

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

Tuesday, August 22, 2017. Lake County Service Center, Split Rock River Room, 616 Third Avenue, Two Harbors, Minnesota. County Commissioners Present: Derrick (Rick) L. Goutermont, Richard (Rick) C. Hogenson, Jeremy M. Hurd, and Peter R. Walsh. County Commissioner Absent: Rich Sve. Also present: County Administrator Matthew Huddleston and Laurel Buchanan, Clerk of the Board. Board of Commissioners meeting was called to order at 2:00 p.m. by Acting Chair Jeremy M. Hurd. Unless otherwise stated, all actions have been approved by unanimous yea vote. Members of the public were present. Commissioner Hurd led the audience in the recitation of the Pledge of Allegiance.

MOTION HURD, SECOND GOUTERMONT: 01 – Approve agenda. Absent: Sve

Land Commissioner Nate Eide updated the Board of Commissioners on the Bailey Road Project. He made recommendations for removing certain parcels from the 2017 Tax Forfeit Land Auction. The low bid was received from Mike Kohn for wetland delineation of trailhead and designed trail. Mr. Eide recommended accepting the trail design quote provided by Jake Carsten of Dirt Dojo, a company providing mountain bike trail development consulting services.

MOTION GOUTERMONT, SECOND WALSH: 02 – Recess the Board of Commissioners meeting at 2:15 p.m. Absent: Sve

At 2:15 p.m., a Public Hearing was convened to provide information and to receive public input and comments on the administration of a Minnesota Department of Employment and Economic Development (DEED) Small Cities Development Program (SCDP) grant in the Community of Knife River, in which Lake County is the Grantee and the Arrowhead Economic Opportunity Agency, Inc. (AEOA) is the Program Administrator. These funds are being used for owner occupied housing rehabilitation. No public comments were made at the public hearing and no written comments were received by the Clerk of the Lake County Board of Commissioners. The Lake County Housing and Redevelopment Authority (LCHRA) as the Implementing Agency has provided match funding for the project. AEOA Housing Director Scott Zahorik updated the Board of Commissioners on how this project is going and the level of participation. Approximately twenty (20) potential applicants indicated interest in the program. However, the program only had five (5) applicants, a participation rate of 25%. These five projects will be completed in 2017. A community participation rate of 25% is lower than the average of 50% for SCDP grant awards in other small cities. Mr. Zahorik would like to engage the public's interest to solicit more participation in the program.

MOTION WALSH, SECOND GOUTERMONT: 03 – Close the public hearing at 2:21 p.m. Absent: Sve

The Lake Board of Commissioners meeting was reconvened at 2:21 p.m. with all members present, except Commissioner Sve. Lake County Administrator Matthew Huddleston updated the Board of Commissioners on several areas of county business. Lake County hosted a meeting on site of the fire damaged facility on Monday, August 21, 2017, with Minnesota Counties Intergovernmental Trust (MCIT) Property / Casualty Claims Manager Jim Lass, MCIT's engineer John Woodworth, P.E. of Northland Consulting Engineers, Lake County's engineer David Franseen, P.E. of Krech Ojard & Associates, and the Lake County Fire Recovery Committee. The group reviewed what the county believes are deficiencies in the structural damage assessment and the proposed quote to correct said damages. The architect has completed a preliminary draft layout for a potential new facility. Mr. Huddleston updated the Board of Commissioners on the broadband deferral and a nine-month extension to the deferral. Environmental Services Director Christine McCarthy was available for any questions on the Planning Commission recommendations for board action.

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

1. Approve the Board of Commissioners' meeting minutes from August 8, 2017.
2. Approve Health and Human Services claims payments in the following amounts:
 - a. Region III Adult Mental Health Initiative payments \$ 159,117.22
 - b. Administrative payments \$ 25,934.78
 - c. Special payments \$ 285.21
3. Authorize payment to David Giguere in the amount of \$3,255.00 for the homeowner portion of Federal Emergency Management Agency (FEMA) Fire Resistant Roofing Grant 3 installation, pending reimbursement to Lake County from FEMA Hazard Mitigation Grant Program DR-4131.13.
4. Authorize payment in the amount of \$32,026.60 to Consolidated Telecommunications Company (CTC) for August payroll, indoor 4-fiber, commissions and shipping charges, invoice INV-3220.
5. Authorize the Auditor's office to adopt the "CliftonLarsonAllen-Subrecipient Risk Assessment Matrix and Monitoring Workbook" to be implemented as the Lake County Policy for sub-recipient grant monitoring. This needs to be done in order to be in compliance with OMB Circular A-133 for grants awarded before December 26, 2014, or with Title 2 U.S. Code of Federal Regulations 200.303 and 200.331 for grants awarded after December 26, 2014.
6. Authorize Highway Engineer to sign Two Harbors Trail Run & Bike Tour event permit for September 2, 2017.
7. Amend April 25, 2017 meeting minutes, Motion 02, Consent Agenda Item 11 as follows: Authorize Highway Engineer to sign agreement with American Engineering Testing, Inc. for 2017 construction materials testing services in an amount up to \$40,000.00 per the attached hourly rate schedule dated March 16, 2017.
8. Approve month-to-month T.H. Auto Partnership lease extension in the amount of \$5,500.00 per month plus utilities.
9. Authorize the County Auditor to make payment to Reconyx, Inc in the amount of \$11,202.31 for IR security cameras to be reimbursed through the 2015 Stone Garden Grant.
10. Adopt a resolution approving and authorizing the Chair or Acting Chair to sign Lake County to enter into the grant contract for Fiscal Year 2018 (FY2018) County Veterans Service Office (CVSO) Operational Enhancement Grant, through the State of Minnesota, Department of Veterans Affairs. The resolution will signify by name and title the individual authorized to sign the grant, and the Clerk of the Board will certify the resolution with an affixed seal. The grant provides supplemental funding to existing funding in order to enhance County Veterans Service Offices throughout the state. The grant provides extra monies for advertising, outreach activities to county veterans, reintegration of combat veterans, and enhances all other services to veterans.

