

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

Tuesday, March 8, 2016, Lake County Service Center, Split Rock River Room, 616 Third Avenue, Two Harbors, Minnesota. Lake County Commissioners Present: Goutermont, Hurd, Jones, Sve, Walsh. Absent: None. Also present: County Administrator Matthew Huddleston and Laurel D. Buchanan, Clerk of the Board.

Meeting was called to order at 2:00 p.m. by Chairperson Rich Sve. Unless otherwise stated, all actions have been approved by unanimous yea vote. Members of the public were present. Commissioner Sve led the audience in the recitation of the Pledge of Allegiance.

MOTION GOUTERMONT, SECOND HURD: 01 – Approve agenda. Absent: None

County Administrator Matthew Huddleston reviewed the differences between land parcel designations of conservation and non-conservation. Lands designated as conservation would be kept as county land. Lands designated as non-conservation may be put up for sale.

Lake County Recorder Erica Koski will be retiring this spring after 43 years of service to Lake County, including 25 years as County Recorder. Elections for County Recorder take place every four years at the general election. The County Administrator reviewed Minnesota Statute 382.01: Officers Elected; Terms. The terms of these officers shall be four years. The County Administrator reviewed Minnesota Statute 382.02: Vacancies, How Filled. Any appointment made to fill a vacancy in any of the offices named in section 382.01 shall be for the balance of such entire terms, and be made by the county board. The County Administrator reviewed Minnesota Statute 375.08: Board to Fill Vacancies in County Offices. When a vacancy occurs in the office of county recorder, the county board shall fill it by appointment.

The County Administrator and Commissioners discussed the history of a loan made in September 2011 to the Two Harbors Fire Relief Association. Auditors have been reviewing this debt. Lake County will follow-up with the Two Harbors Fire Relief Association to discuss a plan regarding the loan.

The Town of Silver Creek (TTOSC) has requested an alternate date to meet for a discussion of the long-term performance of Lake County's road system and possibility of implementing a transportation sales tax in Lake County. The Department of Defense (DOD) has been in contact with Lake County Highway Engineer Krysten Foster in response to Congressman's Richard Nolan's communication regarding rebuilding and maintenance of the Air Base Road in Crystal Bay Township. The Legislative Session began today and a Prospector's Loop hearing is scheduled for this afternoon. Land Commissioner Nate Eide will attend and speak on Lake County's behalf.

The County Administrator reviewed the draft schedule of events prepared by Ehlers regarding tax abatement bonds, Series 2016A, including plans for a public hearing and presale meeting.

Commissioners discussed that their questions about the Highway Department Organizational Structure have been answered regarding the proposed new road maintenance leadership structure.

MOTION WALSH, SECOND GOUTERMONT: 02 – Approve Consent Agenda as follows:

1. Approve County Board of Commissioners' meeting minutes from February 23, 2016.
2. Approve Public Hearing minutes from February 23, 2016, for the Small Cities Development Program (SCDP) 2016 Application.
3. Approve claims in the amount of \$31,112.01.
4. Approve Health and Human Services claims payments in the following amounts:
 - a. Region III Adult Mental Health Initiative payments \$ 48,712.10
 - b. Administrative payments \$ 2,780.37
 - c. Special payments \$ 2,707.06
5. Approve and authorize the Chair to sign a Memorandum of Agreement between Lake County and the Minnesota Department of Natural Resources (MN DNR) regarding Minnesota Incident Management Command System (MNICS) Incident Management Team Participation.
6. Approve payment of \$4,893.00 to Zoa Buske for the homeowner portion of FEMA Fire Resistant Roofing Grant 1 installation, pending reimbursement to Lake County from Federal Emergency Management Agency (FEMA) Hazard Mitigation Grant Program DR-1982.07.
7. Authorize payment in the amount of \$3,028.60 to Frontier Communications for pole rental from 01/01/2013 to 12/31/2016 (reference MNFL585520216).
8. Authorize out-of-state travel for Lake County Veterans Service Officer to attend the 2016 National Association of County Veterans Service Officers (NACVSO) annual training conference in May 2016, in Myrtle Beach, South Carolina. The VSO office will be closed May 11-20, with the office reopening on Monday, May 23, 2016.
9. Approve S.P. 038-090-004 revised contract total of \$448,546.98 and authorize contract payment No. 8 to Veit and Company, Inc. in the amount of \$8,671.15.
10. Approve and authorize the Board Chair to sign a 60-month lease for the County Auditor's office with Metro Sales, Inc. in the amount of \$207.09 per month for a Ricoh MP C4503 printer/copier with fax and scanning ability. Service and supplies maintenance Plan billed monthly at \$0.0105 per black print/copy and \$0.0625 per color print/copy. This price includes delivery, installation, and ongoing training for new device as well as pickup and ship back of old device.
11. Authorize the purchase of a three year maintenance contract from CCI Systems. The cost is \$65,935.24, plus tax and shipping, to cover Cisco and Nexus equipment. The coverage period is March 10, 2016 through March 10, 2019. The three year term will save approximately \$16,000.00 over the life of the contract.

