

**OFFICIAL PROCEEDINGS  
OF THE COUNTY BOARD  
LAKE COUNTY, MINNESOTA**

August 11, 2015. Commissioners Chambers, Lake County Courthouse, Two Harbors, Minnesota.  
Commissioners Present: Goutermont, Hurd, Sve, Walsh. Absent: Jones. Also present: County  
Administrator Matthew Huddleston and Laurel Buchanan, Clerk of the Board.

Meeting was called to order at 1:00 p.m. by Chairperson Rich Sve. Unless otherwise stated, all actions  
have been approved by unanimous yeas. Members of the public were present.

Chairperson Sve opened the meeting with a reflection on the life of Representative David Dill who  
passed away on August 8, 2015. Commissioners expressed appreciation for Representative Dill's  
dedication to his work in the Minnesota House of Representatives and to his constituents.

MOTION GOUTERMONT, SECOND HURD: 01 – Approve agenda. Absent: Jones

Arrowhead Economic Opportunity Agency, Inc. (AEOA) representative Barb Ackerson updated the  
County Board of Commissioners on Lake County's housing project for Knife River owner-occupied  
housing rehabilitation. Lake County has a fully executed grant contract issued by the Minnesota  
Department of Employment and Economic Development (DEED) Small Cities Development Program  
(SCDP) and administered by AEOA on behalf of Lake County. Ms. Ackerson explained the numerous  
clearance process documents requiring signature by the Lake County Board of Commissioners.  
Documents reviewed included Certificate of Categorical Exclusion, Policy and Procedures Handbook,  
Program Income Plan, Fair Housing Plan of Action, Residential Anti-Displacement Plan, Section 3 Plan,  
Administrative Contract with AEOA, and Signature Authorization Form authorizing AEOA Director of  
Housing Services to sign the Disbursement Requests.

Environmental Services Director Christine McCarthy updated the County Board of Commissioners on the  
proposed Aquatic Invasive Species (AIS) Protection Plan. The 2014 Session Law Chapter 308 enacted  
by the legislature provides Minnesota Counties a County Program Aid grant for AIS prevention. The  
legislation requires that Lake County must establish, by resolution or through adoption of a plan,  
guidelines for the use of the proceeds which are to prevent the introduction or limit the spread of AIS at  
all public access sites within the county. The Environmental Services Director will use this plan as a  
guideline for the use of the proceeds received in calendar years 2014 and 2015. In 2014 the County  
Board accepted the grant dollars. Today, the County Board is asked to consider adopting the plan to  
designate how the county will spend the grant dollars. Table 1 of the plan is an active document to be  
updated on a regular basis. Table 2 is marine access. The Board discussed potential uses of the funding  
related to education and inspections.

County Administrator Matthew Huddleston reviewed with the County Board the updated proposed  
revisions to Lake County Ordinance No. 22, Lake County Ordinance for the Management of All Terrain  
Vehicles in the Public Right of Way on County Roads. Safety, due care, and speed limit provisions were  
discussed at length.

MOTION GOUTERMONT, SECOND HURD: 02 – Adopt revisions and approve as amended, Lake  
County Ordinance No. 22, Lake County Ordinance for the Management of All Terrain Vehicles (ATVs) in  
the Public Right of Way on County Roads. Absent: Jones.

MOTION WALSH, SECOND HURD: 03 – Approve Consent Agenda as follows:

1. Approve County Board meeting minutes from July 28, 2015.
2. Approve Public Hearing minutes from the hearing held and recessed on July 28, 2015, and  
reconvened and adjourned on August 4, 2015.

3. Approve claims in the amount of \$41,406.07.
4. Approve Health and Human Services claims payments in the following amounts:
  - a. Region III Adult Mental Health Initiative payments      \$ 81,594.95
  - b. Administrative payments      \$ 8,822.38
  - c. Arrowhead Health Alliance payments      \$ 10,830.00
  - d. Special payments      \$ 944.55
5. Approve, adopt and authorize signature on the documents for the Lake County Small Cities Development Program (SCDP) Clearance Process:
  - Certificate of Categorical Exclusion
  - Policy and Procedures Handbook
  - Program Income Plan
  - Fair Housing Plan of Action
  - Residential Anti-Displacement Plan
  - Section 3 Plan
  - Administrative Contract with Arrowhead Economic Opportunity Agency (AEOA)
  - Signature Authorization Form authorizing AEOA Director of Housing Services to sign the Disbursement Requests
6. Approve and authorize the Lake County Board Chair to award \$500.00 to Arrowhead Economic Opportunity Agency's (AEOA) Rural Rides Program for the period of July 1, 2015 through June 30, 2016.
7. Approve payment of up to \$6,000.00 at the rate of \$116.00 per hour to EnviroTrac LLC for hazardous wildfire fuel chipping on six former Steven's Grant private properties near Wilson Lake, and to waive the normal Lake County policy of requiring two written quotes for this project. This project will be paid for by Title III Firewise funding.
8. Approve the reimbursement to qualified homeowners of their portion of Federal Emergency Management Agency (FEMA) Fire Resistant Roofing Grant installations (70% up to \$7,500), pending reimbursement to Lake County from FEMA Hazard Mitigation Grant Programs DR-1982.07 or DR- 4113.11.
9. Approve payment of \$7,262.50 to Penny Rund for the homeowner portion of a FEMA Fire Resistant Roofing Grant installation, pending reimbursement to Lake County from FEMA Hazard Mitigation Grant Program DR-1982.07.
10. Authorize payment in the amount of \$2,689.97 to Aitkin County Sheriff's Office for housing and medications provided to two Lake County Jail inmates.
11. Authorize payment in the amount of \$4,930.12 to Danny's Auto for repairs to Sheriff's Office Vehicle 615, to be reimbursed by Minnesota Counties Intergovernmental Trust (MCIT) less deductible.

