

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

Tuesday, February 14, 2017. Lake County Service Center, Split Rock River Room, 616 Third Avenue, Two Harbors, Minnesota. Commissioners Present: Goutermont, Hogenson, Hurd, Sve, Walsh. Commissioners Absent: None. Also present: County Administrator Matthew Huddleston and Laurel Buchanan, Clerk of the Board.

Meeting was called to order at 2:08 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

County Auditor Linda Libal updated the Board of Commissioners on the Auditor's Office research into timecard software and what programs other Minnesota counties use. She also provided an example of a more detailed claims summary version that her office can generate.

Regional Outreach Director Ida Rukavina provided an update on the activities of the Office of U.S. Senator Amy Klobuchar, what was accomplished in 2016 and what U.S. Senator Klobuchar is working on in 2017. One big area of concern is the rising prices of prescription drugs. She is working to help bring those prices down. Ms. Rukavina discussed broadband as part of infrastructure funding. Board Chairperson Rich Sve discussed the work that the Association of Minnesota Counties (AMC) is doing on this and the work of the Blandin Foundation. Ms. Rukavina also discussed the work that U.S. Senator Klobuchar is doing to prevent sex trafficking, to address drug trafficking and the opioid epidemic. County Commissioner Rick Goutermont discussed the need for increased rural ambulance funding. Not only in Northern Minnesota, but nationwide, ambulance operations are struggling financially with expenses greatly exceeding revenues. The need for ambulance services is growing as the population is aging. Ambulance services are operating at a loss and some ambulance services are facing having to cease operations due to the rising costs of providing service and insufficient revenue to support operations. Ms. Rukavina will take that message back to U.S. Senator Klobuchar. The Board of Commissioners expressed appreciation for the work of U.S. Senator Amy Klobuchar and her staff.

County Administrator Matthew Huddleston conveyed a message of thanks for the assistance provided by Lake County Road & Bridge during the John Beargrease Sled Dog Marathon event. Lake Connections provided broadband to that event as well. Administrator Huddleston updated the Board of Commissioners on the proposed resolution for apportionment provided by Land Commissioner Nate Eide. Further research will be conducted before a draft resolution is brought forward for board action. Board Chairperson Rich Sve, County Commissioner Rick Hogenson, and Highway Engineer Krysten Foster attended the open house hosted by the Minnesota Department of Transportation (MnDOT) regarding the Highway 61 project. An update will be provided to the Board of Commissioners as part of the Northeast Minnesota Area Transportation Partnership (NE MN ATP) annual update at the County Board meeting on March 7, 2017.

Mr. Huddleston provided an update on the asbestos removal that will be provided by ACCT, Inc. at the Highway Facility which was damaged by the fire on December 14, 2016. Due this week are the Request for Proposals (RFP) for professional architectural services for repairing Lake County's existing Highway Department or rebuilding a new facility at 1513 Highway 2, Two Harbors, Minnesota. The Committee of the Whole will be noticed as a special meeting on Tuesday, February 21, 2017, for the purpose of taking board action to select an architectural firm based on RFP submittals.

The Board of Commissioners plan to participate in interviews for the Interim County Attorney. When the interviews are scheduled, Lake County will notice these as special meetings with a quorum of the Board of Commissioners to be in attendance.

Administrator Huddleston provided an update on the Voice over Internet Protocol (VoIP) telephone services that Consolidated Telecommunications Company (CTC) will be providing to Lake County. The first locations to be hooked up to CTC's VoIP service will be Lake County Soil and Water Conservation District (SWCD) at their new location and the Silver Bay Service Center. Lake County will lease telephones from CTC. Administrator Huddleston provided an update on changes to the former Lake County Fiber Optic Committee (FOC) that was established several years ago with a weekly meeting frequency. The committee's meeting schedule and frequency will be different in 2017 and going forward. The committee name will be changed to Lake Connections Committee (LCC). County Commissioners Jeremy Hurd and Rich Sve are appointed members of the LCC.

The Board of Commissioners discussed requests for board action that were received from the Sheriff's Office. One request was to reserve \$100,000 from the 2016 Sheriff's Office for 2017 Computer Software purchase from Zuercher Technologies. Lake County's selection of low bidder Zuercher Technologies for a public safety software system was already approved by the Board of Commissioners. There were questions on how the amount of \$100,000 was calculated. The other request was to reserve dollars from the 2010-2014 and 2016 Rescue Squad budget for future Capital expenditures with prior Board approval. The Board of Commissioners would like clarification on the dollar amounts in both of these requests before the Board takes action on reserving specific dollar amounts from the budget.

