

**OFFICIAL PROCEEDINGS
PENNINGTON COUNTY BOARD OF COMMISSIONERS
JUSTICE CENTER BOARD ROOM
JUNE 10, 2025 – 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, June 10, 2025, 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 Sourdif 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 Nelson, seconded by Commissioner Lawrence, 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 May 27, 2025, as written. Motion carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Nelson, to approve the Auditor/Manual warrants for May 2025 totaling \$5,309,477.91 and the following Commissioner warrants, to include payment to Jodi Flaagan in the amount of \$1,960.00 for TZD grant work. Motion carried.

| | |
|----------------------|-------------|
| County Revenue | \$78,689.44 |
| Road & Bridge | \$56,866.58 |
| Solid Waste Facility | \$ 9,627.47 |
| Ditch Funds | \$15,032.90 |

Meal reimbursements and per diems in the amount of \$3,475.00 were also approved.

Mike Flaagan – County Engineer

Mr. Flaagan stated that a public informational meeting for the CSAH #11 project will be held on July 10, 2025, at 6:00 p.m. at the Joint Use Facility. The Board is invited to attend and he plans to review the plan design and answer questions of affected residents and landowners.

Mr. Flaagan discussed the CSAH #11 project, specifically where the road joins Kendall Avenue in the City of TRF. Motioned by Commissioner Peterson, seconded by Commissioner Sorenson, to approve the following Memorandum of Understanding between Pennington County and the City of TRF. Motion carried.

MEMORANDUM OF UNDERSTANDING

**Between Pennington County and City of Thief River Falls
for a Street Improvement Project on
Kendall Avenue/CSAH 11**

This Memorandum of Understanding (MOU) is hereby made and entered into by and between Pennington County and the City of Thief River Falls regarding a reconstruction project on Kendall Avenue to the point it intersects with CSAH 11. The MOU is in regard to the intersection of Kendall Avenue and CSAH 11 (old CR 62) whose junction is not well defined. The City and County agree to jointly construct the portion of Kendall Avenue from a point 1,125 LF south of the intersection of Kendall Avenue and Greenwood Street to the intersection of CSAH 11 and Tindolph Avenue (roughly 600 LF) hereby known as Joint Segment (as shown in the attached map). The City and County roles are further defined as follows:

1. Pennington County will oversee the preparation of the complete plan set and specifications for the project and shall submit the plans to the MnDOT Office of State Aid for approval.
2. Pennington County will advertise for bids and provide construction engineering for the project.
3. Pennington County will make all contractor payments and be responsible for overall inspection of the project and all contract administration.
4. Pennington County will pay for all preliminary engineering (design), construction engineering and material testing.
5. The City will pay 50% of the construction costs in relation to the Joint Segment portion of the project. The County will pay the other 50% of the construction costs for the Joint Segment. The City's contribution to the construction costs will be capped at \$85,000 (50% of \$170,000).
6. It is expected that purchasing Right of Way will be necessary to allow for the proper design of the curve. The City will pay for the Right of Way costs for this purpose, including purchasing and appraisal services.
7. The County will submit invoices to the City for their portion of the construction costs.

Mr. Flaagan provided an update on local projects. Work on CSAH #27 started yesterday with the contractor experiencing equipment issues, which have been resolved. CD #96 cleaning is complete and the leveling of spoil has begun and will continue into fall. He noted some recent ditch slope failures on CD #96 that must be repaired. He attended a recent meeting with the Marshall County Engineer and the Red Lake Watershed District to discuss a flood plain study on the Thief River watershed, which will include JD #13, JD #18, and JD #30.

Seth Vettleson – County Sheriff

Motioned by Commissioner Lawrence, seconded by Commissioner Peterson, to accept a letter of resignation from Part-Time Corrections Officer Sadie Anderson effective June 17, 2025. Motion carried. The Sheriff noted that Ms. Anderson has accepted a Police Officer position with the City of Thief River Falls.

Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to approve a request by Full-Time Corrections Officer Kylie Delage to transfer to Part-Time Corrections Officer effective June 18, 2025. Motion carried.

