the Board meeting to September 8th, 2020 at 10:00 a.m. at the Joint Use Facility meeting room or the alternate location of the TRF City Council Chambers. Motion carried.

ATTEST:

Kevin Erickson, County Coordinator
Pennington County

Darryl Tveitbakk, Chairman
Board of Commissioners