

**OFFICIAL PROCEEDINGS
PENNINGTON COUNTY BOARD OF COMMISSIONERS
TUESDAY, JANUARY 28th, 2020, 5:00 P.M.**

Pursuant to adjournment, the Pennington County Board of Commissioners met in the Pennington County Board Room in Thief River Falls, MN, on Tuesday, January 28th, 2020 at 5:00 P.M. Members Present: Cody Hempel, Donald Jensen, Bruce Lawrence, and Neil Peterson. Members Absent: Darryl Tveitbakk.

The meeting was called to order by Vice-Chairman Jensen and the Pledge of Allegiance was recited.

Human Service Director Julie Sjostrand and Fiscal Supervisor Chuck Lundgren presented the Human Service Committee consent agenda from the January 21st, 2020 meeting. On a motion by Commissioner Peterson, and seconded by Commissioner Hempel, the following recommendations of the Pennington County Human Service Committee for January 21st, 2020 are hereby approved. Motion carried.

SECTION A

- I. To approve the December 17, 2019 Human Service Committee meeting minutes.
- II. To approve the agency's personnel action as presented.
- III. A. To approve the CY 2020 Residential Treatment Services and the Clinical Services/Community-Based Services Purchase of Service agreements between Sanford Behavioral Health and Pennington County Human Services as presented.

SECTION B

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

Faye Auchenpaugh representing the Auditorium Committee presented the Final Future of the Old Auditorium Adaptive Reuse Plan. The application for nomination to the National Register of Historic Places will be reviewed by the Minnesota State Historic Preservation Review Board on March 24th, 2020.

Bryan Malone discussed the Wetland Bank Final Credit release. The original 60% release in December, 2017 was for 27.078 credits. It is the recommendation that we approve the final release and deposit of an additional 17.04 wetland credits. Commissioner Peterson moved, seconded by Commissioner Lawrence, to approve the Final Deposit of Wetland Credits of 44.118 from the county's parcel in Highland Township, NW ¼, Section 34. Motion carried.

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

“ABSENTEE, UOCAVA AND MAIL BALLOT BOARD RESOLUTION”

BE IT RESOLVED, that the Pennington County Board of Commissioners hereby appoint the following Deputy County Auditor-Treasurer staff as the Absentee Ballot Board for all elections held in the year 2020.

Jennifer Herzberg
Julie Stennes
Kevin Erickson
Ann Ulrich
Linda Brown

BE IT FURTHER RESOLVED, that the foregoing Deputy Auditor-Treasurer staff also serve as the Mail Ballot Board and UOCAVA Absentee Ballot Board as recommended by the County Auditor-Treasurer.

County Auditor-Treasurer Ken Olson presented the Engagement Letter for Auditing Service from Hoffman, Philipp & Knutson, PLLC, for the year ending December 31st, 2019. Moved by Commissioner Lawrence, seconded by Commissioner Peterson, to authorize the Chairman and County Auditor-Treasurer to sign the Engagement Letter for Auditing Service for the year ending December 31st, 2019 with Hoffman, Philipp & Knutson, PLLC. Motion carried.

Moved by Commissioner Lawrence, seconded by Commissioner Hempel, to approve and authorize the Chairman and Auditor-Treasurer to sign the 2019 Emergency Management Performance Grant as presented. Motion carried.

Commissioner Hempel moved, seconded by Commissioner Lawrence, to issue a replacement warrant for lost warrant #107040 issued to Northwestern Mutual on November 7th, 2018 in the amount of seventy dollars without issuance of an indemnifying bond. Motion carried.

Moved by Commissioner Lawrence, seconded by Commissioner Peterson, to approve Change Order #6 for Mesabi Window, Glass, and Door, Inc. for changing glass frame and installing one half inch laminated glass resulting in an increase of \$3,837.00 after deducting testing of windows under the original contract. Motion carried.

County Attorney Seamus Duffy presented the State Law Library Contract effective March 1, 2020 to February 28th, 2021. Tier I at a cost of \$300 per year to provide material to the Law Library. Moved by Commissioner Lawrence, seconded by Commissioner Peterson, to approve the Tier I Law Library Agreement. Motion carried.

