

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

Tuesday, September 26, 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 and Jeremy M. Hurd. County Commissioner Absent: Peter R. Walsh and Rich Sve. Also absent: County Administrator Matthew Huddleston. Also present: 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 HOGENSON, SECOND GOUTERMONT: 01 – Approve agenda. Absent: Sve, Walsh

One item was removed from the consent agenda for further review. The proposed resolution would allow for the Lake County Planning and Zoning Department to review a deed or other instrument conveying a parcel of land for transfer or division for conformity with Lake County Land Use regulations before the Auditor transfers or divides the land or its net tax capacity in the official records. The Lake County Administrator fully supports the idea of having this review before documents are recorded. It is in the best interest of all parties that documents get recorded in a timely manner and that new lots meet our county land use regulations. The County Auditor and County Recorder's offices have questions about the proposed resolution. The County Administrator recommends that the proposed resolution be removed from today's consent agenda so that Environmental Services Director may answer questions before the board takes action on the proposed resolution. The proposed resolution will be brought forward for the action meeting on October 10, 2017.

Acting Chairperson Jeremy M. Hurd reviewed the County Administrator's report, updating the Board of Commissioners on several areas of county business. The Board of Commissioners congratulated Lake County Highway Engineer Krysten Foster on winning a 20 under 40 award through the 2017 Duluth News Tribune program. A candidate has been selected for the Information Technology Director position. The starting date will be determined after the pre-employment process is complete. An update was provided on the fire-damaged the highway department facility. Highway Engineer Krysten Foster has submitted a request to Minnesota Counties Intergovernmental Trust (MCIT) for coverage under 'additional cost'. The request is for \$27,000 in miscellaneous items. This is also the area Lake County receives reimbursement for rental of space for operations. Lake County is working on plans for a longer-term agreement for temporary space. Ms. Foster has reached out to staff formally to seek their input on a new highway facility. The Board of Commissioners discussed setting the date for of October 24 for a public open house in the evening regarding the potential new facility. Ms. Foster provided a general construction update. The status of the current temporary Cook County Engineer Agreement was discussed. The main construction project Ms. Foster was helping on has been completed. Lake County and Cook County have a planned meeting with Ms. Foster this week to review options. Regarding the Broadband Initiatives Program Award, a 9-month deferral extension has been approved by the USDA Rural Utilities Service (RUS). A budget hearing is set for November 21 at 6:00 pm in the Law Enforcement Center, Two Harbors. For the 2018 proposed preliminary levy, the Unorganized Territory (UT) 1 and UT2 levy are the same as last year. The 2018 proposed County Preliminary Levy is a 4.4% increase over 2017. Lake County Auditor Linda Libal was present for any questions on the proposed preliminary levies. Health and Human Services (HHS) is planning to purchase an Automated External Defibrillator (AED) for the lobby of the HHS building. Lake County plans to get this in place before we offer the county wide AED/ Cardiopulmonary Resuscitation (CPR) training for staff. At a recent Department Head meeting we reviewed all Lake County buildings that have AEDs. The cost will be under the required amount for board approval; there is money available in HHS budget.

Lake County Land Commissioner Nate Eide provided a trail update including trail design planning for the Split Rock Wilds Mountain Bike Trail.

MOTION GOUTERMONT, SECOND HOGENSON: 02 – Approve amended consent agenda as follows:

