

**OFFICIAL PROCEEDINGS  
PENNINGTON COUNTY BOARD OF COMMISSIONERS  
JUSTICE CENTER BOARD ROOM  
JUNE 27<sup>TH</sup>, 2023 – 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 27<sup>th</sup>, 2023, at 10:00 a.m. Members Present: Seth Nelson, Dave Sorenson, Roy Sourdif, and Neil Peterson. Members absent: Bruce Lawrence.

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

Recognition of Citizens: None.

Motioned by Commissioner Nelson, seconded by Commissioner Sourdif, to approve the Board of Appeal and Equalization minutes of June 12<sup>th</sup>, 2023, and the Board minutes of June 13<sup>th</sup>, 2023, as presented. Motion carried.

Motioned by Commissioner Sorenson, seconded by Commissioner Sourdif, to approve the Human Services warrants totaling \$243,804.14 and the following Commissioner warrants. Motion carried.

|                      |              |
|----------------------|--------------|
| County Revenue       | \$240,960.63 |
| Road & Bridge        | \$ 10,974.47 |
| Solid Waste Facility | \$ 13,550.09 |
| Ditch Funds          | \$ 7,512.50  |
| Forfeited Tax        | \$ 77.74     |
| State Funds          | \$ 1,112.54  |

Per diems and meal reimbursements in the amount of \$16.07 were also approved.

County constituent Bobby Fladeland met with the Board regarding a proposed ring dike project for his property in Section 31 of Rocksbury Township. His fiscal responsibility in the project is 12.5% or approximately \$20,000. He feels the county and/or other landowners that benefit from the ditch should share in that cost. Discussion followed and Commissioner Peterson stated that the ditch is private, so he believes the county has no liability in the project. He suggested that Mr. Fladeland contact area landowners benefitting from the ditch to see if they are willing to share in his share of the project costs.

Tim Finseth, Transportation Planning Director for the NW Regional Development Commission (NWRDC), made introductions to the County Board as he is relatively new to the agency. He noted that he will be working on many areas and will work hard to get

funding for area projects. Commissioner Nelson sits on the NWRDC Board and stated he is looking forward to working with Mr. Finseth. The Board welcomed Mr. Finseth to his position and thanked him for his introduction.

Human Services Director Julie Sjostrand presented the consent agenda from the June 20<sup>th</sup>, 2023, Human Services Committee meeting. On a motion by Commissioner Nelson and seconded by Commissioner Sourdif, the following recommendations of the Pennington County Human Service Committee for June 20, 2023 (detailed minutes on record) are hereby adopted:

#### SECTION A

- I. To approve the May 16, 2023, Human Service Committee Meeting minutes.
- II. To approve the agency's personnel action as presented.
- III.
  - A. To approve the CY 2024 Clinical Supervision Purchase of Service Agreement between Sherry Jose-Sobolik and Pennington County Human Services, as presented.
  - B. To approve the CY 2023 revised Child Welfare Opiate Allocation Agency Plan as presented.
  - C. To approve the CY 2023-2024 Supervised Visitation and Visitation Exchange Purchase of Service Agreement between the Violence Intervention Project and Pennington County Human Services, as presented.
  - D. To approve the purchase and installation of the following items and services from ReadITech IT solutions as quoted and presented: 1.) 2 Laptops  
2.) State Printer for Child Support.

#### SECTION B

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

Larissa Fitzgerald, SWCD District Technician, presented a wetland delineation application and notice of decision for the Fladeland Ring Dike project in Section 31 of Rocksbury Township. Board approval is needed for the wetland boundaries and also the impact to wetland, which amounts to 396 sq. ft. and is considered de minimis and no wetland replacement is needed. Motioned by Commissioner Sourdif, seconded by Commissioner Sorenson, to approve the wetland delineation for the Fladeland Ring Dike project as presented. Motion carried.

County Engineer Mike Flaagan presented the following items:

Motioned by Commissioner Sourdif, seconded by Commissioner Sorenson, to accept a letter of resignation and retirement from Maintenance Foreman Terry Peterson effective July 22<sup>nd</sup>, 2023, and thank him for his years of service to Pennington County. Motion carried.

Motioned by Commissioner Nelson, seconded by Commissioner Sourdif, to authorize the County Engineer to advertise for the position of Maintenance Foreman. Motion carried.

Engineer Flaagan noted that the bridge maintenance projects were rebid following the Board's rejection of all bids on May 23, 2023, and the latest bid opening was held on June 26, 2023, at 1:00 p.m. The following bid was received:

Quality Spray Foam LLC/DBA Anderson Excavating      \$376,821.06

The Engineer's Estimate for the project is \$384,541.00. Motioned by Commissioner Sorenson, seconded by Commissioner Sourdif, to accept and approve the bid of Quality Spray Foam LLC/DBA Anderson Excavating in the amount \$376,821.06 as the best and lowest bid received for the bridge maintenance projects. Motion carried.