12. Approve resolution for classification of parcels of tax-forfeited land 2015 Forfeitures. WHEREAS, certain parcels of land in Lake County have been considered for sale described as followed:

Parcel ID	Acres	Se ct	Tw p	Rn g	Description	Township/City	Classification
20-5908-08345	0.1	8	59	8	S 50FT OF N 200FT OF W 100FT OF NW1/4 OF NW1/4	Stony River	Non Homestead
20-5908-08352	1.2	8	59	8	W 119.27 FT OF N 675FT OF NW1/4 OF NW	Stony River	Non Homestead
21-7240-11320	0.2	11	55	8	OUTLOT 32 OF S 806FT OF E1/2 OF SE1/4 OF SE1/4 N OF ROW. AUDITORS PLAT 11	City of Beaver Bay	Non Homestead
21-7246-13010	0.6	13	55	8	LOT 2 + LOT 3 + N1/2 OF LOT 4 SPRUCE ACRES	City of Beaver Bay	Homestead
23-7640-25030	0.2	0	0	0	LOT 3 BLOCK 25 EAST TWO HARBORS	City of Two Harbors	Non Homestead
23-7642-02040	0.2	0	0	0	LOT 4 BLOCK 2	City of Two Harbors	Commercial
23-7642-13015	0.2	0	0	0	UND 1/2 - LOT 1 BLOCK 13	City of Two Harbors	Homestead/Apartment
25-5311-26760	10.3	26	53	11	N1/2 OF S1/2 OF NE1/4 OF SE1/4	UT 2	Non Homestead
28-6311-30490	1.9	30	63	11	3.52 ACRES OUT OF NE1/4 OF SW1/4 LYING SOUTH OF ROW	Fall Lake Twp	Non Homestead
29-5454-01010	2.2	28	54	9	LOT 1 BLOCK 1 Gooseberry Village	Silver Creek Twp	Seasonal
29-5454-01020	2.2	28	54	9	LOT 2 BLOCK 1 Gooseberry Village	Silver Creek Twp	Seasonal
29-5454-01030	38.6	28	54	9	LOT 3 BLOCK 1 Gooseberry Village	Silver Creek Twp	Seasonal

WHEREAS, M.S. 282.01 calls for classification of said parcels to conservation or non-conservation:

NOW, THEREFORE, BE IT RESOLVED, that the classifications of said parcels of land are hereby declared to be non-conservation.

WHEREAS, the following parcels have been considered for sale described as follows:

Parcel ID	Acres	Se ct	Tw p	Rn g	Description	Township/City	Classification
20-5809-24370	40.2	24	58	9	SW1/4 OF NW1/4	Stony River	Non Homestead
20-5809-24430	40.2	24	58	9	SE1/4 OF NW1/4	Stony River	Non Homestead

WHEREAS, M.S. 282.01 calls for classification of said parcels to conservation or non-conservation:

NOW, THEREFORE, BE IT RESOLVED, that the classifications of said parcels of land are hereby declared to be conservation.

