

**OFFICIAL PROCEEDINGS
PENNINGTON COUNTY BOARD OF COMMISSIONERS
TUESDAY, NOVEMBER 26TH, 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, November 26th, 2019 at 5:00 p.m. Members Present: Donald Jensen, Bruce Lawrence, Cody Hempel, Neil Peterson, and Darryl Tveitbakk. Absent: None.

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

Human Service Director Julie Sjostrand presented the Human Services Consent Agenda recommendation from the November 19th, 2019 Human Services Committee meeting. On a motion by Commissioner Hempel, seconded by Commissioner Jensen, the following recommendations of the Pennington County Human Service Committee for November 19th, 2019 are hereby adopted. Motion carried.

SECTION A

- I. To approve the October 15, 2019 Human Service Committee Meeting minutes.
- II. To approve the agency's personnel action as presented.
- III.
 - A. To approve the CY 2020 Rural Transportation Collaborative access transportation service contract with Tri-Valley Opportunity Council, Inc. as presented.
 - B. To approve the CY 2020 purchase of Service Agreement with the Occupational Development Center as presented.
 - C. To approve the CY 2020 Supervised Visitation and Visitation Exchange Purchase of Service Agreement between the Violence Intervention Project and Pennington County Human Services, as presented.
 - D. To approve the CY 2020 Children's Mental Health Screening State of Minnesota Department of Human Services County Grant Contract.

SECTION B

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

It was noted that as part of the personnel items Charles Lundgren was approved to fill the position of Fiscal Officer.

County Engineer Mike Flaagan reviewed an updated snow plowing policy and map. Moved by Commissioner Peterson, seconded by Commissioner Jensen, to approve the snow plowing policy as presented. Motion carried.

County Sheriff Ray Kuznia recommends Wyatt Olson to fill the full-time Dispatcher/Jailer position moving from a part-time position. Moved by Commissioner Jensen, seconded by Commissioner Tveitbakk, to transfer Wyatt Olson from a part-time Dispatcher/Jailer position to a full-time Dispatcher/Jailer position effective November 27th, 2019. Motion carried.

Moved by Commissioner Tveitbakk, seconded by Commissioner Jensen, to hire Robert Ole Haugen to fill the part-time dispatcher/jailer position. Motion carried.

The County Board reviewed the updated Operating Procedures Manual for the Pennington County Transfer Station. Solid Waste Officer Bill Craig has updated the policy with the current information. Commissioner Jensen moved, seconded by Commissioner Peterson, to approve the updated Operating Procedures Manual for the Pennington County Transfer Station, Permit #SW-285. Motion carried.

The County Board then read the resignation letter from Laura Brickson as the Pennington County Representative on the Northwest Regional Library Board. Commissioner Tveitbakk moved, seconded by Commissioner Jensen, to appoint Rob Burkel as Pennington County's Representative on the Northwest Regional Library Board filling the unexpired term of Laura Brickson. After discussion was held the motion was unanimously carried.

County Auditor-Treasurer Ken Olson reviewed the Cyber Security Insurance options from the Minnesota Counties Intergovernmental Trust. Moved by Commissioner Hempel, seconded by Commissioner Tveitbakk, to purchase the \$250,000.00 Cyber Security Coverage from MCIT. Motion carried.

Moved by Commissioner Peterson, seconded by Commissioner Hempel, to reappoint Caron Alten and Lorna Peterson to two-year terms on the Inter-County Nursing Service Board effective January 1st, 2020. Motion carried.

Commissioner Jensen moved, seconded by Commissioner Peterson, to move Danielle Miller from the Motor Vehicle Deputy Registrar position to the Motor Vehicle Deputy Registrar/Prorate Assistant position effective December 2nd, 2019. Motion carried.

Moved by Commissioner Hempel, seconded by Commissioner Tveitbakk, to approve the purchase of three HP Business Desktop computers from ReadITech for the Motor Vehicle Department. Motion carried.

Moved by Commissioner Peterson, seconded by Commissioner Jensen, to purchase an HP Probook Notebook for the County Extension Office from ReadITech. Motion carried.

Moved by Commissioner Tveitbakk, seconded by Commissioner Peterson, to purchase an HPE Proliant DL 380 G10 2U rack server from ReadITech. Motion carried.

Moved by Commissioner Jensen, seconded by Commissioner Tveitbakk, to purchase a V7 42U rack mount cabinet enclosure from ReadITech. Motion carried.

Commissioner Jensen moved, seconded by Commissioner Peterson, to approve issuance of a replacement warrant for lost warrant #187283 issued to Don's Sewing & Vacuum on October 25, 2019 for \$93.49 without issuance of an indemnifying bond. Motion carried.

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

BE IT RESOLVED, that Northern State Bank be designated as a depository of said funds of Pennington County for the term of two years from date of approval, November 26, 2019.

Commissioner Peterson moved, seconded by Commissioner Hempel, to approve the issuance of the following licenses for 2020. Motion carried.

Thief River Falls Golf Club	On Sale Liquor & Sunday Sales
Petro Pumper, Inc.	3.2 Off Sale Liquor License
Falls Stay & Play	3.2 On Sale Liquor License
Petro Pumper, Inc.	Cigarette & Tobacco License
Kruse In of St. Hilaire	Cigarette & Tobacco License
Kruse In of St. Hilaire	3.2 Off Sale Liquor License

The County Board then discussed a question regarding public hunting on county property. The question was referred to the Minnesota Counties Intergovernmental Trust.

Moved by Commissioner Peterson, seconded by Commissioner Jensen, to approve the minutes of November 12th, 2019 as written. Motion carried.

Motioned by Commissioner Hempel, seconded by Commissioner Tveitbakk, to approve payment of the Human Services warrants totaling \$244,321.60 and the following Commissioner warrants.

WARRANTS

County Revenue	\$ 30,158.18
Solid Waste Facility	\$ 3,368.18

Per diems and meal reimbursements in the amount of \$1,162.25 were also approved.

Commissioner Tveitbakk then discussed signage for the Pennington County Government Center (former Courthouse). Universal Screenprint provided a quote of \$2374.00 for metal letters to be placed above the east entrance. Moved by Commissioner Hempel, seconded by Commissioner Jensen, to approve the proposal of Universal Screenprint for signage for the Pennington County Government Center. Motion carried.

The Building Committee will meet on December 3rd, 2019 at 9:00 a.m.

Motioned by Commissioner Hempel, seconded by Commissioner Jensen, to adjourn the Pennington County Board Meeting to Tuesday, December 3rd, 2019 at 5:00 p.m. Motion carried.

ATTEST:

Kenneth Olson, Auditor-Treasurer
Pennington County

Bruce Lawrence, Chairman
Board of Commissioners