

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

Tuesday, July 28, 2020. Lake County Board of Commissioners' meeting was held as a virtual meeting. At virtual meetings of the Lake County Board of Commissioners, board actions are by roll call vote if any board members are participating from a remote location. Unless otherwise stated, all actions have been approved by unanimous yeas. County Board members present in the Lake County Service Center, Split Rock River Room, 616 Third Avenue, Two Harbors, Minnesota: District 1 Commissioner Peter "Pete" R. Walsh, District 2 Commissioner Derrick "Rick" L. Goutermont, and District 4 Commissioner Jeremy M. Hurd. County Board member present by remote video communications: District 3 Commissioner Richard "Rick" C. Hogenson. Board Member absent: District 5 Commissioner Rich Sve.

Also present in person in the Split Rock River Room: Lake County Administrator Matthew Huddleston. Also present by remote video communications: Clerk of the Board Laurel D. Buchanan, Lake County Health and Human Services (LCHHS) Director Lisa Hanson, Emergency Manager BJ Kohlstedt, Facilities Director Curtis Backen, and Geographic Information Systems (GIS) Analyst Ross Hoffmann.

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. 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, MN 55616. Acting Board Chairperson Jeremy M. Hurd called the meeting to order at 2:00 PM and welcomed all attendees. Chairperson Hurd advised that there will be opportunity for Public Comments before the Board of Commissioners acts on the findings by the Planning Commission for two rezone requests.

MOTION WALSH, SECOND GOUTERMONT: 01 – Approval of the agenda. Yeas: Walsh, Goutermont, Hogenson, Hurd. Nays: None. Absent: Sve.

Acting Board Chairperson Jeremy M. Hurd requested COVID-19 situation updates from LCHHS and Emergency Management. LCHHS Director Lisa Hanson provided an update on COVID-19 global statistics, local statistics, and how the United States compares to the rest of the world. Local statistics data is provided by the Minnesota Department of Health (MDH). Ms. Hanson advised that Lake County has been receiving complaints regarding businesses not following the governor's mandate. Ms. Hanson shared information on new Minnesota COVID-19 cases per capita by region, and that new cases have also been rising in northern Minnesota. Lake County Emergency Manager BJ Kohlstedt discussed Governor's Executive Order 20-81, Face Covering Requirements and Recommendations under Executive Order 20-81. Ms. Kohlstedt discussed local efforts to comply with the mandate and advised that Chambers of Commerce are receiving supplies for distributing face masks to the public. Ms. Hanson and Ms. Kohlstedt signed off of meeting by video conference at 2:08 PM at the conclusion of these reports. Acting Board Chairperson Jeremy M. Hurd requested an update from County Administrator Matthew Huddleston, beginning with the Planning Commission findings and proposed resolutions for two rezone requests. Chair Hurd opened up the phone line for public comments. Mr. Kerry Davis and Mr. Chad Abernathy joined by telephone for any further discussion on the request, proposed resolution for Rezone RZ-20-001. No additional public comments were provided over the telephone at the Board of Commissioners meeting on July 28, 2020.

MOTION WALSH, SECOND GOUTERMONT: 02 – Adopt the findings of the Planning Commission regarding Rezone RZ-20-001. Yeas: Walsh, Goutermont, Hogenson, Hurd. Nays: None. Absent: Sve.

MOTION GOUTERMONT, SECOND WALSH: 03 – Adopt the findings by the Planning Commission regarding Rezone RZ-20-002. Yeas: Walsh, Goutermont, Hogenson, Hurd. Nays: None. Absent: Sve.

County Administrator Matthew Huddleston continued with updates on several items of county business, including "Coronavirus Aid, Relief and Economic Security" (CARES) Act and proposed funding areas for Lake County. County Administrator Huddleston discussed CARES Act funding and the Administration of Reimbursement for Small Towns. County Auditor Linda Libal will be the point person for administering those funds. Requests for reimbursement will be directed to the County Auditor's Office. Facilities Director Curt Backen discussed proposed facilities improvements. GIS Analyst Ross Hoffmann advised that he joined the board meeting today on behalf of the Information Technology (I.T.) Department for any questions about the action items for the software renewal that is on for board action today. Board members had no questions on those I.T. items.

MOTION GOUTERMONT, SECOND WALSH: 04 – Approve Consent Agenda as presented.

