

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

Tuesday, February 25, 2020. Lake County Board of Commissioners' Board Meeting was held in the Lake County Service Center, Split Rock River Room, located at 616 Third Ave, Two Harbors, Minnesota. Members present: District 1 Commissioner Peter "Pete" R. Walsh, District 2 Commissioner Derrick "Rick" L. Goutermont, District 3 Commissioner Richard "Rick" C. Hogenson. District 4 Commissioner Jeremy M. Hurd, and 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 PM and led the recitation of the Pledge of Allegiance.

MOTION WALSH, SECOND GOUTERMONT: 01 – Approval of the Agenda. Absent: None
Clerk of the Board Laurel D. Buchanan reviewed recent correspondence included in the board packet. Board Chairperson Rich Sve opened the floor for public comments. No public comments were made.

Minnesota County Engineers Association (MCEA) representative Mr. Don Theisen appeared before the Lake County Board of Commissioners to present the award of Special Project of the Year 2019, recognizing Lake County for its reconstruction project of the Highway Department Headquarters in Two Harbors, Minnesota. MCEA represents all 87 counties in Minnesota. Mr. Theisen congratulated Lake County staff, its consultants, and leaders for this collaborative facility construction project. He commented on the unique circumstances of this project being unplanned and becoming necessary due to the former Highway Department facilities building being destroyed by fire in December 2016. MCEA complimented the county's adaptability and investment in the community's future. Also present were Bob Sworski, Vice President of CBS Squared, Inc. and several representatives from Kraus-Anderson (KA) Construction Company including Director of Operations Dan Markham, Senior Project Manager Mike Dosan, Construction Project Manager Greg Schendel and Project Superintendent Brent Wells. Accepting the award on Lake County's behalf were Board Chair Rich Sve, Facilities Manager Kevin Traster, Highway Engineer Krysten Foster, Superintendent Neil Udenberg, and Engineering Supervisor John Schlangen. Commissioners commended county staff on stepping up the night of the fire and every day of the transitional period, working out of multiple garages and salvaging what could be salvaged, working with our insurance provider, continuing county operations, and working with the project team on construction of a new building. Lake County Highway Engineer Krysten Foster thanked her staff and the project team for their hard work and dedication. Ms. Foster commended Lake County Facilities Maintenance Manager Kevin Traster for his pivotal and integral role throughout fire recovery and facility construction.

Lake County Highway Engineer Krysten Foster updated the County Board of Commissioners and the community on the status of Lake County's Transportation Sales Tax (TST) program and the reason for the public hearing scheduled for March 24, 2020. TST is one-half of one percent (0.5%) sales and use tax. Legislation authorized this tax in 2013 as another transportation funding tool for counties (see Minnesota Statutes 297A.993). Lake County approved this tax in late-2016 and began collecting in the second quarter of 2017. The lowest monthly revenue since we started collection was April 2017, at \$38,375. Since then, we have had a monthly high of \$125,618 for purchases made in July 2018. This amount fluctuates from month-to-month, season-to-season, and year-to-year based on the economy. TST amounts for the summer months of July and August tend to be higher amounts as compared to other times of the year. We have collected \$2.4 million of the \$4.5 million cap that the County Board authorized in 2016. Minnesota

Department of Revenue administration fees are subtracted from totals collected. \$4.5 million is based on the list of pavement preservation projects that we provided to the Department of Revenue. The tax must terminate when revenues raised are sufficient to finance the project or projects designated by the County Board. There are two times we need to hold a hearing: 1) in order to add new projects to the list, 2) in order to increase the cost estimate for projects currently on the list that we provided to the Department of Revenue when the tax was enacted. Ms. Foster reviewed planned 2020 TST construction projects, initial estimates and current estimates. In review of unmet needs on our system, Ms. Foster recommends that the County Board consider allocating additional funds for reconstructing some of the streets in the City of Two Harbors and the City of Silver Bay. She reviewed unmet urban priorities and reviewed next steps, seeking feedback and direction on whether to include the urban projects in the hearing or to explore bonding to advance the reconstruction of identified urban projects. Lake County Highway Department will compile cost estimates, project delivery scenarios and update other cost estimates for the hearing on March 24, 2020.

