

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

Tuesday, January 8, 2019, 2:00 p.m. 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 vote. Members of the public were present. County Commissioners Present: District 1 Commissioner Peter R. "Pete" Walsh, District 2 Commissioner Derrick L. "Rick" Goutermont, District 3 Commissioner Richard C. "Rick" 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 Honorable Judge Michael J. Cuzzo, Minnesota Sixth Judicial District, officiated the swearing-in ceremony for Lake County elected officials elected to new terms commencing in January 2019 to take the oath of office. The following Lake County elected officials took the oath of office on Tuesday, January 8, 2019: Jeremy M. Hurd for the office of County Commissioner, Commissioner District #4; Peter R. Walsh for the office of County Commissioner, Commissioner District #1; Carey G. Johnson for the office of County Sheriff; Russell H. Conrow for the office of County Attorney; Linda K. Libal for the office of County Auditor / Treasurer; and Lori D. Ekstrom for the office of County Recorder / Registrar of Titles and Vital Records.

Immediately following the swearing-in ceremony, the Lake County Board of Commissioners' organizational meeting was called to order by Laurel D. Buchanan, Clerk of the Board. Ms. Buchanan led the audience in the recitation of the Pledge of Allegiance. Ms. Buchanan announced the first item of business and requested nominations for the election of Board Chairperson for 2019.

MOTION HURD, SECOND GOUTERMONT: 01 – Nominating County Commissioner Rich Sve as Board Chairperson for 2019. There were no additional nominations. Absent: None

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

MOTION HOGENSON, SECOND GOUTERMONT: 02 – Nominating County Commissioner Jeremy M. Hurd as Vice Chair of the County Board for 2019. There were no additional nominations. Absent: None

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

Clerk of the Board Laurel D. Buchanan reviewed that the proposed 2019 Lake County Fee Schedule should also include a new line item to be added to the Sheriff's Office fee schedule. The new item is Private Drive sign; the fee amount is \$20.00. Ms. Buchanan reviewed the proposed 2019 County Board of Commissioners' meeting schedule and a few differences compared to previous years' meeting schedules. There will be no Committee of the Whole this February due to the Capitol Days schedule. We are adding a new venue to the schedule this year for one meeting of the Committee of the Whole to be held at the Knife River Recreation Center in Knife River, Minnesota. Commissioner Sve will coordinate and confirm the date.

County Administrator Matthew Huddleston reviewed the requirement of designating a qualified legal newspaper. Lake County received two bids: one bid from the Lake County News-Chronicle and one bid from the Northshore Journal. Both 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. The Lake County News-Chronicle 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. Mandatory Bidder Certifications are detailed in the Lake County bid specifications for newspaper publication of Lake County Legal Notices. One of these mandatory requirements is that the bidder must attach its Published Statement of Ownership / Management and verified circulation as furnished to the United States Post Office. The bid package submitted on behalf of the Lake County News Chronicle did not include these required items.

Mr. Huddleston also provided a Road and Bridge facility construction update as we continue to work with project management, Kraus-Anderson Construction Company. Several work scopes have been completed or are in progress. Mr. Huddleston also discussed technology that our Lake County Information Technology (I.T.) Director is working on for the Road and Bridge facility. Mr. Huddleston also discussed bonding and other sources of funding for the Road and Bridge Facility construction project. Commissioner Walsh left the meeting at 2:38 p.m. and returned at 2:40 p.m. Mr. Huddleston provided an update on the sale of Lake Connections and the work in progress for amending the asset purchase agreement with Pinpoint Holdings, Inc.

County Auditor Linda Libal updated the Board of Commissioners that \$750,000 in online tax payments were received in 2018. This is up from the amounts received in 2017 from online tax payments, and from the amounts received in 2016 when Lake County began accepting online tax payments. Land Commissioner Nate Eide was present for any questions on Forestry Department requests for board action. Environmental Services Director Christine McCarthy updated the Board of Commissioners on the Lake County Waste Advisory Committee (LCWAC) and planning progress regarding establishing a "clean up day". Ms. McCarthy requested Commissioners input. Ms. McCarthy was present to answer any questions on her department's proposed updates to the County Fee Schedule, including the recommendation to increase the escrow required for septic systems to \$12,000. Installation Contractors have been asking to raise the escrow for many years. Many costs are more than \$9,000. Ms. McCarthy discussed how the volume of escrow accounts has increased since the point of sale ordinance went into effect in 2015.

Commissioner Sve spoke about the sad news of the loss of Tommy Rukavina who died this week. Tommy Rukavina spent 26 years in the Minnesota House of Representatives and most recently worked as a St. Louis County Commissioner. Newspapers around the region are sharing people's stories and sentiments about Tom Rukavina. Commissioner Sve had the opportunity to work with Tom Rukavina as a fellow County Commissioner. Tom Rukavina is fondly remembered and will be deeply missed in Minnesota and also will be remembered for his work in Washington D.C. Commissioner Sve remarked that if you spent time talking with Tommy Rukavina and did not learn something, then you weren't listening.

