

**OFFICIAL PROCEEDINGS  
PENNINGTON COUNTY BOARD OF COMMISSIONERS  
JUSTICE CENTER BOARD ROOM  
FEBRUARY 13, 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, February 13, 2024, at 10:00 a.m. Members Present: Seth Nelson, Roy Sourdif, David Sorenson, and Neil Peterson. Members present via Zoom: 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. Hearing none, there was a motion by Commissioner Sourdif, seconded by Commissioner Peterson, to approve the agenda as presented. Motion carried.

Chairman noted that Commissioner Lawrence is attending today's meeting via Zoom and will not participate in any Board actions.

Recognition of Citizens: None.

Motioned by Commissioner Sourdif, seconded by Commissioner Sorenson, to approve the County Board minutes of January 23<sup>rd</sup>, 2024, as written. Motion carried.

Motioned by Commissioner Peterson, seconded by Commissioner Sourdif, to approve the following Commissioner warrants. Motion carried.

|                      |              |
|----------------------|--------------|
| County Revenue       | \$141,983.95 |
| Road & Bridge        | \$ 44,589.53 |
| Solid Waste Facility | \$ 12,398.89 |
| Ditch Funds          | \$ 11,734.77 |

Meal reimbursements and per diems in the amount of \$2,875.00 were also approved.

Human Services Director Julie Sjostrand presented the following items:

Motioned by Commissioner Peterson, seconded by Commissioner Sorenson, to accept the resignation of Child Support Officer Krista Phillips effective February 6<sup>th</sup>, 2024, and to thank her for 16+ years of service to Pennington County. Motion carried.

Motioned by Commissioner Sourdif, seconded by Commissioner Peterson, to authorize the Human Services Director to post internally, and externally after if necessary, and interview for the position of Child Support Officer. Motion carried.

County Engineer Mike Flaagan:

Motioned by Commissioner Peterson, seconded by Commissioner Sorenson, to authorize the County Engineer to advertise for fuel, equipment rental, and culvert bids for 2024. Discussion followed with Engineer Flaagan stating that bids will be opened on March 26<sup>th</sup>, 2024. Following discussion, the motion was carried.

Mr. Flaagan noted that MnDOT has hired a maintenance/janitorial worker for the Joint Use Facility, and as a result the cleaning services of Green View Inc. will no longer be needed. Green View has been notified and he believes they will begin the contract termination process.

Engineer Flaagan discussed a new \$9.1M state grant program for monumentation. Such grant funds could be used to recertify section corners in the county and obtain the related coordinates for GIS purposes. The grant is competitive with a minimum award of \$50,000, and the state is requiring a letter of intent (non-binding) from entities by February 22, 2024. Mr. Flaagan noted that the 95 West aerial mapping isn't accurate enough to determine section corners, but the grant could cover the necessary survey work. Motioned by Commissioner Sourdif, seconded by Commissioner Peterson, to authorize the County Engineer to submit a letter of intent to the State of MN regarding our application for monumentation grant funds as discussed above. Motion carried.

Engineer Flaagan updated the Board on the Kratka bridge project. The contractor plans to be onsite next week and will begin driving pilings for the bridge piers.

County Sheriff Seth Vettleison noted that the LEC email platform is out of date with VCA standards, and he presented a proposal from ABM Technology Group to migrate their email to Office 365. Motioned by Commissioner Peterson, seconded by Commissioner Sourdif, to approve a proposal by ABM Technology Group to migrate the email of the LEC to Office 365 at a cost of \$17,205.46 and monthly licensing fees thereafter in the amount of \$1,242.00. Motion carried.

#### County Auditor-Treasurer Items:

Auditor-Treasurer Jennifer Herzberg discussed two quotes from Garden Valley Technologies. The first is for the purchase, installation, and related training for a Focal Point door access system on the 3<sup>rd</sup> floor of the Government Center in the amount of \$11,803.00. The second is for the purchase, installation, and related training for a Vitek security camera system for the Government Center in the amount of \$11,367.00. The Technology Committee has reviewed both quotes and recommends their approval.

Motioned by Commissioner Sorenson, seconded by Commissioner Sourdif, to approve the purchase of a Focal Point door access system from Garden Valley Technologies at the quoted price of \$11,803.00. Motion carried.

