

**OFFICIAL PROCEEDINGS  
PENNINGTON COUNTY BOARD OF COMMISSIONERS  
JUSTICE CENTER BOARD ROOM  
SEPTEMBER 27<sup>th</sup>, 2022 – 5:00 P.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, September 27<sup>th</sup>, 2022, at 5:00 p.m. Members Present: Seth Nelson, Bruce Lawrence, Darryl Tveitbakk, David Sorenson, and Neil Peterson. Members absent: None.

The meeting was called to order by Chairman Lawrence and the Pledge of Allegiance was recited.

Chairman Lawrence asked if there were any amendments to the agenda. The County Coordinator noted that V.S.O. Steve Stone can be removed from the agenda. Motioned by Commissioner Peterson, seconded by Commissioner Sorenson, to approve the Board agenda with the change presented. Motion carried.

Recognition of Citizens: None.

Motioned by Commissioner Peterson, seconded by Commissioner Sorenson, to approve the Board of minutes of September 13<sup>th</sup>, 2022, as written. Motion carried.

Motioned by Commissioner Nelson, seconded by Commissioner Tveitbakk, to approve the Human Services warrants totaling \$295,634.98 and the following Commissioner warrants. Motion carried.

County Revenue	\$61,371.98
Road & Bridge	\$51,820.53
Solid Waste Facility	\$ 617.42

Per diems and meal reimbursements in the amount of \$280.00 were also approved.

Human Services Director Julie Sjostrand presented the consent agenda from the September 20<sup>th</sup>, 2022, Human Service Committee meeting. On a motion by Commissioner Sorenson and seconded by Commissioner Peterson, the following recommendations of the Pennington County Human Service Committee for September 20<sup>th</sup>, 2022 (detailed minutes on record) are hereby adopted:

SECTION A

- I. To approve the August 16<sup>th</sup>, 2022, Human Service Committee meeting minutes.
- II. To approve the Agency's personnel action as presented.
- III. A. To approve the CY2023 Tri-Valley Transportation Business Contract between Tri-Valley Opportunity Council, Inc., and Pennington County Human Services, as presented.

## SECTION B

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

Commissioner Tveitbakk questioned the tour of the NW MN Juvenile Training Center in Bemidji, which was the location of the Human Service Committee meeting on September 20<sup>th</sup>, 2022. Ms. Sjostrand discussed the facilities new paint, furniture, and furnishings. New radios have been acquired to shorten incident response times, and a change in food vendors has greatly improved the food service. Commissioner Tveitbakk requested that Superintendent Mindy O'Brien meet with the County Board in the near future to provide an update.

Jamie Bakken, Executive Director of Pioneer Village, presented an update on their activities. All seven log cabin foundations have been replaced in the last few years and they are planning to replace two cabin roofs and a furnace next spring. The chinking between the logs in the cabins is being replaced as funds are available. Events such as family reunions, gatherings, and their mini-golf course have helped financially, but they would appreciate any additional funding. This season Pioneer Village had over 1000 visitors, along with others on hand for special events and fundraisers. Commissioner Nelson commended Ms. Bakken for her work for Pioneer Village and the Historical Society. The Board thanked her for the update.

County Engineer Mike Flaagan presented the following items on behalf of the Highway Department:

Motioned by Commissioner Peterson, seconded by Commissioner Tveitbakk, to approve the hire of Kyle Wikert as Heavy Equipment Operator effective October 10<sup>th</sup>, 2022. Motion carried.

Mr. Flaagan noted the department is still seeking applicants for the Mechanic position.

Engineer Flaagan discussed a proposed agreement with Houston Engineering for the design work of bridge slope repair at five bridge sites in the amount of \$17,530.00. The County will do the surveying and construction engineering for the projects. Four bridges are in the federal highway system and another he hopes will be covered under FEMA. Motioned by Commissioner Peterson, seconded by Commissioner Nelson, to approve an agreement with Houston Engineering in the amount of \$17,530.00 for bridge slope repair design work in Pennington County. Motion carried.

Engineer Flaagan discussed the CD#96 repair project, noting that Davidson Construction is the primary contractor. The project will be moved from fall, 2022 to 2023 and will result in a \$25,000 penalty assessment. He noted that the project grant is good until December 2023, so the delay should be fine.

Mr. Flaagan noted that all county state aid road ditches have been mowed and they are mowing the gravel road ditches now.

Auditor-Treasurer Items:

County Auditor-Treasurer Jennifer Herzberg discussed the 2023 budget, noting that recent reductions have the levy down to approximately 4.5%. Commissioner Sorenson questioned health insurance rates for 2023, and it was clarified that there is no overall increase in premiums, just a realignment of the plans. Ms. Herzberg stated that 2023 tax rates are down from 73% to 58%, so most taxpayers should see a decrease in the county's portion of property tax. Final property tax amounts will depend on levies by the City of TRF, I.S.D. 564, and other taxing entities. The Board thanked the Auditor-Treasurer and all department heads for their work on the 2023 budget.

Motioned by Commissioner Peterson, seconded by Commissioner Tveitbakk, to approve the following resolution, the 2023 proposed levy of 4.5042%, and County budget as written. Motion carried.

