

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

Tuesday, April 28, 2020. Lake County Board of Commissioners' meeting was held as a virtual meeting. Board Chairperson Rich Sve and County Administrator Matthew Huddleston were present in the Lake County Service Center, Split Rock River Room, 616 Third Ave, Two Harbors, Minnesota. Other board members were present by video conference. At virtual meetings of the Lake County Board of Commissioners, all board actions are by roll call vote. Roll is called for each voting member, for each resolution. Unless otherwise stated, all actions have been approved by unanimous yea vote.

Board 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: Lake County Administrator Matthew Huddleston, Clerk of the Board Laurel D. Buchanan, Lake County Emergency Manager BJ Kohlstedt, and Lake County Health & Human Services (LCHHS) Director Lisa Hanson.

The meeting was made available to the public to join remotely by telephone by dialing 1-888-742-5095 and entering Participant Code: 7635925916. In-person attendance is not allowed at this time. Lake County buildings are closed to the public due to the Novel Coronavirus Disease (COVID-19) pandemic.

Board Chairperson Rich Sve called the virtual meeting to order at 2:00 PM. Public Comments will not be heard during the board meeting during this time of closure. Written comments are welcome and may be submitted in writing by email to clerk.board@co.lake.mn.us or by United States Postal Service (USPS) mail addressed to Lake County Service Center, Attn: County Administrator Matthew Huddleston, 616 Third Avenue, Two Harbors, Minnesota 55616.

MOTION HURD, SECOND WALSH: 01 – Approval of the agenda. Yea: Walsh, Goutermont, Hogenson, Hurd, Sve. Nay: None. Absent: None. Motion carried.

Board Chairperson Rich Sve requested updates on mitigation efforts for COVID-19. LCHHS Director Hanson provided a situation update for COVID-19 pandemic in Minnesota. Testing has been expanded and we have seen an increase in positive COVID-19 test results in Minnesota. Lake County Emergency Manager BJ Kohlstedt provided an update on peak projections for Minnesota. We are working with our Congregate Care Consultant and are providing face mask donations for congregate care sites. Current mitigation strategies include social distancing and work from home. Ms. Kohlstedt advised that it is recommended that entities make COVID-19 business plans for reopening businesses strategically for public safety and economic vitality.

There are questions about whether the Governor will be extending the stay at home order. County officials anticipate that the State will dial back gradually on restrictions. The Association of Minnesota Counties (AMC) provides guidance for counties in this transitional time. Commissioner Sve provided a recap on a recent AMC webinar meeting with the Governor. The Governor is receptive to questions from counties. Several Minnesota counties participated in the webinar and had questions pertaining to guidance and procedures for safely reopening business. Lake County officials will be discussing when and how county buildings may reopen. There will be different timelines for when county employees return to work in county buildings and when we will be able to allow the public in any part of our facility. There are a lot of considerations that go into that. These are new circumstances that we are working in.

Reopen County Committee will seek input from departments. The committee will include the County Facilities Manager, County Administrator, Health & Human Services Director, Emergency Manager and two County Commissioners. Commissioners Goutermont and Hogenson expressed interest in serving on the committee. Sanitation protocols for short-term and long-term will be determined. Homeland Security Emergency Management (HSEM) protocols are a resource for safely reopening business.

County Administrator Matthew Huddleston provided a recruitment update. Emergency Manager BJ Kohlstedt left the meeting at 2:30 PM. LCHHS Director Lisa Hanson provided an update on a staff meeting held by teleconference using Zoom technology. Administrator Huddleston advised that some counties are reviewing property tax payment relief on a case-by-case hardship process. LCHHS Director Lisa Hanson left the meeting at 2:35 PM. Administrator Matthew Huddleston reviewed that training is being conducted this week for Bid Express software for conducting virtual bid openings. In other county business, we have received a request from Veterans on the Lake Resort (VOTLR) for a letter of support for a Legislative-Citizen Commission on Minnesota Resources (LCMMR) grant application. Concerning the scope of Lake County's commitment to the VOTLR project, Lake County is providing support through the capacity of serving as fiscal agent.

Administrator Huddleston reviewed the proposed resolution from Land Commissioner Nate Eide for apportionment for 2019 for funds to be transferred from the Forestry fund to the Resource Development fund for apportionment. These funds are net proceeds from the sale or rental of any parcel of forfeited land, or from the sale of products from the forfeited land. Lake County Forestry Department netted \$38,510.17 in 2019. The net amount is apportioned amongst the taxing districts, resource development fund and a recreation fund. There was a discussion on cleaning up blight conditions using resources from the resource development fund.

Administrator Huddleston discussed transition of the Lake County Highway Department in these final weeks of our current Highway Engineer's employment here at Lake County. Administrator Huddleston discussed plans for the interim time while Lake County recruits to fill the Highway Engineer position. Lake County plans to work with Erickson Engineering Co. LLC for John McDonald, P.E. to serve as Interim Department Head for the Lake County Highway Department.

MOTION WALSH, SECOND GOUTERMONT: 02 – Approve Consent Agenda as presented.

