

**OFFICIAL PROCEEDINGS
PENNINGTON COUNTY BOARD OF COMMISSIONERS
JUSTICE CENTER BOARD ROOM
MAY 28, 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, May 28th, 2024, at 10:00 a.m. Members Present: Seth Nelson, Bruce Lawrence, Roy Sourdif, David Sorenson, and Neil Peterson. 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. The County Coordinator stated that the County Sheriff can be removed from the agenda. Motioned by Commissioner Lawrence, seconded by Commissioner Sourdif, to approve the revised agenda. Motion carried.

Recognition of Citizens: None.

Motioned by Commissioner Sorenson, seconded by Commissioner Sourdif, to approve the County Board minutes of May 14th, 2024, as written. Motion carried.

Motioned by Commissioner Sourdif, seconded by Commissioner Lawrence, to approve the Human Services warrants totaling \$285,151.11, payment to ReadITech IT Solutions for April/May email and archiving services totaling \$1,700.38, and also the following Commissioner warrants. Motion carried.

County Revenue	\$113,510.56
Road & Bridge	\$ 85,723.45
Solid Waste Facility	\$ 3,350.11
Ditch Funds	\$ 1,800.00

Meal reimbursements and per diems in the amount of \$25.81 were also approved.

Advance TR Executive Director Michelle Landsverk presented an update and activity report to the County Board. They were awarded \$100k from MN DEED through the Small Business Assistance Partnership Grant and have launched several activities including Money Smart for Small Business, Accelerator, Next Generation Coaching, and Business Navigator. \$45k was also received from the NW MN Foundation to implement a ‘Welcoming Communities’ project for recruitment/retention of employees. They assisted with the expansion project of Discovery Place and established a charitable fund for childcare projects with a goal to raise \$100k to help daycare providers meet and maintain their licensing. Commissioner Peterson commented that he believes the county’s \$25k in financial support has been well worth it and thanked her for her work. The following resolution was introduced by Commissioner Peterson, seconded by Commissioner Sorenson, and upon vote was unanimously carried. Motion carried.

RESOLUTION
ADVANCE THIEF RIVER – FISCAL AGENT

WHEREAS, it has been requested that the County of Pennington agrees to act as the fiscal agent regarding receipt and distribution of grant funds received by Advance Thief River for the Northwest Minnesota Foundation Welcoming Communities Grant.

NOW, THEREFORE, BE IT RESOLVED, that the County of Pennington agrees to act as the fiscal agent for the receipt and distribution of the Advance Thief River’s grant award from the Northwest Minnesota Foundation Welcoming Communities Grant.

Human Services Director Julie Sjostrand presented the consent agenda from the May 21, 2024, Human Service Committee meeting. On a motion by Commissioner Lawrence and seconded by Commissioner Sorenson, the following recommendations of the Pennington County Human Service Committee for May 21st, 2024 (detailed minutes on record) are hereby adopted:

SECTION A

- I. To approve the April 16, 2024, Human Service Committee Meeting minutes.
- II. To approve the agency’s personnel action as presented.
- III. A. To approve the “Every Student Succeeds Act” (ESSA) Service Agreement between Thief River Falls Public Schools and Pennington County Human Services as presented.

SECTION B

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

Ms. Sjostrand then expressed her appreciation to County Attorney Seamus Duffy for his assistance to the Human Services Department during his tenure with the county, and she wished him well in his new position.

The Engineer was not yet present so the Auditor-Treasurer was asked to present their Board items.

County Auditor-Treasurer Items:

Auditor-Treasurer Jennifer Herzberg presented a quote from Garden Valley Technologies for county IT services including firewall management, help desk support, server and desktop maintenance, etc. in the amount of \$6,957.50/month (pricing may fluctuate based on number of workstations). She noted that the LEC will continue to receive IT services from ABM Technology. Motioned by Commissioner Lawrence, seconded by Commissioner Peterson, to approve a quote by Garden Valley Technologies for county IT services in the amount of \$6,957.50/month (price may vary) effective June 1st, 2024. Motion carried. It was noted that the conversion of IT services will cause overlap with ABM Technology for the month of June, 2024.

Motioned by Commissioner Sorenson, seconded by Commissioner Lawrence, to discontinue an agreement with ABM Technology Group for county IT services, with the exception of the Law Enforcement Center, effective July 1, 2024. Motion carried.

County Engineer Mike Flaagan presented the following Highway department items:

Engineer Flaagan noted that bids for CSAH#17, CSAH#3, and CR#52 were opened on May 15th, 2024, as duly advertised. The following four bids were received:

Quality Spray Foam, LLC	\$232,299.20
Rigid Excavating, LLC	\$264,114.00
Taggart Excavating & Septic Service	\$282,863.00
Lyle Wilkens, Inc.	\$286,159.00

The Engineer's estimate for the projects was \$251,653.00. Motioned by Commissioner Peterson, seconded by Commissioner Sourdif, to accept and approve the low bid of Quality Spray Foam, LLC (DBA Anderson Excavating) in the amount of \$232,299.20. Following discussion, the motion was carried.

Motioned by Commissioner Peterson, seconded by Commissioner Lawrence, to hold a Public Hearing in the Justice Center Board Room on July 9, 2024, at 9:00 a.m. regarding a petition by the City of TRF and the RLWD to outlet a portion of the City's municipal stormwater system to CD#70. Motion carried.

Motioned by Commissioner Peterson, seconded by Commissioner Lawrence, to adopt the Findings and Order Accepting Petition and Directing Further Proceedings as related to the petition by the City of TRF and RLWD to outlet municipal stormwater to CD#70. Motion carried.

Engineer Flaagan discussed a petition by Kevin Tharaldson for partial abandonment of CD#39, noting that the landowner is concerned about related costs, which are estimated to be over \$600. Mr. Flaagan recommended that the petitioner be responsible for the costs of the abandonment. The Engineer will talk to Mr. Tharaldson regarding the petition, which the Board took under advisement.

The Engineer stated that the contractor for the Kratka bridge has experienced some delays with testing, but they are still on track to complete the project in July, 2024, as scheduled.

County Coordinator Items:

Motioned by Commissioner Peterson, seconded by Commissioner Sourdif, to approve the hire of Angela Marie Larson as Crime Victim Services Advocate effective May 29th, 2024. Motion carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Sourdif, to approve a quote by Brodin Comfort Systems in the amount of \$13,752.00 for the purchase and

installation of a Mitsubishi 3-ton air conditioner for the server room in the Justice Center. Motion carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to approve a quote by TRF Lock & Key in the amount of \$4,989.00 for the purchase and installation of 12 new door locks and related materials for the Government Center. Motion carried.

Motioned by Commissioner Sourdif, seconded by Commissioner Sorenson, to approve an application for a fireworks permit for Red Lake Gaming / Seven Clans Casino for a display to be held on July 4, 2024. Motion carried.

Committee Reports / Commissioner Updates:

Commissioner Nelson reminded the Board members of the AMC District 3 meeting that will be held on June 6 from 8:00 – 12:00 p.m. in Brooks, MN.

Motioned by Commissioner Sourdif, seconded by Commissioner Peterson, to adjourn the Board meeting to June 11th, 2024, at 10:00 a.m. Motion carried.

ATTEST:

Kevin Erickson, County Coordinator
Pennington County

Seth Nelson, Chairman
Board of Commissioners