

**ACTION ITEMS**  
**November 13, 2018**

**Consent Agenda:**

1. Approve the Board of Commissioners' regular meeting minutes from October 23, 2018.
2. Approve Health and Human Services claim payments in the following amounts:
  - a. Administrative payments \$ 18,850.69
  - b. Region III payments \$ 267,528.39
3. Approve payment of \$6,929.66 plus fees to Duluth Lawn and Support for 2019 Ski Doo 550 Tundra LT Snowmobile. (Correspondence 2, Lake County Forestry Department)
4. Approve payment of \$6,675.62 to Lake Area Powersports, Walker, for 2019 Polaris 570 Sportsman ATV and front and rear bumpers with winch. (Correspondence 'New 2', Lake County Forestry Department)
5. Transfer \$11,000 from 85-950-000-0000-6630 (\$30,000 available) to 85-950-000-0000-6620. (Correspondence 2, Lake County Forestry Department)
6. Approve and authorize the Board Chair to sign the Financial Assistance Agreement between the County of Lake (County) and the Town of Silver Creek (Town), effective on the date that all parties sign the agreement, to provide a \$50,000 loan, in support of the Stewart River Wastewater Project Facility Plan, with additional language that the Town further agrees to reimburse the County no later than 180 days after construction pursuant to the Plan is commenced or when the Town Board of Supervisors determines by official action that the Plan will not be pursued, or January 1, 2023, whichever occurs first. This replaces the previous agreement that was approved on August 13, 2013. (Correspondence 3, Town of Silver Creek)
7. Approve the City of Hoyt Lakes Cable Franchise Ordinance No. 198 granting a five-year cable franchise to Lake County dba Lake Connections, and authorize the Lake County Board Chair's signature to the Hoyt Lakes Cable Franchise. (Correspondence 4, City of Hoyt Lakes)
8. Approve the 2018/2019 snow plowing and removal contract rates for the Human Services Building and the Law Enforcement Center/Courthouse buildings, per recommendation from the Lake County Facilities Maintenance Manager. (Correspondence 7, Lake County Facilities Maintenance Department)
9. Approve and authorize the Chair to sign the Memorandum of Agreement between the University of Minnesota and Lake County for providing Extension programs locally and Employing Extension Staff, for a term of three (3) years, beginning on January 1, 2019 and ending on December 31, 2021. (Correspondence 8, University of Minnesota – Extension, on behalf of Lake County Extension Committee)

10. Amend the September 11, 2018, Board of Commissioners' meeting minutes, Motion 02 Agenda Item 05: Authorize payment in the amount of \$9,370.00 (Invoice 115851), plus shipping and handling in the amount of \$215.00 (Invoice 115852) to Fire Safety USA for 2 CMC Rescue Arizona Vortex MultiPod Kits to be used for high angle rope rescues for the Lake County Rescue Squad. This changes the total payment to include the invoice for shipping and handling. (Correspondence 9, Lake County Sheriff's Office)
11. Approve the purchase of two APX 4000 7/800 MHZ Model 2 ARMER radios from Motorola Solutions and payment of \$5,700.38. (Correspondence 10, Lake County Forestry Department)
12. Authorize payment in the amount of \$34,540.33 to Consolidated Telephone Company, invoice INV-3360, covering October voice items. (Correspondence 12, Lake Connections)
13. Authorize payment in the amount of \$23,790.76 to Consolidated Telephone Company, invoice INV-3358, covering circuit expense, payrolls, October commissions, safety dues, September trouble tickets, and 4<sup>th</sup> quarter safety dues. (Correspondence 12, Lake Connections)
14. Authorize payment in the amount of \$43,744 to SHI International Corp (Invoice No. B09070070) for Microsoft Office 365 annual software licensing renewal. (Correspondence 13, Lake County Information Technology (IT) Department)

**Resolution Items:**

1. Approve resolution for Silver Creek township property purchase as follows:  
This resolution approves the sale to Silver Creek township and sets the purchase price based on Assessor's value.

BE IT RESOLVED, pursuant to Minn. Stat. 282.01, Subd. 1, para. (d), Lake County Board of Commissioners approves the request from Silver Creek to purchase parcels 29-5454-01010, 29-5454-01030, and 29-5454-01020 at the assessed value for the public use of ensuring the development of the property to improve the effectiveness of the existing sewer and recover special assessments.

BE IT FURTHER RESOLVED, the Lake County Board of Commissioners sets the assessed value, based on Assessor's assessment, of the properties as follows:

29-5454-01010: \$37,500.00;

29-5454-01020: \$14,200.00;

29-5454-01030: \$84,300.00,

For a total value of \$136,000.

(Correspondence 1, Lake County Forestry Department)

2. Adopt the following documents and policies for the Lake County/Silver Bay Comprehensive Project, Grant Number CDAP-17-0042-O-FY18 through the Minnesota Department of Employment and Economic Development (DEED) Small Cities Development Program (SCDP). Further, this resolution authorizes the Board Chair to sign documents requiring signature.

- Broad-Level Tiered Environmental Review
- Certificate of Categorical Exclusion Environmental Activities for SCDP Projects
- Request for Release of Funds and Certification
- Lake County/Silver Bay Program Income Plan
- Residential Anti-displacement and Relocation Assistance Plan
- Contract Agreement for SCDP Administrative Services by and between Lake County/Silver Bay, Minnesota and Arrowhead Economic Opportunity Agency, Inc.
- Signature Authorization Form
- Lake County/Silver Bay Section 3 Plan
- Fair Housing Plan of Action
- 2018 Lake County/Silver Bay SCDP Commercial Rehabilitation Deferred and Installment Loan Program Policies and Procedures Handbook
- 2018 Policies and Procedures Handbook for the SCDP Owner Occupied Housing Rehabilitation for the Lake County/Silver Bay Comprehensive Project (Residential Program Handbook)

(Correspondence 5, Arrowhead Economic Opportunity Agency, Inc. (AEOA))

3. Approve resolution to place a Property Assessed Clean Energy (PACE) special assessment on the following parcels as requested by the property owners:

Property Owner: Overend, Michael F Rev Living Trust  
Parcel Number: 25-5211-21260  
Assessment Amount: \$16,000.00  
Interest Accrual Date: 10/01/2018

Property Owner: Grina, Lucy A Rev Living Trust  
Parcel Number: 25-5211-21261  
Assessment Amount: \$16,000.00  
Interest Accrual Date: 10/01/2018

As the administrator of PACE, the Saint Paul Port Authority (SPPA) has reviewed this assessment and it has determined that the project conforms with the Minnesota PACE statutes. The interest rate is 5.00% and accrued interest from the date shown above should be added to the assessment amount on January 1, 2019. The total should be amortized evenly over the term of the assessment. The assessments will have a ten-year term. Any fees incurred should be added to the assessment amount.  
(Correspondence 6, Saint Paul Port Authority (SPPA))

4. Approve a Medical Leave of Absence without pay for employee #4167 effective October 4 through October 16, 2018. (Correspondence 11, Lake County Human Resources (HR) Department)
5. Approve the filling of one full-time Forester. (Correspondence 11A, Lake County Personnel Committee)
6. Approve the recruitment for one part-time Facilities Worker. (Correspondence 11B, Lake County Personnel Committee)