

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

Tuesday, December 27, 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 GOUTERMONT, SECOND JONES: 01 – Approve agenda. Absent: None

Kelley Pufpaff, part owner of a property that had been operating as a vacation rental home without a permit, spoke during public comment, regarding the outcome of the Planning Commission public hearing held on Monday, December 19, 2016, on the interim use application (I-16-013) submitted for the property located at 685 Cuttingwood Road, Knife River, MN 55609 in S20 T52 R11 and described as SW ¼ of NE ¼ of NW ¼, Unorganized Territory (UT) 2. The Planning Commission's proposed recommendation is for the Lake County Board of Commissioners to adopt the findings and proposed resolution by the Planning Commission for denial of this interim use application. The application was submitted by Timothy Thornburgh, part owner.

Mr. Pufpaff vocalized that their focus is on remediation and that they wish to request to withdraw the application. The property owners wish to address the neighborhood concerns and findings that were discussed at the public hearing. Withdrawing the application would allow the applicant to correct the issues and reapply within the next year. Lake County officials clarified that a new application would require the associated application fee.

The property owners plan to bring the septic system into compliance and correct any other outstanding issues needing to be resolved. A complying septic system is required. The current septic system is inadequately sized for the number of bedrooms in the house. Earlier unpermitted rental activity has caused significant disruption to nearby neighbors. Several adjacent property owners wrote or spoke strongly opposing the proposal or with some issue of past management of the property. There were questions on how the property is managed. There was a question about whether the property owners continued to operate as a vacation rental home after a cease and desist had been issued. Mr. Pufpaff discussed web-based marketing links that still existed after the cease and desist had been issued.

County Administrator Matthew Huddleston noted that Lake County would need to receive a formal request for withdrawal of the application. Mr. Pufpaff provided a document that he had prepared expressing the applicants' request to withdraw the application. This document was given to Lake County Environmental Services Director Christine McCarthy who was present for the discussion. Ms. McCarthy reminded the property owner that there is the chance that a new application could get denied at the Planning Commission. Strict conditions would be discussed for any future application at the property.

MOTION GOUTERMONT, SECOND HURD: 02 – Table interim use application (I-16-013) upon formal letter requesting withdrawal. Absent: None

County Administrator Matthew Huddleston updated the Board of Commissioners on several items of county business. On behalf of Lake County, Highway Engineer Krysten Foster has prepared several thank you cards and letters of appreciation for the response and assistance to the structure fire. Lake

County officials thank the fire departments, ambulance service, local entities, volunteers and citizens who helped in this time of crisis. We appreciate and acknowledge our community members' roles in responding efficiently, skillfully, and effectively to the recent fire at our Highway Department in Two Harbors. The volunteers' response demonstrates a commendable level of public service amidst the evening's temperatures and other such challenging conditions. People's community-minded generosity is much appreciated.

Mr. Huddleston discussed a proposed software purchase for claim processing. County Auditor Linda Libal explained that this is a module for a system that Lake County has already invested in. Board action would allow our fiber optic network management firm Consolidated Telecommunications Company (CTC) to pursue this Lake County purchase. Innovative Systems will provide training for the eLation financial application.

Sheriff Carey Johnson and County Auditor Linda Libal were present to answer any questions regarding the Request for Proposals (RFP) for a public safety software system. The RFP was issued through the Lake County Auditor's Office on behalf of five counties' Sheriff Offices: Cook, Carlton, Koochiching, Lake, and Pine. The recommended is to award the bid to low bidder Zuercher Technologies. Each of the five counties will have an individual contract with Zuercher Technologies.

There was a discussion on 2017 elected officials' salary. The Board reviewed the potential to table this issue until the completion of the classification / compensation study.

One item was removed from the consent agenda for separate discussion. There were questions about the application process to the Governor's Council on Minnesota's Lake Superior Coastal Program.