Motioned by Commissioner Peterson, seconded by Commissioner Lawrence, to authorize the Sheriff to advertise for the vacant Corrections Officer position. Motion carried.

County Auditor-Treasurer Items: None.

County Coordinator Items:

Mr. Erickson presented a resolution to release the solid waste transfer station property from use restrictions and possibility of reversion to the State. Interim County Attorney Nathan Haase noted that MN Statute dictates that municipalities where the property is located must also ratify or approve of such a resolution or action. Motioned by Commissioner Peterson, seconded by Commissioner Lawrence, to approve the following resolution contingent upon approval by the City of Thief River Falls. Discussion followed with Mr. Haase clarifying that the building is owned by the County but a use restriction limits its use to a solid waste transfer station, otherwise ownership will transfer back to the State of MN. The county intends to keep using the building for solid waste transfer and recycling. Following discussion, the motion was carried. (full resolution with exhibit on file in the Auditor-Treasurer's office)

RESOLUTION RELEASING REAL PROPERTY FROM USE RESTRICTION AND POSSIBILITY OF REVERSION

WHEREAS, Pennington County acquired real property described in Exhibit A attached hereto on October 31, 2003, from the State of Minnesota pursuant to a conveyance of forfeited lands recorded as Document No. 171647 in the office of the Pennington County Recorder, and

WHEREAS, The conveyance requires that Pennington County use the real property as a municipal solid waste transfer station and provides that if such use shall cease, that the real property shall revert back to the State of Minnesota, and

WHEREAS, Minnesota Statute §282.01 subd. 1d. (c) provides that the County Board may have the real property released from the restriction and possibility of reversion by passing a resolution releasing said restrictions.

NOW, THEREFORE, BE IT RESOLVED, the County Board of Pennington County, Minnesota as follows:

1. Pursuant to Minnesota Statute §282.01 subd. 1d. (c), the Real Property described in Exhibit A herein is hereby released from the use restriction and

possibility of reversion as outlined in that conveyance recorded as Document No. 171647 in the office of the Pennington County Recorder.

2. That a copy of this resolution shall be recorded in the Office of the Pennington County Recorder.

Auditor-Treasurer Jennifer Herzberg noted that the County has a money market checking account with Unity Bank and the account fees exceed account interest received. Currently there are no county officials named on the account, so she requested Board action to add her to the account. Motioned by Commissioner Peterson, seconded by Commissioner Sorenson, to approve adding Auditor-Treasurer Jennifer Herzberg to the Unity Bank checking account. Motion carried.

Motioned by Commissioner Peterson, seconded by Commissioner Lawrence, to close the Pennington County money market checking account at Unity Bank and transfer those funds to the county's other local bank accounts. Motion carried.

County Attorney Items: None.

Committee Reports / Commissioner Updates:

Commissioner Lawrence noted that several Board members and the County Coordinator attended the AMC District 3 meeting held in Warroad last Thursday and asked that Mr. Erickson provide a summary. Mr. Erickson noted the AMC provided their executive and legislative reports and each county present reported on county concerns, priorities, etc. Of utmost concern was the state legislative action and proposed biennium budgets, which would shift large costs from the State to the Counties, which alone would result in double-digit levy increases for most counties.

Interim County Attorney Nathan Haase spoke in regard to the sale of the county property on Knight Avenue (former Human Services location and parking lot) in Thief River Falls, noting that he has drafted a purchase agreement and submitted it to Movement Evolution of TRF, LLC.

Emergency Management Director Erik Beitel noted that a Pennington County ARMER radio grant of approximately \$83k has been approved by the State. He noted that such grant funds are provided in the form of reimbursement after spending requirements have been substantiated.

Commissioner Lawrence questioned Mr. Beitel about the proposed shift of FEMA from the federal level to the states. Mr. Beitel noted an 8% federal funding cut to the states but there is still uncertainty on State and Federal budgets, as well as uncertainty about the FEMA program.

Motioned by Commissioner Nelson, seconded by Commissioner Sorenson, to adjourn the Board meeting to June 24, 2025, at 10:00 a.m. Motion carried.

ATTEST:

Kevin Erickson, County Coordinator
Pennington County

Roy Sourdif, Chairman
Board of Commissioners