

**OFFICIAL PROCEEDINGS
PENNINGTON COUNTY BOARD OF COMMISSIONERS
JUSTICE CENTER BOARD ROOM
DECEMBER 12, 2024 – 5:00 P.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, December 12, 2024, at 5:00 p.m. Members Present: Seth Nelson, Roy Sourdif, David Sorenson, Neil Peterson, and Bruce Lawrence. 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. The County Coordinator noted that Engineer Mike Flaagan can be removed from the agenda. Motioned by Commissioner Sourdif, seconded by Commissioner Sorenson, to approve the agenda with the change presented. Motion carried.

Recognition of Citizens: None.

Motioned by Commissioner Peterson, seconded by Commissioner Sourdif, to approve the County Board minutes of November 26, 2024, as written. Motion carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Sourdif, to approve the Auditor and Manual warrants for November 2024 totaling \$6,895,245.67 and the following Commissioner warrants. Motion carried.

County Revenue	\$180,986.46
Road & Bridge	\$ 57,780.20
Solid Waste Facility	\$ 9,413.86
Ditch Funds	\$ 33,533.82

Per diems and meal reimbursements in the amount of \$2,839.36 were also approved.

County Sheriff Seth Vettleon:

The Sheriff discussed proposed changes to the Facility Fee Schedule, noting increases to Huber fees and meals, public fingerprinting, and inmate boarding (non-contracted). Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to adopt and approve the new Facility Fee Schedule as presented, effective January 1, 2025. Motion carried.

Auditor-Treasurer Items:

Motioned by Commissioner Peterson, seconded by Commissioner Sourdif, to approve issuance of the following licenses for 2025. Motion carried.

Farmers Union Oil

Cigarette & Tobacco

Northdale Oil Inc.
Kruse In

Cigarette & Tobacco
Cigarette & Tobacco

Motioned by Commissioner Peterson, seconded by Commissioner Sorenson, to approve the following licenses for 2025. Following discussion, the motion was carried.

TRF Golf Club	On-Sale Liquor & Sunday Sales
Legacy Catering LLC	On-Sale Liquor & Sunday Sales
Carpenter's Corner	On-Sale Liquor Sales
Falls Stay and Play	3.2 On-Sale Liquor
Kruse In	3.2 Off-Sale Liquor
Northdale Oil, Inc.	3.2 Off-Sale Liquor

Ms. Herzberg informed the Board that a Property Tax Appeal has been filed by MN Energy for property tax assessed in 2024 and payable in 2025.

County Coordinator Items:

Mr. Erickson noted that advertising closed on December 6, 2024, for persons interested in serving on the Red Lake Watershed Board of Managers. One person, Grant Nelson, submitted a letter of interest. Motioned by Commissioner Peterson, seconded by Commissioner Lawrence, to approve the appointment of Grant Nelson to the Red Lake Watershed Board of Managers for a three-year term effective January 1, 2025. Motion carried.

The County Coordinator noted that a Public Hearing on a proposed county ordinance to regulate cannabis businesses was held today at 4:00 p.m. in the Board Room. Following discussion, there was a motion by Commissioner Lawrence, seconded by Commissioner Sorenson, to approve the Pennington County Ordinance to Regulate Cannabis Businesses with one change to the language of Section 3.1, whereas 'daycare facility' is changed to 'licensed day care'. Motion carried.

County Attorney Items:

Mr. Haase presented a quote for a new records server for the County Attorney's office. Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to approve the quote by Garden Valley Technologies in the amount of \$14,673.98 for a new records server for the County Attorney's office, to include SonicWall, backup, and installation. Motion carried.

Mr. Haase discussed a contract renewal with Thomas Reuters for Westlaw access, which is used by the attorney's office for legal research. Motioned by Commissioner Lawrence, seconded by Commissioner Sourdif, to approve a two-year contract renewal with Thomas Reuters for Westlaw access in the amount of \$13,476 for 2025 with a 5% increase for 2026, to include a \$6,000 prepaid from the 2024 budget. Motion carried.

