

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

Tuesday, December 20, 2016. Lake County Service Center, Split Rock River Room, 616 Third Avenue, Two Harbors, Minnesota. Commissioners present: Goutermont, Hurd, Jones, Sve, Walsh. Absent: None. Also present: County Administrator Matthew Huddleston and Laurel 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 yeas vote. Members of the public were present. Commissioner Sve led the audience in the recitation of the Pledge of Allegiance.

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

Cory Larson with the Lake County Ambulance Service (LCAS) gave a presentation at the Board of Commissioners meeting. The presentation included topics such as Emergency Medical Services (EMS) history, reimbursement structures, and LCAS services to the community. Mr. Larson discussed advanced life support (ALS), basic life support (BLS), paramedic training, and local efforts underway for cities in Lake County to become designated as Heart Safe Communities.

Stand Up North Shore Collaborative representative Marlys Wisch and Amy Swenson, from North Shore Horizons, discussed the Green Dot initiative for healthy relationships. This is a community outreach effort to help prevent violence in our communities. In the schools we talk about healthy relationships and recognizing early warning signs of violent behavior. Target audiences also include community adults such as teachers, coaches and parents, who participate in active roles in our youths' lives. The initiative's message is to be proactive and intervene if you see situations that could escalate to violence. The program's intent is to create a culture shift so that community members become active in no longer tolerating violence in our community. Bystander training encourages people not to "stand by" and teaches methods to help prevent violence. Bystanders who are witnesses to situations that are escalating often do not know what to do. Safety in our community is every one's responsibility. Ms. Wisch and Ms. Swenson are encouraging people to attend a free workshop on Violence Prevention Training, called Creating Safer Communities Together. The workshop will be held on Wednesday, January 18th and Wednesday, January 25th from 6:00 p.m. to 8:30 p.m. in the Two Harbors High School Cafeteria. The workshop will equip you to take action to create safer environments for our youth by empowering you with the support, knowledge and skills to intervene.

Lake County Administrator Matthew Huddleston updated the Lake County Board of Commissioners on several items of county business. Mr. Huddleston provided an update on the structure fire that occurred on Wednesday, December 14, 2016, affecting the Lake County Highway Department building and contents, equipment and vehicles. Several affected staff members have been relocated to other office spaces in Lake County buildings and the City of Two Harbors. Lake County is working on a pending lease with T.H. Auto. Property and liability insurance coverage provider Minnesota Counties Intergovernmental Trust (MCIT) is reviewing the building condition and will be submitting a final report on its findings. The cause of the fire has not been determined other than indications that a plow truck started on fire. Lake County is exploring options, costs and financing ideas for rebuilding or remodeling. Mr. Huddleston asked for board direction on how to move forward with respect to long-term planning and decision making. Discussion included forming a committee to review our next steps and bring recommendation back to the board. Committee members would include the County Administrator, Highway Engineer, Facilities Maintenance Manager, and one or two County Commissioners. Highway Engineer and Superintendent started inventorying accessible areas of the facility for the purpose of compiling a recovery purchasing plan with a focus on salvaging contents that can safely be saved.

Lake County Health and Human Services (HHS) Director Lisa Hanson attended the Board of Commissioners meeting to answer any questions the Commissioners may have on the contracts that HHS is requesting to be renewed. The contracts are largely unchanged financially. Commissioner Sve brought up from discussions with staff the need for more foster homes in Lake County.

MOTION GOUTERMONT, SECOND WALSH: 02 – Designate the Personnel Committee to hear the AFSCME Council 65, Local 2827 Level II Grievance. Absent: None

MOTION JONES, SECOND HURD: 03 – Authorize the County Administrator to enter into a Lease Agreement with T.H. Auto for space for the Highway Department. Absent: None

Commissioners discussed proposed revisions to the Travel Policy that the Lake County Auditor's Office is recommending. Lake County Auditors Linda Libal and Chrissy Libal were present to answer questions about the proposed updates to the policy. The Travel Policy was removed from the Consent Agenda, tabled for further review. Lake County Environmental Services Director Christine McCarthy provided an update on Planning Commission recommendations that the Board of Commissioners will be receiving for its next action meeting.