The County Board then considered quotes for a new compact utility tractor for the Building and Grounds Department. This includes the trade in of a 2007 John Deere 2320. Nelson Equipment quoted a Massey Ferguson MF1740MH at \$28,250.00 and True North Equipment Company quoted a John Deere 3039R at \$28,000. Moved by Commissioner Lawrence, seconded by Commissioner Peterson, to approve the purchase

of the John Deere 3039R from True North Equipment Company as quoted. Motion carried.

Motioned by Commissioner Hempel, seconded by Commissioner Lawrence, to approve payment of the Human Services warrants totaling \$228,418.83, and the following Commissioner warrants. Motion carried.

WARRANTS

County Revenue	\$ 177,017.75
Road & Bridge	\$ 36,415.51
Solid Waste Facility	\$ 168.42
Justice Center Jail Bond Fund	\$ 475.00
Justice Center Capital Improvement	\$ 475.00
Ditch Funds	\$ 3,400.75

Per diems and meal reimbursements in the amount of \$163.30 were also approved.

Moved by Commissioner Peterson, seconded by Commissioner Lawrence, to approve the minutes of January 7th, 2020 as written. Motion carried.

Commissioner Peterson moved, seconded by Commissioner Hempel to approve and set the County Sheriff’s Civil Process fees as follows effective February 1st, 2020.

PENNINGTON COUNTY CIVIL PROCESS FEES

CURRENT FEES PROPOSED FEES

Service of Summons/Complaints, etc.	\$50.00/per service	\$60
Not Found Service	\$45.00	\$50
Foreclosure Sale	\$50.00	\$60
Posting 3 notices of Sale	\$50.00	\$60
Writ of Execution Service (bank, Employer, Personal demand)	\$50.00	\$60
Writ of Execution Commission	10% on first \$250/6% remainder	same
Writ of Recovery & Inventory	\$50 for service/posting \$50/hr inventory	\$60
Mortgage Redemption	\$250.00	same
Notice of Intent to Redeem	\$100.00 nonrefundable	same
Seizure of Property	\$50.00	\$60
Property Sale	\$50.00	\$60
Services/processes not elsewhere named	\$40.00	\$50
Service where extended Deputy assistance is involved, not elsewhere named	\$50.00/hour	\$60
RUSH SERVICE/ADDITIONAL FEE for within 3 days	none	\$40

County Sheriff Ray Kuznia presented quotes for two new vehicles:

Thief River Ford	2020 Explorer	\$37,536.00
	2020 F150	\$35,492.00
Westside Motors	2020 Durango	\$31,095.00
	2020 1500 Ram	\$28,245.00
Northern Motors	2019 Tahoe	\$36,727.00
	2020 1500 Silverado	\$30,665.46

Moved by Commissioner Peterson, seconded by Commissioner Hempel, to accept the bids from Westside Motors for a 2020 Durango Pursuit AWD and for a 2020 Ram 1500 SSV Crew Cab 4x4. Motion carried.

Sheriff Kuznia then presented a retirement letter from Linda Taggart effective May 17th, 2020. Moved by Commissioner Peterson, seconded by Commissioner Hempel, to accept the retirement of Linda Taggart and thank her for her many years of service to Pennington County. Motion carried.

Moved by Commissioner Lawrence, seconded by Commissioner Hempel, to purchase two Toughbook Computers for the squad cars for \$11,119.00 from ReadiTech. Motion carried.

Moved by Commissioner Lawrence, seconded by Commissioner Hempel, to purchase five HP Desk Top computers for the Sheriff's Office from ReadiTech for \$5,810.00. Motion carried.

Moved by Commissioner Hempel, seconded by Commissioner Peterson, to advertise to fill a part-time Deputy Sheriff position. Motion carried.

Commissioner Peterson moved, seconded by Commissioner Hempel, to approve the severance agreement between Pennington County and Blaize Zimmerman. Motion carried.

Moved by Commissioner Lawrence, seconded by Commissioner Hempel, to advertise and post to fill the Investigator position in the Sheriff's Office. Motion carried.

County Sheriff Ray Kuznia then discussed training for dispatchers. He has contacted Northland Community College and they are looking into providing Dispatcher training.

At 6:00 p.m. Vice-Chairman Jensen recessed the County Board meeting and called the Hearing on Economic Development Tax Abatement Program to order as duly advertised.