1. Approve Board of Commissioners' meeting minutes of April 7, 2020.
2. Approve Board of Commissioners' meeting minutes of April 14, 2020.
3. Approve request from County Assessor for abatement of 2020 taxes payable "classification" for parcel 24-5711-06070. The property was classified as 4c(12) Non-Comm Seasonal Residential Recreational (cabin). The property is a Rental property and should be classified as 4bb(1) Non-Homestead Qualifying Single Res Unit.
4. Approve request from County Assessor for Assessor requests abatement of 2020 taxes payable "classification" for parcel 20-6111-06997. The gift shop size was over estimated, overstating the amount of Commercial class value. Overall value is not being changed, only transferred from Commercial to Homestead Resort.

5. Authorize County Auditor to transfer \$38,510.17 from 950 Forestry fund (2019) to Resource Development fund for apportionment.

Break down of amounts follows:

Revenue Fund	\$ 7,702.03
School	\$ 7,702.03
Rec	\$ 7,702.03
Resource Dev	\$ 11,553.06
Beaver Bay (City)	\$ -
Silver Bay	\$ 68.96
Two Harbors	\$ -
Stony River	\$ 201.80
UT #1	\$ 447.28
UT #2	\$ 386.16
Beaver Bay (township)	\$ 517.42
Crystal Bay	\$ 882.81
Fall Lake	\$ 408.40
Silver Creek	\$ 938.19
Sum	\$ 38,510.17

6. Accept quote from Becker Arena Products, Inc. (Quote #10006854, dated March 15, 2020) for supplying 13 curved acrylic (“Plexi-Glass”) sections and all necessary hardware needed for installation at the Two Harbors Ice Arena, and authorize payment in the amount of \$15, 207.00.
7. Authorize payment to Impact in the amount of \$7,982.00. (Invoice #146808) Valuation Notices and Tax Statements.
8. Rescind the appointment of Hannah Waterman, Human Development Center, from the North Shore Collaborative Board, effective April 3, 2020.
9. Approve the appointment of Jaime Mallory, Human Development Center, to the North Shore Collaborative Board, effective April 16, 2020, for a term to expire on December 31, 2020.
10. Approve resolution of support for grant application to the Department of Iron Range Resources & Rehabilitation (IRRRB) from the City of Two Harbors for funds to demolish the Tax Forfeited properties located at 907 10th Ave, 419 10th Ave, and 315 5th Street. This resolution supports the City to make application to IRRRB and accept funds for the demolition.
11. Approve the repurchase application by Waldron with conditions, that Waldron must meet all Lake County Ordinances as a condition of repurchase. Lake County Environmental Services Department will inspect the property prior to repurchase. Parcel ID No. 29-5310-09015 was approved to be repurchased on May 14, 2019. The repurchase price will be updated for the date of the actual repurchase.

12. Authorize payment in the amount of \$14,682 to Minnesota Counties Computer Cooperative (MnCCC) for invoices 2001142. This is 2020 Annual support for Information Services Support Group (ISSG), IFS General support for Auditor's office and Health & Human Services (HHS), Dues for JIC membership and Dues for Finance/General Government User group.
13. Authorize payment in the amount of \$5,177.00 to Overhead Door Company of Duluth for new door install (Invoice # 37047) for replacement of overhead commercial door struck by ambulance at Silver Bay Search and Rescue building.
14. Authorize Highway Department seasonal schedule beginning Monday, May 11th as directed by the Highway Engineer or the County Administrator in the Engineer's absence.
Yea: Walsh, Goutermont, Hogenson, Hurd, Sve. Nay: None. Absent: None. Motion carried.

MOTION HURD, SECOND GOUTERMONT: 03 – Approve the release from probation of Jonathan Holst, Human Services Professional, effective April 14, 2020. Yea: Walsh, Goutermont, Hogenson, Hurd, Sve. Nay: None. Absent: None. Motion carried.

MOTION GOUTERMONT, SECOND HURD: 04 – Approve the resignation of Krysten Foster, Highway Engineer, effective May 26, 2020. Yea: Walsh, Goutermont, Hogenson, Hurd, Sve. Nay: None. Absent: None. Motion carried.

MOTION HOGENSON, SECOND WALSH: 05 – Approve the recruitment for one full-time Highway Engineer. Yea: Walsh, Goutermont, Hogenson, Hurd, Sve. Nay: None. Absent: None. Motion carried.

MOTION GOUTERMONT, SECOND HURD: 06 – Approve and authorize the Chair to sign the 2020-2022 Labor Agreement between Lake County and Minnesota Public Employees Association covering Dispatcher/Correction Officer Unit employees. Yea: Walsh, Goutermont, Hogenson, Hurd, Sve. Nay: None. Absent: None. Motion carried.

MOTION HURD, SECOND HOGENSON: 07 – Adjourn Board of Commissioners meeting at 3:25 PM. Yea: Walsh, Goutermont, Hogenson, Hurd, Sve. Nay: None. Motion carried.

The Lake County Board of Commissioners will convene for the following meetings to be held at the Lake County Service Center, Split Rock River Room, 616 Third Avenue, Two Harbors, Minnesota.

- Agenda meeting at 2:00 PM on Tuesday, May 5, 2020.
- Regular meeting at 2:00 PM on Tuesday, May 12, 2020.
- Committee of the Whole (COW) at 2:00 PM on Tuesday, May 19, 2020.
- Regular meeting at 2:00 PM on Tuesday, May 26, 2020.

ATTEST:

Laurel D. Buchanan
Clerk of the Board

Rich Sve, Board Chairperson
Lake County Board of Commissioners