13. Lake County, as the Responsible Governmental Unit (RGU) for environmental review, authorizes the selection of the entity I+S Group (ISG) to prepare the Environmental Assessment Worksheet (EAW) for the Prospectors Loop ATV trail project, awards the bid to the bidder I+S Group (ISG), and authorizes Lake County Administrator to sign the contract, in the amount of \$62,440 which includes the base work of \$52,420 for the Prospector trail system plus the \$10,020 for the Taconite Trail section from Ely to Tower. The funding will be provided by the Trail Prospectors Alliance to pay for the cost of the EAW work.
14. Approve Minnesota Lawful Gambling Application for North Shore Horizons Inc. to have a raffle on May 5, 2016 at Superior Shores Resort & Conference Center, 1521 Superior Shore Dr., Two Harbors, MN 55616.
15. Authorize payment in the amount of \$3,836.25 to Minnesota Power for 2016 pole rental (reference 918290613111).
16. Amend January 26, 2016 board minutes (Motion 04, consent agenda item #7) to correct cost to \$11,616.58 plus tax and shipping. The cost increase is \$103.30. (Original language: Authorize the purchase of fiber related parts from Graybar in the amount of \$11,515.28 plus tax and shipping. This is primarily to have parts on hand to repair the fiber infrastructure.)
17. Approve payment of \$6,265.00 to David Casey for the homeowner portion of Federal Emergency Management Agency (FEMA) Fire Resistant Roofing Grant 2 installation, pending reimbursement to Lake County from FEMA Hazard Mitigation Grant Program DR-4113.09. Absent: None

MOTION GOUTERMONT, SECOND WALSH: 03 – Approve the proposed Resolution to Develop Written Standards for Federal Awards, adopting the two year grace period, and resolving that Lake County will develop written standards in compliance with the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards.” The written standards will incorporate the Procurement Standards as outlined in Federal Code for “Grants and Agreements; Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards; Post Federal Award Requirements”. Absent: None

MOTION JONES, SECOND GOUTERMONT: 04 – Approve the retirement of Erica Koski, County Recorder, effective April 29, 2016. Absent: None

MOTION HURD, SECOND WALSH: 05 – Approve the change in employment status of Joy Gardner, Financial Worker, due to completion of probation effective February 29, 2016. Absent: None

MOTION JONES, SECOND HURD: 06 – Approve Resolution in Support of Bonding Money for Parks and Trails. Absent: None

MOTION GOUTERMONT, SECOND HURD: 07 – Approve the reorganization of the Highway Department effective upon the next Highway Foreman vacancy. Absent: None

MOTION WALSH, SECOND GOUTERMONT: 08 – Approve request from Lake Communications, Inc. (LCI) to change Professional Employee Organization (PEO) providers from Express Employment Professionals to Oasis Outsourcing, Inc. Lake Communications, Inc. is required to use a PEO for its employees under the existing Operations and Management (O & M) agreement between Lake County and Lake Communications, Inc. (LCI). LCI requests this change in PEO providers to improve the service that it is receiving. The Client Service Agreement will be between LCI and the PEO. As required per the O & M agreement, Lake County is approving the change of PEO providers. Yea: Goutermont, Hurd, Sve, Walsh. Nay: Jones. Absent: None

MOTION JONES, SECOND WALSH: 09 – Adjourn meeting at 3:07 p.m. Absent: None

The Lake County Board of Commissioners will meet as a Committee of the Whole at 6:00 p.m. on Tuesday, March 15, 2016, at 6:00 p.m., at the Clair Nelson Intermodal Transportation Center, 6686 Cramer Road, Finland, Minnesota. An outreach letter has been sent to local governments inviting participation in a discussion of the long-term performance of our road system and possibility of implementing a transportation sales tax in Lake County.

The Lake County Board of Commissioners will convene a regular board meeting at 2:00 p.m. on Tuesday, March 22, 2016, in the Split Rock River Room located on the main floor of the Lake County Service Center, 616 Third Avenue, Two Harbors, Minnesota.

Attest:

Laurel Buchanan
Clerk of the Board

Rich Sve, Chairperson
Lake County Board of Commissioners