

updated
ACTION ITEMS
February 14, 2017

Consent Agenda:

1. Approve the Board of Commissioners' meeting minutes from January 24, 2017.
2. Approve batch 1 claims in the amount of \$56,565.69.
3. Approve batch 2 claims in the amount of \$25,101.21.
4. Approve Health and Human Services claim payments in the following amounts:
 - a. Region III Adult Mental Health Initiative payments \$ 95,782.20
 - b. Administrative payments \$ 34,443.76
 - c. Arrowhead Health Alliance payments \$ 5,725.55
 - d. Special payments \$ 2,937.49
5. Authorize payment in the amount of \$7,185.00 to North Point Geographic Solutions for work on Lake Connections GIS Redlines Project. This is an ongoing project to document in GIS applications the Lake Connections fiber-optic infrastructure in Lake County and those parts of the network in St. Louis County. (Correspondence 2, Information Technology Department)
6. Authorize County Auditor to transfer the balance of \$4,194.71 from the 2016 State Road Grant Account to the 2017 State Road Grant Account. (Correspondence 3, Forestry Department)
7. Authorize payment totaling \$2,521.55 to Plunkett Pest Control (Inv. #5592000 for service location – Silver Bay Rescue Squad / Ambulance garage; Inv. #5592015 for service location – Lake County Service Center, 616 Third Avenue, Two Harbors; and Inv. #5592398 for service location – Lake County Courthouse) for pest control services for the months of January – December 2017. (Correspondence 4, Facilities Maintenance Department)
8. 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. (Correspondence 5, Health & Human Services Department)
9. Approve & authorize the Chair to sign the Recreational Trail license by and between Franconia Minerals (US), LLC ("Licensor") and Lake County, MN, sponsor for Trail Prospectors Alliance ("Licensee"). (Correspondence 6, Forestry Department)
10. Authorize payment to the Western Lake Superior Sanitary District (WLSSD) for invoice #123116LAKHHW in the amount of \$3,596.70 for the 4th quarter 2016 Household Hazardous Waste (HHW) disposal charges. (Correspondence 8, Environmental Services Department)
11. Authorize payment to Legg Strategies for invoice #1258 for consulting services for January 16 – February 16, 2017, in the amount of \$5,000.

12. Approve and authorize the Lake County Board Chair and Lake County Health and Human Services Director Lisa B. Hanson to sign the Public Health Emergency Preparedness Grant Agreement Amendment #2 for Restoration of Funding with the Carlton-Cook-Lake-St. Louis Community Health Board for Budget Period 5. (Correspondence 9, Health & Human Services Department)
13. Approve and authorize the chair to sign the 2017-2018 contract agreement between Lake County and the Lake County Soil and Water Conservation District to provide Aquatic Invasive Species (AIS) prevention services. (Correspondence 10, Environmental Services Department)
14. Authorize payments in the following amounts to Lindquist & Vennum, LLP for legal services through December 31, 2016:
 - \$ 4,627.25 (Invoice 719738-0325)
 - \$16,929.96 (Invoice 719790-0325)
15. Authorize payment to City of Silver Bay for 2016 U.T. #1 portion of Silver Bay Fire Department in the amount of \$11,294.39. (Correspondence 11, Auditor's Office)
16. Authorize transfer of \$38,448.63 in Gravel Royalty from Highway Department to the 2016 Tax Forfeit fund. (Correspondence 12, Forestry Department)
17. Approve 2016 Budget Amendments made by County Auditor on August 5, 2016 to Adjust 2016 Road and Bridge Budget for amounts requested by Highway Engineer July 11, 2016.
Adjustments made as follows:
 - a) Road & Bridge should amend 20-300-6207 to \$3,073 for annual broadband service.
 - b) Next, 20-300-6335 (Hwy 61 Committee) can be reduced from \$2,000 to \$250 due to phasing out the D.C. Fly-In.
 - c) Also, the Road & Bridge supplies budget could be balanced by transferring \$10,000 from 20-320-6402 (Engineering Supplies); \$15,000 from 20-330-6509 (Shop Maintenance Supplies); and \$30,000 from 20-330-6531 (Shop Parts & Materials) to increase 20-310-6509 (Maintenance Supplies) from \$5,000 to \$60,000 due to differences in the coding methodology for related expenses.
 - d) Finally, and after accounting for the above adjustments, diesel expenses and repair costs are projected to underrun from forecasted amounts. 20-330-6521 (Gasoline and Diesel Fuel) can be reduced by 15% to \$204,000, and 20-330-6531 can be further reduced to \$225,000. (Correspondence 13, Auditor's Office)
18. Approve and authorize the Chair to sign the proposed 2017 contract for federal relations services between Lockridge Grindal Nauen, P.L.L.P. (LGN) and Lake County, in the amount of \$24,000.00 payable in twelve equal monthly installments of \$2,000.00 per month. (Correspondence 20, County Administrator)

