

MARCH 3, 2026
BOARD MINUTES

Pursuant to motion of adjournment, the Polk County Board of Commissioners met in regular session at 8:00 o'clock a.m., March 3, 2026. Members present: Commissioner Paul Reese, Commissioner Warren Strandell, Commissioner Ross Pape, Commissioner Gary Willhite, Commissioner Joan Lee, and Charles S. Whiting, County Administrator, Clerk of the Board. Others present: Samuel Melbye, Deputy Clerk of the Board.

AGENDA

A motion was made by Commissioner Strandell seconded by Commissioner Pape and adopted by unanimous vote of the Board to approve the March 3, 2026, agenda.

CONSENT ITEMS

A motion was made by Commissioner Willhite seconded by Commissioner Reese and adopted by unanimous vote of the Board to approve the March 3, 2026, consent items:

1. Approve February 17, 2026, Board minutes.

COUNTY BOARD MEMBER ISSUE FORUM

1. Commissioner Reese brought forth that he attended the following meetings:
 - a. West Central Regional Water District meeting.
 - b. Tri-Valley Opportunity Council special meeting.
2. Commissioner Strandell brought forth that he attended the following meetings:
 - a. West Central Regional Water District meeting.
3. Commissioner Pape brought forth that he attended the following meetings:
 - a. Toured Polk County facilities visiting Departments & Department Heads with Polk County Administrator.
4. Commissioner Willhite brought forth that he attended the following meetings:
 - a. Tri-Valley Opportunity Council special meeting.
 - b. Finance Committee meeting.
 - c. Polk, Norman, and Mahnomen Community Health Board meeting.
5. Commissioner Lee brought forth that she attended the following meetings:
 - a. Household Hazardous Waste Advisory Committee meeting
 - i. Commissioner Lee was re-elected Chair of the committee.
 - b. Productive Alternatives - East Polk County Development Achievement Center Board meeting.
 - c. Minnesota African American Family Preservation & Child Welfare Disproportionality Act meeting.
 - d. Aquatic Invasive Species Task Force meeting.
 - e. Finance Committee meeting.
 - f. Department of Human Services (DHS) Performance Council meeting.
 - g. DHS Long Term Services & Supports meeting.
 - h. Polk, Norman, and Mahnomen Community Health Board meeting.

SHERIFF

James Tadman, Polk County Sheriff, came before the Board with matters pertaining to his department:

1. Vehicle Fleet Update on 2026 Vehicle Orders and Sales

Captain Jesse Haugen discussed the Sheriff Office's fleet of vehicles and updated the Board on the vehicle orders and sales for 2026.

2. Warranty Expiration on Special Threat Ballistic Plates and Ballistic Helmets

A motion was made by Commissioner Reese seconded by Commissioner Pape and adopted by unanimous vote of the Board to approve the purchase of new special threat ballistic plates and ballistic helmets for Deputies.

HIGHWAY

Richard Sanders, Polk County Engineer, came before the Board with matters pertaining to his department:

1. Approve Resolution (2026-10) and Sign MNDOT Agreement 106123 for CSAH 22

A motion was made by Commissioner Strandell seconded by Commissioner Reese and adopted by unanimous vote of the Board to approve MNDOT Agreement 1062123 and to allow the Polk County Board Chair and the Polk County Administrator to sign the agreement.

RESOLUTION (2026-10)

Authorizing County Board Chair and County Administrator to Sign CSAH 22 Mill and Overlay Agreement with MNDOT

The following resolution (2026-10) was offered by Commissioner Reese:

BE IT RESOLVED, By the Board of County Commissioners of Polk County that, pursuant to Minnesota Stat. Sec. 161.36, the Commissioner of Transportation be appointed as Agent of Polk County to accept as its agent, federal aid funds which may be made available for eligible transportation projects.

