

**OFFICIAL PROCEEDINGS
PENNINGTON COUNTY BOARD OF COMMISSIONERS
JUSTICE CENTER BOARD ROOM
JULY 23, 2024 – 10:00 A.M.**

Pursuant to M.S. 375.07, the Pennington County Board of Commissioners met in the Pennington County Justice Center Board Room in Thief River Falls, MN, on Tuesday, July 23, 2024, at 10:00 a.m. Members Present: Seth Nelson, Bruce Lawrence, Roy Sourdif, David Sorenson, and Neil Peterson. Members absent: None.

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

The Chairman asked if there were any amendments to the agenda. Hearing none, there was a motion by Commissioner Sorenson, seconded by Commissioner Sourdif, to approve the agenda as presented. Motion carried.

Recognition of Citizens: None.

Motioned by Commissioner Sorenson, seconded by Commissioner Peterson, to approve the County Board minutes of July 9, 2024, as written. Motion carried.

Motioned by Commissioner Sourdif, seconded by Commissioner Lawrence, to approve the Human Services warrants totaling \$289,586.72, also payment to gWorks (Simple Signs Maintenance and Tech Support) for \$537.00, payment to Lee Plumbing and Heating (boiler exhaust & rain cap installation) for \$256.28, and the following Commissioner warrants. Motion carried.

County Revenue	\$83,221.40
Road & Bridge	\$23,396.82
Solid Waste Facility	\$ 90.65
Ditch Funds	\$ 920.73

Human Services Director Julie Sjostrand presented the consent agenda from the July 16, 2024, Human Services Committee meeting. On a motion by Commissioner Sorenson and seconded by Commissioner Sourdif, the following recommendations of the Pennington County Human Service Committee for July 16, 2024 (detailed minutes on record) are hereby adopted:

SECTION A

- I. To approve the June 18, 2024, Human Service Committee Meeting minutes.
- II. To approve the agency's personnel action as presented.
- III. A. To approve the CY 2025 Clinical Supervision Purchase of Service Agreement between Sherry Jose-Sobolik and Pennington County Human Services, as presented.

B. To approve the CY 2024-2025 Supervised Visitation and Visitation Exchange Purchase of Service Agreement between the Violence Intervention Project and Pennington County Human Services, as presented.

C. To approve the CY 2024 Family First Prevention Services Act Allocation Agency Plan as presented.

SECTION B

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

The Chairman asked the Auditor-Treasurer and County Coordinator to present their items until the arrival of the County Engineer.

Auditor-Treasurer Items:

Motioned by Commissioner Sourdif, seconded by Commissioner Lawrence, to approve a request for overtime pay for staff of the Auditor-Treasurer's office for the 2024 Primary and General Elections. Discussion was held with Ms. Herzberg stating that new election laws require the office to be open additional evenings and Saturdays for absentee voting. Following discussion, the motion was carried.

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

RESOLUTION

BE IT RESOLVED, that Commissioners Sourdif and Peterson be appointed to the County Canvassing Board for the 2024 Primary Election; and,

BE IT FURTHER RESOLVED, that the County Canvassing Board meet at 9:00 a.m. on August 15th, 2024, in the 3rd floor meeting room of the Government Center to canvass the 2024 Primary Election results.

County Coordinator Items:

Motioned by Commissioner Sourdif, seconded by Commissioner Peterson, to approve issuance of a duplicate warrant to Baker Tilly in the amount of \$3,100.00 to replace lost warrant #198536 dated December 15, 2023, without issuance of an indemnifying bond. Motion carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to approve a quote from TRF Lock & Key in the amount of \$3,800.00 for the purchase and installation of the following for the Government Center: 9 locks, 16 lock cylinders, and to transfer three current locks to new doors. Following discussion, the motion was carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Sourdif, to approve a quote by Bergstrom Electric in the amount of \$4,140.00 for the purchase and installation

of 4 LED ligature and tamper resistant light fixtures in the holding cells of the LEC jail. Motion carried.

Motioned by Commissioner Sorenson, seconded by Commissioner Lawrence, to approve a quote by Climate Control Inc. in the amount of \$2,560.00 to replace the CO2/NO2 detection system in the sally port of the LEC/Justice Center. Such system will communicate with the building's current automation system. Motion carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Sourdif, to approve a quote by SVL in the amount of \$3,543.00 for the purchase and installation of Permatron filters for the RTU6 rooftop cooling unit on the Justice Center. Discussion followed with it noted that filter screens will keep debris out of the unit and its fins, preventing damage while offering additional protection against hail. Following discussion, the motion was carried.

