

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

Tuesday, January 2, 2018. Lake County Board of Commissioners' Organizational Meeting. Lake County Service Center, Split Rock River Room, 616 Third Avenue, Two Harbors, Minnesota. Unless otherwise stated, all actions have been approved by unanimous yeas. Members of the public were present. 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. County Commissioners Absent: None. Also present: County Administrator Matthew Huddleston and Laurel D. Buchanan, Clerk of the Board. The meeting was called to order at 2:00 p.m. by Laurel D. Buchanan, Clerk of the Board. Ms. Buchanan led the audience in the recitation of the Pledge of Allegiance. Ms. Buchanan requested nominations for Board Chairperson for 2018.

MOTION HURD, SECOND GOUTERMONT: 01 – Nominating County Commissioner Rich Sve as Board Chairperson for 2018. There were no additional nominations. Absent: None

Newly elected Chairperson Sve took over the meeting and called for nominations for Vice Chair.

MOTION HOGENSON, SECOND WALSH: 02 – Nominating County Commissioner Jeremy Hurd as Vice Chair of the County Board for 2018. There were no additional nominations. Absent: None

MOTION GOUTERMONT, SECOND HURD: 03 – Approval of the agenda. Absent: None

County Auditor Linda Libal spoke during public comment to update the Board of Commissioners on the dollar amount of prepaid tax payments that have been made.

County Administrator Matthew Huddleston updated the Board on the requirement of designating a qualified legal newspaper and the three bids that have been received. All three bidders meet the definition of a qualified newspaper; however, only one newspaper, the Northshore Journal, has its "known office of issue" located in Lake County. Both the Lake County News Chronicle and the Duluth News Tribune have the same address which is located in St. Louis County. Minnesota Statute 331A.04 states that if there are one or more qualified newspapers located within its boundaries, one of them shall be designated. Minnesota Statute 331A.04 has an exception to this requirement if certain conditions are met. Although there are four conditions that must be met, there are two important conditions that are factors in this situation. The newspaper must have a circulation that reaches not fewer than 75 percent of households within the county. The second condition is that the governing body must vote unanimously to designate the newspaper.

Mr. Huddleston also provided an update on the Road and Bridge fire claim and proceeding discussions with the Minnesota Counties Intergovernmental Trust (MCIT). The Fire Recovery Committee received proposals from three firms and interviewed two of those firms for construction management of a new facility. The Fire Recovery Committee unanimously recommends selecting Kraus Anderson and will bring forward a recommendation in January 2018. Mr. Huddleston provided an updated draft of proposed amendments to the current Travel Policy. The draft has some differences from what the County Auditor's Office previously submitted. Human Resources Administrator Cammie Young was present for any questions on Personnel Committee items. Land Commissioner Nate Eide was present for any questions on Forestry Department requests for board action. Commissioners' Committee Assignments were reviewed and updated for 2018.

MOTION WALSH, SECOND HURD: 04 – Recess the meeting at 3:05 p.m. Absent: None

The meeting was reconvened at 3:13 p.m. with all members present. Environmental Services Director Christine McCarthy was present for any questions on her department's proposed updates to the County Fee Schedule. County Auditor Linda Libal asked about monthly payments to Lake County Ambulance Service (LCAS). It was clarified that monthly payments will continue for 2018 funding as monthly payments of 2017 funding were made. One item was removed from the Consent Agenda for discussion. This was regarding a detail on the breakdown per department for the property and casualty premium to be paid to the Minnesota Counties Intergovernmental Trust (MCIT). The question is regarding whether the dollar amount was adjusted for changes to the value of the fire damaged highway garage.

MOTION WALSH, SECOND HURD: 05 – Approve Consent Agenda as amended:

1. Set date of Monday, June 18, 2018, at 5:00 p.m., for the 2018 County Board of Appeal and Equalization meeting.
2. Adopt the 2018 Internal Revenue Service (IRS) Mileage Rate of 54.5 cents per mile, applied as follows:
 - 51.5 cents per mile if using a personal vehicle, or
 - 54.5 cents per mile if personal vehicle use was because a motor pool vehicle was not available. This rate requires a signed verification slip from the motor pool coordinator.
 - 54.5 cents per mile if using a personal vehicle as a board or committee member.
3. Approve County Fee Schedule for 2018.
4. Adopt resolution designating the Lake County, Minnesota website as official publication for transportation project advertisements for bids.
5. Upon Auditor's recommendation, designate the Lake Bank, US Bank, Wells Fargo Advisors, Morgan Keegan/Raymond James and Minnesota Association of Government Investing for Counties (M.A.G.I.C.) as depositories of Lake County funds for 2018 and authorize Auditor and/or Deputy Auditors to sign signature cards for these accounts.
6. Approve the following from the County Auditor's office to be authorized signers on the County's checking, savings and deposit accounts at The Lake Bank: Linda K. Libal, Lola R. Haus, Ronelle L. Radle, Tanya N. Peterson, Jamie L. Linden, Sharon R. Hodge, Christine S. Libal and Jodi L. Anderson.
7. Approve the following from the County Auditor's office to be authorized signers on the County's checking accounts at US Bank: Linda K. Libal and Ronelle L. Radle.
8. Approve the following from the County Auditor's office to be authorized signers on the Lake Connections account at The Lake Bank: Linda K. Libal, Ronelle L. Radle and Lola R Haus.
9. Approve the following from the County Auditor's office to be authorized signers on the investment accounts with Wells Fargo Advisors, Raymond James and Minnesota Association of Government Investing for Counties (M.A.G.I.C.): Linda K. Libal and Ronelle L. Radle.
10. Authorize payment in the amount of \$130,458.00 to Minnesota Counties Intergovernmental Trust (MCIT) for renewal for County Workers' Compensation policy (Invoice 17620R). Absent: None