BE IT FURTHER RESOLVED, that Polk County Board Chair Joan Lee and the Polk County Administrator Charles S. Whiting are hereby authorized and directed for and on behalf of Polk County to execute and enter into an agreement with the Commissioner of Transportation prescribing the terms and conditions of said federal aid participation as set forth and contained in "Minnesota Department of Transportation MnDOT Contract Number 1062123," a copy of which said agreement was before the County Board and which is made a part hereof by reference.

Commissioner Pape seconded the foregoing resolution, and it was declared adopted upon the following vote: YEAS: Commissioner Reese, Commissioner Strandell, Commissioner Pape, Commissioner Willhite, Commissioner Lee. NAYS: None.

2. Award Street Sweeping Quote for 2026

A motion was made by Commissioner Pape seconded by Commissioner Willhite and adopted by unanimous vote of the Board to award the Sweeper Quote to Mathsen of Grand Forks, ND in the amount of \$165.00 per hour.

PROPERTY RECORDS

Annalee Jones, Deputy Director of Property Records, came before the Board with matters pertaining to the Public Hearing:

1. Housing Incentive Program & Property Tax Abatements for the City of East Grand Forks

Discussion was held with the Board regarding the Housing Incentive Program & Property Tax Abatements for the City of East Grand Forks.

a. Opening of Public Hearing

A motion was made by Commissioner Strandell seconded by Commissioner Pape and adopted by unanimous vote of the Board to open the Public Hearing at 9:02 a.m.

b. Close of Public Hearing

A motion was made by Commissioner Reese seconded by Commissioner Pape and adopted by unanimous vote of the Board to close the Public Hearing at 9:03 a.m.

c. Approve Resolution (2026-09) Proposed Tax Abatements for the City of East Grand Forks

RESOLUTION (2026-09)

Proposed Tax Abatements in the City of East Grand Forks

The following resolution (2026-09) was offered by Commissioner Strandell:

WHEREAS, The County of Polk has held a Public Hearing on the proposed abatements in the City of East Grand Forks pursuant to Minnesota Statutes, Section 469.1812 through and including 469.1815.

NOW THEREFORE BE IT RESOLVED, That the Polk County Board of Commissioners has proposed to abate the County’s share of property taxes on the following parcels for two years, unless otherwise noted:

City of East Grand Forks

83.04521.00	STEVEN & THERESE JOHNSON		\$4,431.85
83.04077.00	JEREMY & DANIELLE REHLING		\$516.56
83.00114.19	RICHARD & JUANITA SHORT		\$1,407.65
83.04113.00	JAMISON & MADISYN BREKKE		\$1,094.32
	Total for City of East Grand Forks		\$7,450.38

Commissioner Willhite seconded the foregoing resolution, and it was declared adopted upon the following vote: YEAS: Commissioner Reese, Commissioner Strandell, Commissioner Willhite, Commissioner Pape, and Commissioner Lee. NAYS: None.

ENVIRONMENTAL SERVICES

Jon Steiner, Environmental Services Administrator, came before the Board with matters pertaining to his department:

1. MPCA Co-collected Organics & Compost Grant – Change Order #5

Discussion was held with the Board regarding a change order on the MPCA Co-collected Organics & Compost Grant. This will be brought back to the Board once the dollar amount of the change order is confirmed.

2. Update – Robot Tariffs – Co-collected SSOM & ASP Project Grant

A general update was provided to the Board regarding the tariff applied to the robots imported from Canada. The tariff was appealed and the appeal was approved and Polk County will be getting a refund of \$214,475.50 plus \$4,632.23 in interest for a total refund of \$219,107.73.

ADMINISTRATION

Chuck Whiting, Polk County Administrator, came before the Board with matters pertaining to his department:

1. Consideration of Additional Funds for the West Central Regional Water District Formation

Discussion was held with the Board regarding the options and potential costs of demolition of forfeited property located at 109 Vance Ave, Erskine, MN. A motion was made by Commissioner Willhite seconded by Commissioner Reese and adopted by unanimous vote of the Board to approve Professional Design Services from Widseth, in the amount not to exceed \$25,000.00, for a feasibility demo study and building demolition design documents.