1. Approve the Board of Commissioners' meeting minutes from September 12, 2017.
2. Approve Health and Human Services claims payments in the following amounts:
 - a. Region III Adult Mental Health Initiative payments \$ 33,500.00
 - b. Administrative payments \$ 54,440.07
 - c. Arrowhead Health Alliance payments \$ 17,599.08
 - d. Special payments \$ 1,285.67
3. Approve and authorize the County Recorder to sign a contract with Tyler Technologies for the purchase of their Historical Index License Fees and implementation services in the amount of \$3,265.00.
4. Approve and authorize the Board Chair to sign a contract with ArcaSearch in the amount of \$8,072.00 for scanning, indexing and integration of our historical Tract Index Record books to be paid for as budgeted out of the Recorder's Technology Fund.
5. Approve application for Minnesota Exempt Lawful Gambling Permit to conduct a raffle for the Finland Snowmobile and ATV club. Drawing to be held February 17, 2018 at Wildhurst Lodge & Campground, 7344 Highway 1, Finland, MN 55603.
6. Approve payment of \$2,170.00 to David Giguere 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.
7. Approve the renewal of all current liquor/wine license holders for the calendar year 2018 contingent upon the approval of the County Attorney and Sheriff and payment of applicable fees and proper documentation.
8. Approve a one-day temporary on-sale liquor permit for Knife River Recreation Council, Inc for the date of December 1, 2017 at the grounds of the Knife River Recreation Center in Knife River contingent on the filing of necessary paperwork and payment of applicable fees.
9. Authorize purchase of Infinivault Maintenance for the Model 35, Model 5 and associated RDU chassis from Hybride Imaging, LLC for a total of \$7,086.00.
10. Adopt the findings by the Planning Commission regarding Interim Use Permit, I-17-015, application by Marc & Sarah Julien.
11. Adopt the findings by the Planning Commission regarding Interim Use Permit, I-17-016, application by Timothy Thornburgh.
12. Authorize the Board Chair to sign a contract for data extraction services with Equivant in the amount of \$12,062.

13. Approve and authorize the Chair to sign the 2017 Agreement for Emergency Management Performance Grant (EMPG) funding from MN Department of Homeland Security and Emergency Management.
14. Authorize payment in the amount of \$10,707.00 to Consolidated Telecommunications Company (CTC) for Field Engineer Labor, INV-3229.
15. Approve payment of \$7,500.00 to James Schmit 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.
16. Authorize payment in the amount of \$44,154.79 to St. Louis County Auditor for 2017 Computer Aided Dispatch (CAD) user fees, 2017 Jail Management Software (JMS) fees, 2017 Shield Records Management System (RMS) fees and 2017 Mobile Data Computer (MDC) fees for computers used in squad cars.
17. Authorize payment to Sonju Two Harbors, LLC in the amount of \$20,664.00 for the purchase of a 2017 Polaris Ranger 1000 X Side by Side to be paid for out of the 2016 Stonegarden Grant.
18. Approve the following appointments to the Lake County Extension Committee:
 - Effective immediately, for Amy Renne from District 4 to fill the vacancy that was left when Jakkie Ostman resigned before the end of her term ending on December 31, 2017;
 - Approve Amy Renne's official three-year term starting from January 1, 2018 through December 31, 2020.
19. Approve and authorize the Lake County Board Chair and Lake County Health and Human Services Director Lisa B. Hanson to sign the Follow Along Program Grant Project Agreement Amendment between the Carlton-Cook-Lake-St. Louis Community Health Board (CHB) and Lake County Health and Human Services. Further authorize the Lake County Board Chair and Lake County Health and Human Services Director Lisa B. Hanson to sign any subsequent amendments during the term of this Agreement.
20. Authorize the Lake County Attorney's Office to enter into a cooperative agreement with the Office of Justice Programs in the Minnesota Department of Public Safety. County Attorney Russell H. Conrow is hereby authorized to execute such agreements and amendments, as are necessary to implement the project on behalf of Lake County. This pertains to a two-year extension of the Victim Witness Coordinator program in the Lake County Attorney's Office.
21. Authorize Highway Engineer to sign letter of request for Hwy. 61 & Waterfront Dr. Limited Use Permit application.
22. Authorize Highway Department purchase of 9'2" Boss plow attachment at a cost up to \$6,350.00 from Two Harbors Towing LLC.
23. Adopt resolution authorizing Highway Department sale of surplus pickup truck: Unit #2942 (1994 GMC).

