

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

February 25, 2014. Commissioners Chambers, Lake County Courthouse, Two Harbors, Minnesota. Commissioners Present: Goutermont, Hurd, Jones, Sve, Walsh. Absent: None. Also present: County Administrator Matthew Huddleston and Laurel Buchanan, Clerk of the Board.

Meeting was called to order at 1:00 p.m. by Chairperson Rich Sve. Unless otherwise stated, all actions have been approved by unanimous yeas vote. Members of the public were present.

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

Andy Hubley, Division Director of the Regional Planning Division of the Arrowhead Regional Development Commission (ARDC), reviewed the proposed final draft of the Lake County Comprehensive Trails Plan and provided a summary of the vision for Lake County trails, including overall recommendations, key recommendations, specific recommendations for trail projects, and other recommendations, such as trail signage and potential trailhead hub locations. It was discussed that the Prospectors Loop would be included in the final trail plan.

Ron Potter, board member of the Trails Prospectors Alliance, provided a map of the Prospectors Loop. Mr. Potter discussed the request for Lake County to act as the overall fiscal agent and specifically to apply for grant funding via a Federal Recreation Trails Program (F RTP) grant application. This is one of a number of possible funding sources.

MOTION GOUTERMONT, SECOND JONES: 02 – Approve resolution of support of the project for the Prospectors Loop, a 115-mile ATV trail system that will connect Ely, Babbitt, Tower, Embarrass, Soudan along with two state parks, multiple townships and two counties, per the request from the Trail Prospectors Alliance, a Minnesota ATV Trail System connecting communities and state parks, in which Lake County will act as the fiscal agent. Absent: None

MOTION GOUTERMONT, SECOND JONES: 03 – Approve and authorize Lake County to sign a Federal Recreation Trails Program (F RTP) grant application in conjunction with the Trails Prospectors Alliance. Absent: None

Area Partnership for Economic Expansion (APEX) Business Development Director Elissa Hansen discussed the 2014 contract proposal and provided an APEX Marketing Service Contract Update on the data center initiative. Cooperative Light and Power (CLP) representative Steve Wattnem expressed that CLP was interested in participating and that he will bring to CLP board for consideration of continuing 50 / 50 match. The Lake County Board intends to approve its intent at the March 11, 2014, board meeting. The CLP board is scheduled to meet on March 20, 2014. If parties are ready to move forward at that time, the Lake County Board would approve the marketing service contract on March 25, 2014.

MOTION JONES, SECOND WALSH: 04 – Recess County Board meeting at 2:07 p.m. Absent: None

The meeting was reconvened at 2:16 p.m. with all members present.

Lake County Land Commissioner Nate Eide reviewed Forestry Department agenda items.

Lake Connections Project Manager Jeff Roiland provided a fiber optic project update in terms of current items requiring board action.

Lake County Administrator Matthew Huddleston discussed two requests from the Lake County Sheriff's Office regarding carryover of remaining funds from the 2013 budget to the 2014 budget. These items were removed from the consent agenda to be brought forward at a later date with other modifications to the County Budget.

MOTION JONES, SECOND WALSH: 05 – Approve Consent Agenda as follows:

1. Approve County Board meeting minutes from February 11, 2014.
2. Approve claims in the amount of \$52,762.26.
3. Authorize payment in the amount of \$5,547.38 to Minnesota Telecommunications (Northeast Service Cooperative) for commercial dark fiber to Duluth (reference 1174).
4. Direct the County Auditor to close the General Obligation State Aid Highway Bond, Series 2005B Fund (Fund 31) and transfer remaining balance in the fund of \$207,682.58 to the County Revenue Fund (Fund 01). The bonds were paid in full February 2013 and the fund is no longer needed.
5. Authorize Designation of Krysten Saatela Foster as the Lake County Bridge Program Administrator in accordance with Minnesota Statute 165.03, Minnesota Administrative Rules Chapter 8810, and National Bridge Inspection Standards (NBIS).
6. Authorize payment to Little Fall Machine, Inc. in the amount of \$3,117.28 for repair parts for unit #4060.
7. Approve 2014 Town Road Distributions as follows:

a. Crystal Bay Township	\$6,623.16
b. Fall Lake Township	\$8,430.10
c. Silver Creek Township	\$14,469.27
d. Beaver Bay Township	\$5,963.59
e. Stony River Township	\$6,540.72
8. Approve Transfer from Road and Bridge to Lake County Land and Timber in the amount of \$36,735.44 for 2013 Gravel Pit Royalty.
9. Approve and authorize the Information Systems Director to sign the Blandin Foundation Grant Agreement.
10. Approve the purchase of InfiniVault maintenance agreement from Hybridge Imaging for an amount not to exceed \$3,879.10.
11. Authorize the Chair to sign a GIS Data Sharing Agreement with Lake Country Power.
12. Authorize payment in the amount of \$2,775 to Minnesota Counties Intergovernmental Trust for the Lake County Agricultural Society 2014 insurance premiums.
13. Authorize the payment of \$24,570.00 to Cooperative Light and Power for 2013 pole rental (Lake Connections 2013).
14. Authorize Chair and Vice Chair to sign the agreement with Sterling Payment Technologies for processing credit card transactions [Broadband]. The agreement is for 36 months and auto renews for 12 month terms unless cancelled. Financials and the three most recent checking account statements are required to be provided. The fees are (1) \$189.95 annual, (2) \$7.50 monthly, (3) \$0.20 + 20 basis points of the amount charged per transactions and (4) the interchange fee paid to Mastercard & Visa which is expected to range from 1.5% to 2.5% (depends on the type of card). The total of items 2 & 3 is subject to a \$20 monthly minimum.