AUDITOR WARRANTS

AUDITOR WARRANTS 02/04/2026

<u>Vendor Name</u>	<u>Amount</u>
Fertile Oil Company	17,925.00
Lenes Sand & Gravel Inc	97,842.75
Mn State Treasury	6,454.50
Norman County Public Health	17,448.43
Road Machinery and Supplies Co.	5,011.88
The Master's Touch LLC	32,607.02
Titus Maintenance	117,516.50
US Bank Voyager Fleet Sys	4,209.78
20 Payments less than 2000	9,821.93
Final Total:	308,837.79

AUDITOR WARRANTS 02/06/2026

<u>Vendor Name</u>	<u>Amount</u>
Blue Cross Blue Shield of MN	41,953.61
Delta Dental of Minnesota	17,506.04
MN PEIP	25,531.51
4 Payments less than 2000	5,387.95
Final Total:	90,379.11

AUDITOR WARRANTS 02/06/2026

<u>Vendor Name</u>	<u>Amount</u>
MN Counties Intergov'l Trust	743,287.00
Final Total:	743,287.00

02/11/2026

<u>Vendor Name</u>	<u>Amount</u>
AFSCME Council 65	4,361.97
Central Pension Fund	11,103.60
Int'l Union of operating Engineers	2,345.00
3 Payments less than 2000	2,556.92
Final Total:	20,367.49

02/11/2026

<u>Vendor Name</u>	<u>Amount</u>
Abdo LLP	60,105.70
AMP Robotics Corporation	6,607.87
ENTERPRISE FM TRUST	7,140.18
Gladen Construction Inc	144,300.66
Great Plains Natural Gas Co	19,614.62
Kronos SaaShr Inc	6,354.14
Kustom Kollision LLC	7,359.38
Lenes Sand & Gravel Inc	38,595.89
Liberty Business Systems Inc	6,606.84
Norman County Public Health	6,201.81
Northdale Oil Inc	3,514.05
Orton Motor, Inc	3,375.01
Ottertail Power Co	32,318.96
Thomson Reuters - West	2,357.88
Titus Maintenance	28,065.62
US Bank Voyager Fleet Sys	7,780.99
Valley Plains Equipment	195,000.00
20 Payments less than 2000	5,920.05
Final Total:	581,219.65

02/12/2026

<u>Vendor Name</u>	<u>Amount</u>
Government Mgmt Group Inc	5,500.00
Final Total:	5,500.00

02/18/2026

<u>Vendor Name</u>	<u>Amount</u>
AT&T Mobility	2,947.85
Clay County Public Health	44,157.90
Cole Papers Inc	10,084.75
Election Systems & Software Inc	6,330.00
ENTERPRISE FM TRUST	14,199.48
Fosston Municipal Utilities	71,608.11
Great Plains Natural Gas Co	2,243.50
Marshall County Coop	4,898.25
Mn State Treasury	6,159.00
Morris Electronics Inc	55,072.05
Norman County Auditor-Treas	6,062.61
Norman County Public Health	65,898.34
One Stop Student Services	6,536.83
Ottertail Power Co	6,857.26
Ottertail Public Health	11,488.43
Pitney Bowes Bank Inc	10,000.00
Rinke Noonan	3,536.50
RJ Zavoral & Sons Inc	32,464.33
Verizon Wireless	3,366.12
27 Payments less than 2000	13,404.61
Final Total:	377,315.92

