

updated
ACTION ITEMS
February 25, 2014

Consent Agenda:

1. Approve County Board meeting minutes from February 11, 2014.
2. Approve claims in the amount of \$52,762.26.
3. Authorize payment in the amount of \$5,547.38 to Minnesota Telecommunications (Northeast Service Cooperative) for commercial dark fiber to Duluth (reference 1174).
4. Direct the County Auditor to close the General Obligation State Aid Highway Bond, Series 2005B Fund (Fund 31) and transfer remaining balance in the fund of \$207,682.58 to the County Revenue Fund (Fund 01). The bonds were paid in full February 2013 and the fund is no longer needed. :
(Correspondence 1 in the packet)
5. Authorize Designation of Krysten Saatela Foster as the Lake County Bridge Program Administrator in accordance with Minnesota Statute 165.03, Minnesota Administrative Rules Chapter 8810, and National Bridge Inspection Standards (NBIS). (Correspondence 2 in the packet)
6. Authorize payment to Little Fall Machine, Inc. in the amount of \$3,117.28 for repair parts for unit #4060. (Correspondence 2 in the packet)
7. Approve 2014 Town Road Distributions as follows:

a. Crystal Bay Township	\$6,623.16
b. Fall Lake Township	\$8,430.10
c. Silver Creek Township	\$14,469.27
d. Beaver Bay Township	\$5,963.59
e. Stony River Township	\$6,540.72

(Correspondence 2 in the packet)
8. Approve Transfer from Road and Bridge to Lake County Land and Timber in the amount of \$36,735.44 for 2013 Gravel Pit Royalty. (Correspondence 2 in the packet)
9. Approve and authorize the Information Systems Director to sign the Blandin Foundation Grant Agreement. (Correspondence 3 in the packet)
10. Approve the purchase of InfiniVault maintenance agreement from Hybridge Imaging for an amount not to exceed \$3,879.10. (Correspondence 4 in the packet)
11. Authorize the Chair to sign a GIS Data Sharing Agreement with Lake Country Power. (Correspondence 5 in the packet)
12. Authorize payment in the amount of \$2,775 to Minnesota Counties Intergovernmental Trust for the Lake County Agricultural Society 2014 insurance premiums. (Correspondence 7 in the packet)
13. Authorize the payment of \$24,570.00 to Cooperative Light and Power for 2013 pole rental (Lake Connections 2013).

14. Authorize Chair and Vice Chair to sign the agreement with Sterling Payment Technologies for processing credit card transactions [Broadband]. The agreement is for 36 months and auto renews for 12 month terms unless cancelled. Financials and the three most recent checking account statements are required to be provided. The fees are (1) \$189.95 annual, (2) \$7.50 monthly, (3) \$0.20 + 20 basis points of the amount charged per transactions and (4) the interchange fee paid to Mastercard & Visa which is expected to range from 1.5% to 2.5% (depends on the type of card). The total of items 2 & 3 is subject to a \$20 monthly minimum.
15. Authorize Chair to sign the agreement with Authorize.net for processing credit card transactions [Broadband]. Fees, other than \$79.00 for setup, are primarily usage based. Unit costs are \$20 per month + \$0.07 per transaction +\$0.05 per batch.
16. Authorize the following payments totaling \$237,602.26 to Cooperative Light and Power for pole make ready:
- a Invoice 6582 \$64,716.37
 - b Invoice 6583 \$10,174.45
 - c Invoice 6591 \$41,218.65
 - d Invoice 6579 \$87,154.75
 - e Invoice 6588 \$ 1,578.24
 - f Invoice 6586 \$ 5,194.03
 - g Invoice 6585 \$ 921.43
 - h Invoice 6584 \$ 2,643.37

 - i Invoice 6587 \$ 1,397.09
 - j Invoice 6581 \$ 2,479.43
 - k Invoice 6580 \$20,124.45
17. Authorize the Chair or County Administrator to sign the hosted email reseller agreement and related services schedule with Proofpoint Inc. The agreement is for one year and auto renews unless cancelled. Fees are based on actual mailboxes used with a \$300.00 monthly minimum.
18. Authorize Chair to sign FCC Form 473. Required annual certification so invoices can be submitted for contracts related to schools and libraries. Part of the federal funding process for communications services used by schools and libraries.
19. Approve the auction of two squads (2004 Ford Expedition and 2005 Ford Expedition) with Do-Bid. (Correspondence 9 in the packet)
20. Approve the carryover of the remaining funds from the rescue squad 2013 budget to the 2014 budget in the amount of \$34,767.00. (Correspondence 9 in the packet)