One item was removed from the consent agenda for discussion and separate board action.

MOTION HOGENSON, SECOND WALSH: 04 – Approve Consent Agenda as amended:

1. Approve the Board of Commissioners' regular meeting minutes from December 18, 2018.

2. Approve Health and Human Services claims payments in the following amounts:
 - a. Administrative payments \$ 78,254.94
 - b. Special payments \$ 178,590.26

3. Approve Proclamation in Recognition of Human Trafficking Awareness Month.
4. Adopt the 2019 Internal Revenue Service (IRS) Mileage Rate of 58 cents per mile, applied as follows:
 - 55 cents per mile if using a personal vehicle, or
 - 58 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.
 - 58 cents per mile if using a personal vehicle as a board or committee member.
5. Approve 2019 meal allowance as follows, subject to existing policy:
 - Breakfast \$10
 - Lunch \$12
 - Dinner \$15
6. Designate the Lake County, Minnesota website as official publication for any transportation project advertisement for bids.
7. Upon County 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 2019 and authorize County Auditor and/or Deputy Auditors to sign signature cards for these accounts.
8. 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.
9. 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.
10. 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.
11. 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.
12. Authorize payment in the amount of \$167,026 to Minnesota Counties Intergovernmental Trust (MCIT) for property and casualty insurance 2019 premiums (Invoice 17661R).
13. Authorize payment in the amount of \$94,023 to Minnesota Counties Intergovernmental Trust (MCIT) for renewal for County Workers' Compensation policy (Invoice 17661R).
14. Authorize payment in the amount of \$1,044 to Minnesota Counties Intergovernmental Trust (MCIT) for Lake County Soil & Water Conservation District (SWCD) Workers' Compensation Audit WC412017 (Invoice WCAUDIT256).

15. Authorize payment in the amount of \$2,751 to Minnesota Counties Intergovernmental Trust (MCIT) for Lake County Soil & Water Conservation District (SWCD) property and casualty insurance 2019 premiums (Invoice 17665R).
16. Authorize payment in the amount of \$6,326 to Minnesota Counties Intergovernmental Trust (MCIT) for Lake County Soil & Water Conservation District (SWCD) for renewal for Workers' Compensation policy (Invoice 17665R).
17. Authorize payment in the amount of \$16,412.73 to Cooperative Light & Power (CLP) invoice 9944 for right of way clearing in St. Louis County.
18. Approve two new license applications by Snowbank Lodge and Outfitters Inc for an On/Off sale 3.2% Malt Liquor License and an On Sale Wine License with strong beer authorization, subject to the approval of the County Attorney and County Sheriff. These new licenses will replace the On/Off 3.2% Malt Liquor license is currently held by Dennis Schmidt DBA Smitty's on Snowbank which expires on June 30, 2019.
19. Authorize payment to BMO Harris Bank N.A. in the amount of \$8,285.74 (Invoice dated December 17, 2018, including periodic fee for collection period September 18, 2018 – December 17, 2018) for Irrevocable Standby Letter of Credit No. HACH503422OS.
20. Resolution Approving Modifications to the Joint Powers Agreement (JPA) Forming the Northeast Minnesota Emergency Communications Board (ECB) and authorize the Board Chair to sign as the appointing authority.
21. Approve the updated Northeast Minnesota Emergency Communications Board (ECB) Bylaws and authorize the Board Chair to sign as the appointing authority.
22. Approve resolution supporting Derrick L. 'Rick' Goutermont for his application to the Governor's Council on Minnesota's Lake Superior Coastal Program (MLSCP) and authorizing submittal of an application for this appointment.
23. Authorize payment in the amount of \$17,775.16 (invoice #69496) to the Office of the State Auditor for Year-end 2017 audit services.
24. Authorize payment to Finland Fire Department for the rental of Finland Rescue Hall for 2019 for the amount of \$8,000.00.
25. Authorize payment in the amount of \$12,304.00 to Ballard Spahr, LLP (Invoice 20181207064), for services through November 30, 2018.
26. Authorize County Auditor to transfer the balance of \$5,282.03 from the 2018 County Forest Road Maintenance Account to the 2019 County Forest Road Maintenance Account (acct # 85-954-000-7005-5200).

27. Authorize County Auditor to transfer the balance of \$4,650.75 from the 2018 State Road Grant Account to the 2019 State Road Grant Account (acct # 85-954-000-0000-5264).

28. Approve resolution supporting the grant application for Voyageur Snowmobile Club LaBounty Family Fund Grant for groomer drag as follows:

WHEREAS, Lake County supports the grant application the Voyageur Snowmobile Club made to the LaBounty Family Fund.

