

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

Tuesday, August 13, 2019. Lake County Board of Commissioners, Lake County, Minnesota. Board meeting was held in the Lake County Service Center, in the Split Rock River Room, located at 616 Third Avenue, Two Harbors, Minnesota. Board members present: District 1 Commissioner Pete 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. Board members 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 vote. Board Chairperson Rich Sve called the meeting to order at 2:00 p.m. and led the recitation of the Pledge of Allegiance.

MOTION HURD, SECOND WALSH: 01 – Approval of the agenda. Absent: None

Clerk of the Board Laurel Buchanan reviewed updates to the resolution items, including an addition from the Human Resources (HR) Department. Board Chairperson Rich Sve opened the floor for public comments. No public comments were made. Lake County received notice that the parties to the Christenson Cartway Petition and corresponding Lake County District Court action to establish easement access have reached a settlement agreement. Accordingly, the Petitioners withdraw their petition, request dismissal of the cartway action, and request return of the required bond. Lake Superior Steelhead Association representatives were present to answer any questions about the Knife River *Reach 4* Restoration project. Lake County Planning Commission has adopted a resolution PCR-19-017 documenting its findings and a proposed resolution is before the Board of Commissioners to adopt the findings by the Planning Commission.

MOTION GOUTERMONT, SECOND WALSH: 02 – Accept withdrawal of petition for cartway by the Petitioners David Leroy Christenson, Jr. and Crystal Christenson, and authorize the County Auditor to return the full \$7,500.00 escrow account funds that had been deposited by the Petitioner. Absent: None

MOTION GOUTERMONT, SECOND HURD: 03 – Adopt the findings by the Planning Commission for the Lake Superior Steelhead Association, Knife River *Reach 4* Restoration Environmental Assessment Worksheet (EAW) Review through the adoption of Planning Commission Resolution PCR-19-017. The resolution recommends a negative declaration; there is no need for the preparation of an Environmental Impact Statement (EIS). Absent: None

Lake County Historical Society Executive Director Ellen Lynch, Board of Directors Trustee Jerry Hostetter, Treasurer Dory Pearson, and Vice President Kenneth Sandvik attended the County Board of Commissioners meeting to request financial assistance on replacing the boiler in the Depot. Attendees discussed the importance of this facilities maintenance need. Ms. Lynch advised that one-third of the \$39,900 cost will be provided by the historical society, one-third of the cost is requested to be funded by the County, and one-third is anticipated to be funded through fundraising efforts. County Commissioners discussed the Depot as an important historic structure and attraction for tourism.

MOTION HURD, SECOND HOGENSON: 04 – Approve Lake County contribution in the amount of \$13,300.00 to the Lake County Historical Society toward its purchase of a new boiler. Absent: None

County Administrator Matthew Huddleston updated the Board of Commissioners on several items of county business. Mr. Huddleston discussed next steps in working with legislators regarding Thye-Blatnik funding and the U.S. Forest Service (USFS) Boundary Waters Canoe Area Wilderness (BWCAW) appraisal. Mr. Huddleston advises that a phone conference has been scheduled with Dr. Pete Wyckoff, Energy & Environment Policy Advisor, Office of U.S. Senator Tina Smith.

Mr. Huddleston discussed the upcoming renewal of the Shared Highway Engineer Services Agreement between Lake and Cook counties. Proposals will be discussed by the advisory committee. Mr. Huddleston discussed review that is being done with respect to the roof on the newly constructed Lake County Highway Department facility. Other updates include the Road Tour meeting, budget meeting, Zito transition, closing out the Federal Communications Commission (FCC) grant, and Motor Pool operations meeting. With respect to the Lodging Tax, there is no committee meeting scheduled at this time.

County Auditor Linda Libal updated the Board of Commissioners on elections training and on the Auditor's Office requests for board action. Emergency Manager BJ Kohlstedt discussed requests for board action including the proposed Fall Lake Brush Site agreement and the 2019 Minnesota Department of Natural Resources (MN DNR) Firewise Grant Agreement. Land Commissioner Nate Eide discussed balsam removal, the Knife River trail easement and the new date for the 2019-01 Land Sale of Tax-Forfeited Land. Environmental Services Director Christine McCarthy discussed that she will be attending the Castle Danger Zoning meeting.

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

1. Approve County Board of Commissioners' meeting minutes from July 23, 2019.
2. Approve Health and Human Services (HHS) claims in the following amounts:
 - a. Administrative payments \$ 31,806.32
 - b. Region III Adult Behavioral Health Initiative payments \$ 283,893.97
3. Approve the request from the County Assessor that the 2018 classification of the listed parcels be changed to exempt and the 2019 taxes payable be abated. The United States of America – Forest Service acquired the parcels prior to July 1, 2018 making the parcels tax exempt (Superior National Forest Land Exchange Parcels).