**RESOLUTION**

**WHEREAS**, the Pennington County Board of Commissioners have reviewed the 2023 budgets submitted by the various departments; and

**WHEREAS**, the proposed levies have been reduced by the amount to be received from the State of Minnesota for the following: County Program Aid - \$895,070 (estimated).

**NOW, THEREFORE, BE IT RESOLVED**, that the proposed budgets for 2023 are approved and that the following proposed levies be adopted:

	Levy Before CPA	CPA*	Net Levy After CPA
Revenue	\$7,266,785	\$568,443	\$6,697,342
Road and Bridge	\$1,623,813	\$127,279	\$1,496,534
Welfare	\$2,531,366	\$198,348	\$2,333,018
G.O. Jail Bond	\$755,167	0	\$755,167
G.O. Justice Center CIP Bond	\$380,415	0	\$380,415

\*County Program Aid

County Coordinator Items:

County Coordinator Kevin Erickson presented an update on the 1<sup>st</sup> floor remodel project, noting that a majority of the ceiling, lighting, electrical, and painting is complete. Installation of the carpet and tile flooring will begin soon.

Motioned by Commissioner Tveitbakk, seconded by Commissioner Sorenson, to approve renewal of a lease with St. Bernard's Catholic Church for use of the Auditorium gym floor effective September 1<sup>st</sup>, 2022, to August 31<sup>st</sup>, 2023. Motion carried.

The following resolution was introduced by Commissioner Nelson, seconded by Commissioner Peterson, and upon vote was unanimously carried.

## **RESOLUTION**

**BE IT RESOLVED**, by the Pennington County Board of Commissioners, that the County enter into the attached Grant Contract with the Minnesota Dept. of Veterans Affairs (MDVA) to conduct the following program: County Veterans Service Office Operational Enhancement Grant Program. The grant must be used to provide outreach to the county's veterans; to assist in the reintegration of combat veterans into society; to collaborate with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans; to reduce homelessness among veterans; and to enhance the operations of the county veterans service office, as specified in the Minnesota Statutes 197.608, as amended by Minnesota Laws 2022, Regular Session, Chapter 54, Article 1, Section 3, Subd. 2(e). This Grant should not be used to supplant or replace other funding.

**BE IT FURTHER RESOLVED**, by the Pennington County Board that Stephen Stone – CVSO, and Bruce Lawrence – Board Chairman, be authorized to execute the FY2023 CVSO Grant Agreement for the above-mentioned Program on behalf of the County.

Motioned by Commissioner Tveitbakk, seconded by Commissioner Peterson, to approve issuance of a duplicate warrant to Darcie Johnson in the amount of \$170.10 to replace lost warrant number 111942 issued on February 17<sup>th</sup>, 2022, without issuance of an indemnifying bond. Motion carried.

Motioned by Commissioner Tveitbakk, seconded by Commissioner Peterson, to approve the hire of Rita Marsh as Department of Motor Vehicle/Deputy Registrar Assistant effective October 10<sup>th</sup>, 2022. Motion carried.

Motioned by Commissioner Nelson, seconded by Commissioner Sorenson, to approve the transfer of Austyn Bourman from Part-Time Dispatcher/Corrections Officer to Part-Time Deputy Sheriff effective September 28<sup>th</sup>, 2022. Motion carried.

Motioned by Commissioner Tveitbakk, seconded by Commissioner Sorenson, to approve the hire of Bradley Scott Thomas Prodehl as Part-Time Dispatcher/Corrections Officer effective September 28<sup>th</sup>, 2022. Motion carried.

Motioned by Commissioner Tveitbakk, seconded by Commissioner Nelson, to rescind the Board motion of September 13<sup>th</sup>, 2022, regarding the position reclassification of employees Krystal Carlson – Records Clerk, and Maria Srnsky – Lead Records Clerk, to Legal Secretary/Paralegal effective January 1<sup>st</sup>, 2023. Motion carried.

County Attorney Items:

County Attorney Seamus Duffy noted that the jury trial of Reinbold vs. State started on September 21<sup>st</sup>, 2022, and is expected to last through October 11<sup>th</sup>, 2022.

Committee Reports / Commissioner Updates:

Commissioner Tveitbakk noted that the TRF Regional Airport Authority will meet on Thursday, September 29<sup>th</sup>, 2022, to set their 2023 levy.

Commissioner Peterson noted that he and two other Board members recently attended the AMC Fall Policy Conference and discussion topics included drainage and increasing county program aid with the state budget surplus.

Commissioner Nelson recently attended a meeting regarding Human Services and mental health. Little to no action was taken at the meeting and there is no legislative funding for related programs.

Commissioner Lawrence noted that public safety officials in the metro area of MN are wanting to change the current Armer radio system for law enforcement over to a newer radio system, which would cost billions of dollars to implement statewide. He noted that smaller, rural areas of MN are now just getting the Armer radio system.

Commissioner Lawrence noted that the Opioid Committee is working with I.S.D. #564 on educating youth and discussing how to establish a program like DARE that would extend beyond Grade 5 and possibly into high school levels. It was noted that no opioid settlement funds have been received by the counties to date.

Motioned by Commissioner Nelson, seconded by Commissioner Sorenson, to adjourn the Board meeting to October 11<sup>th</sup>, 2022, at 10:00 a.m. Motion carried.

ATTEST:

Kevin Erickson, County Coordinator  
Pennington County

Bruce Lawrence, Chairman  
Board of Commissioners