

**OFFICIAL PROCEEDINGS
PENNINGTON COUNTY BOARD OF COMMISSIONERS
JUSTICE CENTER BOARD ROOM
JUNE 11, 2024 – 10:00 A.M.**

Pursuant to M.S. 375.07, the Pennington County Board of Commissioners met in the Pennington County Justice Center Board Room in Thief River Falls, MN, on Tuesday, June 11th, 2024, at 10:00 a.m. Members Present: Seth Nelson, Bruce Lawrence, Roy Sourdif, David Sorenson, and Neil Peterson. Members absent: None.

The meeting was called to order by Chairman Nelson 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 Peterson, seconded by Commissioner Sourdif, to approve the agenda as presented. Motion carried.

Recognition of Citizens: None.

Motioned by Commissioner Sorenson, seconded by Commissioner Lawrence, to approve the County Board minutes of May 28th, 2024, as written. Motion carried.

Motioned by Commissioner Sourdif, seconded by Commissioner Sorenson, to approve the Auditor & Manual warrants for May 2024 totaling \$7,520,040.27, a warrant to TRF Lock and Key for \$1,680.00, and the following Commissioner warrants. Motion carried.

County Revenue	\$ 86,821.58
Road & Bridge	\$255,268.49
Solid Waste Facility	\$ 4,239.82
Ditch Funds	\$ 5,124.00

Meal reimbursements and per diems in the amount of \$2,799.90 were also approved.

Pennington County Extension and 4-H staff presented a quarterly report:

Grant Nelson noted that the county spring cleanup day was held on May 4, 2024, and 27 tons of garbage was taken in. A new 10-year solid waste plan is needed by 2026 and a regional plan being considered. The NWRDC may complete the plan on our behalf and SCORE funds can be utilized for the plan. The MNPCA has stated that the county should have a website for recycling and should advertise recycling more. Ag pesticide waste turn-in will be held on July 18, 2024. Mr. Nelson noted that his recent work has involved checking on local trees and tree fungus, which is common during times of excessive rainfall. He also provided an update on lift station repairs and local pesticide training.

Ashley Nerhus introduced the Board to Paige Burns, the summer intern in their office. Ms. Nerhus discussed their after-school programming, including Cloverbuds, Explore 4-H, and BIO Girls. Summer programming will include the Dog project, shooting sports

and wildlife, horse project, day and overnight camps/trips. They are now planning for the county fair and discussed the 4-H food stand and its condition. The Poultry Project Bowl team placed 1st at State and is heading to Nationals. Locally, 218 youth are enrolled in 4-H and there are 52 screened adult volunteers. Ashley informed the Board that she has accepted a regional position in 4-H but will remain in the local office until August.

Cindi Kilen stated she has been assisting Ms. Nerhus with the youth programming and county fair plans. She discussed the Home Council/Learning Circle groups that have 70+ members and are led by Glenice Johnson. They hosted a Spring Fling event in April. The Master Gardener program has been busy planting flowers at local businesses, including at the Government and Justice Centers. A Twilight Garden tour will be held on June 27th, 2024, from 4:00-8:00 p.m. with six sites being showcased.

Building and Grounds Supervisor Morgan Bernier presented the following for consideration: a quote by Dakota Fire Protection in the amount of \$800.00 for after-hours install of a tamper valve at the LEC; a quote by Bergstrom Electric in the amount of \$1,050.00 for electrical work in the probation office and \$2,750.00 to run power for the new AC unit at the Justice Center; a quote by MoeCo Fire & Safety in the amount of \$693.94 for a fire extinguisher and outdoor cabinet to be located by the LEC generator.

Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to approve a quote by MoeCo Fire & Safety in the amount of \$693.94 for the purchase and delivery of a 20# fire extinguisher and storage cabinet for the LEC generator. Motion carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Sourdif, to approve a quote by Dakota Fire Protection in the amount of \$800.00 for after-hours installation of a tamper valve at the LEC. Mr. Bernier noted that after-hours installation would minimize disruption of services in the LEC. Following discussion, the motion was carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to approve a quote by Bergstrom Electric in the amount of \$2,750.00 to run power for the new A/C unit in the Justice Center server room. Discussion followed with the Board requesting that the County Coordinator research the lease agreement regarding electrical work requested by the Probation office. Following discussion, the motion was carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to approve a quote by Northwest Iron Fireman, Inc. in the amount of \$2,425.90 to conduct combustion and safety checks on five boilers in the county buildings. Discussion followed with Mr. Bernier stating these are annual checks and include mileage, travel time, and reporting. Following discussion, the motion was carried.

Commissioner Lawrence questioned Mr. Bernier if installation of glycol in the Justice Center boiler system has been scheduled yet, to which he replied that it will most likely occur in August of this year.

Commissioner Nelson discussed hand-held radios for Building and Grounds and custodial staff. It was noted that past-testing of normal two-way radios was unsuccessful due to building structures. Mr. Bernier noted that his staff can keep in touch via cell phone.

County Engineer Mike Flaagan presented the following items:

The following proposals were submitted for engineering and design work related to the CSAH #11 (formally CR#62) project. Engineer Flaagan recommended approval of the proposal by HDR, Inc. and noted the cost splits between county and township.

HDR, Inc. \$149,925.00 / \$37,481.00 (county / township)

Houston Engineering, Inc. \$141,035.00 / \$58,878.00 (county / township)

Motioned by Commissioner Sourdif, seconded by Commissioner Sorenson, to approve the proposal by HDR, Inc. in the amount \$187,406 for engineering and design work for the CSAH #11 project. Motion carried.

Motioned by Commissioner Peterson, seconded by Commissioner Lawrence, to approve the transfer of Brian Wellman from Full-Time Highway Equipment Operator to Full-Time Signman effective June 12th, 2024. Motion carried.

Motioned by Commissioner Peterson, seconded by Commissioner Lawrence, to authorize the Engineer to advertise for the position of Full-Time Highway Equipment Operator, internally first as per the CBA, externally after if necessary. Motion carried.

Engineer Flaagan presented pictures and video of the Kratka bridge project following pouring of the deck, noting that high performance concrete was used to help with wearing. The approach panels on each end of the bridge will follow and then the rails will be installed. He noted that July 12, 2024, is the project deadline date.

Sheriff's Office Manager Misty Manderud presented the LEC items on behalf of Sheriff Vettleson:

Motioned by Commissioner Sourdif, seconded by Commissioner Lawrence, to approve the hire of Stephanie Schwartz for the position of Part-Time Dispatcher/Correctional Officer, contingent on final fingerprinting. Motion carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Peterson, to accept the resignation of Tiffany Tureson as Full-Time Dispatcher/Correctional Officer effective June 11th, 2024. Motion carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Sourdif, to authorize the County Sheriff to advertise for a Full-Time Dispatcher/Correctional Officer, internally first per the CBA, externally after if necessary. Motion carried.

County Auditor-Treasurer Items:

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

RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT

BE IT RESOLVED 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, 2024, through September 30, 2025.

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

County Coordinator Items:

Motioned by Commissioner Sourdif, seconded by Commissioner Lawrence, to approve a change in Agent of Record designation from NIS to Integrity Employee Benefits, LLC for the following county ancillary insurance benefits: life, long-term disability, and dental, effective July 1st, 2024. Motion carried.

Committee Reports / Commissioner Updates:

The Board discussed the AMC District 3 meeting held on June 6th, 2024, in Brooks, MN. A major discussion topic was recent cannabis legislation, effects to the counties, and the need for counties to begin serious discussion on cannabis and potential ordinances.

Motioned by Commissioner Sourdif, seconded by Commissioner Sorenson, to adjourn the Board meeting to the Board of Appeal & Equalization meeting on June 17th, 2024, at 6:00 p.m. Motion carried.

ATTEST:

Kevin Erickson, County Coordinator
Pennington County

Seth Nelson, Chairman
Board of Commissioners