

**OFFICIAL PROCEEDINGS
PENNINGTON COUNTY BOARD OF COMMISSIONERS
TUESDAY, OCTOBER 12TH, 2021, 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, October 12th, 2021, at 10:00 a.m. Members Present: Seth Nelson, Bruce Lawrence, Dave Sorenson, and Neil Peterson. Members absent: Darryl Tveitbakk.

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

Chairman Peterson asked if there were any amendments to the agenda. County Coordinator Kevin Erickson noted that County Extension has been added at 11:00 a.m. and the Dept. of Motor Vehicle at 11:15 a.m. Motioned by Commissioner Nelson, seconded by Commissioner Lawrence, to approve the Board agenda with the additions presented. Motion carried.

Motioned by Commissioner Sorenson, seconded by Commissioner Lawrence, to approve the County Board minutes of September 28th, 2021, as written. Motion carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Nelson, to approve the Auditor/Manual warrants for September 2021 totaling \$1,205,919.51 and the following Commissioner warrants. Motion carried.

County Revenue	\$ 85,161.28
Road & Bridge	\$300,549.22
Ditch Funds	\$ 15,245.02

Per diems and meal reimbursements in the amount of \$6.52 were also approved.

MN Department of Corrections District Supervisor Marc Bloomquist and Drug Court Agent Jessica Aarestad presented an update on existing and new DOC programming. Mr. Bloomquist discussed the men's domestic violence group, cognitive behavioral group, and the sex offender programs, noting that recidivism rates are down from years past. Ms. Aarestad then discussed the 'Moving On' program, a female-specific program that is new to Pennington County. Mr. Bloomquist noted that the local DOC consists of 9 staff and that 2021 costs to Pennington County are at \$32,217, down from \$50,983 in 2020. The Board thanked them for their reports.

County Assessor Carl Bruzek presented a Local Option to Disaster for Jerima and Sarah Glanzer for parcel #R21.01806900, property address 18615 120th St SE, Thief River Falls, MN 56701. A fire on May 7th, 2021, destroyed the house on the property and the abatement reflects the 126 days prior to the fire and a reduced value of \$66,900. Motioned by Commissioner Sorenson, seconded by Commissioner Lawrence, to approve the Local Option to Disaster for Jerima and Sarah Glanzer for Parcel R21.01806900 as detailed above. Motion carried.

Pennington County SWCD Water Resource Specialist Bryanna Grefthen presented the MPCA Feedlot Program Delegation Agreement Work Plan for 2022-2023. She noted that online feedlot registration began in 2021 and the SWCD must inspect 7% of county feedlots each year. There currently 38 registered feedlots in the county so they are planning to inspect 4 per year in 2022 and 2023. She discussed the process taken if feedlots are found out of compliance and noted that they communicate with feedlot owners often via social media, flyers, etc. Motioned by Commissioner Lawrence, seconded

by Commissioner Nelson, to approve the MN Pollution Control Agency County Feedlot Program Delegation Agreement Work Plan as presented. Motion carried.

County Engineer Mike Flaagan presented a petition for partial abandonment of County Ditch #16 in Section 10 of Wyandotte Township. Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to hold a Public Hearing regarding the petition for CD#16 partial abandonment on November 23rd, 2021, at 4:00 p.m. in the Justice Center Board room. Motion carried.

Engineer Flaagan noted that Roseau County has hired a County Engineer effective November 1st, 2021. Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to terminate the contract for engineering services between Pennington County and Roseau County effective October 31st, 2021. Motion carried.

Discussion was held on the American flag that was painted on CSAH#23 north of the city of Oklee. Mr. Flaagan said the flag has been painted over and is no longer a concern.

Commissioner Nelson stated that constituents are pleased with the ditch cleaning that has been done in the county this year.

Engineer Flaagan said that due to the production of vehicles being way behind, possibly up to one year, he would like to order the truck budgeted for 2022 as soon as possible. He is expecting the quote for the new vehicle. He stated we may have to extend a current motor grader lease if a new one isn't available as scheduled.

County Sheriff Ray Kuznia presented the following LEC items:

Motioned by Commissioner Lawrence, seconded by Commissioner Nelson, to approve the hire of Sean William O'Connor for the position of Part-Time Corrections Officer effective October 13th, 2021, contingent upon a successful background check. Motion carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to approve the hire of Preston Dean Altendorf for the position of Part-Time Corrections Officer effective October 13th, 2021, contingent upon a successful background check. Motion carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Nelson, to approve the hire of Tiffany Tureson as Full-Time Dispatcher-Correctional Officer at the step 3 wage of the Union contract effective 10/13/21, contingent upon a successful background check. Motion carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to accept the resignation of Full-Time Corrections Officer Alexander Yorba effective October 30th, 2021. Motion carried.

County Auditor-Treasurer Items:

Motioned by Commissioner Nelson, seconded by Commissioner Lawrence, to set the date of the Truth in Taxation meeting for December 14th, 2021, at 6:00 p.m. Motion carried.

