

**OFFICIAL PROCEEDINGS  
PENNINGTON COUNTY BOARD OF COMMISSIONERS  
JUSTICE CENTER BOARD ROOM  
NOVEMBER 22<sup>nd</sup>, 2022 – 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 22<sup>nd</sup>, 2022, at 5:00 p.m. Members Present: Seth Nelson, Bruce Lawrence, Darryl Tveitbakk, David Sorenson, and Neil Peterson. Members absent: None.

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

Chairman Lawrence asked if there were any amendments to the agenda. The County Coordinator noted that County Engineer Mike Flaagan can be removed from the agenda. Motioned by Commissioner Peterson, seconded by Commissioner Tveitbakk, to approve the Board agenda with the change presented. Motion carried.

Recognition of Citizens: None.

Motioned by Commissioner Tveitbakk, seconded by Commissioner Nelson, to approve the Board of minutes of November 8<sup>th</sup>, 2022, as written. Motion carried.

Motioned by Commissioner Peterson, seconded by Commissioner Sorenson, to approve the Auditor and Manual warrants for October 2022 totaling \$2,061,839.80, the Human Services warrants totaling \$203,938.95, and the following Commissioner warrants. Motion carried.

County Revenue	\$106,645.95
Road & Bridge	\$ 81,059.97
Ditch Funds	\$ 55,919.52

Per diems and meal reimbursements in the amount of \$2,042.29 were also approved.

Human Services Director Julie Sjostrand presented the consent agenda from the November 15<sup>th</sup>, 2022, Human Service Committee meeting. On a motion by Commissioner Peterson and seconded by Commissioner Tveitbakk, the following recommendations of the Pennington County Human Service Committee for November 15, 2022 (detailed minutes on record) are hereby adopted:

SECTION A

- I. To approve the October 18, 2022, Human Service Committee Meeting minutes.
- II. To approve the Agency's personnel action as presented.
- III. A. To approve the CY 2023 Pennington County Family Services/Children's Mental Health Collaborative Services Agreement with Alluma, Inc. as presented.

B. To approve the CY 2023 ACS/SWS Support Services Agreement between TriMin Systems and Pennington County Human Services as presented.

C. To approve the purchase and installation of the following items and services from ReadiTech IT Solutions, as quoted: 4 laptops.

## SECTION B

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

Colleen Hoffman, Crystelle Philipp, and Marit Martell (via Zoom) of Hoffman, Philipp & Martell PLLC presented and reviewed the 2021 Pennington County Audit. Ms. Hoffman noted that another firm was contracted to do random reviews of their audits and Pennington County's was selected. She was pleased to report that only a few very minor items were found in that review. She noted the net worth of Pennington County is \$75 million for 2021 and the County Board is responsible for an annual budget over \$22+ million dollars. She commended the county departments for their good work in providing the information required for the audit and said very few changes were made to the information provided. She highlighted the notes section of the audit, along with the debt schedule, and schedule of revenues and expenses for federal awards. Following discussion, Commissioner Tveitbakk motioned, seconded by Commissioner Peterson, to approve the 2021 Pennington County Audit as presented. Motion carried.

Peter Nelson - Pennington County SWCD District Manager, presented a 2023 grant agreement between the State of Minnesota - Board of Water and Soil Resources, and Pennington County, for the following grant programs and amounts:

Septic Treatment Systems – NRBG	\$18,600
Septic Treatment Systems Upgrade – NRBG	\$33,418

Motioned by Commissioner Peterson, seconded by Commissioner Nelson, to approve a FY 2023 SSTS Program Grant Agreement between the State of MN – Board of Water and Soil Resources, and Pennington County, totaling \$52,018. Motion carried.

Motioned by Commissioner Tveitbakk, seconded by Commissioner Peterson, to approve the implementation Memorandum of Agreement for the Clearwater One Watershed, One Plan. Motion carried.