County Administrator Matthew Huddleston provided an update on several items of county business. Administrator Huddleston invited County Attorney Russ Conrow to provide an update on the Illgen Bluff property. Ms. Conrow advised that the parties met on February 14, 2020 and reached agreement. A temporary license is in effect until June 1st. Environmental Services Director Christine McCarthy was present for Mr. Conrow's update to the County Board.

County Administrator Huddleston provided an update on the legislative appointments scheduled for Capitol Days. Mr. Huddleston reviewed that the U.S. Census 2020 is underway. The State has actions after census reviews. Boundaries could need adjustments, depending on populations counts. Redistricting was required in Lake County after U.S. Census 2010. Administrator Huddleston provided updates from the Personnel Committee on current vacancies and recruitment for several positions. Human Resources Director Cammie Young was present for the discussion. Lake County Auditor Linda Libal discussed a request for filling an Accounting Technician vacancy. Ms. Libal described how having two people working at the County Auditor's Office front desk is important for customer service. Ms. Libal also discussed the importance of cross training and segregation of duties.

MOTION GOUTERMONT, SECOND HURD: 02 – Approve the recruitment for one full-time Accounting Technician. Absent: None

Lake County Sheriff Carey G. Johnson discussed a request for filling a Deputy Sheriff vacancy. Sheriff Johnson advised that filling this vacancy is needed for vacation relief.

MOTION GOUTERMONT, SECOND HOGENSON: 03 – Approve the recruitment for one full-time Deputy Sheriff. Absent: None

County Administrator Huddleston advised that the proposed lodging tax ordinance is available for review and the public hearing is scheduled for Friday, March 6, 2020, at 5:00 PM in the Lake County Highway Department Headquarters, 1513 Highway 2, Two Harbors, Minnesota. County Auditor Linda Libal reminded the Commissioners on the Canvass Board meeting scheduled for March 6 to go over the results of the Presidential Nomination Primary (PNP) election.

Lake County Land Commissioner Nate Eide reviewed the Forestry Department's requests including three Federal Recreational Trail Program (F RTP) grants applications to the Minnesota Department of Natural Resources (MnDNR) seeking grant funds for specific uses: 1) trail building supplies and signage for Alger Off Highway Motorcycle (OHM) Single Track trail north of the E. Alger Grade in Silver Creek Township, 2) trail signage for Lake County Split Rock Wilds Mountain Bike Trail, and 3) trail maintenance equipment for Lake County single tracks trails for motorized and non-motorized. Mr. Eide described the Rokon equipment and how it can traverse narrower trails. A Rokon will help us with building and maintaining these trails by making it easier to shuttle tools, materials and workers into remote areas of these trails. The Trails Committee has reviewed and discussed priorities with respect to these F RTP applications.

Lake County Sheriff Carey G. Johnson advised that he had been in contact with U.S. Forest Service (USFS) regarding ATV use. Currently in some areas, such as the Sand Lake Road, ATV use is not permitted by the Forest Service and citations have been issued. Sheriff Carey G. Johnson plans to work with Land Commissioner Nate Eide on getting a meeting set up with the Forest Service.

Lake County Board Chair Rich Sve advised of a meeting cancelation with the U.S. Department of Agriculture (USDA) Undersecretary for Natural Resources and Environment. The parties plan to reschedule this meeting with USDA officials regarding reappraisal of the federal lands within the Boundary Waters Canoe Area Wilderness and Federal payments that Cook, Lake, and St. Louis counties receive from the U.S. Forest Service under the Thye-Blatnik Act of 1948.

