

SEPTEMBER 2, 2014
BOARD MINUTES

Pursuant to motion of adjournment the Polk County Board of Commissioners met in regular session at 8:00 o'clock a.m., September 2, 2014 in the Commissioners Room, Government Center, Crookston, MN. Members present: Commissioner Craig Bunes, Commissioner Warren Affeldt, Commissioner Don Diedrich, Commissioner Warren Strandell, and Charles S. Whiting, Polk County Administrator. Others present: Michelle Cote, Deputy Clerk of the Board. Members Absent: Commissioner Nick Nicholas.

AGENDA

A motion was made by Commissioner Bunes seconded by Commissioner Affeldt and adopted by unanimous vote of the Board to approve the revised September 2, 2014 agenda adding No. 2 and No. 3 under the Administrator.

CONSENT AGENDA

A motion was made by Commissioner Strandell seconded by Commissioner Affeldt and adopted by unanimous vote of the Board to approve the September 2, 2014 consent agenda:

1. Approve Auditor Warrants.
2. Approve the August 26, 2014 minutes.
3. Approve payment to Card Member Services, St. Louis, MO in the amount of \$8,358.59 for credit card purchases.
4. Approve payment to Valley Electric of Crookston, LLC in the amount of \$9,571.08 for electrical work at the Law Enforcement Center.
5. Approve payment to Titan Machinery, Grand Forks, ND in the amount of \$5,230.00 for Titan Advantage Warranty costs on the Bomag purchased for the Landfill.

COUNTY BOARD MEMBERS ISSUE FORUM

1. Commissioner Bunes brought forth that he had attended a FEMA update at the Crookston City Hall where the new flood maps were presented.
2. Commissioner Diedrich brought forth that Marshall County Social Services is moving forward with Case Works in collaboration with Clay County.
3. Commissioner Affeldt brought forth an update regarding Household Hazardous Waste meetings. He also brought forth that he attended a Drug Task Force Meeting.
4. Commissioner Strandell brought forth that the Northland Community College is looking for an appointee for their Community Advisory Committee.

ASSESSMENT SERVICES

Rob Wagner, Director of Assessment Services came before the Board with matters pertaining to his department:

1. Homestead Abatements

A motion was made by Commissioner Affeldt seconded by Commissioner Bunes and adopted by unanimous vote of the Board that the following applications were approved by the Polk County Board of Commissioners:

Name/Address	Parcel #/Legal Description	Amount of Tax Reduction	Reason
ORVILLE & EDITH LEE ETAL, LIFE ESTATE 14631 CABLE LAKE RD SE MENTOR MN 56736	32.00308.00 Cable Lake Subd Lot 12 (Ex Tri Tr on E side, being 30' along S Line com @ SE cor) Grove Park Twp	+\$202	Homestead Application for Taxes Payable 2014
ORVILLE & EDITH LEE ETAL, LIFE ESTATE 14631 CABLE LAKE RD SE MENTOR MN 56736	32.00309.00 Cable Lake Subd Outlot A & Tr on E side of Lot 12 com at SE cor; Wly 30', Nely to NE cor & Swly to Beg Grove Park Twp	+\$4	Homestead Application for Taxes Payable 2014
CHAD M ZERR 1907 MAIN ST S CROOKSTON MN 56716	82.02375.01 Railway Addn Lots 5 & 6, Blk 1 City of Crookston	0	Homestead Application Reduction for Taxes Payable 2014
CHAD M ZERR 1907 MAIN ST S CROOKSTON MN 56716	82.02376.00 Railway Addn Lots 7 – 12, Blk 1 City of Crookston	\$390	Homestead Application Reduction for Taxes Payable 2014
NICOLE KUJAWA 1121 12TH AVE SE EAST GRAND FORKS MN 56721	83.02547.00 Woodland Park Sub Lot 4, Blk 1 & Vacated Alley City of EGF	\$320	Homestead Application Reduction for Taxes Payable 2013

HEARING FOR TAX ABATEMENT IN CITY OF CROOKSTON

Mr. Robert Wagner, Director of Assessment services brought forth information pertaining to the Hearing:

A motion was made by Commissioner Strandell seconded by Commissioner Affeldt and adopted by unanimous vote of the Board to open the Hearing at 9:02 a.m. The hearing was opened to discuss Polk County's participation in the use of property tax abatement for the purpose of economic development of Parcel No. 82.03649.00 in the City of Crookston pursuant to M.S. Section 469.1812 to 469.1815, inclusive as amended. The tax abatement will provide over a period of 5 years, an estimated tax amount of approximately \$4,000.00 per year, commencing with taxes payable in 2016. The following tax parcel is to be included in the proposed tax abatement: Parcel No. 82.03649.00. Craig Hoiseth, Shannon Stassen and Mary

Ann Simmons were present from the public. A motion was made by Commissioner Bunes seconded by Commissioner Strandell and adopted by unanimous vote of the Board to close the Hearing at 9:17a.m.