02/18/2026

<u>Vendor Name</u>	<u>Amount</u>
Andover Township Treasurer	30,670.67
Angus Township Treasurer	28,020.22
Badger Township	27,019.38
Belgium Township Treasurer	20,954.08
Brandsvold Township Treasurer	39,318.85
Brandt Township Treasurer	18,531.07
Brislet Township Treasurer	20,049.47
Bygland Township	32,099.89
Chester Township Treasurer	17,028.01
Columbia Township Treasurer	53,931.55
Crookston Township Treasurer	52,369.41
Eden Township Treasurer	34,268.37
Esther Township Treasurer	20,462.92
Euclid Township Treasurer	33,187.68
Fairfax Township Treasurer	31,488.07
Fanny Township Treasurer	28,301.09
Farley Township Treasurer	18,665.20
Fisher Township Treasurer	28,530.16
Garden Township Treasurer	40,541.73
Garfield Township Treasurer	63,259.56
Gentilly Township Treasurer	33,944.01
Godfrey Township Treasurer	40,521.91
Grand Forks Township Treasurer	21,193.52
Grove Park Tilden Township	41,903.70
Gully Township Treasurer	24,835.55
Hammond Township Treasurer	30,847.60
Helgeland Township Treasurer	18,104.58
Higdem Township	20,720.56
Hill River Township Treasurer	35,498.01
Hubbard Township Treasurer	28,484.80
Huntsville Township Treasurer	52,210.49
Johnson Township Treasurer	20,577.85
Kertsonville Township Treas	15,002.41
Keystone Township Treasurer	24,866.87
King Township Treasurer	34,926.15
Knute Township Treasurer	66,195.17
Lessor Township Treasurer	27,477.43
Liberty Township Treasurer	22,899.67
Lowell Township Treasurer	38,946.47
Nesbit Township Treasurer	22,738.94
Northland Township Treasurer	32,744.99
Onstad Township Treasurer	17,570.80

Parnell Township Treasurer	23,634.73
Queen Township Treasurer	31,373.58
Reis Township Treasurer	19,200.34
Rhinehart Township Treasurer	14,010.15
Roome Township Treasurer	34,336.21
Rosebud Township Treasurer	37,870.34
Russia Township Treasurer	23,930.69
Sandsville Township Treasurer	14,052.26
Scandia Township Treasurer	21,022.60
Sletten Township Treasurer	33,523.36
Sullivan Township Treasurer	32,951.24
Tabor Township Treasurer	26,406.02
Tynsid Township Treasurer	9,413.43
Vineland Township Treasurer	35,948.35
Winger Township Treasurer	33,001.06
Woodside Township Treasurer	62,154.78
Final Total:	1,763,738.00

02/18/2026

<u>Vendor Name</u>	<u>Amount</u>
Mn County Attorneys Assoc	6,397.00
Final Total:	6,397.00

02/19/2026

<u>Vendor Name</u>	<u>Amount</u>
1 Payments less than 2000	32.00
Final Total:	32.00

02/25/2026

<u>Vendor Name</u>	<u>Amount</u>
CIVICPLUS LLC	5,943.50
Fischer/Hallie	2,380.00
Hardwick P.C./Brian T	2,475.16
Lenes Sand & Gravel Inc	16,112.80
Morris Electronics Inc	256,398.24
Norman County Public Health	12,927.19
Ziegler Inc	227,200.00
14 Payments less than 2000	8,115.49
Final Total:	531,552.38

02/25/2026

<u>Vendor Name</u>	<u>Amount</u>
1 Payments less than 2000	496.02
Final Total:	496.02

MANUAL WARRANTS 02/02/2026

<u>Vendor Name</u>	<u>Amount</u>
PERA	154,976.37
PERA	163,660.19
Final Total:	318,636.56

MANUAL WARRANTS 02/20/2026

<u>Vendor Name</u>	<u>Amount</u>
U.S. Bank Corporate Payment Systems	65,890.90
Final Total:	65,890.90

MANUAL WARRANTS 02/20/2026

<u>Vendor Name</u>	<u>Amount</u>
Minnesota Revenue	3,316.00
Mn Dept Of Rev Tax Division	70,686.02
4 Payments less than 2000	3,603.35
Final Total:	77,605.37

With no further business, the Board adjourned to reconvene at 9:30 o'clock a.m., March 17, 2026.

Joan Lee, Chair

ATTEST:

Charles S. Whiting, County Administrator
Clerk of the Board