MOTION GOUTERMONT, SECOND HOGENSON: 06 – Authorize payment to Minnesota Counties Intergovernmental Trust (MCIT) for property and casualty insurance 2018 premiums (Invoice 18022R), in the amount of \$165,470.00, amount contingent upon a line item review with MCIT, regarding whether the dollar amount was adjusted for changes to the value of the fire damaged highway garage. Absent: None

MOTION GOUTERMONT, SECOND HURD: 07 – Approve the County Board of Commissioners' meeting schedule for 2018 as follows:

- Agenda meetings on the first Tuesday of each month at 2:00 p.m., February through November.
- Regular meetings on the second and fourth Tuesdays of each month at 2:00 p.m. (a couple exceptions apply in March and December.)
- Meetings of the Committee-of-the-Whole board on the third Tuesday of each month at 6:00 p.m., January through November.
- Commissioners' strategic planning sessions at 1:00 p.m. in the months when there is a fifth Tuesday. In 2018, those dates are January 30, May 29, July 31 and October 30.
- The following changes:
 - No meeting on the second Tuesday in March 2018 due to Days at the Capitol.
 - Date change to March 6, 2018, for the first action meeting in March 2018.
 - No meeting on the first Tuesday in December due to the Association of Minnesota Counties (AMC) Annual Conference.
 - No meeting of the Committee of the Whole in December; in its place is a regular County Board meeting at 2:00 p.m. on December 18, 2018.
 - Two action meetings in December: Tuesday, December 11th; Tuesday, December 18th. The last board meeting of the year on December 18, 2018. Absent: None

MOTION GOUTERMONT, SECOND WALSH: 08 – Designate the Northshore Journal as the County's legal newspaper for official proceedings, legal notices, delinquent tax listings and the publication of the financial statement for 2018. Absent: None

MOTION HURD, SECOND HOGENSON: 09 – Approve appointments to Association of Minnesota Counties (AMC) policy committees: 1) Rich Sve to the AMC Environment & Natural Resources Policy Committee. 2) Jeremy Hurd to the AMC General Government Policy Committee. 3) Rick Hogenson to the AMC Health & Human Services Policy Committee. 4) Peter Walsh to the AMC Public Safety Policy Committee. 5) Derrick Goutermont to the AMC Transportation Policy Committee. Absent: None

MOTION WALSH, SECOND HURD: 10 – Designate the following County officials as official voting delegates to represent Lake County at the Association of Minnesota Counties (AMC) Annual Conference and during the year 2018: 1) District One, County Commissioner Peter Walsh; 2) District Two, County Commissioner Derrick (Rick) Goutermont; 3) District Three, County Commissioner Rick Hogenson; 4) District Four, County Commissioner Jeremy Hurd; 5) District Five, County Commissioner Rich Sve; 6) County Administrator Matthew Huddleston, 7) Human Resources Administrator Cammie Young, 8) Highway Engineer Krysten Foster. Absent: None

MOTION HURD, SECOND HOGENSON: 11 – Designate the following County officials as official voting delegates to represent Lake County at the Minnesota Counties Intergovernmental Trust (MCIT) annual meeting: Delegate: County Commissioner Peter Walsh. Alternate: County Commissioner Derrick (Rick) Goutermont. Absent: None

MOTION HOGENSON, SECOND WALSH: 12 – Approve 2018 Lake County Board of Commissioners' committee assignments list. Absent: None

MOTION GOUTERMONT, SECOND HOGENSON: 13 – Approve 2018 meal allowance as follows: Breakfast - \$10.00; Lunch – \$12.00; Dinner - \$15.00, subject to existing policy. Absent: None

MOTION GOUTERMONT, SECOND WALSH: 14 – Under Minnesota Statute, counties are required to set minimum salaries for the elected Auditor/Treasurer, Recorder, Attorney and Sheriff in January of the election year for the following four-year term. Pursuant to this requirement, the Board of Commissioners hereby sets the minimum salaries for elected officials commencing January 2019: Recorder \$51,060; Auditor \$60,590; Sheriff \$62,120; Attorney \$70,000. Absent: None

MOTION GOUTERMONT, SECOND HURD: 15 – Motion to bring the Travel Policy back to the table as this was a previously tabled item. Absent: None

MOTION GOUTERMONT, SECOND HOGENSON: 16 – Approve amendments to the existing Travel Policy, as updated and presented by the County Administrator. Absent: None

MOTION HURD, SECOND HOGENSON: 17 – Adjourn meeting at 3:37 p.m. Absent: None

The Lake County Board of Commissioners will convene a regular board meeting at 2:00 p.m. on Tuesday, January 9, 2018, in the Split Rock River Room of the Lake County Service Center, 616 Third Avenue, Two Harbors, Minnesota. The Lake County Board of Commissioners will meet as a Committee of the Whole at 6:00 p.m. on Tuesday, January 16, 2018, in the Law Enforcement Center, 613 Third Avenue, Two Harbors, Minnesota.

ATTEST:

Laurel D. Buchanan
Clerk of the Board

Rich Sve, Chairperson
Lake County Board of Commissioners