12. Authorize the following payments totaling \$32,510.01 to Cooperative Light and Power for pole make ready:

- a Invoice 7644 4,343.80
- b Invoice 7641 \$ 10,820.26
- c Invoice 7642 \$ 9,182.26
- d Invoice 7643 \$ 8,163.69

13. Authorize payments in the following amounts for medical examiner services billed by Lakeland Pathology, P.A., remit payments to Range Regional Health Services (RRHS), checks payable to:

- a Lakeland Pathology, P.A., Thomas P. Uncini, M.D. \$ 2,337.42
- b Fairview Range Med Center \$ 1,373.60
- c Cavallin Funeral Home \$ 1,325.00
- d DC Livery \$ 325.00
- e Bugliosi, Marcy \$ 133.14
- f Houle, Lorrie \$ 806.71
- g Simpson, Karie \$ 537.81
- h Warneke, Breanna \$ 230.49
- i Ziegler, Richard \$ 133.14
- j Delich, Debra (billing 5%) \$ 360.12

14. Award SAP 038-607-010 (CSAH 7) to the apparent low bidder, Northland Constructors, in the amount of \$1,188,787.30.

15. Award CSP-015-01 (2015 crushing) to the apparent low bidder, Northland Constructors, in the amount of \$146,300.00.

16. Approve Highway Department payment of Invoice No. 3714 to Bear's Heavy Duty, LLC in the amount of \$932.78 for Unit #2153 (a 2015 GMC pickup) accessories.

17. Approve Highway Department payment of Invoice No. 3715 to Bear's Heavy Duty, LLC in the amount of \$2,496.01 for Unit #2152 (a 2015 GMC pickup) accessories.

18. Approve the purchase and installation of a standard brick (Versa-Lok) retaining wall from Northern Lights Landscaping for \$12,259.29.

19. Authorize Auditor's Office to write off tax refunds in amounts less than \$25.00 unless reimbursement is requested by taxpayers as per notification letter.
20. Authorize Auditor to work with Wells Fargo Bank to obtain 5 (five) Lake County credit cards, each with a credit limit of \$5,000. Distribution and usage of cards will be subject to the completion of the Lake County Credit Card Policy.
21. Authorize Lake County Administrator, Matt Huddleston and Lake County Auditor, Linda Libal to sign Application Agreement with Wells Fargo for credit cards.
22. Authorize Business name on Application to read: "Lake County Tax Department". (This specific designation will ensure that all billing, documents and paperwork are received by the Auditor/Treasurer's department.)
23. Approve and award bid prices as listed below for Wildfire Fuel Reduction (Stevens) Grant projects to reduce hazardous balsam fir understory and blow down on private lands in Wildland Urban Interface (WUI) areas adjacent to USFS projects. Contracts will be paid by Lake County and reimbursed by the federal Wildfire Fuel Reduction Grant.

<b>Acres</b>	<b>Project Name</b>	<b>Total Value</b>	<b>Awarded to</b>
4.5	Arens & Peterson Cleanup	\$3,555	Eagle Lake Forestry LLC
2.6	Soloman & Davies	\$3,120	EnviroTrac LLC
2.0	S Johnson 2	\$2,400	Eagle Lake Forestry LLC
4.9	Tim Johnson	\$5,880	EnviroTrac LLC
0.8	Larson Chipping	\$800	Eagle Lake Forestry LLC
8.0	Upper South Kawishiwi Road	\$8,000	Eagle Lake Forestry LLC
6.3	Middle South Kawishiwi Road	\$6,300	Eagle Lake Forestry LLC
3.4	Lower South Kawishiwi Road	\$3,740	Eagle Lake Forestry LLC
7.1	SKA Common Lands	\$7,277.50	Eagle Lake Forestry LLC
<b>39.6</b>		<b>\$41,072.50</b>	

