

OFFICIAL PROCEEDINGS
PENNINGTON COUNTY BOARD OF COMMISSIONERS
TUESDAY, NOVEMBER 23rd, 2021, 5:00 P.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, November 23rd, 2021, at 5:00 p.m. Members Present: Seth Nelson, Bruce Lawrence, Darryl Tveitbakk, and Neil Peterson. Members absent: David Sorenson.

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. The County Coordinator noted that Chief Deputy Seth Vettleson will replace County Sheriff Ray Kuznia on the agenda. Motioned by Commissioner Nelson, seconded by Commissioner Lawrence, to approve the Board agenda with the change presented. Motion carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Tveitbakk, to approve the County Board minutes of November 9th, 2021, as written. Motion carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Nelson, to approve the Auditor and Manual warrants totaling \$4,133,299.99, the Human Services warrants totaling \$173,169.32 and the following Commissioner warrants. Motion carried.

County Revenue	\$117,172.89
Road & Bridge	\$ 8,784.18

Meal reimbursements and per diems in the amount of \$57.10 were also approved.

Human Services Director Julie Sjostrand presented the consent agenda from the November 16th, 2021, Human Services Committee meeting. On a motion by Commissioner Nelson and seconded by Commissioner Tveitbakk, the following recommendations of the Pennington County Human Service Committee for November 16th, 2021 (detailed minutes on record) are hereby adopted:

SECTION A

- I. To approve the October 19th, 2021, Human Services Committee Meeting minutes.
- II. To approve the Agency's personnel action as presented.
- III.
 - A. To approve the CY 2022 Rural Transportation Collaborative access transportation service contract with Tri-Valley Opportunity Council, Inc. as presented.
 - B. To approve the CY 2022 Purchase of Service Agreement with the Occupational Development Center as presented.
 - C. To approve the purchase and installation of the following items and services from ReadTech Solutions as quoted.
 1. Two laptops
 2. Video equipment for conference room
 - D. To approve the CY 2022-2023 STAY Award letter from DHS for The Big Idea Funding as presented.

SECTION B

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

Ms. Sjostrand informed the Board that one of the rooftop heating and cooling units on the Human Services building needs to be replaced, it will soon be beyond repair.

Motioned by Commissioner Tveitbakk, seconded by Commissioner Lawrence, to authorize the Building Committee to obtain quotes for a new heating, cooling, and HVAC system for Human Services. Motion carried.

Inter-County Nursing Director Kayla Jore presented an update on COVID-19. Minnesota is currently in the top 3 nationwide for positive cases with 212 since the beginning of November and 106 in the last week. Positive cases from home tests aren't reported so numbers are likely higher. ICNS has been giving booster shots and vaccinating kids 5+ years old, but they would like to see the county vaccination rate increase at a faster rate. With the holidays coming and people gathering indoors, she expects cases to rise. Chairman Peterson questioned hospitalization cases, with Ms. Jore stating that most involve the unvaccinated elderly population.

County Engineer Mike Flaagan requested a transfer of municipal construction funds into the regular construction account. The following resolution was introduced by Commissioner Lawrence, seconded by Commissioner Nelson, and upon vote was unanimously carried.

RESOLUTION

WHEREAS, Minnesota Statute 162.08, Sub 4 (3d), provides that accumulated balances in excess of two years of municipal account apportionments may be spent on projects located outside of municipalities under 5000 population when approved solely by resolution of the County Board.

NOW, THEREFORE, BE IT RESOLVED, that the Commissioner of Transportation transfer \$95,500 in excess of two years apportionment into the Regular Construction Account.

Engineer Flaagan stated that the roundabout project near Challenger school, SAP#57-607-010, is complete other than some final cleanup. Total cost of the project is \$2,866,295.54. The following resolution was introduced by Commissioner Lawrence, seconded by Commissioner Nelson, and upon vote was unanimously carried. Mike noted that he will not release the check until the cleanup is complete. Motion carried.

RESOLUTION

WHEREAS, SAP#057-607-010 (Challenger roundabout) has in all things been completed, and the County Board being fully advised in the premises;

NOW THEN, BE IT RESOLVED, that we do hereby accept said completed project for and on behalf of the Pennington County Highway Dept. and authorize final payment as specified herein.

A ditch levy meeting was scheduled for December 10th, 2021, at 8:00 a.m.

Interviews for the position of Signman at the Highway Department will be held at the Highway Department on December 1st, 2021, starting at 8:15 a.m.

Engineer Flaagan noted that Sentence to Serve has almost finished with the canopy for the oil and filter recycling location in Goodridge; the oil tank can be moved in once the canopy it's complete.

Chief Deputy Seth Vettleon presented the following LEC items:

Motioned by Commissioner Nelson, seconded by Commissioner Lawrence, to approve the budgeted purchase of an aluminum trailer from Galaxie Auto and Trailer Sales for Sentence to Serve at a cost of \$7,972.00. Motion carried. Mr. Vettleon noted that the old trailer will be kept and later sold at auction.

