

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

Tuesday, December 11, 2018, a regular meeting of the Board of County Commissioners of Lake County, Minnesota, was called to order at 2:00 pm by Board Chairperson Rich Sve. The meeting was held in the Split Rock River Room at the Lake County Service Center, 616 Third Avenue, Two Harbors, Minnesota. The following commissioners were 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. The following commissioners were absent: None. Also present: County Administrator Matthew Huddleston and Laurel D. Buchanan, Clerk of the Board. Unless otherwise stated, all actions have been approved by unanimous yeas. Members of the public were present.

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

Lake County Emergency Management Director BJ Kohlstedt appeared before the Board of Commissioners to recommend a change to a new mass notification system. Ms. Kohlstedt requested approval of a Service Agreement with Everbridge. Everbridge is a mass notification system like CodeRED. Ms. Kohlstedt has reviewed this potential change with County Sheriff Carey G. Johnson and Jail Administrator / Public Safety Answering Point (PSAP) Manager Steve Olson. The Sheriff's office and Emergency Management are proposing a switch at this time to include the Integrated Public Alert and Warning System (IPAWS) which we lost with the discontinuation of DLAN this year. Everbridge comes with all the features of our current CodeRED system, plus some added benefits and functionality. Several other counties in Northeastern Minnesota have already migrated to Everbridge, and all find it simpler and more intuitive for dispatchers to use. Everbridge includes IPAWS in the Base package. Everbridge allows Lake County to own and edit its own data, whereas CodeRED owns its data. Messages that Lake County sends through Everbridge will come from a local phone number identified as "Lake County" rather than an unidentified number. The cost for this system (including IPAWS) is less than the current CodeRED system (which does not include IPAWS). Lake County would have access to both CodeRED and Everbridge for a two-month transitional period. During this transitional period, we will communicate this change and encourage the public to sign up to receive public safety messages from the Everbridge service. Lake County will provide a link on our web site once established. Ms. Kohlstedt discussed the importance of public notification to prevent and reduce the impact of life safety threats, such as for severe weather, active shooters, wildfires, and emergency evacuations.

Lake County Information Technology (I.T.) Director Boris Naschansky gave a presentation for the annual I.T. department update. Mr. Naschansky discussed 2018 highlights summary by quarter, 2018 projects implemented, 2019 I.T. projects planned, and strategic directions. Many projects implemented by I.T. department staff in 2018 were renewals or replacements, and several projects were new first-time initiatives. Lake County GIS Analyst Ross Hoffmann delivered a Five County GIS dataset (e-911 dataset) on behalf of Lake County and four other counties, on time and within budget. Mr. Naschansky discussed mitigating risk through cyber security continuous improvement. Commissioners asked about the NexGen 911 project; Mr. Naschansky gave an overview, advised that it's a big project and PSAP Manager Steve Olson is working on the NexGen 911 project.

Lake County Auditor Linda Libal appeared before the Board of Commissioners to discuss the 2019 Auditor-Treasurer salary request. Ms. Libal requests that the 2019 Auditor-Treasurer salary be set at a fair and equitable wage, in line with neighboring counties survey average. Ms. Libal reviewed salary comparisons.

Lake County Administrator Matthew Huddleston updated the Board of Commissioners on several items of county business. Mr. Huddleston provided an update on the Regional Trails Program grant application status that Lake County submitted to the Minnesota Department of Iron Range Resources and Rehabilitation Board (IRRRB), requesting funds for bike trail development. The Regional Trails Program is funded at \$3,000,000 for FY2019. IRRRB received 14 grant applications for FY19 Regional Trails Program and is awarding 11 out of 14 of those grant applications, including a grant award for Lake County.

Mr. Huddleston updated the Board on the construction project status of the Highway Department Maintenance Facility. Kraus-Anderson Construction Company will provide a recommendation to award the bid for the specialty carpentry work scope.

Mr. Huddleston provided an update on the broadband system sale. A recommendation will be brought forward regarding the best and final offers that Lake County received from bidders interested in purchasing the Lake Connections broadband system.

The 2019 Truth in Taxation budget hearing is scheduled for tonight at 6:00 p.m. in the Law Enforcement Center.

Mr. Huddleston advised that the Fifth Amended Deferral Agreement is fully executed and has been sent to the Rural Utilities Service (RUS).

