

**OFFICIAL PROCEEDINGS
PENNINGTON COUNTY BOARD OF COMMISSIONERS
JUSTICE CENTER BOARD ROOM
MAY 23rd, 2023 – 10:00 A.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, May 23rd, 2023, at 10:00 a.m. Members Present: Seth Nelson, Bruce Lawrence, Dave Sorenson, Roy Sourdif, and Neil Peterson. Members absent: None.

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

The Chairman asked if there were any amendments to the agenda. Hearing none, there was a motion by Commissioner Sourdif, seconded by Commissioner Sorenson, to approve the Board agenda as presented. Motion carried.

Recognition of Citizens: None.

Motioned by Commissioner Lawrence, seconded by Commissioner Nelson, to approve the Board of minutes of May 9th, 2023, as presented. Motion carried.

Motioned by Commissioner Nelson, seconded by Commissioner Lawrence, to approve the following Commissioner warrants, to include payments to Baker Tilly Municipal Advisors, LLC totaling \$1,900.00. Motion carried.

County Revenue	\$288,385.11
Road & Bridge	\$156,893.36
Solid Waste Facility	\$ 2,502.15
J.C. Jail Bond Fund	\$ 475.00
J.C Capital Improvement Fund	\$ 475.00
Ditch Funds	\$ 1,753.46

Per diems and meal reimbursements in the amount of \$26.18 were also approved.

Human Services Director Julie Sjostrand presented the consent agenda from the May 16th, 2023, Human Service Committee meeting. On a motion by Commissioner Nelson and seconded by Commissioner Sourdif, the following recommendations of the Pennington County Human Service Committee for May 16th, 2023 (detailed minutes on record) are hereby adopted:

SECTION A

- I. To approve the April 18, 2023, Human Service Committee Meeting minutes.
- II. To approve the agency's personnel action as presented.
- III. A. To approve the "Every Student Succeeds Act": (ESSA) Service Agreement between Thief River Falls Public Schools and Pennington County Human Services as presented.

- B. To approve the CY 2023 Child Welfare Opiate Allocation Agency Plan as presented.
- C. To approve the Caseworks E-Signature and Portal Account as presented.
- D. To approve the purchase and installation of the following items and services from ReadITech IT Solutions as quoted and presented: 1) Surface Pro 8 Tablet. 2) Updated backup solution with Cloud backup.
- E. To approve the Allocation to support Medical Assistance renewals plan as presented.

SECTION B

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

County Engineer Mike Flaagan presented the following highway department items:

Motioned by Commissioner Lawrence, seconded by Commissioner Sourdif, to authorize the purchase of a Schulte mower at the state bid price of \$41,750. Motion carried. The Engineer noted this purchase will replace our oldest mower, which will be sold at auction once the new mower arrives.

The following quotes were received for the purchase of a new, ¾ ton pickup truck for the highway department:

Thief River Ford	\$52,770.00
Westside Motors	\$56,330.00
Northern Motors	\$52,610.00

Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to approve the quote by Northern Motors as the lowest and best bid received and to approve purchase of a 2024 Chevrolet ¾ ton pickup truck in the amount of \$52,610.00.

Discussion followed with the Engineer noting that an older county pickup will be sold once the new truck is received. Following discussion, the motion was carried.

Engineer Flaagan presented the following bid abstract for the bridge maintenance projects planned for Long’s bridge, River Valley bridge, Highlanding bridge, and Smiley bridge.

Davidson Construction Inc.	\$ 466,851.50
Spruce Valley Corporation	\$ 523,204.00
Quality Spray Foam LLC/DBA Anderson Excavating	\$245,766,561.76

The Engineer’s estimate for the projects was \$384,541.00. Mr. Flaagan noted that Quality Spray Foam listed some numbers wrong in their bid document, and their intended bid was \$376,821.06. However, the county must use all bids as listed. Motioned by Commissioner Lawrence, seconded by Commissioner Sourdif, to reject all bids received and authorize the Engineer to readvertise the project. Motion carried.

Motioned by Commissioner Sourdif, seconded by Commissioner Sorenson, to approve a bid opening date of June 26th, 2023, at 1:00 p.m. for the bridge maintenance projects. Motion carried.