15. Authorize Chair to sign the agreement with Authorize.net for processing credit card transactions [Broadband]. Fees, other than \$79.00 for setup, are primarily usage based. Unit costs are \$20 per month + \$0.07 per transaction +\$0.05 per batch.

16. Authorize the following payments totaling \$237,602.26 to Cooperative Light and Power for pole make ready:

- a Invoice 6582 \$64,716.37
- b Invoice 6583 \$10,174.45
- c Invoice 6591 \$41,218.65
- d Invoice 6579 \$87,154.75
- e Invoice 6588 \$ 1,578.24
- f Invoice 6586 \$ 5,194.03
- g Invoice 6585 \$ 921.43
- h Invoice 6584 \$ 2,643.37

- i Invoice 6587 \$ 1,397.09
- j Invoice 6581 \$ 2,479.43
- k Invoice 6580 \$20,124.45

17. Authorize the Chair or County Administrator to sign the hosted email reseller agreement and related services schedule with Proofpoint Inc. The agreement is for one year and auto renews unless cancelled. Fees are based on actual mailboxes used with a \$300.00 monthly minimum.

18. Authorize Chair to sign FCC Form 473. Required annual certification so invoices can be submitted for contracts related to schools and libraries. Part of the federal funding process for communications services used by schools and libraries.

19. Approve the auction of two squads (2004 Ford Expedition and 2005 Ford Expedition) with Do-Bid.

20. Authorize payment in the amount of \$2,775.30 to Zayo Group, LLC, for Transport Duluth to 511 MPLS (Reference 020114).

21. Authorize following payments to Giant Voices in the amount of \$5,025.00. Monthly retainer for January 2014 for broadband marketing & other services.

- a Invoice 36070 \$ 5,000.00
- b Invoice 36136 \$ 25.00 Absent: None

MOTION GOUTERMONT, SECOND WALSH: 06 – Approve the change in employment status of Derek Lehtinen, Heavy Equipment Operator, due to completion of probation effective February 14, 2014. Absent: None

MOTION WALSH, SECOND HURD: 07 – Approve the change in employment status of Amanda Lufholm, Mental Health Worker, due to completion of probation effective February 14, 2014. Absent: None

MOTION JONES, SECOND GOUTERMONT: 08 – Approve the Maintenance Department request to fill one 67-day temporary Ground Maintenance worker position. Absent: None

MOTION GOUTERMONT, SECOND WALSH: 09 – Approve the Maintenance Department request to recruit for one 67-day temporary Ground Maintenance worker position. Absent: None

MOTION JONES, SECOND HURD: 10 – Approve the recruitment for one 67-day temporary General Custodian. Absent: None

MOTION WALSH, SECOND HURD: 11 – Approve the Highway Department request to fill the following 67-day temporary positions:

Truck Driver	2 positions	\$14.00 per hour	
Mower Operator	5 positions	\$11.00 per hour	
Laborer	2 positions	\$ 8.50 per hour	
Shop Helper/Mechanic	1 position	\$10.50 per hour	
Survey Assistant	1 position	\$ 8.50 per hour	
Engineering Intern	3 position	\$13.00 per hour	
Survey Technician	1 position	\$14.50 per hour	Absent: None

MOTION HURD, SECOND GOUTERMONT: 12 – Approve the interim appointment of Lola Haus, Financial Coordinator, to County Auditor/Treasurer at the annual salary of \$61,260 effective March 3, 2014. Absent: None

MOTION JONES, SECOND WALSH: 13 – Approve the resignation of Kelli Ross, Legal Secretary II, effective March 4, 2014. Absent: None

MOTION GOUTERMONT, SECOND HURD: 14 – Approve the recruitment for one full-time Legal Secretary II. Absent: None

MOTION GOUTERMONT, SECOND WALSH: 15 – Authorize the Lake County Land Commissioner to execute Balsam Fir policy. Major points of policy summary:

- a. Balsam fir does not have to be cut **and** paid for on timber sales sold prior to 12/31/13 with more than 50 cords of balsam fir.
- b. Loggers will need to request balsam fir cancelation via request form available online.
- c. Remaining balsam may have to be felled to meet management objectives.
- d. Future timber sales with balsam fir will treat balsam fir in light of current market conditions with guidelines similar to that of the Minnesota Department of Natural Resources (DNR).
- e. Sales will not be given a “free” extension. Absent: None