County Sheriff Ray Kuznia presented and discussed a revised jail fee schedule, noting several increases as many fees are below what other counties are charging. Some pricing is contracted and will have to be negotiated in with future contracts. Motioned by Commissioner Tveitbakk, seconded by Commissioner Sorenson, to approve the proposed facility fee schedule as presented with an effective implementation date of January 1<sup>st</sup>, 2023. Motion carried.

Sheriff Kuznia noted that the new food vendor service at the LEC is working out well.

Motioned by Commissioner Peterson, seconded by Commissioner Tveitbakk, to approve issuance of an On-Sale Liquor and Sunday Sales License for Legacy Event Center, LLC. Motion carried.

Motioned by Commissioner Nelson, seconded by Commissioner Peterson, to approve a 3.2 Off-Sale Liquor License for Northdale Oil / Petro Pumper. Motion carried.

Auditor-Treasurer Items: None.

County Coordinator Items:

Motioned by Commissioner Tveitbakk, seconded by Commissioner Sorenson, to approve the following Memorandum of Understanding between AFSCME Local 3452 and Pennington County. Motion carried.

### **MEMORANDUM OF UNDERSTANDING**

**WHEREAS**, Pennington County, hereinafter referred to as the Employer, and AFSCME Local #3452, hereinafter referred to as the Union, are parties to a labor agreement in place covering terms and conditions of employment; and

**WHEREAS**, the parties agree that this Memorandum of Understanding will serve as an addendum to the current collective bargaining agreement, and

**THEREFORE, BE IT RESOLVED**, that the parties agree to the following:

- 1) Pennington County added a new health insurance plan option (MSI PP MN \$5,000- 0% HSA/VEBA plan in 2022. Pennington County would like to increase the annual HSA/VEBA contribution on this plan to \$3,150.00 for single plans and \$3,800.00 for family plans, effective January 1<sup>st</sup>, 2023.
- 2) That this MOU will serve as an addendum to the current collective bargaining agreement and will be enforceable via the grievance procedure.

Motioned by Commissioner Peterson, seconded by Commissioner Nelson, to approve a quote from NWI, Inc. regarding the Government Center - 1<sup>st</sup> floor remodel plan, thereby omitting the dishwasher area and adding a 3-drawer cabinet in that space, at a total cost of \$540.00. Motion carried.

Motioned by Commissioner Tveitbakk, seconded by Commissioner Peterson, to appoint Auditor-Treasurer Jennifer Herzberg as MCIT Voting Delegate. Motion carried.

Motioned by Commissioner Peterson, seconded by Commissioner Sorenson, to appoint Commissioner Lawrence as MCIT Voting Delegate - Alternate. Motion carried.

A request by Pennington and Red Lake County Public Health & Home Care to purchase and install baby changing stations in the Government Center was briefly discussed and referred to the Building Committee.

County Attorney Items:

County Attorney Seamus Duffy noted that Criminal and Juvenile Family Law hearings will now be held more in-person and the Justice Center will see additional traffic as a result.

Committee Reports / Commissioner Updates:

Commissioner Peterson noted that the position of MRC President has been offered to an applicant and they will be present at the upcoming AMC Conference in Bloomington.

Commissioner Lawrence discussed a proposed contract with 95 West for the aerial mapping of Pennington County at the quoted price of \$33,150. If approved, the plans entail flying in the spring of 2023 prior to tree foliage and the mapping would feature 6” resolution. It was noted that the City of Thief River Falls has contracted with 95 West to map the City at a higher resolution. Motioned by Commissioner Tveitbakk, seconded by Commissioner Peterson, to approve a contract between 95 West and Pennington County for GIS aerial mapping at the quoted price of \$33,150 and as discussed above. Motion carried.

Motioned by Commissioner Tveitbakk, seconded by Commissioner Peterson, to adjourn the Board meeting to December 13<sup>th</sup>, 2022, at 5:00 p.m. Motion carried.

ATTEST:

Kevin Erickson, County Coordinator  
Pennington County

Bruce Lawrence, Chairman  
Board of Commissioners