Motioned by Commissioner Nelson, seconded by Commissioner Sorenson, to change the time of the December 14th, 2021, Board of Commissioners meeting from 10:00 a.m. to 5:00 p.m. Motion carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to change the date and time of the December 28th, 2021, Board of Commissioners meeting to December 30th, 2021, at 10:00 a.m. Motion carried.

Extension Educator Ashley Nerhus and Extension Office Manager Cindi Kilen presented a report for 3rd quarter, 2021. Ms. Nerhus discussed the 2021 County Fair and related activities and noted that 30 local youth also participated in the State fair. Other activities held include 4-H day camps, an after-school Lego Club at CES, a BIO Girls program, Outdoor Adventure Camp, aerospace exploration tour, shooting sports and wildlife program, a day trip to Itasca State Park, and a back to school event at CES. Ms. Kilen noted that last week was national 4-H week and stated they are preparing for the 4-H awards banquet. She discussed the Home Counsel program which has 7 groups and 80 members. This senior group hosts guest speakers and discusses topics such as senior fraud, estate planning, and gardening. Also discussed was the Cloverbuds Program for kindergarten through 2nd grade. It begins in November and serves as a great introduction to 4-H. The Board thanked Ms. Kilen and Ms. Nerhus for their quarterly report.

DMV License Office Manager Kristi Rood and Deputy Registrar-Prorate Asst. Danielle Miller discussed the credit card service options in their office. Their current system is State-owned and replacement would cost the county \$1,197.00. LexisNexis has offered a no-cost alternative and would provide all equipment, including pin pads and supplies. Their only fee would be the current 2.49% transaction charge. Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to enter into a contract with LexisNexis for credit card services in the Department of Motor Vehicle office. Discussion was held with Ms. Rood stating that LexisNexis has a good business reputation and they have been in business for 30+ years. Hearing no further discussion, the motion was carried.

Discussion was held on the possibility of other county offices, such as the Auditor- Treasurer, using the credit card services of LexisNexis.

Committee Reports / Commissioner Updates:

Commissioner Lawrence discussed the county website and its administration, noting that the Technology Committee is recommending the transfer of county website administration duties from Ag Services/Solid Waste Coordinator Kyle Jore to Accounting/Payroll Manager Jessie Dybedahl effective November 1st, 2021. Motioned by Commissioner Nelson, seconded by Commissioner Lawrence, to transfer county website administration duties to Accounting/Payroll Manager Jessie Dybedahl effective November 1st, 2021. Motion carried.

County Auditor-Treasurer Items:

Auditor-Treasurer Jennifer Herzberg discussed a proposal from Ehlers for administration of the American Rescue Plan Act (ARPA) funding received by the County. Services can be contracted on a monthly, as-needed basis at the rate of \$250/hour and ¼ hour increments and services can be canceled by either party at any time. Discussion was held on the extensive reporting responsibilities of ARP funding and possible liability if uses were later determined ineligible. ARP funding can and would be used to fund such services if approved. Motioned by Commissioner Sorenson, seconded by Commissioner Lawrence, to approve the proposal by Ehlers for administration of Pennington County's American Rescue Plan (ARP) funding effective October 12th, 2021, as detailed above. Motion carried.

County Coordinator Items:

Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to approve the hire of Keith Iverson as Custodian I effective 10/25.21. Motion carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Nelson, to approve renewal of a lease between Pennington County and the Thief River falls Rifle Club for space in the upper level of the Old Arena effective September 1st, 2021 - August 31st, 2026. Motion carried.

Commissioner Lawrence noted that a meeting was held between the County, TRAFHA and the TRF Rifle Club to discuss an idea to re-open the arena viewing area in the space leased by the TRF Rifle Club. TRFAHA would incur all costs for the project and the viewing area would be used during hockey tournaments and in consideration of the TRF Rifle Club's schedule.

Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to approve issuance of a duplicate warrant to Alexander Henningsen in the amount of \$267.77 to replace lost warrant numbered 190263 dated November 25th, 2020, without issuance of an indemnifying bond. Motion carried.

Motioned by Commissioner Nelson, seconded by Commissioner Sorenson, to approve renewal of the County health insurance plans for 2022 with the addition of an alternate HSA/VEBA plan. Motion carried.

County Attorney Items:

County Attorney Seamus Duffy noted that there are no changes to face covering/masking requirements in Court Administration and the courtrooms at this time.

Commissioner Lawrence noted that the Technology Committee has discussed security cameras for the County Attorney's office and other buildings. ReadITech IT Solutions will provide a quote for security cameras for the County Attorney's office, Human Services, and the Government Center. It was noted that other quotes will be sought once approximate costs are known. It is believed that ARP funding could be used for the project.

Motioned by Commissioner Sorenson, seconded by Commissioner Nelson, to adjourn the Board meeting to October 26th, 2021, at 5:00 p.m. Motion carried.

ATTEST:

Kevin Erickson, County Coordinator
Pennington County

Neil Peterson, Chairman
Board of Commissioners