

**OFFICIAL PROCEEDINGS
PENNINGTON COUNTY BOARD OF COMMISSIONERS
TUESDAY, APRIL 14TH, 2020, 10:00 A.M.**

Pursuant to adjournment, the Pennington County Board of Commissioners met in the Pennington County Board Room in Thief River Falls, MN, on Tuesday, April 14th, 2020 at 10:00 a.m. Members Present: Darryl Tveitbakk,, Donald Jensen, Bruce Lawrence, Neil Peterson, and by virtual presence, Cody Hempel. Absent: None.

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

The following resolutions were introduced by Commissioner Jensen, seconded by Commissioner Peterson, and upon vote were unanimously carried.

**RESOLUTION AUTHORIZING SPONSORSHIP OF SNOWMOBILE TRAILS
OPERATED BY GOODRIDGE TRAILBLAZERS SNOWMOBILE CLUB**

BE IT RESOLVED, that Pennington County act as the legal sponsor for an application for funding to the State of Minnesota Department of Natural Resources for maintenance for Wapiti, 4-G North and 4-G River Road Snowmobile trails managed by the Goodridge Trailblazers Snowmobile Club.

BE IT RESOLVED, that upon approval of its application by the state, the County of Pennington may enter into an agreement with the State of Minnesota for the above referenced project and that it will comply with all applicable laws and regulations as stated in the agreement.

BE IT FURTHER RESOLVED, that the Chairman and County Auditor-Treasurer are authorized to sign such an agreement with the Department of Natural Resources.

BE IT FURTHER RESOLVED, that the County Auditor-Treasurer is hereby authorized to serve as the fiscal agent for the above referenced project.

**RESOLUTION AUTHORIZING SPONSORSHIP OF SNOWMOBILE TRAILS
OPERATED BY THIEF RIVER FALLS SNO-DRIFTERS**

BE IT RESOLVED, that the county of Pennington act as the legal sponsor for an application for funding to the State of Minnesota Department of Natural Resources for maintenance of snowmobile trails managed by the Thief River Falls Sno-Drifters.

BE IT RESOLVED, that upon approval of its application by the state, the County of Pennington may enter into an agreement with the State of Minnesota for the above referenced project and that it will comply with all applicable laws and regulations as stated in the agreement.

BE IT FURTHER RESOLVED, that the Chairman and County Auditor-Treasurer are authorized to sign such an agreement with the Department of Natural Resources.

BE IT FURTHER RESOLVED, that Kenneth Olson, County Auditor-Treasurer, is hereby authorized to serve as the fiscal agent for the above referenced project.

Peter Nelson, Water Plan Coordinator for the Pennington County Soil and Water Conservation District, reviewed the Thief River Watershed One Watershed One Plan.

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

Resolution to Adopt and Implement the Thief River
Comprehensive Watershed Management Plan

Whereas, the Pennington County has been notified by the Minnesota Board of Water and Soil Resources that the Thief River Comprehensive Watershed Management Plan has been approved according to Minnesota Statutes §103B.801 and Board Resolution #16-17:

Now; Therefore, Be it Resolved, the county hereby adopts and will begin implementation of the approved Comprehensive Watershed Management Plan for the area of the county identified within the Plan.

Be it Further Resolved after the adoption of the Plan, the county shall amend existing water and related land resources plans and official controls as necessary to conform them to the Comprehensive Watershed Management Plan.

Be it Further Resolved after the adoption of the Comprehensive Watershed Management Plan or amendments to the plan, Pennington County shall notify local units of government within Pennington County or the Red Lake Watershed District. The local units of government are required to submit existing water and related land resources plans and official controls within 90 days to the county for review as per Minnesota Statutes, Section 103B.325.

Be it Further Resolved that within 180 days, the county shall review the submitted plans and official controls and identify any inconsistencies between the local plans and official controls and the Comprehensive Watershed Management Plan. Pennington County shall specify applicable and necessary measures to bring the local plans and official controls into conformance with the Comprehensive Watershed Management Plan.

Be it Further Resolved if a local unit of government disagrees with any changes to its plan, the local unit has 60 days after receiving the county's recommendations to appeal the recommendations to the Board of Water and Soil Resources.

Be it Further Resolved after receiving the recommendations of the county, or a resolution of an appeal, a local unit of government has 180 days to initiate revisions to its plan or

official controls. The new or revised plans and official controls must be submitted to the county for review and recommendations.

Peter Nelson also discussed the Memorandum of Agreement to start the Clearwater River One Watershed One Plan. Commissioner Jensen moved, seconded by Commissioner Peterson, to approve the Clearwater River One Watershed One Plan Memorandum of Agreement. Motion carried.

Moved by Commissioner Lawrence, seconded by Commissioner Jensen, to appoint Commissioner Peterson to the Clearwater River One Watershed One Plan Policy Committee with Commissioner Jensen as the alternate. Motion carried.

County Engineer Mike Flaagan presented the following bids:

Crushing Bids CP 57-20-07	
Schenkey's Inc.	\$117,550.00
Mark Sand & Gravel	\$186,650.00
Davidson Construction	\$124,950.00

Moved by Commissioner Jensen, seconded by Commissioner Peterson, to award the bid for CP 57-20-07 to Schenkey's Inc. for \$117,550.00 as the best and lowest bid received. Motion carried.

County Wide Shouldering CP 57-20-05	
Davidson Construction	\$387,500.00
Thygeson Construction Company	\$283,500.00

Moved by Commissioner Lawrence, seconded by Commissioner Jensen, to award the bid for CP 57-20-05 to Thygeson Construction Company for the amount of \$283,500.00 as the best and lowest bid received. Motion carried.

