

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

Tuesday, December 26, 2017. Lake County Service Center, Split Rock River Room, 616 Third Avenue, Two Harbors, Minnesota. 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. Meeting was called to order at 2:00 pm by Board Chair Rich Sve. Unless otherwise stated, all actions have been approved by unanimous yeas. Members of the public were present. Commissioner Sve led the audience in the recitation of the Pledge of Allegiance.

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

County Auditor Linda Libal updated the County Board of Commissioners on recent tax law changes that have some folks requesting to pre-pay property taxes. Please refer callers with questions on this to the County Auditor's Office. County Auditor's office staff members Sharon Hodge and Chrissy Libal were also present at the board meeting to answer questions on how potential changes to the Travel Policy would impact workflow, payroll, and taxes. The County Auditor referred to Section 119 of the Internal Revenue Service (IRS) code and IRS Publication 463, a summary bulletin describing the accountable reimbursement plan and the non-accountable reimbursement plan. The Lake County Auditor's Office recommends updating the Travel Policy to the IRS Accountable Plan (which is non-taxable). If implemented, this change would require employees to submit receipts for meals. Alternatively, if the County were to continue with a non-accountable plan, then meal reimbursements would have to be paid out of the payroll system and be counted as taxable income, for proper accounting of IRS employee taxable/non-taxable reimbursements. Commissioners had questions about whether a change to the policy is a requirement or a recommendation. Commissioners asked about how other counties are handling these reimbursements. Chrissy Libal provided a document with various counties information on mileage rate, meal rates, daily rates, whether receipts are required, and any hours stipulated. Additional information included Lake County annual meal reimbursement totals for 2015 and 2016, with usage by department.

County Attorney Russ Conrow discussed a proposed resolution for appointing a medical examiner. Mr. Conrow described the flat fee structure versus an hourly fee structure. The proposed contract is a one-year renewable contract. County Administrator Matthew Huddleston updated the Board regarding several personnel committee items and discussed that counties are required by statute to set minimum salaries for the elected Auditor/Treasurer, Recorder, Attorney & Sheriff in January of the election year for the following four-year term. Interviews are scheduled for Construction Management Services for the proposed new Highway Department facility. The five-year road plan is on for board action. Mr. Huddleston invited a Commissioner to participate in discussions with Cook County about the potential for a Shared Services Agreement for county engineer services. Mr. Huddleston discussed that three (3) bids have been received for legal newspaper for 2018. Mr. Huddleston discussed the federal relations contract renewal with Lockridge Grindal Nauen (LGN) and recommends continuing at the same monthly rate of \$2,000 for a six-month period from January through June 2018. After that, the County may renegotiate a different level of services. Environmental Services Director Christine McCarthy provided an update on the Aquatic Invasive Species (AIS) Prevention Aid, including a breakdown on how dollars were spent. Outreach continues to be a focus of the AIS Prevention Aid Budget in Lake County. Human Resources (HR) Administrator Cammie Young was present for any questions on the 67-Day Temporary Employee Wage Schedule.

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

1. Approve County Board of Commissioners' meeting minutes from December 19, 2017.
2. Approve Health and Human Services claims payments in the following amounts:
  - a. Region III Adult Mental Health Initiative payments \$ 103,059.82
  - b. Administrative payments \$ 17,145.67
  - c. Arrowhead Health Alliance payments \$ 5,547.09
3. Authorize payment to the Lake County Soil and Water Conservation District (SWCD) in the amount of \$4,997.09, which is the amount that exceed the previously approved \$80,000 contract for annual AIS Prevention Services.
4. Authorize payment to Twin Ports Testing II, Inc. in the amount of \$5,709.00 (Invoice 77033) for the drilling of soil borings and installation of two monitoring wells at the Lake County Demolition Landfill.
5. Authorize the renewal of the Dascom support contract and subsequent payment of \$21,700 plus applicable taxes. Refer to proposal #1072. This contract covers the period 12/15/17 to 12/14/18.
6. Approve payment of \$7,350.00 to Dale Krosch for the homeowner portion of Federal Emergency Management Agency (FEMA) Fire Resistant Roofing Grant 3 installation, pending reimbursement to Lake County from FEMA Hazard Mitigation Grant Program DR-4131.13.
7. Approve payment of \$683.40 to Sue and Steven Johnson for the homeowner portion of FEMA Fire Resistant Roofing Grant 2 installation, pending reimbursement to Lake County from FEMA Hazard Mitigation Grant Program DR-4113.09.
8. Approve payment of \$7,000.00 to Ken Urban for the homeowner portion of FEMA Fire Resistant Roofing Grant 2 installation, pending reimbursement to Lake County from FEMA Hazard Mitigation Grant Program DR-4113.09.
9. Approve payment of \$7,210.00 to Arlene Childers for the homeowner portion of FEMA Fire Resistant Roofing Grant 3 installation, pending reimbursement to Lake County from FEMA Hazard Mitigation Grant Program DR-4131.13.
10. Approve resolution updating the Lake County 2018-2022 five-year construction plan for federal, state-aid, and county road and bridge improvements.
11. Approve resolution adopting the 2017 Lake County bridge priority list and seeking state funding for rehabilitation or replacement of identified structures within the next five years.
12. Approve and authorize the Chair to sign the 2017 Community Wildfire Protection Plan (CWPP).

