

OFFICIAL PROCEEDINGS
PENNINGTON COUNTY BOARD OF COMMISSIONERS
TUESDAY, MAY 11TH, 2021, 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, May 11th, 2021 at 10:00 a.m. Members Present: Darryl Tveitbakk, Seth Nelson, Bruce Lawrence, David Sorenson, and Neil Peterson. Members Absent: None.

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

Chairman Peterson asked if there were any amendments to the agenda. County Coordinator Kevin Erickson requested that County Assessor Carl Bruzek be added to the agenda at 10:35 a.m. Motioned by Commissioner Tveitbakk, seconded by Commissioner Lawrence, to approve the Board agenda with the addition of County Assessor Carl Bruzek. Motion carried.

Recognition of Citizens: None present.

Motioned by Commissioner Nelson, seconded by Commissioner Sorenson, to approve the County Board minutes of April 27th, 2021 and the 5-Year Road & Bridge Hearing minutes of April 27th, 2021 as written. Motion carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to approve the Human Services warrants totaling \$185,085.83 and the following Commissioner warrants. Motion carried.

County Revenue	\$30,540.53
Road & Bridge	\$18,723.22
Solid Waste Facility	\$ 424.00
Ditch Funds	\$15,000.00

Per diems and meal reimbursements in the amount of \$3,502.41 were also approved.

County Engineer Mike Flaagan said that the Technology Committee recently discussed an ArcGIS license needed at a cost of \$494.00 annually and a \$345 field worker license needed to utilize the system in the field. Motioned by Commissioner Lawrence, seconded by Commissioner Nelson, to approve the purchase of the ArcGIS license and the field worker license from E.S.R.I. as discussed above. Motion carried.

Engineer Flaagan discussed a state membership opening in the National Association of County Engineers (NACE) Board and his interest in applying. Membership in NACE requires attendance at two meetings each year. The NACE works with NACO and assists counties with federal funding, etc. Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to support an application by the County Engineer for membership to the National Association of County Engineers Board. Motion carried.

Commissioner Nelson questioned the Engineer if there are plans to apply calcium chloride on 180th St. near Universal Screenprint as has been contacted by a few residents regarding road dust. Mr. Flaagan stated that there are plans to spray the road but first it must be bladed. It was noted that a calcium chloride application costs \$200 for a 300' stretch of road; the county bills for the gallons used but the application itself is outsourced.

Motioned by Commissioner Tveitbakk, seconded by Commissioner Lawrence, to approve a lease agreement with the City of Thief River Falls for rental of space in the Law Enforcement Center for the TRF Police Dept. and for Dispatch/Records services for a three-year period effective January 1st, 2021. Rent per square foot shall be \$20.31 in 2021, \$20.72 in 2022, and \$21.23 in 2023; lessee would also be responsible for 50% of Dispatch/Records employee salaries and benefits. It was noted that the City of TRF has already approved the lease agreement. Motion carried.

County Sheriff Ray Kuznia presented the following personnel items to the Board:

Recommendation to transfer Part-Time Dispatcher/Correctional Officer Krystal Carlson to Full-Time Records Clerk effective May 12th, 2021 at the step 2 wage of \$18.94 per hour. It was noted that Ms. Carlson will work in Dispatch as needed until additional dept. staff are hired. Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to approve the promotion of Krystal Carlson to Full-Time Records Clerk effective May 12th, 2021. Motion carried.

Recommendation to promote Theodore Rodrigo III from Part-time Corrections Officer to Full-Time Corrections Officer effective May 12th, 2021 with wages in accordance with union contract. Sheriff Kuznia noted that a 12-month probationary period will apply due to the recent hire of Mr. Rodrigo. Motioned by Commissioner Nelson, seconded by Commissioner Sorenson, to approve the promotion of Theodore Rodrigo III to Full-Time Corrections Officer effective May 12th, 2021. Motion carried.

Recommendation to hire Heather Borgen as Part-Time Corrections officer May 12th, 2021 with wages in accordance with the union contract. Motioned by Commissioner Tveitbakk, seconded by Commissioner Lawrence, to approve the hire of Heather Borgen as Part-Time Corrections Officer effective May 12th, 2021. Motion carried.

County Assessor Carl Bruzek presented a local option to disaster regarding parcel R17.00603700 owned by Keith Moen and located in Sanders Township. A fire on January 24th, 2021 destroyed a barn on the property and the Option to Disaster would abate the tax for the 23 days prior to the fire. Motioned by Commissioner Tveitbakk, seconded by Commissioner Sorenson, to approve a Local Option to Disaster and tax abatement as stated above regarding parcel R17.00603700 owned by Keith Moen in Sanders Township. Motion carried.

Mr. Bruzek presented a letter of resignation from Full-Time Deputy Assessor-Appraiser Amy Levenhagen effective May 27th, 2021. Motioned by Commissioner Sorenson, seconded by Commissioner Lawrence, to accept the resignation of Deputy Assessor-Appraiser Amy Levenhagen effective May 27th, 2021. Motion carried.

Motioned by Commissioner Tveitbakk, seconded by Commissioner Nelson, to authorize the County Assessor to advertise for the position of Full-Time Deputy Assessor – Appraiser. Motion carried.

The following resolutions were introduced by Commissioner Lawrence, seconded by Commissioner Sorenson, and upon vote were unanimously approved. Motion carried.

RESOLUTION AUTHORIZING SPONSORSHIP OF SNOWMOBILE/CROSS COUNTRY SKI TRAILS OPERATED BY THE 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 Dept. 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 started in the agreement.

BE IT FURTHER RESOLVED, that Jennifer Herzberg, 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 THE GOODRIDGE TRAILBLAZERS SNOWMOBILE CLUB

BE IT RESOLVED, that the county of Pennington act as the legal sponsor for an application for funding to the State of Minnesota Dept. 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 started in the agreement.

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

Committee updates:

Commissioner Tveitbakk noted that the Personnel Committee met last week and discussed the Part-Time Custodian I position recently advertised for that resulted in no applications. The Committee is recommending that the position be changed to and advertised as full-time. Motioned by Commissioner Tveitbakk, seconded by Commissioner Lawrence, to approve advertising for one Full-Time Custodian I position. Motion carried.

Commissioner Lawrence provided a report on the county-wide cleanup day held on May 1st, 2021 at Les's Sanitation. 313 vehicles were received, many pulling loaded trailers. 5+ pallets of paint were received and many pallets of TVs also. It was noted that County Highway Equipment Operators will now document junk seen in county ditches, such as TV's and larger items, and Sentence to Service will go out periodically to pick up the junk. Township blade operators will be contacted to do the same.

Commissioner Sorenson noted that there will be a pesticide removal day on August 4th at the CHS building on 3rd St. in Thief River Falls. Another pesticide removal day will take place on August 5th, 2021 at the CHS location in Warren.

County Attorney items: None.

Motioned by Commissioner Tveitbakk, seconded by Commissioner Nelson, to adjourn the Board meeting to May 25th, 2021 at 5:00 p.m. Motion carried.

ATTEST:

Kevin Erickson, County Coordinator
Pennington County

Neil Peterson, Chairman
Board of Commissioners