



**BOARD SUMMARY  
AUGUST 18, 2015**

1. Approved the agenda, as modified adding PrimeWest information to the Coordinator's Agenda.

**CONSENT AGENDA**

2. Approved the Consent Agenda, as submitted to include the following:
  - ◆ Approved the minutes of the August 4, 2015 Regular Meeting;
  - ◆ Approved the minutes of the August 11, 2015 Work Session;
  - ◆ Approved the bills & Auditor's Warrants dated August 7, and August 14, 2015;
  - ◆ Adopted **Resolution No. 08181501** approving the Social Services Income Maintenance Agenda; Social Services Agenda and the payment of the bills, as presented;
  - ◆ Adopted **Resolution No. 08041502** accepting the following LEC donations: Amelia's Family Hair Care - \$50 Night to Unite Donation, Robert Long - \$100 K-9 Vest;
  - ◆ Reviewed the Road & Bridge Financial Statement for YTD July 31, 2015

**PUBLIC WORKS**

3. Approved Purchase of Service (POS) agreement with Wenck Associates, Inc. for completion of Solid Waste Engineering Consultant services for Hubbard, Beltrami, and Polk Counties, as recommended by the Solid Waste Administrator.
4. No action taken at this time regarding the professional services agreement for Task 1 between Polk County Regional and Wenck Associates, Inc, to allow time for resolution of agreement language issues raised by the County Attorney, with progress report to be provided to the Board on 08/25/15.
5. Approved **purchase of 2016 Mack GU713 snow plow tandem truck** per state bid of RDO Truck Center, Fargo, ND in the amount of \$101,794.36 plus sales tax & license, without a trade in and **purchase of plow truck equipment** in the amount of \$85,604 (sales tax exempt) per quote received from Bert's Truck Equipment, Moorhead, MN (state contract), as recommended by the Public Works Coordinator, with payment to be from R & B reserves. This truck is budgeted for purchase in 2016 however purchase now will avoid estimated price increases resulting in \$10 - \$12,000 in overall savings. Replacement of reserves to be determined by finalization of 2016 proposed budget. Payment of sales tax and license fees upon delivery of truck, by auditor's warrant was authorized. Delivery of the truck is not expected until after January 1, 2016.

**SOCIAL SERVICES**

6. The following updates and/or reports were provided for informational purposes to the Board: MNSURE Update; CY 2015 Second Quarter Financial Report; Continued efforts to confirm the MnChoices Exception requested; and CY 2014 Human Services Performance Management Report resulting in the need for the development of an improvement plan.
7. Authorized the Facilities Maintenance Manager to explore available local contractor services to review remodel of Social Services area for additional office space, as presented by the Social Services Director.
8. Provided update regarding PMAP/MNCARE Re-procurement with more DHS information to be presented upon finalization of successful contracts.
9. Informed the Board that the National Youth in Transition Database Report will result in assessment of \$1,510.46 fine.
10. Presented Governor Dayton's Proclamation making August the Child Support Awareness Month.
11. Reported increase in caseloads; increase in intakes; and comparison of caseloads from 2005 to 2015.



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**SHERIFF**

12. Referred proposed "Dog Ordinance" draft to the Planning Commission when suggested language is prepared, as discussed.
13. Authorized the signature of the 2015 EM Grant by the Chairman and the Auditor/Treasurer.

**SOIL & WATER CONSERVATION DISTRICT (SWCD)**

14. Provided update on status of development on Pickerel Road, located in Hart Lake Township, with no action required at this time.
15. Outlined projected timeline for development of Local Water Plan, with potential review by the Board to be scheduled for the 10/13/15 work session.
16. Authorized SWCD use of unused county vehicle with report to the Board on 08/25/15 regarding proper transfer procedures to be utilized.

**HOUSING & REDEVELOPMENT AUTHORITY (HRA)**

17. Information was provided regarding activities and accomplishments over the past year by the HRA. No action required at this time.

**FINANCE**

18. Reported the receipt of the MCIT Dividend in the amount of \$158,449 and approved the HLC reimbursement of a pro-rated percentage based on the property/casualty and workers compensation premium paid as done in the past.
19. Authorized increase of Recorder's cash drawer amounts up to a maximum of \$200, as discussed with amount utilized to be determined by managers.
20. Approved development of passport cash drawer up to a maximum of \$200, with amount utilized to be determined by managers.
21. Authorization of cash drawer amounts were determined to continue to require Board action and further review of procedures used were encouraged by managers.
22. Authorized the Auditor/Treasurer to issue duplicates of lost warrants in the amount of \$396.32 and \$300, as recommended by the A/T.

**NORTHWEST MINNESOTA FOUNDATION**

23. Received request for financial support pursuant to M.S. §469.191 to be taken under advisement for consideration during the 2016 budget development, with no action taken at this time.

**EXTENSION**

24. Information regarding the educational opportunities provided in 2015 by the Extension Program Coordinator was presented, with no action required.
25. The 4-H Coordinator reviewed the activities and achievements of the 4-H program accomplished in 2015 including fair participation and increased membership. No action required.

**COORDINATOR**

26. Reviewed Polk County and Clearwater County resolutions regarding Enbridge Energy Limited Partnership Tax Court petition. Received estimated Enbridge pay back if tax court appeal is successful. Consideration for



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development of Hubbard County resolution to continue for action to be determined in the future.

27. Reminded the Board of the scheduled work session on 09/08/15 at 9:00 a.m. for meeting with the Shell Prairie Ag Association representatives and 2016 budget review.
28. The Board was reminded of the AMC Fall Policy Meetings to be held on 09/17 – 09/18/15 at Breezy Point Resort, Pequot Lakes, MN.
29. The Board was reminded of the next scheduled “Commissioner Lunch Room” meeting on 09/08/15 beginning at 11:30 a.m. to 12:30 p.m. The location will be in the Courthouse Lunch Room located on the lower level of the courthouse. Reminder for employees, all are invited to attend during their respective lunch breaks and as outlined previously, any time spent in excess of the hour listed will be with prior authorization of their manager and use of accrued time.
30. Reminded the Board of the upcoming Township Association Meeting on 09/21/15 in Badoura Township.
31. Further discussion regarding the update of the Probation HVAC system was referred to 08/25/15.
32. Approved HLC Construction Project Disbursement #9 in the amount of \$324,489.04.
33. Referred the proposed PrimeWest Health – Joint Powers Agreement By-law updates to the County Attorney for review and requested a status report at the 08/25/15 continued meeting. The Chairman was authorized to sign the proposed by-laws no later than 08/31/15 and return to PrimeWest.

**COMMITTEE REPORTS**

34. Reports regarding the following meetings attended were completed: Management Team meeting and PrimeWest meeting.
35. The meeting was recessed at 1:24 p.m. to 08/25/15 at 8:00 a.m.