

**OFFICIAL PROCEEDINGS
PENNINGTON COUNTY BOARD OF COMMISSIONERS
JUSTICE CENTER BOARD ROOM
JANUARY 28, 2025 – 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, January 28th, 2025, at 10:00 a.m. Members Present: Seth Nelson, Bruce Lawrence, Roy Sourdif, Dave Sorenson, and Neil Peterson. Members absent: None.

The meeting was called to order by Chairman Sourdif 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 Nelson, seconded by Commissioner Sorenson, to approve the agenda as presented. Motion carried.

Recognition of Citizens: None.

Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to approve the County Board minutes of January 7th, 2025, as written. Motion carried.

Motioned by Commissioner Sorenson, seconded by Commissioner Peterson, to approve the Human Service Warrants totaling \$280,214.40, Auditor & Manual warrants for December 2024 totaling \$1,730,575.79, and the following Commissioner warrants. Motion carried.

County Revenue	\$ 223,273.38
Road & Bridge	\$ 224,952.00
Solid Waste Facility	\$ 6,556.94
Ditch Funds	\$ 3,083.10
Townships & Cities	\$ 52.25

Meal reimbursements and per diems in the amount of \$26.42 were also approved.

Human Service Director Julie Sjostrand presented the consent agenda from the January 21, 2025, Human Service Committee meeting. On a motion by Commissioner Peterson and seconded by Commissioner Nelson, the following recommendations of the Pennington County Human Service Committee for January 21, 2025 (detailed minutes on record) are hereby adopted:

SECTION A

- I. To approve December 17, 2024, Human Service Committee meeting minutes.
- II. To approve the agency's personnel action as presented.
- III. A. To approve the CY 2025-2027 Child Welfare opiate allocation-agency plan as presented.

B. To approve the CY 2025 Minnesota Department of Human Services County Grant Contract for Respite Care services for Children and their Families as presented.

SECTION B

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

Motioned by Commissioner Peterson, seconded by Commissioner Lawrence, to accept the resignation of Full-Time Social Worker Jessica Olson effective February 12, 2025. Motion carried.

Motioned by Commissioner Peterson, seconded by Commissioner Sorenson, to authorize the Human Services Director to advertise for the position of Full-Time Social Worker. Motion carried.

Seth Vettleson – County Sheriff

Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to approve a contract with Negen's Investigative Services, LLC to provide initial PREA auditing of the Pennington County Correctional Facility at a cost of \$4,500.00. Any return visits and/or Corrective Action Plan costs will be at a negotiated rate. Motion carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Nelson, to approve a quote for IT consulting services by Shawn Larsen of Morris Electronics in the amount of \$5,400.00, which includes 4 visits. Motion carried.

Sheriff Vettleson discussed the need to readvertise for the STS Crew Leader position as the last applicant withdrew prior to their start date. Motioned by Commissioner Peterson, seconded by Commissioner Lawrence, to authorize the Sheriff to readvertise for the position of Full-Time STS Crew Leader. Motion carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Peterson, to approve a quote from Magnet Forensics to renew the GrayKey license for one year in the amount of \$17,030.00, with costs to be shared with the City of Thief River Falls. Motion carried.

Mike Flaagan – County Engineer

Motioned by Commissioner Peterson, seconded by Commissioner Lawrence, to grant a time extension to August 1, 2025, to Lucas Miller to become compliant with the requirements of the county buffer program. Motion carried.

Motioned by Commissioner Peterson, seconded by Commissioner Lawrence, to grant a time extension to June 1st, 2025, to Jimmy Johnson to become compliant with the requirements of the county buffer program. Motion carried.

At 10:30 a.m. the Chairman recessed the Board meeting and opened the Public Hearing on the Economic Development Tax Abatements.

Present for the Hearing: Seth Nelson, Bruce Lawrence, Neil Peterson, Roy Sourdif, David Sorenson, Jennifer Herzberg, Nathan Hasse, Levi Jacobson, April Scheinoha, and Lucas Fornshell.

Auditor-Treasurer Jennifer Herzberg reviewed the Economic Development Tax Abatement Policy and submitted those parcels that the City of Thief River Falls has determined as qualifying. There are two new parcels and eleven parcels from previous years.

Hearing no comments on the abatements, Chairman Sourdif closed the Public Hearing at 10:32 a.m. and called the Board meeting back to order.

Motioned by Commissioner Lawrence seconded by Commissioner Nelson, to approve the abatement of the County's portion of real estate tax for the following properties, as per the abatement policy and recommended by the City of Thief River Falls and authorize the County Auditor-Treasurer to issue payment by Auditor's warrant. Motion carried.

First Year

- 2016 Nelson Dr: MMCDC's Greenwood Neighborhood Addition Lot-003 Block-001. Parcel Number 25121.019.10 – Davis J. Mills. The total estimated abatement is \$1,201.81.
- 619 Evergreen Street: Noreen's First Addition West 68' of Lot-014 & Lot-015 less the West 54' Block-006. Parcel Number 25.062.087.00 – Richard Merrill. The total estimated abatement is \$910.98.

Second Year

- 2006 Nelson Dr: MMCDC's Greenwood Neighborhood Addition Lot-024 Block-001. Parcel Number 25.121.024.10 – Haven Keuhn. The total estimated abatement is \$1,206.86.
- 2014 Nelson Drive: MMCDC's Greenwood Neighborhood Addition Lot-020 Block-001. Parcel Number 25.121.020.10 – Rebekah Lion. The total estimated abatement is \$1,070.29.