Environmental Services Director Christine McCarthy updated the Board of Commissioners on the potential opportunity to work with the Minnesota GreenCorps on waste prevention and recycling. The MN GreenCorps program is an AmeriCorps program coordinated by the Minnesota Pollution Control Agency (MPCA). MPCA is accepting applications from organizations interested in participating as a host site for the 2017-2018 year of the MN GreenCorps program. March 17, 2017, is the deadline to submit an application. The application would need a board resolution in support of the application. Lake County would provide office space and a supervisor as our in-kind contribution. The MN GreenCorps member would not be a volunteer and would not be a Lake County employee. Ms. McCarthy wants to learn more about this program and how Lake County could benefit from this kind of help, position, and perspective and whether MN GreenCorps would work with Lake County to carry our message and speak our voice in the community. Ms. McCarthy will bring more information regarding this program and whether she feels it will be a good fit. Commissioner Sve asked about whether Ms. McCarthy is familiar with Senate File SF844 in the Legislature of the State of Minnesota. SF844 is a bill for an act relating to environment, providing for certain demolition debris landfill permitting, an application to reissue or modify a solid waste permit submitted to the Pollution Control Agency for an existing Class I or II demolition debris landfill as of the effective date (the date following final enactment) must comply with the agency Demolition Landfill Guidance, issued August 2005. Ms. McCarthy is aware of this bill and of this guidance. Ms. McCarthy also provided Aquatic Invasive Species (AIS) Prevention budget numbers.

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

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.
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.
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.
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.
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”).
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.
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.
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.
14. Authorize payments in the following amounts to Lindquist & Venum, 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.
16. Authorize transfer of \$38,448.63 in Gravel Royalty from Highway Department to the 2016 Tax Forfeit fund.
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.
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.
19. Approve resolution in support of the grant application the Voyager Snowmobile Club made to the LaBounty Family Fund, in which Lake County is acting as fiscal agent and will accept funds on behalf of Voyager 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.
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.
21. Authorize payment in the amount of \$246,664.51 to Consolidated Telecommunications Company (CTC) for INV-3162.
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

23. Authorize payment in the amount of \$2,621.37 to Holiday for fuel charges through January 10, 2017 (reference 1400-012-590-598).
24. Approve request to withdraw Interim Use Permit application I-17-002.
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.
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. Absent: None

MOTION GOUTERMONT, SECOND HURD: 03 – Table for clarification on the dollar amounts, the request 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. Absent: None

MOTION WALSH, SECOND HURD: 04 – Table for clarification on the dollar amount the request to reserve \$100,000 from the 2016 Sheriff's budget for 2017 Computer Software purchase from Zuercher Technologies. Absent: None

MOTION HURD, SECOND HOGENSON: 05 – 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. Absent: None

MOTION GOUTERMONT, SECOND HURD: 06 – Approve the revisions to the Deputy Recorder job description without comparable worth review. Absent: None

MOTION HOGENSON, SECOND WALSH: 07 – Approve the resignation of Tammy Churness, Office Assistant, effective February 14, 2017. Absent: None

MOTION WALSH, SECOND HOGENSON: 08 – Approve the recruitment for one part-time Office Assistant. Absent: None

MOTION HURD, SECOND GOUTERMONT: 09 – Approve the change in employment status of Myca Arbic, Lead Equipment Operator, due to completion of probation effective February 23, 2017. Absent: None

MOTION WALSH, SECOND GOUTERMONT: 10 – Approve the change in employment status of Terrence Thompson, Lead Equipment Operator, due to completion of probation effective February 23, 2017. Absent: None

MOTION GOUTERMONT, SECOND HURD: 11 – 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. Absent: None

MOTION WALSH, SECOND HURD: 12 – 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	Absent: None

MOTION GOUTERMONT, SECOND HURD: 13 – Approve initial land sale list and authorize Lake County to seek special legislation for sale of the properties. Absent: None

MOTION WALSH, SECOND GOUTERMONT: 14 – 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. Absent: None

MOTION HURD, SECOND GOUTERMONT: 15 – 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).

Absent: None

MOTION HURD, SECOND GOUTERMONT: 16 – Adjourn meeting at 3:32 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, February 21, 2017, in the Law Enforcement Center, 613 Third Avenue, Two Harbors, Minnesota. This meeting will be noticed as a special meeting to take action to select an architectural firm to provide professional architectural services for repairing Lake County's existing Highway Department or rebuilding a new facility at 1513 Highway 2, Two Harbors, Minnesota. The Committee of the Whole will be noticed as a special meeting on Tuesday, February 21, 2017, for the purpose of taking board action to select an architectural firm based on Request for Proposals (RFP) submittals.

The Lake County Board of Commissioners will convene a regular board meeting at 2:00 p.m. on Tuesday, February 28, 2017, 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