MOTION HURD, SECOND WALSH: 04 – Approve consent agenda as follows:

1. Approve County Board of Commissioners' meeting minutes from December 13, 2016.
2. Approve claims in the amount of \$20,373.83.
3. Approve Health and Human Services claims payments in the following amounts:

a. Region III Adult Mental Health Initiative payments	\$ 66,799.24
b. Administrative payments	\$ 4,299.05
c. Arrowhead Health Alliance payments	\$ 10,221.47
4. Authorize payment to Minnesota Counties Computer Cooperative (MCCC) for 2017 IFS computer support in the amount of \$9,754.00. (Invoice Number 2Y1701091. \$4,798.00 for Auditor/Treasurer and \$4,956.00 for CMHS.)
5. Approve payment of \$5,781.15 to Nancy Hansen for the homeowner portion of FEMA Fire Resistant Roofing Grant 2 installation, pending reimbursement to Lake County from FEMA Hazard Mitigation Grant Program DR-4113.09.
6. Approve payment in the amount of \$4,887.62 to Election Systems & Software LLC (ESS) for coding and ballot services for the 2016 General Election held on November 8, 2016 (invoice #996906).
7. Approve and authorize the County Board Chair to sign the State of Minnesota Department of Human Services County Grant Contract #117408, which Lake County is acting as the Fiscal Host for Region III. This Contract covers the Grant period of January 1, 2017.
8. Authorize payment to Lake County SWCD in the amount of \$13,365 for 4th Quarter 2016 Aquatic Invasive Species (AIS) Prevention Activities per the Minnesota County Program Aid Grant for AIS Prevention.

9. Authorize payment in the amount of \$55.26 to John Bathke for reimbursement claim form submitted 90 or more days after the Planning Commission meeting date of August 15, 2016. Payment of this claim is an exception to the policy regarding timely submission of per diems for Lake County Commission members.
10. Approve resolution to use 2015 & 2016 Aquatic Invasive Species (AIS) Funding per Lake County AIS Prevention Plan, directing the Environmental Services Director to use this plan as a guideline for the use of the proceeds received in CY 2016.
11. Approve and authorize the County Board Chair to sign the Purchase of Service Agreement with Accend Services, Inc., to provide Adult Mental Health Targeted Case Management Services for the period of January 1, 2017 through December 31, 2017.
12. Approve and authorize the County Board Chair to sign the Memorandum of Agreement with Community Partners to provide community support services for Lake County citizens for the period of January 1, 2017 through December 31, 2017, in an amount not to exceed \$18,232.00.
13. Approve Lake County Procurement Policy to be in compliance with the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards. Further, authorize the County Auditor to include Procurement Policy in the Lake County Accounting and Policy Procedures Manual. The Lake County Procurement Policy incorporates 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".
14. Approve and authorize the County Board Chair to sign the Purchase of Service Agreement with the Human Development Center to provide Adult Mental Health Targeted Case Management Services for the period of January 1, 2017 through December 31, 2017.
15. Approve and authorize the County Board Chair to sign the Purchase of Service Agreement with the Human Development Center to provide Community Mental Health Services for the period of January 1, 2017 through December 31, 2017, in an amount not to exceed \$80,000.00.
16. Approve and authorize the County Board Chair to sign the Purchase of Service Agreement with the Human Development Center to provide Serious and Persistent Mental Illness (SPMI) Supported Employment services for the period of January 1, 2017 through December 31, 2017, in an amount not to exceed \$15,000.00.
17. Approve and authorize the County Board Chair to sign the Purchase of Service Agreement with Minnesota Adult and Teen Challenge to provide Chemical Dependency Assessment services for the period of January 1, 2017 through December 31, 2017, in an amount not to exceed \$2,500.00.
18. Approve and authorize the County Board Chair to sign the Memorandum of Agreement with Northshore Area Partners to provide community support services for Lake County citizens for the period of January 1, 2017 through December 31, 2017, in an amount not to exceed \$14,000.00.