11. Authorize Lake County Forestry to use up to \$25,000, from "Assigned for Memorial Forest 1" (Account 85.2867) for the Bailey Road Project.
12. Withdraw 10th Ave and Mattson 1 parcels from the 2017 Tax Forfeit Land Auction.
13. Award bid to MK Engineering, Inc. for wetland delineation of trailhead and designed trail, utilizing Coastal grant funds, for a base cost of \$9,917.00 plus \$90.00/hr. for meetings and \$405/mile for additional trail.
14. Approve trail design quote provided by Jake Carsten of Dirt Dojo, a company providing mountain bike trail development consulting services. Dirt Dojo's estimate is \$25,150 for time and materials for approximately 25 miles of mountain bike trail, not to exceed \$28,000, utilizing Coastal grant funds.
15. Adopt findings by the Planning Commission for I-17-013 Interim Use Application by Sharon Ropes for vacation rental home located at 726 Old North Shore Road, Two Harbors, MN 55616. Property is described as Cragmere Outlot 6, 7, & 8 of Govt Lot 2 and NW 1/4 of NW 1/4, Section 15, Township 52, Range 11, Unorganized Territory #2.
16. Adopt findings by the Planning Commission for I-17-014 Interim Use Application by Jeff & Chad Linden for gravel pit with crushing, screening and washing operations located at 289 Sawmill Lake Road, Two Harbors, MN 55616. Property is described as NW 1/4 and SW 1/4 of NE 1/4, SE 1/4 of NE 1/4 Less R of W, and NE 1/4 of NW 1/4 Less R of W in Section 18, Township 54, Range 11, Unorganized Territory #2. Absent: Sve.

MOTION GOUTERMONT, SECOND HOGENSON: 05 – Approve the appointment of Cammie Young, Human Resources Administrator, as the Lake County Affirmative Action Officer for 2017. Absent: Sve

MOTION WALSH, SECOND HOGENSON: 06 – Approve the revisions to the Affirmative Action Plan and authorize Chair to sign. Absent: Sve

MOTION HOGENSON, SECOND WALSH: 07 – Approve and authorize the chair to sign an agreement with Hildi, Inc. for actuarial services at a cost of \$3,200 for a projection of Lake County's GASB 45 OPEB liability. Absent: Sve

MOTION WALSH, SECOND GOUTERMONT: 08 – Approve the trial appointment of Chris Hatfield, General Maintenance/Custodian, to Jail Maintenance/Custodian at the 2016 probationary rate of \$18.67 per hour effective August 28, 2017. Absent: Sve

MOTION GOUTERMONT, SECOND WALSH: 09 – Approve the recruitment for one full-time General Maintenance/Custodian. Absent: Sve

MOTION HOGENSON, SECOND WALSH: 10 – Approve the resignation of Adam Borchert, Deputy Sheriff, effective September 3, 2017. Absent: Sve

MOTION HOGENSON, SECOND GOUTERMONT: 11 – Approve the recruitment for one full-time Deputy Sheriff. Absent: Sve

MOTION GOUTERMONT, SECOND WALSH: 12 – Adjourn meeting at 2:53 p.m. Absent: Sve

From the Board of Commissioners' meeting schedule, all to be held in the Split Rock River Room located on the main floor of the Lake County Service Center, 616 Third Avenue, Two Harbors, Minnesota:

- Strategic Planning Session at 1:00 pm on Tuesday, August 29, 2017
- Agenda meeting at 2:00 p.m. on Tuesday, September 5, 2017
- Regular meeting at 2:00 p.m. on Tuesday, September 12, 2017

ATTEST:

Laurel D. Buchanan
Clerk of the Board

Jeremy M. Hurd, Acting Chair
Lake County Board of Commissioners