

The Kittson County Board of Commissioners met, pursuant to adjournment on March 4, 2025, at 9:00 a.m.

The meeting was called to order by Vice Chairperson Swenson. The pledge to the flag was given.

A motion was made by Commissioner Gillie, seconded by Commissioner Jones and unanimously carried to approve the agenda. Motion carried.

The meeting was opened for public comment. No comments were made.

A motion was made by Commissioner Gillie, seconded by Commissioner Johnson, and unanimously carried to approve the Board minutes from the February 11, 2025, Board workshop.

Commissioner Johnson motioned to approve the February 18, 2025, Board meeting minutes, seconded by Commissioner Gillie. Motion carried.

Commissioner Jones moved to approve the February 24, 2025, Special Board meeting. Commissioner Gillie seconded the motion. Motion carried.

Commissioner Gillie moved to approve the February 28, 2025, Special Board meeting minutes, seconded by Commissioner Jones. Motion carried.

A motion was made by Commissioner Gillie, seconded by Commissioner Johnson, and unanimously carried to approve the Bills and Meal Reimbursements.

Commissioner's	\$94,159.55
Auditor's	
02/24/2025	\$2,952.67
02/25/2025	\$51,152.29
02/28/2025	\$43,604.46
03/07/2025	95,370.97

Meal Reimbursements	\$115.78
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Arthur Kukowski and Keith Klegstad, Kittson County Highway Department, appeared before the Board to request approval of several maintenance and construction project bids.

Commissioner Gillie moved to approve a bid from Bakken Construction for \$9,811.11 for replacement of the Humboldt shop overhead door, the most economical bid of five received. Commissioner Jones seconded the motion, motion carried.

For project SAP 035-607-029, Commissioner Jones moved to approve a bid from Knife River Materials for \$290,093.07, seconded by Commissioner Johnson. Motion carried.

For SAP 035-607-032, Commissioner Jones moved to approve a bid from Knife River Materials for \$779,620.11. Commissioner Gillie seconded the motion, motion carried.

Commissioner Gillie moved to approve a bid from Knife River Materials for \$974,053.94 on SAP 035-619-009. Commissioner Johnson seconded the motion. Motion carried.

A bid for \$584,449.59 for SAP 035-619-010 from Knife River Materials was motioned to be accepted by Commissioner Johnson, seconded by Commissioner Jones, motion carried.

Commissioner Jones moved to accept a bid of \$439,973.42 from Knife River Materials for SAP 035-631-001, seconded by Commissioner Johnson and carried unanimously.

Klegstad then presented an update on damage to the Highway Department's 2022 John Deere loader, where damages amounting to \$14,824.11 were sustained during snow removal. After the \$1,000.00 deductible, the department will receive a reimbursement of \$13,824.11.

Lindsay Lindgren, Kittson County Social Services, presented information on a \$7,000.00 Motivational Interviewing National Trainer (MINT) Training Grant received from the Minnesota Department of Children, Youth, and Families. Commissioner Gillie moved to approve the grant, seconded by Commissioner Johnson, motion carried.

Carrie Gjerde, Kittson County Child Support Supervisor, provided the Board with her current child support report.

Brittany Swenson, Kittson County Social Services Director, requested acceptance of the resignation of Dani Steyn. Commissioner Gillie moved to approve the resignation, seconded by Commissioner Jones. Motion carried. Swenson then requested approval to advertise for a new Eligibility Worker. Commissioner Gillie moved to approve the request, seconded by Commissioner Jones. Motion carried.

Kittson County CFO Shirley Swenson requested hiring of Cassie Olson as DMV Clerk. Commissioner Gillie moved to approve the lateral move, seconded by Commissioner Johnson. Motion carried.

Swenson then requested approval of a fire contract for McKinley Township from the Lancaster Fire Department for \$2,174.19. Commissioner Johnson moved to approve, seconded by Commissioner Gillie. Motion carried.

Commissioner Jones then moved to approve a fire contract for Peatland Township with the Lancaster Fire Department for \$1,281.71, seconded by Commissioner Johnson and carried.

Swenson then presented sealed bids for leased lands in Deerwood Township for opening and accepting. A bid for \$1,405.00 was received for parcel 060605730 from Steven and Karen Klopp. This was the only bid received. Commissioner Jones moved to accept the bid, seconded by Commissioner Johnson. Motion carried.

Kittson County Administrator Aimee Sugden presented a contract with I & S Group, Inc. (ISG) for Geographic Information Systems (GIS) services for consideration. The contract includes compensation of \$5,000.00 with an additional \$2,100.00 included for travel as required.

Commissioner Gillie moved to approve the contract, seconded by Commissioner Jones. Motion carried.

Sugden then presented two proposed schedules of events for the General Obligation Capital Improvement Plan Bonds. Commissioner Johnson moved to accept Option B schedule of events that includes the bond tentatively closing on June 18, 2025. Commissioner Jones seconded the motion, motion carried.

Sugden then brought a HVAC equipment pre-purchase agreement from Johnson Controls for \$697,250.00. This includes induction units, water heaters, pumps and accessories, variable frequency drives, fan coils, and cabinet unit heaters. Commissioner Gillie moved to approve the agreement, seconded by Commissioner Jones. Motion carried.

No other business was reported.

Committee Reports were given. Commissioner Gillie attended a Substance Abuse Taskforce meeting, the Legislative Conference, a Minnesota Rural Counties meeting, and N-Club. Commissioner Jones attended meetings for Household Hazardous Waste, Northwest Community Action, and Juneberry Project. Commissioner Swenson attended meetings for MarKit Landfill and Juneberry Project. Commissioner Johnson attended a Joint Water Board meeting.

Commissioner Jones made a motion to adjourn the meeting, seconded by Commissioner Johnson. Motion carried.

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Ryan Swenson, Kittson County Board Vice Chair

ATTEST:

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Shirley Swenson, Kittson County CFO