

OFFICIAL PROCEEDINGS
PENNINGTON COUNTY BOARD OF COMMISSIONERS
TUESDAY, JULY 23rd, 2019, 5:00 P.M.
PENNINGTON COUNTY BOARD ROOM JUSTICE CENTER

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, July 23rd, 2019 at 5:00 p.m. Members Present: Donald Jensen, Bruce Lawrence, Neil Peterson, Cody Hempel, and Darryl Tveitbakk. Members absent: None

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

Fiscal Supervisor Scott Sommers presented for approval the Human Services Consent Agenda from the July 16th, 2019 Human Services Committee meeting. On a motion by Commissioner Jensen, seconded by Commissioner Hempel, the following recommendations of the Pennington County Human Service Committee for July 16th, 2019, are hereby adopted. Motion carried.

SECTION A

- I. To approve the June 18, 2019 Human Service Committee Meeting minutes.
- II. To approve the agency's personnel actions as presented.

SECTION B

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

Moved by Commissioner Jensen, seconded by Commissioner Tveitbakk, to approve hiring Trey Kjono for the position of Fiscal Supervisor effective July 24, 2019. Motion carried.

Paul Hajduk, Minnesota Counties Intergovernmental Trust (MCIT) Risk Management Consultant, presented the annual report to the members. MCIT is a joint powers entity where members pool resources to provide property, liability, and workers compensation coverage, risk management service, and loss control services. The year 2019 is a milestone year for MCIT and its members as it is celebrating forty years of coming together to manage risk successfully. MCIT provided a dividend return of \$11.75 million to its members in 2018 and has now announced a dividend return of \$10 million for 2019. In 2018 Pennington County received a \$62,784.00 dividend. The County Board thanked Paul Hajduk for the report.

Robert Sip, Executive Director of the Red River Watershed Management Board, received their 2018 Annual Report. They established a permanent office at 11 5th Avenue East Suite B, in Ada, Minnesota. They now operate with two full-time staff, an executive director, and executive assistant. Rob has been traveling to all of the member Watershed Districts and is also meeting with the counties in the RRWMB. The Red Lake Watershed District and the Middle-Snake-Tamarac River Watershed District are both included in the RRWMB. Rob reviewed their mission statement and principle objective. Rob noted that their levy for 2020 will be going down to 75% of the maximum levy allowed. They are striving to be more transparent, open, and responsive to the members. The County Board thanked Rob Sip for the report.

Bryan Malone, SWCD District Manager, presented a Minnesota Wetland Conservation Act Notice of Application for Farmer's Coop Grain & Seed for construction of a TRF Railroad Siding in Section 21, 27, and 28 of North Township. A Wetland Delineation was completed in 2016 and a Wetland Replacement Plan was included requiring the purchase of 4.5 acres of Wetland Bank Credits. It was moved by Commissioner Peterson, seconded by Commissioner Jensen, that after evaluation of the information provided, Pennington County agrees with the recommendation of the Pennington County TEP, and approves the Farmer's Coop Grain & Seed Wetland Delineation and Replacement Plan. Motion carried.

County Engineer Mike Flaagan recommends hiring Jared Voecks for the position of Highway Equipment Operator. Moved by Commissioner Jensen, seconded by Commissioner Peterson, to hire Jared Voecks for the position of Highway Equipment Operator. Motion carried.

Mike Flaagan informed the County Board that John Hanson would be retiring as of August 1st, 2019. Moved by Commissioner Peterson, seconded by Commissioner Hempel, to accept the resignation and retirement of John Hanson effective August 1st, 2019 and to thank him for his 29 years of service to the Pennington County Highway Department. Motion unanimously carried.

County Engineer Flaagan then reviewed the bids received for SP 057-070-013 and SP 057-070-014 (CSAH 16 Rumble Strips). The following bids were received:

Agassiz Asphalt -	\$125,478.24
Knife River Materials -	\$143,292.32
R.J. Zavoral & Sons, Inc -	\$141,349.60

Moved by Commissioner Jensen, seconded by Commissioner Hempel, to approve the bid of Agassiz Asphalt as the best and lowest bid received for SP 057-070-013 and SP 057-070-014. Motion carried.

