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ACTION ITEMS

November 10, 2020

CONSENT AGENDA:

1. Approve Special Meeting minutes of October 20, 2020, for the renewal of annual subscription of Microsoft Office 365 and associated licenses.
2. Approve Emergency Meeting minutes of October 20, 2020, for updates to the existing 2020 General Election Absentee Ballot Board.
3. Approve Board of Commissioners' meeting minutes of October 27, 2020.
4. Approve Health and Human Services claims payments in the following amounts:
 - a. Administrative payments \$ 68,775.85
 - b. Region III Adult Behavioral Health Initiative payments \$ 185,583.16
5. Authorize payment to Centralsquare in the amount of \$11,367.59 (Quote Q-07752) for the purchase of a 911 redundant server and the 911 Backup Server License Fee. (Correspondence 1, Lake County Sheriff's Office)
6. Authorize payment to Centralsquare Technologies (formerly Zuercher Technologies, LLC) in the amount of \$22,981.36 for the 2020 Zuercher suite annual subscription and maintenance fees (invoice 294833). (Correspondence 2, Lake County Sheriff's Office)
7. Authorize payment to Darrel D. Johnson Excavating, Inc. for invoice dated October 20, 2020 in the amount of \$15,620 for the septic repairs of SSTS permit # SP-20-061. The cost for these repairs is funded by the Minnesota Pollution Control Agency (MPCA) Subsurface Sewage Treatment System (SSTS) Low-Income Fix-up Grant. (Correspondence 3, Lake County Environmental Services Department)
8. Approve road name Stewart Trail for a road near 1730 Highway 3. It is currently a driveway that services several parcels and needs a road name for 911 purposes. (Correspondence 4, Lake County Sheriff's Office. The property owner(s) have come up with a list of three proposed names. They are (in order of preference): Stewart Trail, Meandering Lane, Thunder Trail)
9. Approve Change Order for Prospectors Loop ATV trail: Phase 5, Change Order #2. (Correspondence 5, Lake County Forestry Department)
10. Approve Change Order for Prospectors Loop ATV trail: Phase 4, Change Order #1. (Correspondence 6, Lake County Forestry Department)
11. Authorize payment in the amount of \$5,565.10 to Ely Area Ambulance Service (Invoice 202016) for 2020 Joint Powers Contribution, for the Town of Fall Lake and the Town of Stony River. (Correspondence 7, Ely Area Ambulance Services)

12. Approve payment of \$22,433.34 to SAPPI North America for underrun on Timber Sale Permit 1916TA. (Correspondence 9, Lake County Forestry Department)
13. Approve and authorize the County Board Chair to sign the Memorandum of Agreement with Community Partners to provide community support services for Lake County citizens for the period of January 1, 2021 through December 31, 2021, in an amount not to exceed \$19,521.00. (Correspondence 11, Lake County Health and Human Services (LCHHS) Department)
14. Approve and authorize the Lake County Board Chair to sign the Purchase of Service Agreement with the Lake County Developmental Achievement Center for the period of January 1, 2021 through December 31, 2021, in an amount not to exceed \$12,000.00. (Correspondence 11, Lake County Health and Human Services (LCHHS) Department)
15. Approve and authorize the County Board Chair to sign the Purchase of Service Agreement with the Human Development Center to provide Community Mental Health Services for the period of January 1, 2021 through December 31, 2021, in an amount not to exceed \$80,000.00. (Correspondence 11, Lake County Health and Human Services (LCHHS) Department)
16. Approve and authorize the County Board Chair to sign the Purchase of Service Agreement with the Human Development Center to provide Serious and Persistent Mental Illness (SPMI) Supported Employment Services for the period of January 1, 2021 through December 31, 2021, in an amount not to exceed \$15,000.00. (Correspondence 11, Lake County Health and Human Services (LCHHS) Department)
17. Approve and authorize the Lake County Board Chair to sign the Purchase of Service Agreement with the Center for Alcohol and Drug Treatment for the period of January 1, 2021 through December 31, 2021, in an amount not to exceed \$15,000.00. (Correspondence 11, Lake County Health and Human Services (LCHHS) Department)
18. Approve and authorize the County Board Chair to sign the Project Agreement with Common Carrier Transport Provider (Arrowhead Economic Opportunity Agency) to provide transportation services for Lake County residents for the period of January 1, 2021 through December 31, 2021. (Correspondence 11, Lake County Health and Human Services (LCHHS) Department)
19. Approve and authorize the Lake County Board Chair to sign the Memorandum of Agreement between Lake County, through its Environmental Health Department, and Aitkin County, through its Environmental Services Department, for Environmental Health Services. This MOU is for the period of January 1, 2021 through December 31, 2022. (Correspondence 11, Lake County Health and Human Services (LCHHS) Department)
20. Approve and authorize the Lake County Board Chair and Lake County Health and Human Service's Director to sign the Minnesota Department of Human Services County Grant Contract #GK304 for the period of January 1, 2021 through December 31, 2021, for Children's Mental Health Screenings. (Correspondence 11, Lake County Health and Human Services (LCHHS) Department)

