

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

Tuesday, December 19, 2017. Lake County Service Center, Split Rock River Room, 616 Third Avenue, Two Harbors, Minnesota. County Commissioners Present: District 1 Commissioner Peter R. Walsh, District 2 Commissioner Derrick (Rick) L. Goutermont, District 3 Commissioner Richard (Rick) C. Hogenson, District 5 Commissioner Rich Sve. County Commissioners Absent: District 4 Commissioner Jeremy M. Hurd. Also present: County Administrator Matthew Huddleston and Laurel D. Buchanan, Clerk of the Board. Meeting was called to order at 2:00 pm by Board Chair Rich Sve. Unless otherwise stated, all actions have been approved by unanimous yeas. Members of the public were present. Commissioner Sve led the audience in the recitation of the Pledge of Allegiance.

MOTION GOUTERMONT, SECOND HOGENSON: 01 – Approve agenda. Absent: Hurd

Clerk of the Board Laurel Buchanan provided a revised expenditure dollar amount for the 2018 budget to reflect a \$4,000 increase for some minor changes. The updated proposed 2018 County Expenditure Budget is \$29,943,938. County Administrator Matthew Huddleston discussed items that are included in the action items for this meeting and provided updates on several areas of county business. A final number on the fire damaged highway department facility has been provided by Minnesota Counties Intergovernmental Trust (MCIT). Lake County has issued a Request for Proposals (RFP) for Construction Management Services for a new Highway Department Facility and has received proposals from several firms. The Fire Recovery Committee will be bringing forward a recommendation in January 2018. Lake County has signed a letter of engagement with Baller Stokes & Lide to provide legal counsel and assistance to Lake County in obtaining authorization from the Federal Communications Commission (FCC) for Lake County to transfer its Rural Broadband Experiment (RBE) support as part of a sale of its broadband network.

County Auditor Linda Libal and Deputy Auditor Ronelle Radle were present for any questions on the differences between the preliminary net tax capacity numbers and the query results generated from the new reporting system. Staff is becoming more familiar with the new programs. Ms. Libal also discussed recommended changes to the Travel Policy. Rather than having set dollar amounts for meals, the County Auditor's Office recommends that we change to a plan that requires receipts to be provided. The change is recommended in order to comply with IRS regulations. Stipend amounts would have to be run through the payroll system and counted in the employees' income. By requiring receipts, those reimbursement dollar amounts would not be counted in employees' income.

Environmental Services Director Christine McCarthy was present for any questions on the Planning Commission findings and proposed resolutions. One item from the Planning Commission was removed from the consent agenda for discussion and separate action.

Human Resources (HR) Administrator Cammie Young was present for any questions on the HR requests for board action and updated the Board on several labor contracts. Information Technology (I.T.) Director Boris Naschansky provided background information on updating the network. We need to replace the core switch stack, which Mr. Naschansky describes as the "nerve center" where everything connects. The current switches are scheduled to sunset or "end of life" (no support) in January 2018.