County Wide Striping CP 57-20-04	
AAA Striping Service Company	\$45,806.29
Traffic Marking Service, INC.	\$46,838.62

Moved by Commissioner Lawrence, seconded by Commissioner Peterson, to award the bid for CP 57-20-04 to AAA Striping Service Company in the amount of \$45,806.29 as the best and lowest bid received. Motion carried.

County wide Crack Sealing CP 57-20-06	
Northwest Asphalt	\$165,215.00

Moved by Commissioner Jensen, seconded by Commissioner Peterson, to award the bid for CP 57-20-06 to Northwest Asphalt in the amount of \$165,215.00 as the best and lowest bid received. Motion carried.

County Engineer Flaagan then discussed adding on to the storage building at the Main Highway Department site. He requests that the County Board pass a resolution requesting 50% of the addition come from State Aid Maintenance Funds.

The following resolution was introduced by Commissioner Jensen, seconded by Commissioner Lawrence, and upon vote was unanimously carried.

RESOLUTION TO REQUEST USE OF CSAH MAINTENANCE FUNDS

WHEREAS, Pennington County desires to use the Regular County State Aid Highway (CSAH) Maintenance Account for a portion of the Highway Facility Upgrade Project and:

WHEREAS, Pennington County request a level of funding for this project based on the ratio of CSAH Expenditures to Total Cost.

Percentage of CSAH Expenditures to Total Cost: $\$1,154,188/\$2,413,553 = 48\%$

CSAH funding request: $\$130,000 \times 50\% = \$65,000.00$

NOW THEREFORE BE IT RESOLVED, that the County of Pennington hereby requests Regular CSAH Maintenance Account funds in the amount of \$65,000 for the Highway Facility Upgrade Project.

Commissioner Lawrence moved, seconded by Commissioner Jensen, to authorize the County Auditor-Treasurer and County Engineer to advertise for bids for an addition to the County Highway Department storage building. Motion carried.

The County Engineer reported that work on the bridges had been put on hold for the past weeks.

Erik Beitel, Emergency Management Director, gave an update. At this time there are 1650 confirmed cases of COVID-19 in Minnesota with 842 of those cases being classified as recovered. Test results take from 36 to 72 hours to be received. Social distancing and good hygiene are encouraged and appears to be working. Erik reviewed spring flooding, the dam is open in Thief River Falls and 2,500 sandbags have been sent out. We are not looking for volunteers to fill additional sand bags at this time.

Kayla Jore, Inter County Nursing Service Director, noted that the Minnesota Department of Health has not released any information regarding the COVID-19 case in Red Lake County, but appears it was contracted outside of the community. Testing guidance has not changed.

County Sheriff Ray Kuznia recommends Patricia Braaten for the position of Part-Time Corrections Officer. Moved by Commissioner Jensen, seconded by Commissioner

Lawrence, to hire Patricia Braaten for the position of Part-Time Corrections Officer effective April 15th, 2020. Motion carried.

County Sheriff Ray Kuznia recommends the transfer of Robert Haugen from the position of Part-time Dispatcher/Jailer to Part-Time Corrections Officer. Moved by Commissioner Jensen, seconded by Commissioner Lawrence, to approve the transfer of Robert Haugen to the position of Part-Time Corrections Officer from Part-Time Jailer/Dispatcher effective April 6th, 2020. Motion carried.

The County Board discussed the previous motion to close the County Building to the public until April 13th, 2020. Moved by Commissioner Jensen, seconded by Commissioner Peterson, that all County Buildings remain closed to the public until further notice. Motion carried.

Ken Olson, County Auditor-Treasurer, noted that the State of Minnesota has changed their position on local DMV Office's and they have been given the choice to process transfers and license tab renewals by mail. They are however, not to be open to the public. Pennington County's DMV Office is processing the authorized documents it receives by mail or in the drop off box.

The County Board then reviewed the proposal to replace the current IBM Server with a new server and three years of hardware and software maintenance. Currently the Property Tax software, CAMA Software, payroll, and fixed assets software all run on this server. The Technology Committee has reviewed the proposal and recommends the purchase which was included in the Data Processing Budget.

Moved by Commissioner Lawrence, seconded by Commissioner Hempel, to purchase a new IBM Power 9 System Upgrade with three years of maintenance on the hardware and software for \$38,795.00. Motion carried.

Moved by Commissioner Jensen, seconded by Commissioner Lawrence, to approve the minutes of March 24th, 2020 as written. Motion carried.

Moved by Commissioner Lawrence, seconded by Commissioner Peterson, to approve the minutes of April 2nd, 2020 as written. Motion carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Jensen, to approve payment of the Human Services warrants totaling \$ 133,203.87, and the following Commissioner warrants. Motion carried.

WARRANTS

County Revenue	\$193,148.91
Road & Bridge	\$ 96,008.30

Per diems and meal reimbursements in the amount of \$3,475.00 were also approved.

Commissioner Lawrence reported that the Technology Committee discussed a new website for Pennington County. The Technology Committee will proceed with a plan for an upgraded website.

County Attorney Seamus Duffy reported they had completed interviews for the position of Crime Victim Service Advocate and recommends Tamra Pautzke for the position. Commissioner Jensen moved, seconded by Commissioner Peterson, to hire Tamra Pautzke for the position of Crime Victim Services Advocate effective May 4th, 2020. Motion carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Jensen, to adjourn the Board meeting to Tuesday, April 28th, 2020 at 5:00 p.m. Motion carried.

ATTEST:

Kenneth Olson, Auditor-Treasurer
Pennington County

Darryl Tveitbakk, Chairman
Board of Commissioners