NOW, THEREFORE, BE IT RESOLVED, Lake County acting as fiscal agent will accept funds on behalf of Voyageur Snowmobile Club, and

BE IT FURTHER RESOLVED, Lake County names the fiscal agent for Lake County for this project as: Lake County Auditor; Lake County, Minnesota; 601 Third Avenue; Two Harbors, Minnesota; 55616

29. Authorize the Board Chair to sign "State of Minnesota Joint Powers Agreement" for joint bidding of silviculture contracts. Absent: None

MOTION HURD, SECOND GOUTERMONT: 05 – Set date of Monday, June 17, 2019, at 5:00 p.m., for the 2019 County Board of Appeal and Equalization meeting. Absent: None

MOTION WALSH, SECOND HURD: 06 – Approve the County Board of Commissioners' meeting schedule for 2019 as follows:

- Agenda meetings on the first Tuesday of each month at 2:00 p.m., in the months of February through November 2019;
- Regular meetings on the second and fourth Tuesdays of each month at 2:00 p.m. in the months of January through November 2019;
- Two action meetings in December: December 3rd, 2019; December 17th, 2019;
- Tuesday, December 17, 2019, is the last Board of Commissioners' meeting of 2019;
- No meeting on the second Tuesday in December 2019 due to the Association of Minnesota Counties (AMC) Annual Conference;
- No meeting on the fourth Tuesday in December 2019 due to the holiday schedule;
- Meetings of the Committee-of-the-Whole board on the third Tuesday of each month at 6:00 p.m., in the month of January 2019 and in the months March through November 2019;
- No Committee of the Whole in February 2019 due to Capitol Days schedule;
- No Committee of the Whole in December 2019;
- Commissioners' strategic planning sessions at 1:00 p.m. in the following months when there is a fifth Tuesday. In 2019, those dates are: January 29, April 30, July 30, October 29. (There is also a fifth Tuesday on December 31, 2019; however, the Board of Commissioners' 2019 schedule does not include a strategic planning session on New Year's Eve.) Absent: None

MOTION GOUTERMONT, SECOND HOGENSON: 07 – Approve resolution designating the Northshore Journal as the County's legal newspaper for official proceedings, legal notices, delinquent tax listings and publication of the financial statement for 2019. Absent: None

MOTION HURD, SECOND HOGENSON: 08 – Approve county commissioner appointments to Association of Minnesota Counties (AMC) policy committees: 1) Rich Sve to the AMC Environment & Natural Resources Policy Committee. 2) Jeremy M. Hurd to the AMC General Government Policy Committee. 3) Richard C. “Rick” Hogenson to the AMC Health & Human Services Policy Committee. 4) Peter R. Walsh to the AMC Public Safety Policy Committee. 5) Derrick L. “Rick” Goutermont to the AMC Transportation Policy Committee. Absent: None

MOTION HOGENSON, SECOND WALSH: 09 – Designate the following eight (8) Lake County officials as official voting delegates to represent Lake County at the Association of Minnesota Counties (AMC) Annual Conference and during the year 2019: County Commissioner Peter R. Walsh, County Commissioner Derrick L. Goutermont, County Commissioner Richard C. Hogenson, County Commissioner Jeremy M. Hurd, County Commissioner Rich Sve; County Administrator Matthew Huddleston, Human Resources Director Cammie Young, and Highway Engineer Krysten Foster. Absent: None

MOTION HURD, SECOND HOGENSON: 10 – 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 WALSH, SECOND GOUTERMONT: 11 – Approve the probationary appointment of Scott Anseth to Highway Maintenance Worker at the Step 3 rate of \$19.23 per hour effective January 14, 2019. Absent: None

MOTION HURD, SECOND HOGENSON: 12 – Approve 2019 Lake County Fee Schedule. Absent: None

MOTION HURD, SECOND WALSH: 13 – Recess Board of Commissioners’ meeting at 3:25 p.m. Absent: None

The organizational meeting was reconvened at 3:36 p.m. with all members present. The Lake County Board of Commissioners’ committee assignments were reviewed and the updated for 2019.

MOTION GOUTERMONT, SECOND WALSH: 14 – Approve 2019 Lake County Board of Commissioners’ committee assignments list. Absent: None

MOTION HURD, SECOND HOGENSON: 15 – Adjourn meeting at 4:01 p.m. Absent: None

The Lake County Board of Commissioners will meet as a Committee of the Whole at 6:00 p.m. on Tuesday, January 15, 2019, in the Lake County Service Center, Split Rock River Room, 616 Third Avenue, Two Harbors, Minnesota. (*please note: this is a meeting location change.)

A regular meeting will be held at 2:00 p.m. on Tuesday, January 22, 2019, in the Lake County Service Center, Split Rock River Room, 616 Third Avenue, Two Harbors, Minnesota.

ATTEST:

Laurel D. Buchanan
Clerk of the Board

Rich Sve, Chairperson
Lake County Board of Commissioners