1. Resolution (2014-044) Abate Polk County's Share of Property Taxes on Parcel No. 82.03649.00

Abate Polk County's Share of Property Taxes on Parcel No. 82.03649.00
RESOLUTION (2014-044)

The following resolution (2014-044) was offered by Commissioner Bunes:

WHEREAS, The County of Polk has held a public hearing on the use of property tax abatement for the purpose of economic development of parcel 82.03649.00 in the City of Crookston pursuant to Minnesota Statutes, Section 469.1812 through and including 469.1815, as amended and;

WHEREAS, The City of Crookston desires to offer a program pursuant to said statutes.

BE IT RESOLVED, By the Board of County Commissioners of Polk County that Polk County does authorize to participate with the City of Crookston to abate the County's share of property taxes on the following parcel 82.03649.00 subject to the conditions set forth in the City of Crookston' Resolution No. 26097.

Commissioner Diedrich seconded the foregoing resolution and it was declared failed upon the following vote. YEAS: Bunes and Diedrich. NAYS: Strandell and Affeldt.

TRI-VALLEY TRANSPORTATION

Cindy Pic, Tri-Valley Transportation did not appear before the Board with matters pertaining to Tri-Valley:

HIGHWAY DEPARTMENT

Richard Sanders, Polk County Highway Engineer came before the Board with matters pertaining to his department:

1. County Ditch No. 92 Maintenance Request

Discussion was held regarding a landowner request to install 48" smooth wall pipe 300-500 feet long in County Ditch No. 92, Section 28 of King Township. The cost of install the culvert is bore by the landowner.

2. County Ditch No. 95 Maintenance Request

A motion was made by Commissioner Bunes seconded by Commissioner Affeldt and adopted by unanimous vote of the Board to approve the landowners request that County Ditch No. 95, Section 13-14, Reis Township and Section 17-18, Liberty Township be surveyed and cleaned.

3. Revised Agenda

A motion was made by Commissioner Affeldt seconded by Commissioner Strandell and adopted by unanimous vote of the Board to revise the September 2, 2014 agenda adding No. 4 under the Highway Department.

4. Marshall County Coop Fuel Payment

A motion was made by Commissioner Affeldt seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the payment to the Marshall County Coop in the amount of \$5,360.00 for fuel for the Angus Shop.

ADMINISTRATION

Charles Whiting, Polk County Administrator came before the Board with matters pertaining to his department:

1. Towards Zero Deaths Safe Roads Grant Approval

A motion was made by Commissioner Bunn seconded by Commissioner Affeldt and adopted by unanimous vote of the Board to approve the 2015 Towards Zero Deaths Safe Roads Grant Agreement as presented to the Board.

2. Resolution (2014-045) DNR Trail Assistance Resolution

Approving Polk County as Legal Sponsor for Application for DNR Trail Assistance Programs Effective Fiscal Year 2015

RESOLUTION (2014-045)

The following resolution (2014-045) was offered by Commissioner Affeldt:

WHEREAS, Polk County desires to maintain trails for the enjoyment of the public and will act as legal sponsor for an application for the DNR Trails Assistance Program, the MN DNR Grant-in-aid Trail Permit; and

WHEREAS, Polk County may enter into agreement with the State of Minnesota for the Polk-Norman-Clay Agassiz Recreational Trail, heretofore known as the Agassiz Recreational Trail, for the portion of the trail existing in Polk County; and

WHEREAS, Polk County will comply with all applicable laws and regulations as stated in the grant contract agreement(s), permits and by all applicable federal and state laws and regulations; and

WHEREAS, Polk County recognizes and assigns Polk County Administrator Charles Whiting who will act as a fiscal agent on behalf of Polk County; and

WHEREAS, Polk County approves this resolution to be effective for acting as the legal sponsor for trail administration annually for future grant applications and permits.

NOW THEREFORE BE IT RESOLVED, That Polk County agrees to continue to act as legal sponsor for the above applications and agreements of the DNR Trails Assistance Program until such time that Polk County rescinds this sponsorship beginning Fiscal Year 2015.

Commissioner Strandell seconded the foregoing resolution and it was declared adopted upon the following vote. YEAS: Strandell, Affeldt, Diedrich and Bunes. NAYS: None

3. 2015 Budget Review

Discussion was held regarding the 2015 Budget.