County Sheriff Ray Kuznia recommended Jordin Gunderson for the part-time Corrections Officer position. Moved by Commissioner Jensen, seconded by Commissioner

Tveitbakk, to hire Jordin Gunderson as a part-time corrections officer effective July 24th, 2019. Motion carried.

Moved by Commissioner Tveitbakk, seconded by Commissioner Jensen, to hire David Casanova as the full-time Jail Administrator at the one-year step on the pay scale effective August 1st, 2019. Motion carried.

Commissioner Tveitbakk moved, seconded by Commissioner Jensen, to post internally for the position of full-time Corrections Officer. Motion carried.

Commissioner Jensen moved, seconded by Commissioner Hempel, to authorize the County Sheriff to hire a part-time correction officer from the current list of applicants recently interviewed. Motion carried.

Moved by Commissioner Jensen, seconded by Commissioner Peterson, to approve the minutes of July 9th, 2019 as written. Motion carried.

Motioned by Commissioner Tveitbakk, seconded by Commissioner Hempel, to approve the Human Services warrants totaling \$120,963.63, the Auditor and Manual warrants for June 2019 totaling \$6,231,201.90, and the following Commissioner warrants.

WARRANTS	
County Revenue	\$ 133,946.29
Road & Bridge	\$ 148,177.53
Solid Waste Facility	\$ 3,187.54
Ditch Funds	\$ 77.02

Per diems and meal reimbursements in the amount of \$43.25 were also approved.

County Auditor-Treasurer Ken Olson presented the Christianson Furniture Invoice #2614-3RF for \$209,271.84. Christianson Furniture will be here August 1st, 2019 to finish the punch list and are requesting a partial payment of this invoice. Margaret Lafferty from BKV has agreed with this request. Moved by Commissioner Tveitbakk, seconded by Commissioner Hempel, to pay 90% of Invoice #2614-3RF (\$188,344.66) by Auditors Warrant with the remaining balance of this invoice to be paid upon approval and final of this contract. Motion carried.

County Auditor-Treasurer Ken Olson presented the Elevator Maintenance Agreements from OTIS Elevator for the elevator in the Government Center and the two elevators in the Justice Center. These are five-year agreements beginning August 1st, 2019 with the base price of \$65.00 per month, per elevator. Moved by Commissioner Tveitbakk, seconded by Commissioner Jensen, to approve the Elevator Maintenance Contracts with OTIS Elevator Company and authorize the Chairman to sign the agreements. Motion carried.

The County Board then reviewed the Elevator Inspection Report from the MN Department of Labor and Industry listing several items to be corrected on the elevator in the Government Center. OTIS Elevator provided a quote to bring the elevator up to code of \$4,900.00. Motioned by Commissioner Tveitbakk, seconded by Commissioner Hempel, to approve the quote of \$4,900.00 from OTIS Elevator to repair the items listed on the inspection report on the Government Center’s elevator which will make it compliant with the adopted rules and standards. Motion carried.

Commissioner Jensen moved, seconded by Commissioner Tveitbakk, to approve the following change order. Motion carried.

Change Order #3	Davidson Construction	Extra Paving on the Justice Center alley	+\$83,686.50
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The following resolution was introduced by Commissioner Peterson, seconded by Commissioner Hempel, and upon vote was carried.

BE IT RESOLVED that Pennington County will enter into a cooperative agreement with the Office of Justice Programs in the Minnesota Department of Public Safety.

Pennington County Attorney is hereby authorized to execute such agreements and amendments, as are necessary to implement the project on behalf of Pennington County Crime Victim Services.

Commissioner Tveitbakk had a meeting with AVI and the audio-video equipment should be fully operational shortly.

Motioned by Commissioner Hempel, seconded by Commissioner Tveitbakk, to adjourn the Board Meeting to Tuesday, August 13th, 2019 at 10:00 a.m. Motion carried.

ATTEST:

Kenneth Olson, Auditor-Treasurer
Pennington County

Bruce Lawrence, Chairman
Board of Commissioners