24. Authorize payment in the amount of \$8,136.00 to Old Republic Surety Group for franchise bonds for the City of Two Harbors for the following invoices:

- a Invoice RLI0626586 500.00
- b Invoice RLI2133039 \$ 7,636.00

25. Approve and authorize the Chair to sign Northeast Service Cooperative (NESC) Indefeasible Rights to Use (IRU) Addendums, and authorize payment for the following IRU Fees and Invoice Schedules:
  - Fiber Addendum No. 09: \$3,000.00 a non-recurring charge due upon invoice
  - Fiber Addendum No. 10: \$110,608.50 a non-recurring charge due upon invoice
  - Fiber Addendum No. 11: \$9,000.00 a non-recurring charge due upon invoice
  - Fiber Addendum No. 12: \$1,500.00 a non-recurring charge due upon invoice
  - Fiber Addendum No. 14: Addendum for a Credit (\$21,999.72 a non-recurring charge that will be removed from the IRU Fee and Invoice Schedule)
  - Fiber Addendum No. 15: \$3,000.00 a non-recurring charge due upon invoice
26. Approve and authorize the Lake County Board Chair to sign Attachment D: Vulnerable Children and Adult Plan Amendment for Child Protection Funding. This Plan Amendment covers Budget Plan years 2015 and 2016.
27. Authorize payment to VISA in the amount of \$132.85 for FedEx packages sent on behalf of the Lake Connections fiber optic project.
28. Authorize payment in the amount of \$5,000.00 to Legg Strategies for consulting services July 15, 2015 through August 15, 2015 (Invoice 1153).
29. Approve quote from Twin Ports Environmental / Construction in the amount of \$42,680.00 for demolition of structure located at 2060 Highway 61, Two Harbors, Minnesota, (Stolpman property) and authorize County Administrator to sign the contract.
30. Authorize payment in the amount of \$4,992.00 to Conrow Law Office (Invoice Number:10163) for services rendered between May 26, 2015, and June 29, 2015, in the matter of the fiber network. Absent: None

MOTION GOUTERMONT, SECOND WALSH: 04 – Adopt Aquatic Invasive Species (AIS) Protection Plan and direct the Environmental Services Director to use this plan as a guideline for the use of the proceeds received in calendar years CY 2014 and CY 2015, and send the plan to the Department of Natural Resources to meet the requirements of the enabling legislation. Absent: Jones

MOTION HURD, SECOND GOUTERMONT: 05 – Approve and authorize the Chair to sign to sign the 2016 Labor Agreement between Lake County and Teamsters Local 320 covering Courthouse employees. Absent: Jones

MOTION WALSH, SECOND HURD: 06 – Approve the change in employment status of Mark Udenberg, Solid Waste Coordinator, due to completion of trial period effective July 24, 2015. Absent: Jones

MOTION GOUTERMONT, SECOND HURD: 07 – Approve the internal posting for Highway Step-Up Foreman for the Two Harbors Garage. Absent: Jones

MOTION HURD, SECOND WALSH: 08 – Approve the filling for one full-time Heavy Equipment Operator. Absent: Jones

MOTION GOUTERMONT, SECOND HURD: 09 – Approve the resignation of Angie Dickison, Information Systems Director, effective September 3, 2015. Absent: Jones

MOTION WALSH, SECOND HURD: 10 – Approve the revisions to the Information Systems Director job description without comparable worth review. Absent: Jones

MOTION GOUTERMONT, SECOND HURD: 11 – Approve appointment of Gregg Swartwoudt to County Assessor, at the base rate of \$30.52 per hour effective August 17, 2015. Absent: Jones

MOTION HURD, SECOND WALSH: 12 – Approve the probationary appointment of Tammy Churness to part-time Office Assistant at the probationary rate of \$17.30 per hour effective August 24, 2015. Absent: Jones

MOTION WALSH, SECOND GOUTERMONT: 13 – Approve appointment of Darlene Hoff, former Accounting Technician, at the L4 rate of \$21.99 per hour, to Administrative Assistant Silver Bay effective August 11, 2015 through September 11, 2015. Absent: Jones

MOTION HURD, SECOND GOUTERMONT: 14 – Adjourn meeting at 2:31 p.m. Absent: Jones

The Board of Commissioners will meet as a Committee of the Whole on Tuesday, August 18, 2015, at 6:00 p.m. in the Isabella Community Building, 9521 Lankinen Road, Isabella, MN 55607. A regular board meeting will be held on Tuesday, August 25, 2015, at 1:00 p.m., in the Commissioners' boardroom at the Lake County Courthouse, 601 Third Avenue, Two Harbors, Minnesota.

ATTEST:

Laurel D. Buchanan  
Clerk of the Board

Rich Sve, Chairperson  
Lake County Board of Commissioners