County Auditor-Treasurer Ken Olson reviewed the Economic Development Tax Abatement Policy and submitted those parcels that the City of Thief River Falls has determined as qualifying parcels. There are four new parcels that are part of this hearing and fourteen parcels from previous years. No comments were heard on the abatements.

Vice-Chairman Jensen then closed the Hearing and called the County Board back to order.

Moved by Commissioner Hempel, seconded by Commissioner Lawrence, to approve the abatement of the County's portion of real estate tax as per the abatement policy and recommended by the City of Thief River Falls and authorize the County Auditor-Treasurer to issue payment by Auditors warrant. Motion carried.

25.00337030			
Aaron Joppru	121 Arnold Ave N	Original Townsite of Thief Riv Lots 10 thru 12 Blk 53	\$1,119.94
25.04702900			
Thomas Zingsheim	1508 Cartway Dr	Rustads Addition N150' of Lot 51 and E 20' of N 150" of Lot 50	\$1,259.21
25.062.083.00			
Tammy Jacka	620 Cherry Road	Noreen's First Addition, Lot-010 Block-006	\$777.70
25.111.004.10			
Mark Borseth	111 Eastwood Dr	South Eastwood Addition, Lot-004, Block-001	\$1,400.45
25.114.002.00			
Shannon McCloskey	406 Evergreen St	Pine Wood Estates, Lot-002	\$1,072.40
25.114.004.00			
Kevin Brown	414 Evergreen St	Pine Wood Estates, Lot-004	\$1,032.35
25.114.005.00			
Kathryn A Renwick	418 Evergreen St	Pine Wood Estates, Lot-005	\$947.40
25.114.006.00			
James Svir	422 Evergreen St	Pine Wood Estates, Lot-006	\$1,270.73
25.114.007.00			
Lois Bergland	426 Evergreen St	Pine Wood Estates, Lot-007	\$1,251.60
25.121.011.10			
Christina Pribyl	2107 Greenwood St E MMDCDC's Greenwood Neighborhood Addition Lot-011 Block		\$858.52
25.111.005.10			
Duane Horras	113 Eastwood Dr	South Eastwood Addition, Lot-005, Block-001	\$1,592.73
25.111.009.20			
Margaret Kaste	131 Eastwood Dr	South Eastwood Addition, Lot-001 Block-002	\$1,423.52
25.114.003.00			
Marcellene Franson	410 Evergreen St	Pine Wood Estates, Lot-003	\$1,144.79
25.062.041.00			
Karen Berggren	139 Willow Rd	Noreen's First Addition, Lot-011 Block-004	\$527.15
25.121.006.10			
Jacob Toren	2019 Greenwood St E MMDCDC's Greenwood Neighborhood Addition Lot-006 Block		\$849.38
25.121.005.10			
Jamie Englund	2017 Greenwood St E MMDCDC's Greenwood Neighborhood Addition Lot-005 Block		\$809.25
25.115.001.00			
Suresh Sreedharan	100 Gabbi Ct	Useldinger 1st Addition Westerly Part of Lot 1	\$926.36

County Engineer Mike Flaagan then requested to advertise for 2020 fuel supplies, equipment rental, and culvert supplies. Moved by Commissioner Peterson, seconded by Commissioner Hempel. To authorize the County Engineer and County Auditor-Treasurer to advertise for bids for 2020 fuel Supplies, culvert supplies, and equipment rental to be opened March 24th, 2020 at 11:00 a.m. Motion carried.

Commissioner Peterson moved, seconded by Commissioner Hempel, to advertise for bids for the construction of the roundabout at the intersection of CSAH #8 and Pennington Avenue (CSAH #17) to be opened March 9th, 2020, 11:00 a.m. Motion carried.

The County Engineer then showed pictures on work taken place this winter on the construction of the new bridges across the Red Lake River.

Commissioner Peterson moved, seconded by Commissioner Hempel, to approve the Separation Agreement between Pennington County and Kathleen Herring. Motion carried.

Motioned by Commissioner Hempel, seconded by Commissioner Lawrence, to adjourn the Board meeting to Tuesday, February 11th, 2020 at 10:00 a.m. Motion carried.

ATTEST:

Kenneth Olson, Auditor-Treasurer
Pennington County

Don Jensen, Vice-Chairman
Board of Commissioners