21. Approve and authorize the Lake County Board Chair and Lake County Health and Human Service's Director 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, 2020 through October 31, 2025. Further authorize the Lake County Board Chair and Lake County Health and Human Service's Director to sign any subsequent Amendments and/or Award Letters to this Agreement. (Correspondence 11, Lake County Health and Human Services (LCHHS) Department)
22. Approve and authorize the Lake County Board Chair and Lake County Health and Human Service's Director to sign the Minnesota Department of Health WIC Peer Breastfeeding Support Program Grant Project Agreement Amendment between the Carlton-Cook-Lake-St. Louis Community Health Board (CHB) and Lake County. Further authorize the Lake County Board Chair and Lake County Health and Human Service's Director to sign any subsequent Amendments and/or Award Letters to this Agreement. (Correspondence 11, Lake County Health and Human Services (LCHHS) Department)
23. Authorize County Highway Engineer to sign the Frontier Communications utility permit for a telecom service line along CSAH 11 (7th Avenue) in UT 2. (Correspondence 13, Lake County Highway Department)
24. Authorize the Board Chair to sign MnDOT Agreement 1032546 for the completion of Bridge 38J36 (CSAH 3 over the Encampment River) under State Aid Project 038-603-037 with the receipt of 2017 Bridge Bonding funds. (Correspondence 13, Lake County Highway Department)
25. Approve closeout of SAP 038-603-047 and authorize Board Chair to sign the Certificate of Final Acceptance. (Correspondence 13, Lake County Highway Department)
26. Approve additional \$16,856.00 to Northland Constructors on CSP 020-001 for the 2020 gravel crushing project. (Correspondence 'New 13', Lake County Highway Department)
27. Authorize County Highway Engineer to sign the Frontier Communications utility permit for a telecom service line along CSAH 3 in Silver Creek Township. (Correspondence 'New 13', Lake County Highway Department)
28. Authorize payment in the amount of \$8,085.00 to the Association of Minnesota Counties for 2021 Annual Dues (AMC Invoice 56583, dated October 26, 2020).

RESOLUTION ITEMS:

1. Approve the appointment of Cammie Young, Human Resources Director, as the Lake County Affirmative Action Officer for 2020. Approve the revisions to the Affirmative Action Plan and authorize the Chair to sign. (Correspondence 14, Lake County Human Resources (HR) Department)
2. Approve the revisions to the Affirmative Action Plan and authorize the Chair to sign. (Correspondence 14, Lake County Human Resources (HR) Department)
3. Approve the appointment of Daniel Lackore to Information Technology Director at the Step 1 rate of \$33.92 per hour effective November 16, 2020. (Correspondence 'New 14', Lake County Human Resources (HR) Department)
4. Approve the appointment of Andrew Fellows to Appraiser at the Step 1 rate of \$19.91 per hour effective November 16, 2020. (Correspondence 'New 14', Lake County Human Resources (HR) Department)
5. Approve the appointment of Adam Borchert to Deputy Sheriff at the Step 6 rate of \$27.92 per hour effective November 23, 2020. (Correspondence 'New 14', Lake County Human Resources (HR) Department)
6. Approve the appointment of Nathan Stadler, Sergeant, to Chief Deputy Sheriff at the Step 2 rate of \$33.29 per hour effective November 14, 2020. He will retain his current vacation accrual and may cash out up to forty (40) hours per year. He may cash out up to eighty (80) hours of compensatory time per year in accordance with the Minnesota Public Employees Association Supervisors' Memorandum of Understanding. (Correspondence 'New 14', Lake County Human Resources (HR) Department)
7. Approve and authorize the Chair to sign the Memorandum of Understanding between Lake County and Law Enforcement Labor Services Local 321. (Correspondence 'New 14', Lake County Human Resources (HR) Department) (Correspondence 'New 14', Lake County Human Resources (HR) Department)