AUDITOR WARRANTS

A motion was made by Commissioner Strandell seconded by Commissioner Affeldt and adopted by unanimous vote of the Board to approve the August Auditor Warrants for payment:

AUDITOR WARRANTS 08/05/2014

<u>Vendor Name</u>	<u>Amount</u>
Aakre/Paul & Janet	2,945.00
Ascano PH. D./R.P.	2,000.00
Cardmember Service	13,539.31
Chiller Systems Inc	3,780.00
Hagen Construction	60,419.57
Marshall County Coop	6,084.00
Norman Mahnomen Public Health	13,497.51
North Country Security Inc	4,427.28
Odland Fitzgerald,Reynolds	2,904.00
Polk County Public Health	32,804.30
Sorenson/Judith	2,934.00
Thomson Reuters - West	4,542.89
Wild Rice Elec Co-Op Inc	2,087.95
29 Payments 2000 less than	9,981.34
Final Total:	161,947.15

AUDITOR WARRANTS 08/05/2014

<u>Vendor Name</u>	<u>Amount</u>
1 Payments 2000 less than	404.75
Final Total:	404.75

AUDITOR WARRANTS 08/05/2014

<u>Vendor Name</u>	<u>Amount</u>
North Country Business Prod	35,463.80
Final Total:	35,463.80

AUDITOR WARRANTS 08/12/2014

<u>Vendor Name</u>	<u>Amount</u>
Century Fence Company	2,450.36
Cole Papers Inc	5,680.96
Gordon Construction of Mahnomen Inc	156,412.82
Hagen Construction	51,993.41
Knife River Materials	803,271.33
Ottertail Power Co	4,250.11
Polk County Administrator	9,129.00
Thygeson Construction Co	84,289.86
University Of North Dakota	5,242.67

17	Payments less than	2000	5,229.59
Final Total:			1,127,950.11

AUDITOR WARRANTS 08/14/2014

<u>Vendor Name</u>	<u>Amount</u>
Blue Cross & Blue Shield Of Mn	127,983.50
Final Total:	127,983.50

AUDITOR WARRANTS 08/19/2014

<u>Vendor Name</u>	<u>Amount</u>
Altru Health System	2,653.00
Cole Papers Inc	4,172.30
Fertile Oil Company	23,454.83
Garden Valley Telephone Co	5,352.20
GreatAmerica Financial Services	8,567.08
Halstad Telephone Co	9,362.70
Hardwick P.C./Brian T	3,345.81
Norman Mahnomen Public Health	47,014.03
Ottertail Power Co	5,274.75
Polk County Public Health	65,557.84
Sandhill Snowcruisers	15,581.10
Schmitz Builders Inc	77,007.60
20 Payments less than 2000	12,906.41
Final Total:	280,249.65

AUDITOR WARRANTS 08/26/2014

<u>Vendor Name</u>	<u>Amount</u>
Ascano PH. D./R.P.	2,000.00
Fosston Dac	4,960.00
Fosston Municipal Utilities	34,832.82
Hagen Construction	7,191.16
Lenes Sand & Gravel Inc	26,280.90
Lenes Sand & Gravel Inc	9,399.62
Mn State Treasury	9,368.50
North Country Security Inc	4,053.61
Ottertail Power Co	2,263.78
Polk County	97,478.97
Polk County Environmental Services	2,853.00
Rust Stock & Knutson, P.A.	2,132.00
Thygeson Construction Co	257,332.89
23 Payments less than 2000	8,792.89
Final Total:	468,940.14

MANUAL WARRANTS 8/04/2014

VENDOR NAME	AMOUNT
Internal Revenue Service	151.11
MN Revenue	32.67
FINAL TOTAL	\$183.78

MANUAL WARRANTS 8/04/2014

VENDOR NAME	AMOUNT
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Bremer Bank NA	5,343.51
FINAL TOTAL	\$5,343.51

MANUAL WARRANTS 8/07/2014

VENDOR NAME	AMOUNT
Mn Dept Of Rev Tax Division	\$9,721.47
FINAL TOTAL	\$9,721.47

MANUAL WARRANTS 8/11/2014

VENDOR NAME	AMOUNT
Bremer Bank NA	8,060.46
FINAL TOTAL	\$8,060.46

MANUAL WARRANTS 8/19/2014

VENDOR NAME	AMOUNT
Bremer Bank NA	1,086.47
FINAL TOTAL	\$1,086.47

MANUAL WARRANTS 8/20/2014

VENDOR NAME	AMOUNT
Mn Dept Of Revenue	73,310.76
Mn Revenue	8,918.90
FINAL TOTAL	\$82,229.66

MANUAL WARRANTS 8/25/2014

VENDOR NAME	AMOUNT
Bremer Bank NA	133.97
FINAL TOTAL	\$133.97

MANUAL WARRANTS 8/29/2014

VENDOR NAME	AMOUNT
Internal Revenue Service	287,864.53
MN Revenue	49,716.82
FINAL TOTAL	\$337,581.35

With no further business the Board adjourned to reconvene at 10:00 o'clock a.m., September 16, 2014.

Don Diedrich, Chairman

ATTEST:

Charles S. Whiting, Polk County Administrator
Clerk of the Board