13. Approve and authorize the Lake County Board Chair and Lake County Health and Human Services Director Lisa B. Hanson to sign the following documents as they relate to the 2018-2019 IV-D Cooperative Agreements: 1) CY 2018-2019 State of Minnesota/County Child Support Program Interagency Cooperative Agreement; 2) Attachment A – CY 2018-2019 IV-D Child Support Cooperative Arrangement with Lake County Offices of Human Services, County Sheriff and County Attorney; and 3) Attachment B - Certification Regarding Lobbying.
14. Approve and authorize the Lake County Board Chair to sign the Purchase of Service Agreement with North Shore Horizons for the period of January 1, 2018 through December 31, 2018, in an amount not to exceed \$14,000.00.
15. Approve and authorize the Lake County Board Chair and Lake County Health and Human Services Director Lisa B. Hanson to sign the Minnesota Department of Health Statewide Health Improvement Partnership Grant Project Agreement between the Carlton-Cook-Lake-St. Louis Community Health Board and Lake County Health and Human Services for the period of November 1, 2017 through October 31, 2019. Further authorize the Lake County Board Chair and Lake County Health and Human Services Director Lisa B. Hanson to sign any subsequent amendments during the term of this Agreement.
16. Approve and authorize the Lake County Board Chair to sign the State of Minnesota Department of Human Services County Grant Contract #133772, which Lake County is acting as the Fiscal Host for Region III. This Contract covers the Grant period of January 1, 2018 through December 31, 2018.
17. Approve and authorize the Lake County Board Chair to sign the Department of Human Services Child Welfare/Juvenile Justice Screening Grant Acceptance Letter for the period of January 1, 2018 through December 31, 2018, in an amount not to exceed \$7,707.00.
18. Authorize payment to Lindquist & Vennum LLP for the following amounts:
  - \$168,884.61 (Invoice No. 733153-0325)
  - \$15,298.10 (Invoice No. 736063-0325)
  - \$5,881.50 (Invoice No. 736030-0325)
19. Authorize payment in the amount of \$7,306.00 to the Association of Minnesota Counties (AMC) for 2018 Annual Dues (Invoice No. 48980).
20. Approve proclamation in recognition of Human Trafficking Awareness Month and proclaims January 2018 as “Human and Sex Trafficking Awareness Month” and urge all citizens to educate themselves about all forms of modern slavery and the signs and consequences of human trafficking. Together, we can combat these crimes and join with our partners throughout Lake County and Minnesota to end this injustice. Absent: None.

MOTION HURD, SECOND HOGENSON: 03 – Approve resolution appointing Dr. A. Quinn Strobl as Lake County Medical Examiner, and authorizing the Board Chair to sign the contract for medical

examiner services by and between Anoka County, Minnesota and Lake County, Minnesota. Absent: None

MOTION WALSH, SECOND GOUTERMONT: 04 – Approve the changes to the 67-Day Temporary Employee Wage Schedule. Absent: None

MOTION HOGENSON, SECOND HURD: 05 – Approve the 67-day temporary appointment of Richard Bennett, Custodian for Maintenance Department, at \$12.50 per hour including maximum return incentive effective January 5, 2018. Absent: None

MOTION HURD, SECOND HOGENSON: 06 – Approve the 67-day temporary appointment of Francis Kaliher, Survey Technician for Forestry Department, at \$17.50 per hour including maximum return incentive effective January 3, 2018. Absent: None

MOTION GOUTERMONT, SECOND HURD: 07 – Set the Board of Commissioners 2018 salary at \$22,851, with an additional \$125 per month for the Board Chair. Absent: None

MOTION GOUTERMONT, SECOND WALSH: 08 – Set the Commissioner per diems at \$80 in county and \$100 out of county, effective January 1, 2018. Absent: None

MOTION GOUTERMONT, SECOND WALSH: 09 – Approval of Settlement Agreement with Lake Communications, Inc. (LCI) in the amount of \$106,857.00. Yea: Goutermont, Hogenson, Walsh, Sve. Nay: Hurd. Absent: None

MOTION HURD, SECOND HOGENSON: 10 – Adjourn Board of Commissioners' meeting at 3:12 pm. Absent: None

From the Board of Commissioners' meeting schedule:

- Organizational meeting at 2:00 p.m. on Tuesday, January 2, 2018, 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