Mr. Huddleston discussed a proposed one-year interim ordinance, a moratorium on the short-term permitting of vacation rental of Tiny Homes / Park Models (non-traditional structures). Lake County will establish a workgroup committee to be comprised of stakeholders to review rules and examine definitions to ensure consistency in Planning & Zoning Ordinances and Health Ordinances.

Lake County Environmental Services Director Christine McCarthy was present for any questions on the Environmental Services Department requests for board action. Requests included contract agreement between Lake County and the Lake County Soil and Water Conservation District (SWCD) to provide Aquatic Invasive Species (AIS) prevention services, appointments and reappointments to the Planning Commission and the Board of Adjustment, approval of the final plat application for "Gunsten Ridge Addition", and the recommendation to establish an interim moratorium on the permitting of short-term vacation rental of Tiny Homes / Park Models (non-traditional structures). Ms. McCarthy has the mylars here for signature for the final approval plates of "Gunsten Ridge Addition" on the replat of lots 7 and 8 of Gunsten Lake Development in Government Lots 5 & 9 of Section 10, Township 60 N, Range 10W, Lake County, Minnesota.

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

1. Approve the Board of Commissioners' regular meeting minutes from November 27, 2018.
2. Approve Health and Human Services claims payments in the following amounts:
 - a. Administrative payments \$ 65,798.33
 - b. Region III payments \$ 373,039.99

3. Approve and authorize the Board Chair to sign the contract agreement between Lake County and the Lake County Soil and Water Conservation District (SWCD) to provide Aquatic Invasive Species (AIS) prevention services.
4. Approve and authorize the Lake County Board Chair to sign the Amendment for Grant Contracts (#133772) between the State of Minnesota Department of Human Services and Lake County, acting as the Fiscal Host for Region III, for the period of January 1, 2018 through December 31, 2020. Further authorize the Lake County Board Chair to sign any subsequent amendments during the term of this Agreement.
5. Approve and authorize the Lake County Board Chair to sign the regional adult mental health Grant Contract between the State of Minnesota Department of Human Services and Lake County, acting as the Fiscal Host for Region III, for the period of January 1, 2019 through December 31, 2020. Further authorize the Lake County Board Chair to sign any subsequent amendments during the term of this Agreement.
6. Approve and authorize the Lake County Board Chair to sign the mental health services Grant Contract between the State of Minnesota Department of Human Services and Lake County, for the period of January 1, 2019 through December 31, 2020. Further authorize the Lake County Board Chair to sign any subsequent amendments during the term of this Agreement.
7. Approve and authorize the County Board Chair to sign the Purchase of Service Agreement with Accend Services, Inc., to provide Adult Mental Health Targeted Case Management Services for the period of January 1, 2019 through December 31, 2019.
8. Approve and authorize the Lake County Board Chair to sign the Aitkin County Memorandum of Agreement to provide Environmental Health Services for the period of January 1, 2019 through December 31, 2020.
9. Approve and authorize the Lake County Board Chair to sign the Purchase of Service Agreement with Dr. Jonathan Beyer to provide Mental Health Services for the period of January 1, 2019 through December 31, 2019, in an amount not to exceed \$20,000.00.
10. Approve and authorize the Lake County Board Chair to sign the Purchase of Service Agreement with Faith Clark, MSW, LGSW, LADC, to provide Chemical Dependency Assessments for the period of January 1, 2019 through December 31, 2019, in an amount not to exceed \$6,500.00.
11. Approve and authorize the County Board Chair to sign the Memorandum of Agreement with Community Partners to provide community support services for Lake County citizens for the period of January 1, 2019 through December 31, 2019, in an amount not to exceed \$19,512.00.