21. Approve the carryover of funds from Sheriff's account 01-201-000-0000-6630 (Capital Outlay-Vehicles) from the 2013 budget to the 2014 budget in the amount of \$35,000.00.
22. Authorize payment in the amount of \$2,775.30 to Zayo Group, LLC, for Transport Duluth to 511 MPLS (Reference 020114).
23. Authorize following payments to Giant Voices in the amount of \$5,025.00. Monthly retainer for January 2014 for broadband marketing & other services.
 - a Invoice 36070 \$ 5,000.00
 - b Invoice 36136 \$ 25.00

Resolution Items:

1. Approve the change in employment status of Derek Lehtinen, Heavy Equipment Operator, due to completion of probation effective February 14, 2014. (Correspondence 6 in the packet)
2. Approve the change in employment status of Amanda Lufholm, Mental Health Worker, due to completion of probation effective February 14, 2014. (Correspondence 6 in the packet)
3. Approve the Maintenance Department request to fill one 67-day temporary Ground Maintenance worker position. (Correspondence 6 in the packet)
4. Approve the Maintenance Department request to recruit for one 67-day temporary Ground Maintenance worker position. (Correspondence 6 in the packet)
5. Approve the recruitment for one 67-day temporary Custodian. (Correspondence 6 in the packet)
6. Approve the Highway Department request to fill the following 67-day temporary positions:

Truck Driver	2 positions	\$14.00 per hour
Mower Operator	5 positions	\$11.00 per hour
Laborer	2 positions	\$ 8.50 per hour
Shop Helper/Mechanic	1 position	\$10.50 per hour
Survey Assistant	1 position	\$ 8.50 per hour
Engineering Intern	3 position	\$13.00 per hour
Survey Technician	1 position	\$14.50 per hour

 (Correspondence 'New 6' in the packet)
7. Approve the interim appointment of Lola Haus, Financial Coordinator, to County Auditor/Treasurer at the annual salary of \$61,260 effective March 3, 2014. (Correspondence 'New 6' in the packet)
8. Approve the resignation of Kelli Ross, Legal Secretary II, effective March 4, 2014. (Correspondence 'New 6' in the packet)
9. Approve the recruitment for one full-time Legal Secretary II. (Correspondence 'New 6' in the packet)

10. Authorize the Lake County Land Commissioner to execute Balsam Fir policy. Major points of policy summary:
 - a. Balsam fir does not have to be cut **and** paid for on timber sales sold prior to 12/31/13 with more than 50 cords of balsam fir.
 - b. Loggers will need to request balsam fir cancelation via request form available online.
 - c. Remaining balsam may have to be felled to meet management objectives.
 - d. Future timber sales with balsam fir will treat balsam fir in light of current market conditions with guidelines similar to that of the Minnesota Department of Natural Resources (DNR).
 - e. Sales will not be given a “free” extension.
(Correspondence 8, 8A, 8B and 8C in the packet)

11. Approve resolution in support of comments to the Minnesota Department of Agriculture (MDA) regarding Gypsy Moth Quarantine and authorize County Board Chair and Land Commissioner to sign Public Comment Letter regarding gypsy moth quarantine. Summary of comments:
 - a. Regulated article b, “logs, pulpwood, and bark and bark products,” puts a disproportionate burden on the timber producers compared to the risk of movement.
 - b. If quarantine is deemed “necessary,” the quarantine line should not be based strictly on county boundaries.
(Correspondence 8 and 8D in the packet)

12. Authorize payment to Minnesota Department of Natural Resources for \$2,000 for easement application fee. (Correspondence 11 in the packet)

13. Authorize payment in the amount of \$4,342.00 to Arrowhead Regional Development Commission (ARDC) for Invoice 2764, Lake County Trails Plan, Installment 5 of 5.

14. Approve resolution of support of the project for the Prospectors Loop, a 115-mile ATV trail system that will connect Ely, Babbitt, Tower, Embarrass, Soudan along with two state parks, multiple townships and two counties, per the request from the Trail Prospectors Alliance, a Minnesota ATV Trail System connecting communities and state parks.

15. Approve and authorize the Information Systems Director to purchase Video/Audio equipment from AVR, in the amount of \$3660, plus shipping, for the Health & Human Services Department.

16. Approve resolution to support Lake and Cook County SWCDs (Soil and Water Conservation Districts) in their pursuit of nominating Lake Superior North watershed as a Minnesota Board of Water and Soil Resources (BWSR) One Watershed, One Plan (1W1P) Pilot Project candidate watershed.
(Correspondence 21 in the packet on 1/28/2014)

17. Authorize the purchase of Amino IPTV Set top Boxes from Power and Telephone Supply Co., for an amount not to exceed \$91,127.25 plus tax and shipping.

18. Authorize the purchase of Innovative IPTV Remote Controls from Advance Media Technologies, Inc. for an amount not to exceed \$4,800.00 plus tax and shipping.

19. Approve request for authorization to purchase a \$75,000 performance bond to comply with the City of Two Harbors Pole Attachment Agreement.