MOTION JONES, SECOND HURD: 03 – Approve consent agenda as follows:

1. Approve County Board of Commissioners' meeting minutes from December 20, 2016.
2. Approve batch 1 claims in the amount of \$19,658.80.
3. Approve batch 2 claims in the amount of \$15,561.64.
4. Approve Health and Human Services claims payments in the following amounts:
 - a. Region III Adult Mental Health Initiative payments \$ 86,033.87
 - b. Administrative payments \$ 9,796.17
 - c. Arrowhead Health Alliance payments \$ 3,983.39
5. Approve payment of \$5,003.59 to Joan Svoboda 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 and authorize the County Board Chair to sign the Purchase of Service Agreement with Arrowhead Economic Opportunity Agency (AEOA) to provide Minnesota Family Investment Program (MFIP) and Diversionary Work Program (DWP) Employment and Training Services for the period of January 1, 2017 through December 31, 2017, in an amount not to exceed \$39,456.26.

7. Approve and authorize the County Board Chair to sign the Purchase of Service Agreement with Duluth Institute to provide Community Mental Health Services for the period of January 1, 2017 through December 31, 2017, in an amount not to exceed \$24,200.00.
8. Approve and authorize the County Board Chair to sign Amendment #1 to the Project Agreement with Common Carrier Transport Provider, identified as Arrowhead Economic Opportunity Agency (AEOA), to provide transportation services for the period of July 1, 2016 through December 31, 2017.
9. Authorize payment in the amount of \$4,710.00 to Minnesota Sheriff's Association for the 2017 Annual Sheriff Dues, 2017 Lexipol Policy Project Dues and the 2017 ICLD (online learning system) Project.
10. Authorize purchase of electronics from Marine Repair Service for the Sheriff Office's Boston Whaler in the amount of \$8,235.85. This will be paid out of the Boat and Water Grant Funds.
11. Authorize payment in the amount of \$3,809.63 to Fastenal Company (INV# MNTWH23873), for materials purchased for the improvement project to the heating system in the courthouse.
12. Authorize payment in the amount of \$5,002.50 (Invoice #: 72296) to Ehlers & Associates, Inc. for Financial Management Analysis 2016, for dates of services July 1, 2016 through November 18, 2016.
13. Authorize payments in the following amounts to Lindquist & Vennum, LLP for legal services through November 30, 2016: \$11,809.98 (Invoice 718211-0325) and \$16,752.00 (Invoice 718208-0325).
14. Approve application for Minnesota Exempt Lawful Gambling Permit by John Beargrease Sled Dog Marathon, Inc to conduct a raffle. Drawing to be held January 29, 2017 at the beginning of the Marathon located in the DNR parking lot at 2510 E Alger Grade Rd, Two Harbors, 55616.
15. Authorize payment in the amount of \$3,428.00 to Citi Lites for cable locating for the weeks ending 11/20/2016, 11/27/2016, 12/4/2016 and 12/11/2016 for the following invoices: INV 053229, INV 053298, INV 053367, and INV 053436.
16. Authorize payment in the amount of \$3,183.04 to Gulbranson Excavating Co. (INV 7275).
17. Authorize payment in the amount of \$3,853.36 to Holiday for fuel charges from October 17, 2016, through November 14, 2016 (reference 1400-012-590-598).
18. Authorize payments to 7Sigma Systems, Inc. for the following invoices: INV M1818, \$2,500.00 to for ISP support services November 2016, and INV M1857, \$1,026.00 for 1080 Level 1 support minutes.
19. Authorize payment in the amount of \$5,000.00 to Legg Strategies for Invoice 1244, consulting services from November 16 – December 16, 2016.