20-5810-15010	20-5810-15070
20-5810-15130	20-5810-15190
20-5810-15310	20-5810-15250
20-5810-15370	20-5810-15430
20-5810-15490	20-5810-15550
20-5810-15610	20-5810-15670
20-5810-15730	20-5810-15790
20-5810-15850	20-5810-15910
20-5810-22010	20-5810-22250
20-5909-07670	20-5909-07850
20-5909-07910	20-5909-08610
20-5909-17310	20-5909-18010
20-5909-18070	20-5909-18130
20-5909-18190	20-5909-18250
20-5909-30670	20-5909-30730
20-5909-30850	20-5909-30910
20-5909-31070	20-5909-31250
20-5909-31310	25-5711-05610
25-5711-06010	25-5711-06070
25-5711-06490	25-5711-06790
25-5711-08250	25-5711-08370
25-5711-08430	29-5609-17250
29-5609-17310	29-5609-17430

4. Authorize payment to Minnesota Counties Computer Cooperative (MCCC Invoice 1905013) in the amount of \$6,150.00 for Minnesota County Attorney Practice System (MCAPS).
5. Authorize payment to Election Systems and Software (ES&S) in the amount of \$13,125 annually plus applicable taxes and fees per Exhibit A-Software License, Maintenance and Support Services (Post Warranty Period).
6. Authorize County Auditor/Treasurer to sign Sales Order Agreement with Election Systems and Software (ES&S) for the purchase of 13 DS200 election optical scanners plus required accessories and trade-in allowance.
7. Authorize County Auditor/Treasurer to sign Sales Order Agreement with Election Systems and Software (ES&S) for Electionware software and software training.
8. Authorize payment to Election Systems and Software (ES&S) in the amount of \$70,540.00 plus applicable taxes and fees for purchase of DS200 Optical Scanners.
9. Authorize payment to Election Systems and Software (ES&S) in the amount of \$6,075.00 plus applicable taxes and fees for Electionware software and software training.
10. Approve payment in the amount of \$9,203.50 (invoice #69971) to the Office of the State Auditor for 2018 financial audit services.
11. Authorize payment of \$7,322.00 to Reinhart Foodservice for the purchase of a Turbochef Rapid Cook Oven for the jail kitchen.
12. Adopt a resolution approving and authorizing the Chair or Acting Chair to sign Lake County to enter into the grant contract for Fiscal Year 2020 (FY2020) County Veterans Service Office (CVSO) Operational Enhancement Grant, through the State of Minnesota, Department of Veterans Affairs. The grant provides supplemental funding to existing funding in order to enhance County Veterans Service Offices throughout the state. The grant provides extra monies for advertising, outreach activities to county veterans, reintegration of combat veterans, and enhances all other services to veterans.
13. Approve a three-day temporary on-sale liquor permit for Isabella Community Council Inc for the dates of September 6-8, 2019 for the premises as 9521 Lankinen Rd Isabella, Minnesota.
14. Approve a three-day temporary on-sale liquor permit for Isabella Community Council Inc for the dates of November 8-10, 2019 for the premises as 9521 Lankinen Rd Isabella, Minnesota.
15. Award CP 2019-01 bid to the lowest responsible bidder, Mesabi Bituminous, in the amount of \$152,733.00 for Highway Maintenance Facility parking lot paving and authorize Board Chair to sign construction contract pending County Attorney review.

16. Approve and authorize the Board Chair to sign the grant agreement between the State of Minnesota, acting through its Commissioner of Natural Resources (“State”) and Lake County Emergency Management (“Grantee”) (2019 DNR Firewise Grant Agreement).
17. Approve updated Resolution for 2019-01 Land Sale List of Tax-Forfeited Land. The updated resolution changes the date of the sale from the previously scheduled date to the revised date of October 25, 2019. The updated resolution replaces Resolution No. 19042302.12, adopted on April 23, 2019. The updated resolution states: BE IT RESOLVED, that all parcels of tax-forfeited land listed on 2019-01 Land Sale List of Tax-Forfeited Land having been classified as non-conservation; that the basic sale price of each parcel on 2019-01 Land Sale List of Tax-Forfeited Land, be approved and authorization for a public sale of this land be granted, pursuant to M.S. 282.01; that the sale will be held October 25th, 2019 at 10:00 AM by the Lake County Auditor at the Lake County Courthouse, for not less than the basic sale price; and that all sales shall be full payment or on the terms set forth in 2019-01 Land Sale List of Tax-Forfeited Land.
18. Approve and authorize the Lake County Board Chair to sign the Addendum to Purchase of Service Agreement for the provision of Adult Mental Health Targeted Case Management for the Human Development Center, effective January 1, 2019 through December 31, 2019.
19. Approve and authorize the Lake County Board Chair to sign the Addendum to Purchase of Service Agreement for the provision of Adult Mental Health Targeted Case Management for Accend Services, effective January 1, 2019 through December 31, 2019.
20. Authorize payment in the amount of \$24,996.80 to Anoka County Treasury Office, for Lake County Medical Examiner Fees including autopsy fees. Absent: None

MOTION WALSH, SECOND HURD: 06 – Approve and authorize the Chair to sign the Onsite Influenza Immunization Clinic Agreement between Lake County and Hennepin County Medical Center (HCMC). Absent: None.