1. Approve Public Hearing Minutes of March 6, 2020, and continued on July 14, 2020, to Consider Enactment and Adoption of an Ordinance Imposing a Tax on Lodging, County of Lake, Minnesota.
2. Approve Board of Commissioners' meeting minutes of July 14, 2020.
3. Authorize payment in the amount of \$28,000 to Environmental Systems Research Institute, Inc. (ESRI) for invoice# #93854343 for year 2020 for annual software licensing renewal of ArcGIS Enterprise and related software modules for Lake County Geographic Information System (GIS).
4. Authorize Information Technology Director to approve a three-year term for subsequent payments to ESRI in 2021 and 2022 at the same annual \$28,000 cost as the 2020 payment, for a fixed cost 3-year term for software licensing with Environmental Systems Research Institute, Inc. (ESRI), for a total commitment of \$84,000 over a three-year period.
5. Approve payment in the amount of \$6,110.40 (invoice 1144609) to Election Systems & Software LLC for hardware/firmware renewal and license fee renewals for the DS200 precinct counters.
6. Approve the Employer contribution to each eligible, participating Elected official's VEBA account the amount of \$100 for single coverage and \$200 for family for family coverage. (Total contribution for 2020-\$1,790 for single and \$3,450 for family.) This additional payment shall be in effect for 2020 only.
7. Adopt a resolution by the Lake County Board of Commissioners that the County enter into Grant Agreement with the Minnesota Department of Veterans Affairs (MDVA) to conduct the following Program: County Veterans Service Office (CVSO) Operational Enhancement Grant Program. The grant must be used to provide outreach to the county's veterans; to assist in the reintegration of combat veterans into society; to collaborate with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to reduce homelessness among veterans; and to enhance the operations of the county veterans service office, as specified in Minnesota Laws 2019, Chapter 10 Article 1, Section 37, Subdivision 2. This Grant should not be used to supplant or replace other funding. Further resolved, by the Lake County Board of Commissioners that Bradly Anderson, the Lake County Veterans Service Officer, be authorized to execute the Grant Contract for the above-mentioned Program on behalf of the County.

8. Authorize Interim Highway Department Head to sign Frontier Communications utility permit along and crossing County State Aid Highway #11.
9. Authorize parts bill for repair of Unit 5050 (Motor Grader) in the amount of \$5,816.89.
10. Approve payment in the amount of \$5,160.77 (invoice #0322569) to Government Forms & Supplies for absentee and mail ballot envelopes for the 2020 election cycle.
11. Adopt the "Lake County Timber Contract Modifications and Operational Guidelines on Active Timber Sales and Future Auctions in Response to the Spruce-Fir Market." In response to paper mill closures impact on the spruce-fir market, the Land Commissioner, with input from staff and other agencies, has documented operational guidelines for active timber sales and future auctions. These actions take an initial step towards allowing loggers to continue harvest Lake County wood while allowing the market condition to develop. Yea: Walsh, Goutermont, Hogenson, Hurd. Nay: None. Absent: Sve.

MOTION GOUTERMONT, SECOND HOGENSON: 05 – Approve the appointment of Jason DiPiazza to County Highway Engineer at the Step 4 rate of \$40.58 per hour effective August 10, 2020. Yea: Walsh, Goutermont, Hogenson, Hurd. Nay: None. Absent: Sve.

MOTION WALSH, SECOND HOGENSON: 06 – Approve the trial appointment of Dustin Sibik, Facilities Worker, to Facilities Coordinator at the Step 1 rate of \$21.66 per hour effective July 29, 2020. Yea: Walsh, Goutermont, Hogenson, Hurd. Nay: None. Absent: Sve.

MOTION HOGENSON, SECOND GOUTERMONT: 07 – Approve the recruitment for one full-time Facilities Worker. Yea: Walsh, Goutermont, Hogenson, Hurd. Nay: None. Absent: Sve.

MOTION GOUTERMONT, SECOND WALSH: 08 – Approve the recruitment for one full-time Mental Health Professional. Yea: Walsh, Goutermont, Hogenson, Hurd. Nay: None. Absent: Sve.

MOTION WALSH, SECOND GOUTERMONT: 09 – Request to Waive Property Tax Late Payment Penalty form was completed and submitted to the County Auditor's Office by Bryce Campbell on behalf of taxpayer 107651, to encompass all of the parcel numbers for Shores Resort Company. The County Board reviews each request on a case-by-case hardship basis, and hereby authorizes waiving of property tax late payment penalties through July 15, 2020, for property tax late payment penalties incurred in first half 2020, for taxpayer 107651. Yea: Walsh, Goutermont, Hogenson, Hurd. Nay: None. Absent: Sve.

MOTION GOUTERMONT, SECOND WALSH: 10 – Adjourn County Board of Commissioners meeting at 3:01 PM. Yea: Walsh, Goutermont, Hogenson, Hurd. Nay: None. Absent: Sve.

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, August 4, 2020.
- Regular meeting at 2:00 PM on Tuesday, August 11, 2020.
- Committee of the Whole at 2:00 PM on Tuesday, August 18, 2020.
- Regular meeting at 2:00 PM on Tuesday, August 25, 2020.

ATTEST:

Laurel D. Buchanan
Clerk of the Board

Jeremy M. Hurd, Acting Board Chairperson
Lake County Board of Commissioners