

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

Tuesday, March 27, 2018. 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 4 Commissioner, Jeremy M. Hurd, District 5 Commissioner Rich Sve. Absent: None. 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 vote. Members of the public were present. Commissioner Sve led the audience in the recitation of the Pledge of Allegiance.

MOTION HURD, SECOND HOGENSON: 01 – Approve agenda. Absent: None

Lake County Auditor Linda Libal spoke during public comment regarding funding from the federal Payment in Lieu of Taxes (PILT) program. The PILT program provides payments to counties to offset losses in tax revenues due to the presence of substantial federal land acreage within the jurisdictions. Ms. Libal also discussed a process that may become established for over-the-phone payment of property taxes by credit card.

Lake County Recorder Lori Ekstrom provided a Department Update titled “A Day in the Life of the County Recorder’s Office.” This is a first annual update. She described the office workflow for responding to inquiries for vital records, real estate documents recording, and electronic recording of eRecording submissions. Ms. Ekstrom discussed the Recorder’s Technology Fund and availability of funds for future projects. One project is for imaging and indexing of ninety (90) Deed Record books. Once those deed records are done, there are still 316 books remaining. Ms. Ekstrom’s report included statistics on the volumes of records processed in the County Recorder’s Office and compliance within the 10-day requirement for document recording turn-around time. In 2017, the Recorder’s Real Estate Revenue was \$140,9896.32. \$30,516.85 of this amount was generated by iDocMarket usage, our online records product. Ms. Ekstrom discussed future plans for the office.

County Administrator Matthew Huddleston updated the Board on several items of county business. Mr. Huddleston will invite petitioner Steven George to meet with Lake County Board of Commissioners and County Attorney to discuss the cartway process prior to setting a hearing date for the proposed cartway petition for Blesner Lake Road. Mr. Huddleston also will invite the Town Board of Crystal Bay to participate in the discussions.

Commissioners discussed Secure Rural Schools (SRS) program funding. 50% of those funds go to Road & Bridge, and 50% of those funds go to School Districts. Mr. Huddleston discussed plans for a new facility for Lake County Road and Bridge / Highway Department. Demolition of the former structure is being scheduled for the third or fourth week of April.

Mr. Huddleston provided an update that the Prospectors Loop Phase 1 bid opening was held on Monday. The project manager will provide an award recommendation letter to Lake County once there is a better timeline known on the wetland permits. Mr. Huddleston gave an update on a meeting that was held at Lake County last Friday with staff from the Iron Range Resources and Rehabilitation (IRRR) regarding Lake County’s potential application for grant funding. Lake County Commissioners, County Administrator, Land Commissioner, and a Supervisor from the Town of Silver Creek attended Capitol Days and met with several legislators. Mr. Huddleston provided updates from the Personnel Committee as well.

Lake County Environmental Services Director Christine McCarthy was present for any questions on Environmental Services and Planning Commission recommendations for board action.

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

1. Approve Board of Commissioners' meeting minutes from regular meeting held on March 6, 2018.
2. Approve Board of Commissioners' meeting minutes from special meeting held on March 20, 2018.
3. Approve Health and Human Services claims payments in the following amounts:
  - a. Administrative payments \$ 33,049.12
  - b. Region III payments \$152,682.36
4. Approve and Authorize the Lake County Board Chair and Lake County Environmental Services Director to sign the Contract for Independent Subsurface Sewage Treatment System Inspection between Lake County and Don Runnberg for the period of April 1, 2018 through March 31, 2019.
5. Adopt findings of the Planning Commission for the Interim Use Application I-18-004 (renewal) submitted by Julie Pearce for vacation rental home located at 8855 Cramer Road, Finland, MN 55603.
6. Adopt findings of the Planning Commission for the Interim Use Application I-18-005 (renewal) submitted by Uta Wolfe for vacation rental home located at 7211 Crown Creek Road, Finland, MN 55603.
7. Adopt findings of the Planning Commission for the Interim Use Application I-18-006 (renewal) submitted by Mocha Moose for vacation rental home located at 543 Scenic Drive, Two Harbors, MN 55616.
8. Authorize payment in the amount of \$18,239.78 to Consolidated Telecommunications Company (CTC), invoice INV-3283, for payroll, circuit charges and miscellaneous shipping charges.
9. Authorize payment in the amount of \$33,839.59 to Consolidated Telecommunications Company (CTC), invoice INV-3285, for voice expenses, February voice revenues and associated charges.
10. Authorize payment in the amount of \$5,688.00 to Onsolve, LLC for CodeRED services from 03/27/2018 to 03/26/2019 (Invoice ECN-030595).
11. Authorize payment in the amount of \$9,472.00 to Equivant for the data conversion fee when switching from Shield to Zuercher. \$4,736.00 due for initial extract (Invoice LAKEMN9001) and the balance due upon completion.