MOTION HOGENSON, SECOND GOUTERMONT: 07 – Approve the probationary appointment of Rachel Mason to Deputy Land Commissioner at the Step 1 rate of \$29.19 per hour effective August 19, 2019. Absent: None

MOTION GOUTERMONT, SECOND HURD: 08 – Approve the 67-day temporary appointment of Daniel Fraser, Technology Assistant for the Information Technology Department, at \$15.00 per hour effective August 19, 2019. Absent: None

MOTION WALSH, SECOND GOUTERMONT: 09 – Approve the change in employment status of Katelyn Johnson, Accountant, due to completion of probation effective August 20, 2019. Absent: None

MOTION HOGENSON, SECOND HURD: 10 – Approve the 67-day temporary appointment of Kelli Ross, Legal Secretary for the Attorney’s Office, at \$22.71 per hour effective August 14, 2019. Absent: None

MOTION HURD, SECOND WALSH: 11 – Approve the probationary appointment of Melissa Towns to Administrative Assistant at the Step 1 rate of \$16.61 per hour effective August 14, 2019. Absent: None

Lake County Emergency Manager BJ Kohlstedt and Lake County Environmental Services Director Christine M. McCarthy have worked with Fall Lake Township on the proposed Brush Site Agreement. This proposal was discussed with the County Commissioners at the meeting of the Committee of the Whole on July 16, 2019, held at the Toimi School Community Center in Brimson, Minnesota. Ms. Kohlstedt advises that wildfire is the greatest hazard faced by Lake County. This proposed Agreement between Lake County and the Town of Fall Lake would reduce the risk of structure loss due to wildfire by encouraging homeowners to clear woody brush and debris from within 200' of their homes and deposit it at a safe disposal site.

The Fall Lake Township Board approved this project and the Agreement by vote on August 6, 2019. Per the Agreement, Lake County would create a replacement site at the Lake County gravel pit on Ernie's Road, install a "Guidelines" sign, and evenly share any annual maintenance costs over \$500/year. Maintenance includes periodic pile and burn. This cost could be funded by Emergency Management using Title III Firewise funding.

The Town of Fall Lake would continue to monitor, manage, and reduce (i.e. pile and burn) the debris as needed, continue to fund the previous average annual maintenance cost of up to \$500/year, and evenly share any additional maintenance costs with Lake County. Lake County Emergency Management and Environmental Services have agreed to commit up to \$5,000 and \$2,000 (respectively) to this project. The request is for the Lake County Board of Commissioners to approve Lake County Highway Department labor and equipment to develop the new site.

County Commissioners shared concerns that they heard from constituents in Fall Lake about the proposed Fall Lake woody debris disposal site. There were questions with respect to implementation of the project and whether implementation could be postponed until after the next monthly Fall Lake Township Board meeting in September.

MOTION WALSH, SECOND GOUTERMONT: 12 – Approve and authorize the Board Chair to sign the Fall Lake Brush Disposal Site Memorandum of Agreement between Fall Lake Township and Lake County, and approve in-kind work by the Lake County Highway Department to develop the brush disposal site on Lake County parcel 28-6311-29670, and that timing of implementation of the Agreement be handled through the Fall Lake Township Board. Absent: None

MOTION WALSH, SECOND HURD: 13 – Designate the Lake County Sheriff as the Grantee's Authorized Representative for the State of Minnesota Grant Agreement between the Minnesota Department of Natural Resources (MN DNR), Division of Ecological and Water Resources, and Minnesota's Lake Superior Coastal Program ("State") and Lake County ("Grantee"), and authorize the County Sheriff and County Auditor signatures on the agreement for Lake County to receive grant reimbursement for the Sheriff's Office purchase of personal protective equipment (PPE) for Lake County Search and Rescue Squad. Absent: None

MOTION HURD, SECOND HOGENSON: 14 – Authorize payment in the amount of \$34,905.69 (invoice #INV 3464) to CTC (Consolidated Telephone Company), for assistance during transition to new ownership of Lake Connections. Absent: None

MOTION HOGENSON, SECOND HURD: 15 – Authorize closure of the Lake County Auditor's Office at 2:30 p.m. on Thursday, August 15, 2019, for an all-staff Auditor's Office team building session to be held at the Lake County Highway Department facility conference room during regular work hours. Absent: None

MOTION HOGENSON, SECOND HURD: 16 – Adjourn Board of Commissioners' meeting at 3:14 p.m.
Absent: None

The Lake County Board of Commissioners will convene for the following meetings:

- Budget meeting at 1:00 p.m. on Tuesday, August 20, 2019, will be held at the Lake County Service Center, Split Rock River Room, 616 Third Avenue, Two Harbors, Minnesota.
- Committee of the Whole (COW). 6:00 p.m. on Tuesday, August 20, 2019. Meeting will be held at Isabella Community Center in Stony River Township, Isabella, Minnesota.
- A regular meeting at 2:00 p.m. on Tuesday, August 27, 2019, will be held at 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, Board Chairperson
Lake County Board of Commissioners