

**OFFICIAL PROCEEDINGS
PENNINGTON COUNTY BOARD OF COMMISSIONERS
JUSTICE CENTER BOARD ROOM
APRIL 28, 2026 – 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, April 28, 2026, at 10:00 a.m. Members Present: Seth Nelson, Bruce Lawrence, Roy Sourdif, Dave Sorenson, and Neil Peterson. Members absent: None.

The meeting was called to order by Chairman Sorenson, 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 Peterson, seconded by Commissioner Lawrence, to approve the agenda as presented. Motion carried.

Recognition of Citizens: None.

Motioned by Commissioner Sourdif, seconded by Commissioner Nelson, to approve the County Board minutes of April 14, 2026, as written. Motion carried.

Motioned by Commissioner Peterson, seconded by Commissioner Nelson, to approve the Human Service warrants totaling \$246,088.18 and the following Commissioner warrants. Motion carried.

County Revenue	\$169,190.40
Road & Bridge	\$241,874.88
Ditch Funds	\$ 478.50

Meal reimbursements and per diems in the amount of \$424.72 were also approved.

Julie Sjostrand – Human Services Director, Elizabeth Gerhart

Ms. Sjostrand introduced Elizabeth Gerhart to the Board as the next Human Services Director. Ms. Gerhart began her transition from Social Service Supervisor effective April 20, 2026.

Ms. Sjostrand presented the consent agenda from the April 21, 2026, Human Service Committee meeting and read aloud a letter from the DHS Commissioner commending the department for perfect performance in financial reporting for 2025. On a motion by Commissioner Peterson, seconded by Commissioner Lawrence, the following recommendations of the Pennington County Human Service Committee for April 21, 2026, are hereby adopted. Motion carried.

SECTION A

- I. To approve March 17, 2026, Human Service Committee Meeting minutes.

- II. To approve the agency’s personnel action as presented.
- III. A. To approve the “Every Student Succeeds Act: (ESSA) Service Agreement between Thief River Falls Public Schools and Pennington County Human Services as presented.
- B. To approve the “Every Student Succeeds Act: (ESSA) Service Agreement between Goodridge Public Schools and Pennington County Human Services as presented.
- C. To approve a letter from DHS Commissioner Shireen Gandhi, commending the Agency and Staff for Perfect Performance in meeting all DHS Human Services Financial reporting requirements for CY 2025 as presented.

SECTION B

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

Mike Flaagan – County Engineer

Engineer Flaagan reviewed the bids received for 2026 construction projects, which were opened on April 27, 2026, as duly advertised. The following three bids were received for the CSAH #11 project, which is being held in conjunction with the City of TRF. It was noted that the Engineer’s estimate was \$3,842,191.93.

Davidson Construction	\$3,619,100.35
Spruce Valley Construction	\$3,914,163.98
RJ Zavoral & Sons, Inc.	\$3,971,417.66

Mr. Flaagan noted that the Local Road Improvement Plan agreement is currently being worked on with MnDOT and they should be ready to award the bid at the next Board meeting.

Mr. Flaagan discussed a 2026 sign replacement project for Numedal, Bray, and Polk Centre townships, whereas the green intersection signs have reached their 20-year lifespan. The replacement estimate was \$21,330.00 and the following two bids were received:

Kdk Construction LLC	\$43,450.00
3d Specialties	\$48,784.87

The Engineer recommended approval of the bid by Kdk Construction LLC. Motioned by Commissioner Lawrence, seconded by Commissioner Nelson, to approve the bid of Kdk Construction LLC in the amount of \$43,450.00 to replace green intersection signs in Numedal, Bray, and Polk Centre Townships. Motion carried.

Engineer Flaagan presented the following bids received for 2026 county road striping, noting the Engineer’s estimate was \$102,164.74.

Sir Lines-A-Lot	\$ 83,449.91
Kamco Inc.	\$ 90,866.39
Vogel Traffic Services	\$126,016.51

Motioned by Commissioner Peterson, seconded by Commissioner Sourdif, to approve the low bid of Sir Lines-A-Lot in the amount of \$83,449.91 for county road striping in 2026. Motion carried.

Motioned by Commissioner Peterson, seconded by Commissioner Sourdif, to schedule a Five-Year Road & Bridge Plan Hearing for May 26, 2026, at 9:00 a.m. in the Justice Center Board Room. Motion carried.

Mr. Flaagan read aloud a proposed Memorandum of Understanding between Pennington County, the City of Goodridge, and the Goodridge School District for a reconstruction project on Osmund Avenue. The school district has already approved the MOA. Motioned by Commissioner Nelson, seconded by Commissioner Sourdif, to approve the MOU as presented, effective upon signature of all three entities. Motion carried.

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is hereby made and entered into by and between Pennington County (County), the Goodridge School District (School), and City of Goodridge (City) regarding a reconstruction project on Osmund Avenue. The School, 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 and receive bids 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 and School shall pay for all construction costs in relation to the City's portion of the project (Osmund Avenue north of Carl Street).
6. If necessary, the City will pay for right-of-way along their portion of the project.
7. Pennington County will submit invoices to the City and School for their portion of the project costs.