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

1. Approve the Board of Commissioners' meeting minutes from December 12, 2017.

2. Authorize payment in the amount of \$20,245.50 to Keepers, Inc. for the purchase of 15 Ballistic Helmets and Face Shields.
3. Approve and authorize the County Board Chair to sign the Purchase of Service Agreement with Accend Services, Inc., to provide Adult Mental Health Targeted Case Management Services for the period of January 1, 2018 through December 31, 2018.
4. Approve and authorize the Lake County Board Chair to sign the Purchase of Service Agreement with Dr. Jonathan Beyer to provide Mental Health Services for the period of January 1, 2018 through December 31, 2018, in an amount not to exceed \$20,000.00.
5. Approve and authorize the County Board Chair to sign the Purchase of Service Agreement with Jessica Breden, RN, PHN, to provide Public Health nursing services for the period of January 1, 2018 through June 30, 2018, in an amount not to exceed \$5,000.00.
6. Approve and authorize the County Board Chair to sign the Memorandum of Agreement with Community Partners to provide community support services for Lake County citizens for the period of January 1, 2018 through December 31, 2018, in an amount not to exceed \$19,862.00.
7. Approve and authorize the County Board Chair to sign the Purchase of Service Agreement with Gina Heinzen for Supervised Visitation services for the period of January 1, 2018 through December 31, 2018, in an amount not to exceed \$8,000.00.
8. Approve and authorize the County Board Chair to sign the Purchase of Service Agreement with the Human Development Center to provide Adult Mental Health Targeted Case Management Services for the period of January 1, 2018 through December 31, 2018.
9. Approve and authorize the County Board Chair to sign the Purchase of Service Agreement with the Human Development Center to provide Community Mental Health Services for the period of January 1, 2018 through December 31, 2018, in an amount not to exceed \$80,000.00.
10. Approve and authorize the County Board Chair to sign the Purchase of Service Agreement with the Human Development Center to provide Serious and Persistent Mental Illness (SPMI) Supported Employment services for the period of January 1, 2018 through December 31, 2018, in an amount not to exceed 15,000.00.
11. Approve and authorize the County Board Chair to sign the Memorandum of Agreement with Northshore Area Partners to provide community support services for Lake County citizens for the period of January 1, 2018 through December 31, 2018, in an amount not to exceed \$17,000.00.
12. Approve and authorize the Lake County Board Chair to sign the Purchase of Service Agreement with Christine Oliver-Kneebone to provide Mental Health Services for the period of January 1, 2018 through December 31, 2018, in an amount not to exceed \$8,810.00.
13. Approve termination of Highway Department printer/copier/scanner lease at a cost up to \$5,170.74 due to smoke damage.

14. Approve and authorize the Board Chair to sign a 60-month lease with ShelDon in the amount of \$114.57 per month for a Canon ImageRUNNER C5540 printer/copier/scanner for the Highway Department. Service and supplies maintenance plan billed at \$0.0070 per black-and-white page and \$0.0550 per color page.
15. Authorize payment in the amount of \$6,285.70 to Pine River Sales, Inc. for the purchase of an enclosed trailer to be used for hauling the Polaris side-by-side ATV.
16. Approve Minnesota Lawful Gambling Application for Friends of Finland Community to conduct excluded bingo on January 7, 2018; February 4, 2018; March 4, 2018; and April 1, 2018; at the Clair Nelson Community Center, 6866 Cramer Rd, Finland, Minnesota.
17. Authorize payment to Lakehead Trucking, Inc. for invoice #37907 in the amount of \$20,323.50 for the septic repairs of SSTS permit # SP-17-063. The cost for these repairs is funded by the Minnesota Pollution Control Agency (MPCA) Subsurface Sewage Treatment Systems (SSTS) Low-Income Fix-up Grant. The MPCA's SSTS program protects public health and the environment by ensuring subsurface sewage treatment systems (or septic systems) effectively treat wastewater.
18. Authorize payment in the amount of \$6,984.50 to Lake States Construction, Inc., invoice 7348, for maintenance to the aerial plant.
19. Authorize payment in the amount of \$17,214.09 to Consolidated Telecommunications Company (CTC), invoice INV-3259 for payroll dated 12/8/2017 and credit for overcharge of a T1 circuit.
20. Authorize the acquisition and replacement of the four existing Cisco switches which are not operating to specification and are scheduled to sunset or "end of life" (no support) in January 2018. The cost of this investment in replacement of the core switch stack is \$31,370.66, per the quote from Works Computing, Inc.
21. Approve Minnesota Lawful Gambling Application for Exempt Permit by Whitetails Unlimited, Inc. to hold a raffle on April 21, 2018 at the Clair Nelson Community Center, 6866 Cramer Rd, Finland, Minnesota.
22. Authorize payment to BMO Harris Bank in the amount of \$6,913.30 (quarterly invoice dated December 17, 2017), for a Periodic Fee for Irrevocable Standby Letter of Credit No. HACH503422OS.
23. Adopt the findings by the Planning Commission for Interim Use Permit, I-17-026, renewal application submitted by Tom Frericks.
24. Adopt the findings by the Planning Commission for Interim Use Permit, I-17-027, renewal application submitted by Brad & Karla Anderson.
25. Adopt the findings by the Planning Commission for Interim Use Permit, I-17-028, renewal application submitted by James Hagen, North Shore Headlands House, LLC.