MOTION WALSH, SECOND JONES: 16 – Approve resolution in support of comments to the Minnesota Department of Agriculture (MDA) regarding Gypsy Moth Quarantine and authorize County Board Chair and Land Commissioner to sign Public Comment Letter regarding gypsy moth quarantine. Summary of comments:

- a. Regulated article b, “logs, pulpwood, and bark and bark products,” puts a disproportionate burden on the timber producers compared to the risk of movement.
- b. If quarantine is deemed “necessary,” the quarantine line should not be based strictly on county boundaries. Absent: None

MOTION GOUTERMONT, SECOND JONES: 17 – Authorize payment to Minnesota Department of Natural Resources for \$2,000 for easement application fee. Absent: None

MOTION JONES, SECOND HURD: 18 – Authorize payment in the amount of \$4,342.00 to Arrowhead Regional Development Commission (ARDC) for Invoice 2764, Lake County Trails Plan, Installment 5 of 5. Absent: None

MOTION WALSH, SECOND HURD: 19 – Approve and authorize the Information Systems Director to purchase Video/Audio equipment from AVR, in the amount of \$3660, plus shipping, for the Health & Human Services Department. Absent: None

MOTION GOUTERMONT, SECOND HURD: 20 – Approve resolution to support Lake and Cook County SWCDs (Soil and Water Conservation Districts) in their pursuit of nominating Lake Superior North watershed as a Minnesota Board of Water and Soil Resources (BWSR) One Watershed, One Plan (1W1P) Pilot Project candidate watershed. Absent: None

MOTION JONES, SECOND WALSH: 21 – Authorize the purchase of Amino IPTV Set top Boxes from Power and Telephone Supply Co., for an amount not to exceed \$91,127.25 plus tax and shipping. Absent: None

MOTION JONES, SECOND GOUTERMONT: 22 – Authorize the purchase of Innovative IPTV Remote Controls from Advance Media Technologies, Inc. for an amount not to exceed \$4,800.00 plus tax and shipping. Absent: None

MOTION WALSH, SECOND JONES: 23 – Approve request for authorization to purchase a \$75,000 performance bond to comply with the City of Two Harbors Pole Attachment Agreement. Absent: None

Overages to a contract were discussed and that an increase would need to be approved for final payment of completed work. By way of background, on May 14, 2013, the Lake County Board of Commissioners awarded bid to Country Trucking and Excavating, Inc. at \$205,982.25 for the construction of a portion of the Lake County Regional ATV trail using the North Shore State Snowmobile Trail. This portion of the trail runs between Hwy 2 and Hwy 3 mostly on the CJ Ramstad North Shore State Snowmobile Trail corridor (Resolution No. 13051407). On June 11, 2014, the County Board authorized the Chair to sign the contract with Country Trucking and Excavating, Inc. for construction of ATV trail per the bid that was awarded on May 14, 2013 (Resolution No. 13061127.) Work beyond the initial scope of the contract has been completed due to trail conditions and materials needed to complete the project.

MOTION GOUTERMONT, SECOND WALSH: 24 – Approve an increase in the amount of \$84,132.7 to the contract between Lake County and Country Trucking and Excavating, Inc. that was awarded on May 14, 2013. Absent: None

MOTION JONES, SECOND HURD: 25 – Adjourn meeting at 3:33 p.m. Absent: None

The Lake County Board of Commissioners will hold an agenda meeting on Tuesday, March 4, at 1:00 p.m. in the Commissioners' boardroom at the Lake County Courthouse, 601 Third Avenue, Two Harbors, Minnesota. During the agenda meeting, a special meeting will be held at 1:10 p.m. A portion of this meeting will be a closed meeting pursuant to Minnesota Statute 13D.05 subd 3(b), attorney-client privilege to discuss ORIX Public Finance litigation. The County Board may take action on a resolution to approve a settlement agreement with ORIX Public Finance, LLC. Additionally, the County Board will consider a resolution notifying the public of the intent to make the Offices of County Recorder and Auditor / Treasurer appointed and providing an opportunity for public comment on March 18, 2014, at 6:00 p.m.

A regular County Board meeting will be held on Tuesday, March 11, 2014, at 1:00 p.m., also in the boardroom.

The County Board will hold a workshop at Grand Superior Lodge on Monday, March 17, 2014, at 8:30 a.m. for a strategic planning session.

The Lake County Board of Commissioners will meet as a Committee of the Whole on Tuesday, March 18, 2014, at 6:00 p.m. in the Lake County Law Enforcement Center, Two Harbors, Minnesota. During the Committee of the Whole meeting, a special meeting will be held providing an opportunity for public comment on March 18, 2014, at 6:00 p.m. After public comment is heard and considered, the County Board may approve a resolution to make the Offices of County Recorder and Auditor / Treasurer appointed.

A regular board meeting will be held on Tuesday, March 25, 2014, at 1:00 p.m., in the Commissioners' boardroom at the Lake County Courthouse, 601 Third Avenue, Two Harbors, Minnesota.

ATTEST:

Laurel D. Buchanan
Clerk of the Board

Rich Sve, Chairperson
Lake County Board of Commissioners