12. Authorize payment in the amount of \$36,051.75 to Cooperative Light & Power, invoice Lake Connections 2018-725160, for 2018 pole rental.
13. Approve and authorize Lake County Environmental Services to enter into and sign a host site agreement with the Minnesota Pollution Control Agency (MPCA) to carry out member activities with Minnesota GreenCorps, for the 2018-2019 program year.
14. Authorize out-of-state travel for Carey Johnson to attend the National Sheriff's Association Annual Conference to be held June 15-19, 2018, in New Orleans, Louisiana.
15. Approve and authorize the Chair to sign the Joint Powers Agreement for Civil Commitment Representation for St. Louis, Carlton, Lake, and Cook Counties effective January 1, 2018, through December 31, 2018. (Damion 2017-11787).
16. Authorize payment in the amount of \$6,000.00 to Old Republic Surety Group, invoice RMI0626584, for Frontier Communications pole attachment surety bond.
17. Authorize County Board Chair to sign the 2018 State of Minnesota Annual County Boat and Water Safety Grant Agreement.
18. Authorize Highway Department purchase of 2018 GMC Sierra crew cab truck from Ranger Chevrolet through State CPV Contract T-642(5) at a cost up to \$28,891.80 plus motor vehicle sales tax, title and license fees.
19. Authorize Highway Department purchase of three 2018 GMC Sierra regular cab trucks from Ranger Chevrolet through State CPV Contract T-642(5) at a cost up to \$25,947.46 per unit for a total up to \$77,842.38 plus motor vehicle sales tax, title and license fees.
20. Authorize transfer of Unit #2200 (2000 Chevrolet) to Facilities Department with no interdepartmental funds transfer.
21. Authorize transfer of Unit #2950 (1995 Chevrolet) to Environmental Services Department with no interdepartmental funds transfer.
22. Approve and authorize Board Chair and Highway Engineer to sign SAP 038-030-005 (2018 Pavement Marking Project) cooperative agreement with St. Louis Co. at a state-aid eligible cost up to \$65,000.00.
23. Approve and authorize Highway Engineer to sign Grandma's Marathon special event permit for June 16, 2018 including county support.
24. Approve and authorize Board Chair to sign project labor agreement with Duluth Building & Construction Trades Council for Lake County Highway Department Facility project.
25. Approve the repurchase application by Thorpe subject to payment including total taxes and assessments of \$29,784.02, service fees of \$150.00, deed tax of \$98.29, deed fee of \$25.00, and recording fee of \$46.00; for a total of \$30,103.31 if paid by March 31, 2018, otherwise total consideration will be recalculated.

26. Authorize payment to BMO Harris Bank N.A. in the amount of \$7,176.37 (quarterly invoice dated March 17, 2018), for a Periodic Fee for Irrevocable Standby Letter of Credit No. HACH503422OS.
27. Clerical correction to Consent Agenda item 16 in the January 9, 2018, meeting minutes, regarding the Dino Road Easement. The direction is E rather than W. As corrected: easement crossing SE ¼ of NW ¼ and SW ¼ of NE ¼ of Section 2 Township 56, Range 7; to provide legal access to E ½ of NE ¼ Section 2, Township 56, Range 7.
28. Accept proposal / estimate number 102450606 from Summit Mechanical Service, Inc. in the amount of \$30,928.00 for AHU-1 air handling unit replacement for the Law Enforcement Center building. This unit has been budgeted for in the 2018 capital improvements/facilities. Absent: None

MOTION WALSH, SECOND HURD: 03 – Approve and authorize the Chair to sign the 2017-2019 Labor Agreement between Lake County and AFSCME Council 65 covering Highway Unit employees. Absent: None

MOTION HURD, SECOND GOUTERMONT: 04 – Approve the recruitment for one full-time Human Services Technician. Absent: None

MOTION GOUTERMONT, SECOND HURD: 05 – Approve the internal posting for one full-time interim Administrative Coordinator. Absent: None

MOTION HOGENSON, SECOND WALSH: 06 – Approve the internal posting for one full-time Lead Dispatcher/Jailer. Absent: None

MOTION HOGENSON, SECOND GOUTERMONT: 07 – Approve the Engineering Supervisor addition to the classification structure. Absent: None

MOTION WALSH, SECOND HURD: 08 – Approve the recruitment for one full-time Engineering Supervisor. Absent: None

MOTION GOUTERMONT, SECOND HURD: 09 – Approve the resignation of Matthew Miller, Appraiser, effective March 16, 2018. Absent: None

MOTION WALSH, SECOND GOUTERMONT: 10 – Approve the recruitment for one full-time Appraiser. Absent: None

MOTION HOGENSON, SECOND HURD: 11 – Adopt Mental Health Bonding Resolution proposed by the Association of Minnesota Counties (AMC), affirming Lake County's support for state capital investments for regional behavioral health crisis program facilities and permanent supportive housing for people with behavioral health needs. Absent: None

MOTION HURD, SECOND HOGENSON: 12 – Adjourn County Board of Commissioners' meeting at 3:18 p.m. Absent: None

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:

- The Lake County Board of Commissioners will meet on Tuesday, April 3, 2018, at 2:00 p.m. at the Lake County Service Center, Split Rock River Room, 616 Third Avenue, Two Harbors, Minnesota. The public is invited to attend. A portion of this regularly scheduled agenda meeting will be a special meeting for the purpose of considering proposals and awarding the sale of General Obligation Judgment Bonds, Series 2018A.
- Regular meeting at 2:00 p.m. on Tuesday, April 10, 2018.

ATTEST:

Laurel D. Buchanan  
Clerk of the Board

Rich Sve, Chairperson  
Lake County Board of Commissioners