26. Adopt the findings by the Planning Commission for Interim Use Permit, I-17-029, renewal application submitted by John Gregor.

27. Adopt the findings by the Planning Commission for Interim Use Permit, I-17-030, renewal application submitted by Wanda Widen & Cynthia Foyt. Absent: Hurd

Commissioner Sve pointed out a condition of approval for the following initial application. Lake County's approval is contingent upon approval from the Knife River Larsmont Sanitary District (KRLSD) for the short-term vacation home rental activity with the proposed maximum occupancy.

MOTION GOUTERMONT, SECOND HOGENSON: 03 – Adopt the findings by the Planning Commission for Interim Use Permit, I-17-025, initial application submitted by Loren Johnston. Absent: Hurd

MOTION HOGENSON, SECOND GOUTERMONT: 04 – Approve the 2018 County Net Levy amount of \$10,291,966. Absent: Hurd

MOTION WALSH, SECOND GOUTERMONT: 05 – Approve the 2018 Tax Levy amount of \$32,000 for Unorganized Territory No. 1. Absent: Hurd

MOTION GOUTERMONT, SECOND WALSH: 06 – Approve the 2018 Tax Levy amount of \$341,000 (\$253,000 for Road and Bridge) for Unorganized Territory No. 2. Absent: Hurd

MOTION WALSH, SECOND HOGENSON: 07 – Approve the 2018 Expenditure Budget of \$31,250 and Revenue Budget of \$37,030 for Unorganized Territory No. 1. Absent: Hurd

MOTION GOUTERMONT, SECOND HOGENSON: 08 – Approve the 2018 Expenditure Budget of \$338,000 and Revenue Budget of \$351,690 for Unorganized Territory No. 2 (including \$253,000 for Road and Bridge). Absent: Hurd

MOTION HOGENSON, SECOND WALSH: 09 – Approve the 2018 County Expenditure Budget of \$29,943,938 and County Revenue Budget of \$29,958,045. Absent: Hurd

MOTION WALSH, SECOND HOGENSON: 10 – Approve the change in employment status of Jay Milbridge, Social Worker, due to completion of probation period effective December 19, 2017. Absent: Hurd

MOTION GOUTERMONT, SECOND HOGENSON: 11 – Approve the resignation of Steven VanKekerix, Undersheriff, effective December 14, 2017. Absent: Hurd

MOTION WALSH, SECOND GOUTERMONT: 12 – Approve the recruitment for one full-time Senior Information Technology Specialist. Absent: Hurd

MOTION WALSH, SECOND GOUTERMONT: 13 – Approve and authorize the Chair to sign the 2017-2019 Labor Agreement between Lake County and LELS covering Sheriff's Department employees. Absent: Hurd

MOTION HOGENSON, SECOND GOUTERMONT: 14 – Approve and authorize the Chair to sign the 2017-2019 Labor Agreement between Lake County and Minnesota Public Employees Association covering Supervisory employees. Absent: Hurd

MOTION WALSH, SECOND HOGENSON: 15 – Authorize abatement services to remove hazardous materials from the former county garage building damaged by fire, at 1513 Highway 2, Two Harbors, MN, and accept project proposal in the amount of \$15,470 from Mavo Systems, Inc., an environmental specialty contracting services firm. Materials to be removed are identified in Table 2 of the Hazardous Materials Report provided by Twin Ports Testing. Absent: Hurd

MOTION GOUTERMONT, SECOND HOGENSON: 16 – Adjourn Board of Commissioners' meeting at 2:58 pm. Absent: Hurd

From the Board of Commissioners' meeting schedule:

- Regular meeting at 2:00 p.m. on Tuesday, December 26, 2017, 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.

ATTEST:

Laurel D. Buchanan
Clerk of the Board

Rich Sve, Chairperson
Lake County Board of Commissioners