Committee Reports / Commissioner Updates:

Commissioner Sourdif commented that cyber security was a big topic of discussion at the AMC Annual Conference held earlier this week in Bloomington.

Commissioner Peterson noted that solid waste was also a major topic at the AMC Conference with counties and entities such as MN Rural Counties and Northern Counties pushing for legislative action. He noted that MRC secured a legislator to speak on how the tied legislature is going to work and what could result.

Interim County Attorney Nathan Haase left the Board meeting at 5:27 p.m. with Interim Assistant County Attorney Delray Sparby taking his place.

At 5:28 p.m. the Board Chairman recessed the County Board Meeting.

At 6:00 p.m. the County Board Chairman called the 2025 Truth-In-Taxation Budget Hearing to order. Interim Assistant County Attorney Delray Sparby stated the purpose of the Hearing and noted that it is not regarding property valuations and action cannot be taken regarding property valuations.

Present at the Hearing: Commissioners Sourdif, Lawrence, Nelson, Sorenson, and Peterson, Carl Bruzek – County Assessor, Jennifer Herzberg – County Auditor/Treasurer, Delray Sparby – Interim Assistant County Attorney, Kevin Erickson – County Coordinator, Levi Jacobson – IT Technician, April Scheinoha – TRF Times.

Ms. Herzberg was called upon to review the summary budget and levy comparison provided. She noted that the budget has changed slightly since the levy was approved in September. She reviewed budgeted revenues and expenses for 2025, citing any significant changes by department and noted a slight decrease to County Program Aid for 2025. The proposed levy increase is 4.65% for 2025. She also briefly discussed a resolution that she will bring to the next Board meeting regarding final allocation of ARPA funding.

Hearing no further comments or discussion, the Hearing was closed at 6:09 p.m. and the Board meeting was called back to order.

The following resolution was motioned by Commissioner Peterson, seconded by Commissioner Sorenson, and upon vote was unanimously carried.

RESOLUTION

WHEREAS, the Pennington County Board of Commissioners has reviewed the department budgets for 2025 at several County Board meetings and at this time finds no further changes.

NOW, THEREFORE, BE IT RESOLVED, that the following budgets for 2025 are approved.

FUND	REVENUE	EXPENDITURES	+/- RESERVE
General Revenue	\$ 12,343,836	\$ 13,171,906	\$ -828,070
Road & Bridge	\$ 7,174,827	\$ 7,174,287	\$ 0
Welfare	\$ 5,606,750	\$ 5,606,750	\$ 0
Debt Service	\$ 1,144,982	\$ 1,069,906	\$ 75,076
Solid Waste Facility	\$ 101,000	\$ 125,600	\$ -24,600
Ditch Maintenance	\$ 225,000	\$ 225,000	\$ 0
Tax Forfeiture	\$ 10,000	\$ 10,000	\$ 0

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

RESOLUTION

WHEREAS, the Pennington County Board of Commissioners has reviewed the proposed levy for 2025 and the proposed Real Estate Tax Statements have been sent as required.

NOW, THEREFORE, BE IT RESOLVED, that the final property tax levies for 2025 are approved as follows:

FUND	LEVY BEFORE CPA*	CPA	LEVY AFTER CPA
General Revenue	\$8,538,277	\$711,170	\$ 7,827,107
Road & Bridge	\$1,892,602	\$157,669	\$ 1,734,933
Welfare	\$2,438,260	\$203,008	\$ 2,235,252
Bonded Debt Fund	\$1,139,782	\$ 0	\$ 1,139,782
Total Levy			\$12,937,074

*CPA = County Program Aid

Motioned by Commissioner Sourdif, seconded by Commissioner Sorenson, to adjourn the Board meeting to December 27th, 2024, at 10:00 a.m. Motion carried.

ATTEST:

Kevin Erickson, County Coordinator
Pennington County

Seth Nelson, Chairman
Board of Commissioners