20. Authorize payment in the amount of \$5,565.00 to Jordan Drilling Solutions, LLC for Invoice 5695, Fiber Drops.
21. Authorize payment in the amount of \$6,412.50 to Trenchers Plus for the following invoices: LT01432, plow lease 11/1/2016 to 12/5/2016, and LT01433, plow lease from 11/25/2016 to 12/22/2016.
22. Award the RFP that was released on May 11, 2016, through the Lake County Auditor's Office on behalf of the Cook, Carlton, Koochiching, Lake, and Pine County Sheriff's Offices to low bidder Zuercher Technologies for a public safety software system in the amount of \$1,389,000. This software will replace our current Shield programs. Each county will have an individual contract with Zuercher Technologies. The portion covered by Lake County Agencies will be \$144,600 for Lake County Sheriff's Office, \$24,415 for Two Harbors Police Department, and \$16,847 for Silver Bay Police Department. Lake County Ambulance would be an additional option at \$2,309. 911 funds will be used for all Auditor allowed expenditures in the project.
23. Approve Minnesota Lawful Gambling Application for Friends of Finland Community to conduct excluded bingo on February 5, 2017; March 5, 2017; April 2, 2017; and May 7, 2017; at the Clair Nelson Community Center, 6866 Cramer Rd, Finland, Minnesota. Absent: None

MOTION JONES, SECOND HURD: 04 – Support application of Raymond W. (Bill) Hermanson to the Governor's Council on Minnesota's Lake Superior Coastal Program. Absent: None.

MOTION WALSH, SECOND GOUTERMONT: 05 – Adopt findings and proposed resolution by the Planning Commission and approve interim use application I-16-014, submitted by Brad and Karla Anderson, for a vacation rental home located at 2356 Big Point Road, Two Harbors, MN 55616 in S6 T53 R9 and described as that part of lot 1 as desc in bk 105 of deeds pg 772, Silver Creek Township. Absent: None.

MOTION GOUTERMONT, SECOND JONES: 06 – Approve the recruitment for one full-time Accounting Technician. Absent: None.

MOTION HURD, SECOND WALSH: 07 – Approve the 67-day temporary appointment of Dale Olson, Custodian for Maintenance Department, at \$12.00 per hour including maximum return incentive effective January 3, 2017. Absent: None.

MOTION WALSH, SECOND HURD: 08 – Approve the 67-day temporary appointment of Frances Kaliher, Survey Technician for Forestry Department, at \$17.00 per hour including maximum return incentive effective January 3, 2017. Absent: None.

MOTION GOUTERMONT, SECOND HURD: 09 – Approve the 67-day temporary appointment of Matthew Miller, DARE Officer for Sheriff's Office, at \$41.50 per hour including maximum return incentive effective January 3, 2017. Absent: None.

MOTION JONES, SECOND WALSH: 10 – Authorize CTC to take the necessary steps for Lake County to purchase eLation financial applications at a net cost of \$56,000, with additional costs of \$4,000 plus travel for installation / training and an amount to be negotiated for conversion of existing financial data. Absent: None.

MOTION GOUTERMONT, SECOND HURD: 11 – Be it resolved, that the 2017 salaries will continue at the respective 2016 salary amounts for County Attorney, County Auditor and County Sheriff. Additionally, the 2017 Health Care Saving Plan contribution is set at \$2,000 each for these Elected Officials. Further resolved, the Personnel Committee will review these Elected Officials' salaries when the Lake County compensation study has been completed. Any salary adjustments made at a later date in 2017, will be retroactive to January 1, 2017. Absent: None.

MOTION GOUTERMONT, SECOND HURD: 12 – Set the Board of Commissioners 2017 salary at the same rate as the 2016 salary, with an additional \$125 per month for the Board Chair. Absent: None

MOTION GOUTERMONT, SECOND WALSH: 13 – Set the Commissioner per diems at \$80 in county and \$100 out of county, effective January 1, 2017. Absent: None

MOTION JONES, SECOND HURD: 14 – Adjourn meeting at 3:10 p.m. Absent: None

The Lake County Board of Commissioners will convene its organizational / statutory meeting on Tuesday, January 3, 2017, 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