Engineer Flaagan noted that work on CD#96 is underway and is going well. He believes the project should be completed in about 10 days.

The Engineer noted that the Highway 59 project is resulting in lot of travel on the gravel road detours and other nearby gravel roads. He noted that the first detour is for centerline culvert installations, but those should be completed soon.

County Assessor Carl Bruzek presented an Application for Abatement submitted by David and Diane Lee, Parcel #R19.01810700. A second home was built on the property in 2020 and Mr. and Mrs. Lee occupied it as their primary residence. Their original home was occupied in 2020 by their daughter as her primary residence. The homestead application deadline for both parties was December 31, 2021, however the applications were not submitted until April 2022, due to illness. For taxes payable 2022, Mr. Bruzek estimates a tax abatement of \$1,004 for the new home and \$708 for the original home. Motioned by Commissioner Sourdif to approve the tax abatement application. Commissioner Sourdif then rescinded his motion. Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to table the Application for Abatement by David and Diane Lee regarding Parcel No. 19.01810700. Motion carried. Mr. Bruzek will consult with the Department of Revenue regarding the situation.

County Sheriff Seth Vettleon presented the following items:

Motioned by Commissioner Sourdif, seconded by Commissioner Lawrence, to approve the transfer of Austyn Bourman from Part-Time Deputy Sheriff to Part-Time Dispatcher/Corrections Officer effective May 29th, 2023. Motion carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Nelson, to approve the transfer of Alex Henningsen from Full-Time Deputy Sheriff to Full-Time Investigator effective May 29th, 2023. Motion carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Sourdif, to authorize the County Sheriff to advertise for one Part-Time Deputy Sheriff. Motion carried.

Sheriff Vettleon noted that the County has been approved for a grant for the purchase of new jail application software in an amount up to \$56,900.

Pennington/Red Lake County Public Health & Home Care Director Kayla Jore presented an update to the Board. The winter of 2022-2023 was bad for influenza but the number of cases has since subsided. COVID-19 cases are on the decline with no confirmed, COVID-19 related deaths in the last 6 months. Vaccine recommendations are changing and also what vaccines will be available in the future. Most of the COVID-19 vaccine they have on-hand expires soon. They have not held any vaccination clinics since January this year and the demand for vaccinations is way down. She noted that the public health emergency ends this week and free COVID-19 tests are available in their office. Ms. Jore commented that the local community is doing good things for mental health awareness, and she assists with those efforts when she's able. She informed the

Board that a regional epidemiologist will be onsite June 1st, 2023, to present an update on opioids, etc.

Auditor-Treasurer Items: None.

County Coordinator Items:

Architect firm SEH will be onsite May 30th, 2023, to do a walk-through inspection of the Government Center 3rd floor remodel progress and will also meet with the Building Committee and Schmitz Builders to discuss change proposals recently submitted by Schmitz Builders.

Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to authorize the Building Committee to approve up to \$25,270 in change proposals for the Government Center 3rd floor remodel project prior to the June 13th, 2023, County Board meeting. Motion carried.

The Chairmen recessed the County Board meeting at 10:30 a.m. pursuant to MN Statute 13D.05, subd. 3(b). to discuss pending litigation.

The Chairman called the Board meeting back to order at 11:19 a.m.

Motioned by Commissioner Sourdif, seconded by Commissioner Sorenson, to approve the Human Services warrants totaling \$276,666.55. Motion carried.

County Attorney Items: None.

Committee Reports:

Commissioner Peterson – The MN Legislature recently approved an \$80 million increase to County Program Aid, increases to the Payments in Lieu of Tax (PILT) program, and also approved transportation bonding, which the county needed for the Kratka bridge replacement project.

Commissioner Lawrence – A representative from Senator Klobuchar’s office will be onsite on June 24th, 2023, and a couple commissioners will attend the meeting.

Motioned by Commissioner Sorenson, seconded by Commissioner Nelson, to adjourn the Board meeting to June 13th, 2023, at 10:00 a.m. Motion carried.

ATTEST:

Kevin Erickson, County Coordinator
Pennington County

Neil Peterson, Chairman
Board of Commissioners