24. Authorize sale of up to 600 cubic yards pit run material for Silver Trail Riders contingent upon hauler's adherence to Lake County's National Pollutant Discharge Elimination System (NPDES) gravel pit permit provisions.
25. Approve purchase of winter salt from Morton (through State CPV Contract) in the amount of \$43.17/ton to Two Harbors; \$55.16/ton to Finland; and \$70.47/ton to Ely, payable upon delivery through June 1, 2018.
26. Approve payment of \$7,500.00 to Ronald Svee 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.
27. Approve payment of \$7,500.00 to Gene Shaw 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.
28. Approve payment of \$5,425.00 to William Lynott for the homeowner portion of Federal Emergency Management Agency FEMA Fire Resistant Roofing Grant 2 installation, pending reimbursement to Lake County from FEMA Hazard Mitigation Grant Program DR-4113.09.
29. Award EAW contract to ISG (environmental contracting firm) in the amount of \$33,132.00, for its proposal to complete the Environmental Assessment Worksheet (EAW) for Split Rock Wilds Mountain Bike Trail and parking lot. \$7,500 to be paid by MN Coastal Program STAR grant, the remainder to be paid by Recreation Fund. Absent: Sve, Walsh

MOTION GOUTERMONT, SECOND HOGENSON: 03 – Approve road name Islet View Trail for a road near 4464 Highway 61. It is currently a driveway that services several parcels and needs a road name for 911 purposes. Absent: Sve, Walsh

MOTION HOGENSON, SECOND GOUTERMONT: 04 – Approve previously tabled item: Approve and authorize Highway Engineer to sign Frontier Communications fiber optic utility installation permit along and crossing CSAH 2 and 25th Ave. Absent: Sve, Walsh

MOTION GOUTERMONT, SECOND HOGENSON: 05 – Approve and authorize the Chair (Acting Chair) to sign the Third Amended Deferral Agreement (“Agreement”) between “County of Lake” and “The United States of America”, acting through the Administrator of the Rural Utilities Service (“RUS” or “the Government”), for deferral of principal and interest payments for Lake County's Broadband Initiatives Loan MN1118 B40 until May 31, 2018. Absent: Sve, Walsh

MOTION HOGENSON, SECOND GOUTERMONT: 06 – Approve the change in employment status of Chris Hatfield, Jail Maintenance/Custodian, due to completion of probation effective September 28, 2017. Absent: Sve, Walsh

MOTION GOUTERMONT, SECOND HOGENSON: 07 – Approve the probationary appointment of Joanne Cox to Public Health Nurse at the 2016 probationary rate of \$26.19 per hour effective September 27, 2017. Absent: Sve, Walsh

MOTION HOGENSON, SECOND GOUTERMONT: 08 – Approve and authorize the Chair to sign the 2017-2019 Labor Agreement between Lake County and AFSCME Local 66 covering Human Services employees. Absent: Sve, Walsh

MOTION GOUTERMONT, SECOND HOGENSON: 09 – Adopt the preliminary 2018 Net Property Tax Levy of \$10,291,966. Absent: Sve, Walsh

MOTION HOGENSON, SECOND GOUTERMONT: 10 – Adopt the preliminary 2018 Net Property Tax Levy for Unorganized Territory No. 1 in the amount of \$32,000. Absent: Sve, Walsh

MOTION GOUTERMONT, SECOND HOGENSON: 11 – Adopt the preliminary 2018 Net Property Tax Levy for Unorganized Territory No. 2 in the amount of \$341,000 (Revenue Fund in the amount of \$88,000 and Road and Bridge Fund in the amount of \$253,000). Absent: Sve, Walsh

MOTION HOGENSON, SECOND GOUTERMONT: 12 – Set date of Tuesday, November 21, 2017 at 6:00 p.m. for public hearing to set final budget and levies for Lake County to be held in the Lake County Courthouse, Law Enforcement Center. Absent: Sve, Walsh. Post-script: The date must be on or after November 25, 2017. The corrected date is December 12, 2017 at 6:00 p.m. in the Lake County Courthouse, Law Enforcement Center, Two Harbors.

MOTION GOUTERMONT, SECOND HOGENSON: 13 – Adjourn meeting at 2:24 p.m. Absent: Sve, Walsh

From the Board of Commissioners' meeting schedule, 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:

- Agenda meeting at 2:00 p.m. on Tuesday, October 3, 2017
- Regular meeting at 2:00 p.m. on Tuesday, October 10, 2017

ATTEST:

Laurel D. Buchanan
Clerk of the Board

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