Mr. Flaagan commented on the Fladeland drainage issue discussed earlier, noting that there is no public drainage system in that area and that makes it difficult for a public agency to fund the dike project. Partial grants are often available through the SWCD, but the landowner is generally responsible for some cost.

Engineer Flaagan notified the Board that due to a missed cutoff date for advertising, the bid opening for the CSAH#7 project has been rescheduled to July 24<sup>th</sup>, 2023, at 1:00 p.m.

Mr. Flaagan noted there is a new federal grant program available, and he will be submitting applications for at least two county projects.

County Sheriff Seth Vettleon presented the following items:

Motioned by Commissioner Sourdif, seconded by Commissioner Nelson, to accept the resignation of Sean O' Connor as Part-Time Corrections Officer effective June 28<sup>th</sup>, 2023. Motion carried. The Sheriff noted that Mr. O'Connor accepted a Police Officer position with the City of Thief River Falls.

MCIT Risk Management Consultant Paul Hadjuk introduced himself to the Board and presented the 2023 MCIT Report to Pennington County. He noted that MCIT is a public joint powers entity and risk sharing pool and 81 of the 87 MN counties are members. Cyber coverage for 2023 has been preserved and enhanced. Dividends are returned to the members when possible, and Pennington County's dividend for the work comp division is \$50,450 for 2022. MCIT covers over 11,000 vehicles and \$7.5 billion in structures and buildings. Other services provided are loss control consulting, risk management, in-person training, prevention and awareness materials, employee assistance programs, MN Safety Council membership, and a boiler inspection program. Discussion was held on cyber security, training, and awareness. The Board thanked Mr. Hadjuk for his report.

Auditor-Treasurer Items:

Motioned by Commissioner Sourdif, seconded by Commissioner Nelson, to approve renewal of an annual maintenance and support agreement with Pro-West & Associates Inc. for GIS services in the amount of \$3,185.00. Motion carried.

County Coordinator Items:

Motioned by Commissioner Sorenson, seconded by Commissioner Sourdif, to approve the promotion of Randy Knutson from Custodian I to Custodian II effective June 16<sup>th</sup>, 2023. Motion carried. It was noted that Mr. Knutson achieved the Special Engineer boiler license as of this date.

Motioned by Commissioner Sourdif, seconded by Commissioner Sorenson, to approve a firework permit application for Red Lake Gaming/7 Clans Casino for a fireworks display to be held on July 4<sup>th</sup>, 2023, and authorize the Chairman and Auditor-Treasurer to sign the same. Motion carried.

Motioned by Commissioner Sorenson, seconded by Commissioner Nelson, to approve a Memorandum of Understanding to the CBA between Pennington County and AFSCME Local #3452 thereby adding Juneteenth as a paid holiday for employees in 2023 and to update the contract with the Juneteenth holiday with negotiations this fall. Motion carried.

Motioned by Commissioner Sourdif, seconded by Commissioner Nelson, to approve a Memorandum of Understanding to the CBA between Pennington County and IUOE Local #49 thereby adding Juneteenth as a paid holiday beginning in 2023. Motion carried.

Motioned by Commissioner Sourdif, seconded by Commissioner Sorenson, to approve a Memorandum of Understanding to the CBA between Pennington County and AFSCME Local #3452, thereby placing employee Janelle Martin at wage step 1 and Jeremy Enright at wage step 2, with retro pay to dates of hire and annual step increases on date of hire anniversaries as per the CBA. Motion carried.

Motioned by Commissioner Nelson, seconded by Commissioner Sourdif, to approve a lease renewal agreement between Pennington County and the TRF Area Hockey Association for the use of approximately 315 sq. ft. of office space and the gymnasium in the property located at 123 Main Ave N, also known as the Old Auditorium, for the term of 07/01/23 – 06/30/24. Commissioner Sourdif questioned the rental cost, with the Coordinator noting the rent will remain \$150.00 per month. TRFAHA will coordinate with the other lessees for the gymnasium use. Following discussion, the motion carried.

County Attorney Items: None.

#### Committee Reports:

Commissioner Peterson noted that the Pennington County SWCD 75<sup>th</sup> Anniversary Summer Project Tour is being held on July 25<sup>th</sup>, 2023, and will include a dinner at Oakland Park. Anyone interested in attending can contact the SWCD to sign up.

Motioned by Commissioner Sorenson, seconded by Commissioner Sourdif, to adjourn the Board meeting to July 11<sup>th</sup>, 2023, at 10:00 a.m. Motion carried.

ATTEST:

Kevin Erickson, County Coordinator  
Pennington County

Neil Peterson, Chairman  
Board of Commissioners