Motioned by Commissioner Tveitbakk, seconded by Commissioner Lawrence, to approve the transfer of Patricia Braaten from Part-Time Corrections Officer to Full-Time Corrections Officer effective November 24th, 2021. Motion carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Tveitbakk, to approve the transfer of Tara Pfeiffer from Part-Time Corrections Officer to Full-Time Corrections Officer effective November 24th, 2021. Motion carried.

Motioned by Commissioner Tveitbakk, seconded by Commissioner Lawrence, to approve the transfer of Heather Borgen from Part-Time Corrections Officer to Full-Time Corrections Officer effective November 24th, 2021. Motion carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Tveitbakk, to approve the transfer of Preston Altendorf from Part-Time Corrections Officer to Full-Time Corrections Officer effective November 24th, 2021. Motion carried.

Motioned by Commissioner Tveitbakk, seconded by Commissioner Lawrence, to approve the hire of Angella Rose Amiot as Part-Time Dispatcher/Corrections Officer effective November 24th, 2021. Motion carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Tveitbakk, to approve the hire of Edwin Lopez as Full-Time Corrections Officer effective November 24th, 2021. Motion carried.

Motioned by Commissioner Tveitbakk, seconded by Commissioner Lawrence, to approve the hire of Denise Kilen as Part-Time Corrections Officer effective November 24th, 2021. Motion carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Tveitbakk, to accept a resignation letter from Tanner Wellman as Corrections Sergeant effective November 29th, 2021, as he has accepted a position as Dispatcher/Corrections Officer. Motion carried.

Motioned by Commissioner Tveitbakk, seconded by Commissioner Lawrence, to approve the transfer of Tanner Wellman from Full-Time Corrections Sergeant to Part-Time Dispatcher/Corrections Officer at the Step 2 wage of \$22.75 per hour, effective November 29th, 2021. Motion carried.

Committee Reports / Commissioner Updates: None.

County Auditor-Treasurer Items: None.

County Coordinator Items:

County Coordinator Kevin Erickson stated that three firms, BKV Group, Foss Architects, and SEH, responded to a Request for Qualifications regarding the proposed 3rd floor remodel of the Government Center. The Building Committee met last week and reviewed the responses. Commissioner Tveitbakk commented that SEH is currently working on the TRF Airport Hangar project, and they have been pleased with their work, communication, etc.

Motioned by Commissioner Tveitbakk, seconded by Commissioner Lawrence, to retain the architectural firm of SEH for the proposed Government Center 3rd floor remodel project. Commissioner Tveitbakk then discussed some proposed ideas for the 3rd floor, including renovation so that Human Services can be housed in the building. If approved, the firm could also analyze the Human Services building for possible renovation. Commissioner Nelson agreed that all options should be explored for both buildings. Hearing no further discussion, the motion was carried.

The following resolution was introduced by Commissioner Tveitbakk, seconded by Commissioner Nelson, and upon vote was unanimously carried.

RESOLUTION

BE IT RESOLVED, that Northern State Bank of Thief River Falls, MN be designated as a depository of public funds of Pennington County, MN for the term of two years from the date of approval, November 23rd, 2021.

The County Coordinator noted that in response to a Public Notice, two individuals have expressed written interest in representing Pennington County on the Red Lake Watershed Board of Managers: Dale Nelson and David Strong. Motioned by Commissioner Tveitbakk, seconded by Commissioner Lawrence, to re-appoint Dale Nelson to the Red Lake Watershed Board of Managers for a three-year term beginning January 1st, 2022. Motion carried.

Mr. Erickson presented two proposals received from Northern Woodwork, Inc. for cabinets in the jury breakroom and a court breakroom area at the Justice Center, as requested by Court Administration. Following discussion, Commissioner Tveitbakk motioned, seconded by Commissioner Nelson, to table the issue until the December 14th, 2021, Board meeting. Motion carried.

County Attorney Items:

County Attorney Seamus Duffy noted that face coverings/masks are still required on the 2nd floor of the Justice Center.

Commissioner Lawrence discussed term limitations for appointees to the ICNS Board of Directors that the County Board approved back in 2014. The language states a limit of four consecutive, two-year terms then a one-year break before reappointment could occur. Motioned by Commissioner Lawrence, seconded by Commissioner Tveitbakk, to eliminate the term limitations for ICNS Board of Director appointments effective immediately. Discussion followed with Commissioner Lawrence noting that while he understands why the limits were established, it has become more difficult to fill positions on the Board and term limitations can eliminate people that are serving and serving well. Hearing no further discussion, the motion was carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Nelson, to re-appoint Lorna Peterson and Caron Alten to the Inter-County Nursing Service Board of Directors for the period of January 1st, 2022, to December 31st, 2023. Motion carried.

Motioned by Commissioner Nelson, seconded by Commissioner Lawrence, to adjourn the Board meeting to December 14th, 2021, at 5:00 p.m. Motion carried.

ATTEST:

Kevin Erickson, County Coordinator
Pennington County

Neil Peterson, Chairman
Board of Commissioners

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