Motioned by Commissioner Sourdif, seconded by Commissioner Sorenson, to approve the purchase of a Vitek security camera system from Garden Valley Technologies at the quote price of \$11,367.00. Motion carried.

County Coordinator Items:

Motioned by Commissioner Sourdif, seconded by Commissioner Peterson, to accept the resignation of IT Technician Nicholas Tretter effective February 20<sup>th</sup>, 2024. Motion carried.

Motioned by Commissioner Sourdif, seconded by Commissioner Sorenson, to approve advertising for the position of IT Technician. Discussion followed with Commissioner Peterson questioning if the position should be evaluated prior to readvertising. Commissioner Lawrence noted that the position is new to the county and discussed how the workload and responsibilities may evolve over time. The Board requested that the Technology Committee and Personnel Committee discuss the position further prior to readvertising. After discussion, Commissioner Sourdif rescinded his motion and Commissioner Sorenson rescinded his second to the motion.

Motioned by Commissioner Peterson, seconded by Commissioner Sourdif, to approve a Memorandum of Understanding between Pennington County and MN Teamsters Local 320, whereas effective February 5, 2024, and for the duration of the current CBA, the wage scale for the position of Sergeant shall be revised and represent a 4% differential over that of Corrections Officer. Motion carried.

Motioned by Commissioner Sourdif, seconded by Commissioner Sorenson, to approve issuance of a duplicate warrant to Sanford Wellness Center in the amount of \$35.65 to replace lost warrant #109829 dated August 27<sup>th</sup>, 2020, without issuance of an indemnifying bond. Motion carried.

Motioned by Commissioner Peterson, seconded by Commissioner Sourdif, to approve issuance of a duplicate warrant to Kempisie Amundgaard in the amount of \$570.70 to replace lost warrant #112348 dated June 2<sup>nd</sup>, 2022, without issuance of an indemnifying bond. Motion carried.

Motioned by Commissioner Sourdif, seconded by Commissioner Sorenson, to approve a quote from Lee Plumbing & Heating Co, Inc. for purchase/installation of a new effluent pump, flange, and check valve at the solid waste facility, and related tank cleaning, in amount of \$6,100. Discussion followed with Commissioner Lawrence noting the lift station only has one pump and the lead time for a new pump is 8-10 weeks. The County Coordinator noted we are still awaiting a quote for related electrical work. Following discussion, the motion was carried.

Motioned by Commissioner Peterson, seconded by Commissioner Sorenson, to approve the County Coordinator sending a draft job description for an Assistant Building & Grounds Supervisor or Lead Custodian to Bjorklund Compensation Consulting for a position rating. Motion carried.

Motioned by Commissioner Sourdif, seconded by Commissioner Sorenson, to approve the hire of Daryl Bristlin as Full-Time Custodian I, contingent upon a successful background check. Motion carried.

Mr. Erickson noted that interviews for the position of Director of Veteran’s Services will be held on February 14<sup>th</sup>, 2024.

Motioned by Commissioner Sorenson, seconded by Commissioner Sourdif, to approve the 2023 pay equity report as completed and authorize the County Coordinator to sign on behalf of the Board Chairman and submit the report to the State of MN. Motion carried. The County Coordinator noted that such reporting is required every three years, and a preliminary state review of our report shows us to be in compliance.

County Attorney Items: None.

Committee Reports / Commissioner Updates:

Commissioner Sourdif reported on the Chamber of Commerce Committee, stating that former Director Vanessa VanDam has been replaced by Carly Lunsetter.

Commissioner Lawrence discussed a resolution request from a MN organization called Hunters For Hunters and questioned the Board on addressing the issue. Commissioner Peterson said that as a farmer he personally agrees that wolves should be delisted and managed, but he isn’t sure if it’s the business of the County Board to act on such a request. He noted that should the county take a formal stance on this issue, they should also address livestock depredation reimbursements as they are not in line with other states and do not cover the true value of the animals lost. Commissioner Lawrence discussed how wolves have affected deer in the state and studies the DNR is doing and plans to do. Commissioner Peterson stated he would like to see an updated wolf population survey as that would aid in changing depredation reimbursements. The Board took the issue under advisement.

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

ATTEST:

Kevin Erickson, County Coordinator  
Pennington County

Seth Nelson, Chairman  
Board of Commissioners