19. Approve resolution in support of the grant application the Voyageur Snowmobile Club made to the LaBounty Family Fund, in which Lake County is acting as fiscal agent and will accept funds on behalf of Voyageur Snowmobile Club. Further resolved, Lake County names the fiscal agent for Lake County for this project as Lake County Auditor, County of Lake, 601 Third Avenue, Two Harbors, Minnesota, 55616. (Correspondence 21, Forestry Department)
20. Authorize payment in the amount of \$57,329.15 to Consolidated Telecommunications Company (CTC) for INV-3167, Management Services for February 2017, Marketing Services for February 2017, and Lake Connections payroll dated February 3, 2017. (Correspondence 22, Lake Connections action item)
21. Authorize payment in the amount of \$246,664.51 to Consolidated Telecommunications Company (CTC) for INV-3162. (Correspondence 23, Lake Connections action item)
22. Authorize payment to MP Nexlevel for the following invoices:
 - INV 1106874, 2016 Voice/Data Installs \$28,137.15
 - INV 1106875, 2016 Video Installs \$ 3,545.30
 - INV 1107173 OTDR Testing \$ 1,780.00(Lake Connections action item)
23. Authorize payment in the amount of \$2,621.37 to Holiday for fuel charges through January 10, 2017 (reference 1400-012-590-598). (Lake Connections action item)
24. Approve request to withdraw Interim Use Permit application I-17-002. (Correspondence Re: 15, Environmental Services, Planning & Zoning)
25. Adopt the recommendation and findings by the Planning Commission for interim use application I-17-001 for John Gregor and approve vacation rental home located at 2437 Highway 3, Two Harbors, MN 55616 in S4 T53 R11 and described as 10 acres out of Ely 708.69 Ft of SE ¼ of NE ¼ as desc in doc no A000163165, Silver Creek Township. (Correspondence 15, Environmental Services, Planning & Zoning)
26. Authorize payment in the amount of \$2,205.00 to Minnesota Counties Intergovernmental Trust (MCIT) for renewal of Lake County Agricultural Society's 2017 insurance premiums.

Resolution Items:

1. Authorize and direct the Auditor's office to reserve \$95,598.00 from the 2010-2014 (\$71,369) and 2016 (\$24,229) Rescue Squad budget for future Capital expenditures with prior Board approval. (Correspondence 1, Sheriff's Office)
2. Authorize and direct the Auditor's office to reserve \$100,000 from the 2016 Sheriff's budget for 2017 Computer Software to be purchased from Zuercher. (Correspondence 1, Sheriff's Office)

3. Authorize and direct the Auditor's Office to set up a reserve in the amount of \$576.59 for the unused portions of the 2013 - 2016 NESC Wellness Grants. (Correspondence 14A, Human Resources)
4. Approve the revisions to the Deputy Recorder job description without comparable worth review. (Correspondence 14B, Human Resources)
5. Approve the resignation of Tammy Churness, Office Assistant, effective February 14, 2017. (Correspondence 14, Human Resources)
6. Approve the recruitment for one part-time Office Assistant. (Correspondence 14, Human Resources)
7. Approve the change in employment status of Myca Arbic, Lead Equipment Operator, due to completion of probation effective February 22, 2017. (Correspondence 'New 14', Human Resources)
8. Approve the change in employment status of Terrence Thompson, Lead Equipment Operator, due to completion of probation effective February 22, 2017. (Correspondence 'New 14', Human Resources)
9. Approve the probationary appointment of Noah Mittlefehldt to Chief Deputy Assessor at the 2016 probationary rate of \$25.63 per hour effective March 6, 2017. (Correspondence 'New 14', Human Resources)
10. Approve the Highway Department request to fill the following 67-day temporary positions:

Survey Technician	1 position	\$15.50 per hour
Engineering Intern	2 positions	\$14.00 per hour
Survey Assistant	1 positions	\$ 9.50 per hour
Truck Driver	3 positions	\$15.00 per hour
Mower Operator	5 positions	\$12.00 per hour
Laborer	2 positions	\$ 9.50 per hour

 (Correspondence 'New 14', Human Resources)
11. Approve initial land sale list and authorize Lake County to seek special legislation for sale of the properties. (Correspondence 17, Forestry Department)
12. Award SAP 038-632-001, SAP 038-633-001 to the lowest responsible bidder, Ulland Brothers, in the amount of \$1,276,816.99. Pending County Attorney review, approve and authorize the Chair to sign the contract for this Horn Blvd. reconstruction project. (Correspondence 24, Highway Department)

13. Approve 2017 mileage reimbursement consistent with past practice of a tiered approach. This tiered approach encourages county employees to utilize a recently upgraded motor pool fleet of vehicles for travel but also allows for standard rate reimbursement if no vehicles are available. Board and Committee members receive the standard IRS rate as they travel from their respective homes to meetings.

50.5 cents per mile if using personal vehicle, or

53.5 cents per mile if using a personal vehicle because there was not a county vehicle available from the Motor Pool. Employees will need to attach a signed verification slip from Motor Pool to claim this rate.

53.5 cents per mile if using a personal vehicle as a Lake County Board or Lake County Committee member (non-employee).