12. Approve and authorize the Lake County Board Chair to sign the Purchase of Service Agreement with the Lake County Developmental Achievement Center for the period of January 1, 2019 through December 31, 2019, in an amount not to exceed \$12,000.00.
13. Approve and authorize the Lake County Board Chair to sign the Purchase of Service Agreement with Lake View Memorial Hospital to provide Women, Infants and Children's (WIC) program services for the period of January 1, 2019 through December 31, 2019, in an amount not to exceed \$5,040.00.
14. Approve and authorize the Lake County Board Chair to sign the Agreement to Provide Services with Kerry and DuWayne Larson to provide Janitorial Services at the Lake County Service Center, Silver Bay, for the period of January 1, 2019 through December 31, 2019, in an amount not to exceed \$6,600.00.
15. Approve and authorize the Lake County Board Chair to sign the Purchase of Service Agreement with Christine Oliver-Kneebone, MSW, LICSW, to provide Mental Health Services for the period of January 1, 2019 through December 31, 2019, in an amount not to exceed \$9,610.00.
16. Approve and authorize the Lake County Board Chair to sign the Purchase of Service Agreement with Jacquelin Sebastian, D/B/A Mediation Consulting Initiative, for the period of January 1, 2019 through December 31, 2019, in an amount not to exceed \$10,000.00.
17. Approve and authorize the Lake County Board Chair to sign the Purchase of Service Agreement with the Volunteer Attorney Program to provide Volunteer Attorney services to Lake County residents for the period of January 1, 2019 through December 31, 2019, in an amount not to exceed \$3,000.00.
18. Approve and authorize the Board Chair to sign the Firewise Coordinator Service Agreement with Boreal Basics LLC, at the rate of \$30.00/hour, to manage wildfire mitigation and property protection services and projects through December 31, 2019.
19. Authorize payment in the amount of \$7,642.00 to Ballard Spahr, LLP (Invoice 20181103945), for services through October 31, 2018.
20. Authorize the renewal and subsequent payment of Dascom proposal 1616 for 24x7 Help Desk Service including Harmonic and Verimatrix Support. The renewal period has been reduced from 12 months to 6 months beginning on 12/15/18 and ending 6/14/19. The price for the 6-month renewal is \$10,850.00 plus applicable taxes.
21. Authorize payment in the amount of \$13,907.00 to Ryan Williams Home Services LLC for the replacement of overhead doors at the Silver Bay Sheriff's Office (Estimate #1126).

22. Approve payment in the amount of \$5,178.86 (invoice 1072424) to Election Systems & Software for the General Election ballots and coding of the election machines.
23. Authorize payment in the amount of \$33,877.60 to Consolidated Telephone Company, invoice INV-3374, covering October/November voice items.
24. Authorize payment in the amount of \$14,304.55 to Consolidated Telephone Company, invoice INV-3372 for customer service assistance, Duluth circuit, payroll, and October trouble tickets.
25. Approve the appointment of Dan Zeimet (District 4) to the Planning Commission for a three-year term through December 31, 2021.
26. Approve the reappointment of Mike Hoops (District 5) to the Planning Commission for a three-year term through December 31, 2021.
27. Approve the reappointment of Ron Brodigan (District 2) to the Board of Adjustment for a three-year term through December 31, 2021.
28. Approve the reappointment of Jon Fogelberg (District 5) to the Board of Adjustment for a three-year term through December 31, 2021.
29. Approve Minnesota Lawful Gambling Application for Friends of Finland Community to conduct excluded bingo on January 6, 2019; February 3, 2019; March 3, 2019; and April 7, 2019; at the Clair Nelson Community Center, 6866 Cramer Rd, Finland, Minnesota. Absent: None

MOTION WALSH, SECOND GOUTERMONT: 03 – Approve the probationary appointment of Leland Wilkinson to Deputy Sheriff at the Step 1 rate of \$22.84 per hour effective December 17, 2018. Absent: None

MOTION HOGENSON, SECOND HURD: 04 – Approve and authorize the Board Chair to sign the Service Agreement with Everbridge for a mass notification system, at the rate of \$5,000/year for three years, plus an implementation fee to total \$5,247 for the first year. Absent: None

MOTION HOGENSON, SECOND WALSH: 05 – With the completion of the requirements of the Lake County Subdivision Ordinance the Lake County Board of Commissioners approves the final plat application, P-18-003, for “Gunsten Ridge Addition”, and authorizes the Chair to sign the related documents. Absent: None

MOTION GOUTERMONT, SECOND HOGENSON: 06 – Approve and authorize County Board Chair to sign the resolution to impose an interim moratorium upon the vacation rental of non-traditional structures in all zoning districts within the unincorporated areas of Lake County. This moratorium will be in effect until December 11, 2019. Absent: None

MOTION HURD, SECOND HOGENSON: 07 – Adjourn County Board of Commissioners’ meeting at 4:04 p.m. Absent: None

From the Board of Commissioners' meeting schedule:

- Tuesday, December 18, 2018, 2:00 p.m. Regular Meeting 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.
- Tuesday, January 8, 2019, 2:00 p.m. Organizational meeting 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.

ATTEST:

Laurel D. Buchanan
Clerk of the Board

Rich Sve, Chairperson
Lake County Board of Commissioners