8. Approve the final plat P-20-001 Silver Creek Beach Homes, Second Supplemental, and authorize signatures on the plat mylars. The peer surveyor, County Highway Engineer, and County Attorney have all reviewed and signed off on the plat requirements. A check from Silver Cliff Properties, LLC in the amount of \$24,600 is being held with the Lake County Auditor's Office for completion of the road and cul-de-sac. (Correspondence 12, Lake County Environmental Services Department)

9. Award Lake Superior School District #381 \$10,000 of CARES Act Funds for upgrades to their website and authorize the Lake County Auditor to release those funds. (Correspondence 18, Lake County Health and Human Services (LCHHS) Department)

10. Approve the Electronic Door Additions to County Facilities Project, for a total cost of project not to exceed \$39,000.00. All monies needed for project will be allocated from the CARES Act Fund. The Lake County Courthouse, Law Enforcement Center (LEC) and Service Center in Two Harbors, need to update door access for security and to facilitate better access management due to the COVID-19 pandemic. Accept quotes and authorize payments as follows:
 - Accept Proposal Number Q09013 and authorize payment to Per Mar Security Services in the amount of \$18,962.00 (Invoice 76684). Per Mar Security Services bid entails installation of access panel, terminating wiring, and supplying card readers.
 - Accept Quote #20-1191 and authorize payment to Northern Door & Hardware, Inc. in the amount of \$12,285.00 (Invoice 20-3664). Northern Door & Hardware will provide materials and installation of hardware at doorways.
 - Accept Bid Proposal and authorize payment to Holden Electric Co., Inc. in the amount of \$5,775.00 (Invoice 61054). Holden Electric bid entails installation of cabling at door openings. (Correspondence 19, Lake County Facilities Maintenance Department)

11. Award the following Small Business Relief Grants (Round 2) as recommended by the Lake County CARES Grant Committee for the second Business grant cycle, and authorize the County Auditor to release grant funds to these entities. The Grant Committee recommends awarding grants as follows:

<u>Business Name</u>	<u>Amount</u>
Cornish -	\$ 5,000.00
Silver Bay Barber	\$ 5,000.00
Total:	\$ 10,000.00

(Correspondence 20, Lake County CARES Grant Committee)

12. Award the following Non-Profit Grants (Round 2) as recommended by the Lake County CARES Grant Committee for the second non-profit grant cycle, and authorize the County Auditor to release grant funds to these entities. The Grant Committee recommends awarding grants as follows:

<u>Organization</u>	<u>Amount</u>
Two Harbors Youth Hockey	\$ 5,000.00
Silver Bay Blue Line Club	\$ 5,000.00
North Shore Horizons	\$ 4,720.00
DECA	\$ 5,000.00
Two Harbors Food Shelf	\$ 5,000.00
Voyageur Snowmobile Club	\$ 5,000.00
Lake County Chamber of Commerce	\$ 5,000.00
Lake County Historical Society	\$ 5,000.00
M- Club	\$ 5,000.00
Agate Booster Club	\$ 5,000.00
Wild Country ATV Club	\$ 5,000.00
Lake County Humane Society	\$ 5,000.00
Silver Bay Library	\$ 5,000.00
Silver Trail Riders	\$ 5,000.00
DAC	\$ 5,000.00
Total:	\$ 74,720.00

(Correspondence 20, Lake County CARES Grant Committee)