19. Approve Minnesota Lawful Gambling Application for Whitetails Unlimited – Cabin Fever Chapter to have a raffle on April 22, 2017 at the Clair Nelson Community Center, 6866 Cramer Rd, Finland, Minnesota.
20. Authorize payment in the amount of \$5,932.80 to Briggs and Morgan (INV # 591195) for legal services rendered with regard to the following matter: Marlow Timberland, LLC.
21. Authorize payment of \$30,320.00 to I+S Group (ISG) for Environmental Assessment Worksheet (EAW) contract. EAW is for Prospectors ATV trail and is being paid for by the Trail Prospectors Alliance club.
22. Approve payment of \$8,031.55 to Commonwealth Heritage Group, Inc. for phase I Archaeological of Prospector Loop Trail. This project is being paid for by Trail Prospectors Alliance club.
23. Adopt the resolution approving repurchase application by Grignon subject to payment including total taxes and assessments of \$2,411.02, service fee of \$100.00, deed tax of \$7.96, deed fee of \$25.00, and recording fee of \$46.00; for a total of \$2,589.98.
24. Approve Lake County Membership List, updated on December 5, 2016, as follows:

BEAVER BAY	Janet Strand	12-31-2017
FALL LAKE	Nancy McReady	12-31-2017
FALL LAKE (ALT)	Don Stocks	12-31-2017
FINLAND	Honor Schauland	12-31-2018
ISABELLA	Pat Thums	12-31-2019
KNIFE RIVER	Steve Carlson	12-31-2019
LARSMONT	Marlys Wisch	12-31-2017
LITTLE MARAIS	Raymond Churack	12-31-2019
SILVER BAY	Jenny Goutermont	12-31-2018
SILVER BAY (ALT)	Nathan Stadler	12-31-2018
TOIMI	Robert Kari	12-31-2019
TWO HARBORS	Cathy Erickson	12-31-2018
TWO HARBORS (ALT)	Roger McDannold	12-31-2018

25. Authorize payment in the amount of \$1,120.00 to Commissioner Brad Jones for reimbursement claim form submitted 90 or more days after meeting dates in July and August 2016. Payment of this claim is an exception to the policy regarding timely submission of per diems for Lake County Commission members. Abstain: Jones. Absent: None.

MOTION GOUTERMONT, SECOND JONES: 05 – Approve the change in employment status of Janel Peer, Dispatcher/Corrections Officer, due to completion of probation effective December 15, 2016. Absent: None.

MOTION HURD, SECOND WALSH: 06 – Approve the recruitment for one part-time Deputy Recorder. Absent: None.

MOTION GOUTERMONT, SECOND HURD: 07 – Approve the 2017 County Net Levy amount of \$9,851,966. Absent: None.

MOTION WALSH, SECOND JONES: 08 – Approve the 2017 Tax Levy amount of \$32,000 for Unorganized Territory No. 1. Absent: None.

MOTION HURD, SECOND JONES: 09 – Approve the 2017 Tax Levy amount of \$341,000 (\$253,000 for Road and Bridge) for Unorganized Territory No. 2. Absent: None.

MOTION HURD, SECOND JONES: 10 – Approve the 2017 Expenditure Budget of \$31,250 and Revenue Budget of \$37,030 for Unorganized Territory No. 1. Absent: None.

MOTION GOUTERMONT, SECOND HURD: 11 – Approve the 2017 Expenditure Budget of \$338,000 and Revenue Budget of \$351,690 for Unorganized Territory No. 2 (including \$253,000 for Road and Bridge). Absent: None.

MOTION JONES, SECOND WALSH: 12 – Approve the 2017 County Expenditure Budget of \$43,453,363 and County Revenue Budget of \$45,447,302. Absent: None

MOTION JONES, SECOND HURD: 13 – Adjourn meeting at 3:57 p.m. Absent: None

The Lake County Board of Commissioners will convene a regular meeting on Tuesday, December 27, 2016, at 2:00 p.m. 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 D. Buchanan
Clerk of the Board

Rich Sve, Chairperson
Lake County Board of Commissioners