MOTION HURD, SECOND HOGENSON: 04 – Approve Consent Agenda as presented:

1. Approve Board of Commissioners' meeting minutes of February 11, 2020.
2. Approve Rachel Contracting, Inc. Change Order 3 in the amount of \$11,986.57 for Highway Maintenance Facility site work modifications.
3. Approve January 2020 Lake County Highway Maintenance Facility General Conditions payment in the amount of \$5,268.47 to Kraus-Anderson Construction Company.
4. Authorize repair of Unit 5990 (1999 Caterpillar D6RXL) transmission by Ziegler in an amount up to \$35,611.08.
5. Approve payment of Invoice 31795 in the amount of \$6,695.00 to Friedrich's Auto & Truck Sales & Repair for Unit 4100 (2010 Mack plow) repairs.
6. Approve CP-THGAR 2019-01 final payment to Mesabi Bituminous in the amount of \$7,641.40 for a contract total of \$152,828.08.
7. Authorize Forestry Department to begin working four 10-hour shifts per week, beginning Monday, March 9, 2020, and ending Friday, October 30, 2020.
8. Approve and authorize the Lake County Board Chair to sign the Amended Joint Powers Agreement (JPA) for the North Shore Collaborative (NSC).

9. Adopt findings by the Planning Commission for Interim Use Application I-20-002 submitted by Marguerite Cutchey for a renewal Interim Use Permit (IUP) for Vacation Rental Home at 1615 Hwy 3, Two Harbors, MN 55616.
10. Approve Resolution for Federal Recreational Trail Program (F RTP) Grant for Trail Maintenance Rokon.
11. Authorize County Auditor to transfer the balance of \$26,280.55 from the 2019 County Forest Road Maintenance Account to the 2020 County Forest Road Maintenance Account (acct # 85-954-000-7005-5200).
12. Authorize County Auditor to transfer the balance of \$12,722.99 from the 2019 State Road Grant Account to the 2020 State Road Grant Account (acct # 85-954-000-0000-5264).
13. Approve Resolution for Federal Recreational Trail Program (F RTP) Grant for Split Rock Wilds MTB Trail Signs.
14. Authorize payment to Stalker Radar in the amount of \$34,661.00 for 11 new radar units (Quotes 2036709 and 2036691) of which \$28,359.00 (9 units) will be paid for out of the Stonegarden Grant.
15. Approve Resolution for Federal Recreational Trail Program (F RTP) Grant for Off Highway Motorcycle (OHM) Single-track Trails.
16. Authorize payment to Danny's Auto Shop in the amount of \$11,882.45 for the repairs done to a department squad car, which was damaged in an accident. This loss was covered through Minnesota Counties Intergovernmental Trust.
17. Authorize reimbursement to Matthew Huddleston, County Administrator, in the amount of \$173.50 on CR 10425, for the purchase of an award to recognize Joe Skala for 47 years of service on the Lake County Planning Commission. Absent: None

MOTION WALSH, SECOND GOUTERMONT: 05 – Approve the Highway Department request to fill the following 67-day temporary positions:

Truck Driver	2 positions	\$16.50 per hour	
Mower Operator	5 positions	\$14.50 per hour	
Laborer	2 positions	\$12.50 per hour	
Engineering Intern	1 position	\$16.00 per hour	
Survey Technician	1 position	\$17.00 per hour	
Survey Assistant	1 position	\$12.50 per hour	Absent: None

MOTION HOGENSON, SECOND HURD: 06 – Approve the resignation of Zachary Kilpela, Deputy Sheriff, effective February 28, 2020. Absent: None

MOTION HURD, SECOND GOUTERMONT: 07 – Table the resolutions for setting Elected Officials' 2020 salaries for County Attorney, County Auditor, County Recorder, and County Sheriff, until after agreements are finalized with the bargaining units. Absent: None

MOTION WALSH, SECOND HURD: 08 – Adjourn Board of Commissioners' meeting at 3:23 PM.
Absent: None

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

- Agenda meeting on Tuesday, March 3, 2020, at 2:00 PM at the Lake County Service Center, Split Rock River Room, 616 Third Avenue, Two Harbors, Minnesota.
- Regular meeting on Tuesday, March 10, 2020, at 2:00 PM 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