County Engineer Mike Flaagan presented the following items:

Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to approve the hire of Jonathan D. Grove as full-time Highway Equipment Operator effective July 29th, 2024. Following discussion, the motion was carried.

Mr. Flaagan noted that 2024 crack sealing is complete and Northwest Asphalt did a good job. He is recommending final payment and noted the total project cost was \$133,985.40. The following resolution was introduced by Commissioner Peterson, seconded by Commissioner Lawrence, and upon vote was unanimously carried.

RESOLUTION

WHEREAS, Contract CP57-24-05 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 by accept said completed project for and on behalf of the Pennington County Highway Dept. and authorize final payment as specified herein.

Commissioner Lawrence questioned Mr. Flaagan about filling the potholes located in the Government Center parking lot. Mr. Flaagan stated the highway department will be starting to fill potholes in about two weeks and should be able to take care of those in that parking lot.

Engineer Flaagan noted receipt of ditch cleaning petitions for CD#96, JD#1, and JD#11. They will begin related surveying of the ditches soon now that other projects are ending. He stated there is also some interest in the cleaning of JD#13.

The Engineer stated there is some interest in improvements to JD#1 and CD#96; both old ditches that have seen changes since their original build in the early 1900s. Discussion was held on those ditches and what work and cleaning would likely need to be done.

Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to approve entering into contract with H2Over Viewers, LLC for the redetermination of benefits and grass strip acquisition for CD#46 and CD#70 at the cost of \$4.09 per acre. Motion carried.

Engineer Flaagan stated that Kittson County has hired a County Engineer that starts on August 5, 2024. Their hire is not licensed yet, so Kittson County would like to retain the services of our Engineer until such licensing is obtained. Mike recommended we term the current contract with the required 10-day notice and then enter into a new contract. Discussion was held and Mr. Flaagan recommend the County wait until Kittson County approves the new contract, which proposes scaled down costs to reflect lesser services. Motioned by Commissioner Peterson, seconded by Commissioner Lawrence, to cancel the current Engineer services agreement with Kittson County with the required 10-day notice. Motion carried.

The Engineer provided an update on local projects: CSAH #10 paving is complete with striping and shouldering to follow; paving related to the Kratka bridge project should be finished tomorrow. The bridge is likely to open on Thursday or Friday and the Board discussed and agreed to hold a ribbon cutting ceremony for the project on Monday, July 29th, 2024, at 9:00 a.m.

The Engineer discussed the county's Wheelage Tax, which is currently set at \$10.00 and raises about \$140k annually. State statute allows a wheelage tax up to \$20.00 and the deadline for such change is August 1st. Such funds are currently used for maintenance, including parts, equipment, materials, and labor. Discussion was then held on a ½ cent sales tax, which would raise an estimated \$1M annually. Mike noted that Beltrami, Hubbard, and Roseau counties have implemented such a tax and are using the funds for construction programs, buildings, etc. It was noted that if a sales tax is implemented then the wheelage tax must be removed. No action was taken but the Board would like the sales tax researched for Pennington County.

County Sheriff Seth Vettleson presented the following items:

Mr. Vettleson discussed a \$24,000 federal grant for body cameras, which requires matching funds from state grants, which are available. A requirement of the grant is a county body camera policy, and a public hearing must be held prior to such policy adoption. The public hearing was then set for September 24th, 2024, at 9:00 a.m. in the Justice Center Board Room.

Sheriff Vettleson stated that the 2024 Pennington County Fair went good with no major incidents.

Committee Reports / Commissioner Updates:

Commissioner Nelson noted that the county's Cannabis Committee will meet with a committee from the City of TRF on July 31, 2024, at 5:30 p.m. at City Hall.

Motioned by Commissioner Sourdif, seconded by Commissioner Sorenson, to adjourn the Board meeting to August 13th, 2024, at 10:00 a.m. Motion carried.

ATTEST:

Kevin Erickson, County Coordinator
Pennington County

Seth Nelson, Chairman
Board of Commissioners