Motioned by Commissioner Peterson, seconded by Commissioner Lawrence, to approve the one bid received by Ts Holte Construction in the amount of \$5,100 for the sale of a motor grader wing. Motion carried.

Mr. Flaagan stated that the 2025 Highway Department Annual Report has been completed and will be available for viewing on the website soon.

Mr. Flaagan discussed 2026 maintenance agreements with the Townships of Black River, Bray, Deer Park, Kratka, Norden, Numedal, Polk Centre, River Falls, Sanders, and Wyandotte.

Engineer Flaagan opened discussion on the sale of county-owned land (3.66 acres) in Smiley Township. County Coordinator Kevin Erickson read aloud the following three bids opened today at 9:00 a.m. in the Justice Center Board Room as duly advertised:

Lynn Hammer	\$3,123.00
Craig Lawrence	\$3,013.00
Scott Rand	\$ 101.00

Motioned by Commissioner Lawrence, seconded by Commissioner Nelson, to accept the bids received and award the bid to Lynn Hammer in the amount of \$3,123.00 for the sale of 3.66 acres of land in the NE1/4NE1/4 of Section 11 in Smiley Township. Motion carried.

Seth Vettleon – County Sheriff

Motioned by Commissioner Lawrence, seconded by Commissioner Peterson, to approve the transfer of Tammara Klein from Part-Time Corrections Officer to Full-Time Corrections Officer effective April 27, 2026. Motion carried.

Motioned by Commissioner Peterson, seconded by Commissioner Lawrence, to approve the transfer of Caleb Gowan from Part-Time Corrections Officer to Full-Time Corrections Officer effective April 27, 2026. Motion carried.

County Auditor-Treasurer Items:

Motioned by Commissioner Lawrence, seconded by Commissioner Nelson, to approve a renewal agreement with ProWest & Associates, Inc. for maintenance services and technical support in the amount of \$3,503.50, effective May 1, 2026, to April 30, 2027. Motion carried.

Ms. Herzberg discussed an abatement for taxes payable 2026 regarding parcel ID R19.04202530 owned by McKenna Properties LLC, whereas the property was incorrectly valued to include a storage shed. Motioned by Commissioner Sourdif, seconded by Commissioner Nelson, to approve the abatement of tax for taxes payable 2026 to reflect the parcel as a vacant lot without a storage shed. Motion carried.

County Coordinator Items:

Mr. Erickson presented two quotes received for plumbing work (overflow drains, downspouts, associated piping, etc.) related to the upcoming LEC roofing project. Lunseth Plumbing and Heating Co. provided a base bid of \$24,685 to include all required permitting, with alternate 1 bid totaling \$5,675.00 for reroute of overflow pipe to avoid lobby damage and \$555.00/drain (10 total) for inspection of roof drains, replacement of pipe insulation as necessary, and associated pipe connections. Bernier Plumbing provided a quote of \$22,000.00 for roof drains installation and associated work, not including permitting costs or alternates for drain inspections and overflow pipe reroute. Following discussion, Commissioner Lawrence motioned, seconded by Commissioner

Sourdif, to approve the quote by Lunseth Plumbing and Heating Co. in the amount of \$24,685.00 to include the alternate bids of \$5,675.00 and \$5,550 as discussed above. Motion carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Sourdif, to approve a change order from Gabriel Roofing LLC in the amount of \$10,000 for the addition of three custom roof scuppers and increases in labor and material costs, all pertaining to the LEC roofing project planned in 2026. Motion carried.

Mr. Erickson read aloud quotes received from H&S Construction and Fynboh Construction for concrete work at the Government Center, LEC, and Justice Center. Commissioner Lawrence noted the Building Committee has reviewed all areas and recommends replacement of sidewalks on the west and north sides of the Government Center. Regarding these two areas, H&S Construction provided a quote of \$16,380.00 (no sealer) and Fynboh Construction provided a quote of \$17,264.00 (with sealer). Following discussion, Commissioner Nelson motioned, seconded by Commissioner Sourdif, to approve the bid of Fynboh Construction in the amount of \$17,264 for replacement of the sidewalks on the north and west side of the Government Center. Motion carried. Other areas quoted by each contractor include the flagpole area of the Government Center, ramp on the north side of the LEC, and ramp on the south side of the Justice Center. Such areas will be reviewed following completion of the LEC roof project.

County Attorney Items:

Mr. Haase discussed the road vacating proposed near the former Mark Boulevard. Such action does not require a Public Hearing but notice to landowners must be given. He recommended the issue be discussed at the July 14, 2026, County Board meeting.

Committee Reports/Commissioner Updates:

Commissioner Sorenson stated that a virtual meeting is being held on April 30, 2026, at 1:00 p.m. with Senator Mark Johnson and Representative John Burkel. He asked that Board members email him with any issues, comments, or items they would like discussed.

Motioned by Commissioner Sourdif, seconded by Commissioner Nelson, to adjourn the Board meeting to May 12, 2026, at 10:00 a.m. Motion carried.

ATTEST:

Kevin Erickson, County Coordinator
Pennington County

David Sorenson, Chairman
Board of Commissioners