Third Year

- 828 Alice Drive: First Southeast Addition Lot-015 Block-003. Parcel number 25.033.041.29 – James Trojanowski. The total estimated abatement is \$1,393.58.
- 208 Willow Road: Noreen's First Addition s122 of lot 21 & lot 22 less the SO 12' Blk 4 Parcel Number 25.062.052.00 – Margaret Porter. The total estimated abatement is \$979.46.
- 2024 Nelson Drive: MMCDC's Greenwood Neighborhood Addition Lot-015 Block-001 Parcel number 25.121.015.10 – Shelby Hagen. The total estimated abatement is \$1,009.48.

Fourth Year

- 2028 Nelson Drive: MMCDC's Greenwood Neighborhood Addition Lot-013 Block-001 Parcel number 25.121.013.10 – Bryce Gillie. The total estimated abatement is \$275.79.
- 2004 Nelson Drive: Lot 4 Block 1, MMCDC's Greenwood Neighborhood Addition Lot- 025 Block-001. Parcel Number 25.121.025.10 – Lori Alvarado. The total estimated abatement is \$713.71.
- 2022 Nelson Drive: MMCDC's Greenwood Neighborhood Addition Lot-016 Block-001 Parcel number 25.121.016.10 – Shelby Erickson. The total estimated abatement is \$3.48.

Fifth Year

- 2013 Greenwood Street East: Lot 3, Block 1, MMCDC's Greenwood Neighborhood Addition. Parcel Number 25.121.003.10 – Tanner Nessen. The total estimated abatement is \$78.73.
- 2103 Greenwood Street East: Lot 9, Block 1, MMCDC's Greenwood Neighborhood Addition. Parcel Number 25.121.009.10 – Brandi Dorge. The total estimated abatement is \$395.29.
- 2021 Greenwood Street East: Lot 7, Block 1, MMCDC's Greenwood Neighborhood Addition. Parcel Number 25.121.007.10 – Mackenzie Swick. The total estimated abatement is \$99.10.

County Auditor-Treasurer Items:

Auditor-Treasurer Jennifer Herzberg presented the requirements that must be met in order for the County to sell the former Human Services building.

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

RESOLUTION AUTHORIZING THE SALE OF REAL PROPERTY

WHEREAS, Pennington County owns real property legally described as: Lots 9-12, Block 27, Original Townsite of Thief River Falls, and Lots 17-19, Block 28, Original Townsite of Thief River Falls; and

WHEREAS, the Pennington County Board of Commissioners has determined that it is in the best interest of the County to sell the above-described properties, pursuant to MN Statute §373.01.

NOW, THEREFORE, BE IT RESOLVED, that the Pennington County Board of Commissioners hereby authorizes the sale of the properties described herein, pursuant to MN Statute §373.01.

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

**RESOLUTION AUTHORIZING ADVERTISEMENT FOR BIDS FOR SALE OF
REAL PROPERTY**

WHEREAS, Pennington County owns real property legally described as: Lots 9-12, Block 27, Original Townsite of Thief River Falls, and Lots 17-19, Block 28, Original Townsite of Thief River Falls; and

WHEREAS, the Pennington County Board of Commissioners has determined that it is in the best interest of the County to sell the above-described properties; and

WHEREAS, the sale of real property owned by a County must first be advertised for bids for three consecutive weeks and state the time, place, and manner of considering and accepting bids, pursuant to MN Statute §373.01.

NOW, THEREFORE, BE IT RESOLVED, that the Pennington County Board of Commissioners hereby authorizes the advertising of bids for the sale of properties mentioned herein, pursuant to MN Statute §373.01.

BE IT FURTHER RESOLVED, that bids will be considered on March 11, 2025, at the 10:00 a.m. meeting of the Pennington County Board of Commissioners, Justice Center Board Room, 141 Main Ave. S., Thief River Falls, MN 56701.

County Coordinator Items (presented by the Auditor-Treasurer):

Motioned by Commissioner Lawrence, seconded by Commissioner Nelson, to approve termination of the Auditorium leases with St. Bernard's Catholic Church and the Thief River Falls Area Hockey Association, effective March 1st, 2025. Motion carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Sorenson, to approve a quote from Climate Control Inc. in the amount of \$12,900.00 for a 12-month service agreement for the boilers located in the Justice Center. Motion carried.

County Attorney Items:

Motioned by Commissioner Lawrence, seconded by Commissioner Peterson, to approve a notice of intent to remove the restriction of use on the Solid Waste transfer station building. Motion carried.

Motioned by Commissioner Lawrence, seconded by Commissioner Nelson, to approve a cost-of-living adjustment increase of 3% for the Crime Victim Advocate and Crime Victim Advocate Assistant positions with an effective date of January 1, 2025. Motion carried. It is noted that these positions are paid via a grant.

Motioned by Commissioner Lawrence, seconded by Commissioner Sorensen, to approve the use of funds from the attorney budget to purchase gift cards as incentives for the Truancy Program. Motion carried.

Committee Reports / Commissioner Updates:

Commissioner Peterson presented a recap of an AMC board meeting he recently attended. He also noted that at least three of the County Board members would be attending the Watershed meeting that is being held today, January 28, 2025.

Motioned by Commissioner Nelson, seconded by Commissioner Sorenson, to adjourn the Board meeting to February 11th, 2025, at 10:00 a.m. Motion carried.

ATTEST:

Jennifer Herzberg, Auditor-Treasurer
Pennington County

Roy Sourdif, Chairman
Board of Commissioners

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