

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

Tuesday, June 9, 2020. Lake County Board of Commissioners' meeting was held as a virtual meeting. Board Chairperson Rich Sve, County Commissioner Derrick "Rick" L. Goutermont, 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, Facilities Maintenance Director Curt Backen, Emergency Manager BJ Kohlstedt, Land Commissioner Nate Eide, Lake County Sheriff Carey Johnson, Sergeant Nathan Stadler, and Lake County Rescue Squad (LCRS) Captain Bob Norlen.

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

Board Chairperson Rich Sve welcomed all attendees. Chair Sve requested an update from Emergency Management. Lake County Emergency Manager BJ Kohlstedt provided an update on COVID-19 statistics provided by the Minnesota Department of Health (MDH) and on mitigation efforts of the Emergency Operations Center (EOC). Ms. Kohlstedt advised that COVID-19 testing is encouraged for people involved in mass gatherings, such as law enforcement personnel and protestors.

LCSR Captain Bob Norlen reviewed the vehicle specifications for the new rescue vehicle. He discussed the bid solicitation, bidding specifications, bid results and the approved funding. Lake County Emergency Manager BJ Kohlstedt left the meeting at 2:10 PM. Lake County Sheriff Carey Johnson discussed budget implications. Sheriff Johnson advised that the purchase will be about \$12,000 over budget, and that he this overage can be absorbed by the current Rescue Squad budget. Mr. Norlen advised that we already have the auto extrication equipment that will be used in the new rescue vehicle. With these main questions addressed, regarding bid results, budget implications, and extrication equipment, County Board members advised that we will move forward with the recommendation for purchase. Lake County Sheriff Carey Johnson, Sergeant Nathan Stadler, and Lake County Rescue Squad (LCRS) Captain Bob Norlen left the meeting at 2:18 PM.

Lake County Facilities Director Curtis Backen advised on a cost-effective plan to repair the existing salt shed at the Lake County Highway Department in Two Harbors. Mr. Backen advised that it is worth the effort for working with the building that we have now rather than replacing the salt shed at this time. Highway Department staff and Facilities Department staff will work together on needed repairs, including removal of the collapsed roof. Mr. Backen advised that we are waiting on bids and that he will be able to provide estimates in the near future. Mr. Backen left the meeting at 2:25 PM.

County Administrator Matthew Huddleston provided an update on several items of county business. Commissioner Jeremy M. Hurd left the meeting at 2:27 PM during a discussion of Road & Bridge items for board action. Administrator Huddleston updated the Board of Commissioners that the Lake County Highway Department had its first online bid openings today using the Bid Express service offered through Info Tech, Inc. Electronic bids were received for several projects for the Lake County Highway Department. Projects included 2020 chip seal, fog sealing and crackfilling contract funded by transportation sales tax; reclamation of County Road 182 (Fall Lake Rd.) and County Road 183 (Moose Lake Rd.) funded by transportation sales tax; and 2020 crushing aggregate. Administrator Huddleston advised that Highway Engineering Supervisor John Schlangen is working with Interim Department Head John McDonald, P.E. to review the electronic bids to make sure we have what we need, compare results with engineer's estimates, and bring forward recommendations for board action.

Administrator Huddleston reviewed the countywide announcement that was communicated this morning regarding Lake County facilities re-opening on June 22 by appointment only. Land Commissioner Nate Eide was present for questions for the Lake County Forestry Department and for any gravel discussions.

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

1. Approve Board of Commissioners' meeting minutes of May 26, 2020.
2. Approve Public Hearing meeting minutes on Lake County's Transportation Sales Tax (TST) Program, regarding the list of designated transportation improvements for the countywide transportation sales and use tax in accordance with Minn. Stat. 297A.993.; public hearing convened and recessed on May 12, 2020, continued and adjourned on May 26, 2020.
3. Approve Public Hearing meeting minutes on Unorganized Territory (UT) Road No. 84 (Sister Lake Rd.) abutting Harriet Lake, regarding extinguishing interest in two-tenths of a mile (0.2 miles) of Sister Lake Rd. through Parcel 24-6006-20010 in Section 20 Township 60 Range 6W and Parcel 24-6006-21310 in Section 21 Township 61 Range 6W; public hearing convened and adjourned on May 26, 2020.
4. Approve and authorize the County Board Chair to sign the Purchase of Service Agreement with Elaine Jackson, D/B/A Budd House B and L, LLC, for board and lodging services for the period of July 1, 2020 through June 30, 2021.
5. Approve and authorize the County Board Chair and Lake County Health and Human Services Director to sign the Transportation of Children and Youth in Foster Care Placement Purchase of Service Agreement with ISD #381 for the period of July 1, 2020 through June 30, 2021.

6. Authorize replacement of Highway 2 school zone signs at a cost up to \$8,354.01 from Traffic and Parking Control Co., Inc.
7. Approve and authorize Board Chair to sign CP 0990-250551 (Cloquet Line Gravel Road Improvements) cooperative bidding and construction agreement with St. Louis County.
8. Approve and authorize Board Chair to sign SAP 038-600-018 (Cloquet Line) cooperative agreement with Fall Lake Township for 2020 State Park Road Account (SPRA) project with costs above available SPRA funds provided by Fall Lake Township.
9. Approve SAP 038-609-012 final payment to KGM Contractors for a revised contract total of \$1,060,646.86.
10. Approve SAP 038-607-010 contract closeout with Northland Constructors for a revised contract total of \$1,058,202.64.
11. Authorize payment of Invoice R-010715-000-18 to WSB in the amount of \$5,020.00 for surveying reimbursable by Department of Natural Resources.
12. Approve and authorize County Administrator to sign WSB construction services amendment in the amount of \$20,322.50 for a revised contract total up to \$657,952.50 reimbursable by Department of Natural Resources.
13. Amend February 25, 2020 Minutes Motion 04 Item 4: Authorize repair of Unit 5990 (1999 Caterpillar D6RXL) by Ziegler in the amount of \$36,354.76.
14. Authorize payment to Trittech Software Systems, a CentralSquare Company in the amount of \$59,260.84 for the purchase of software equipment for the new 911 system.
15. Amend the Board of Commissioners meeting minutes from March 10, 2020, Motion 02, Consent Agenda item 06, to include shipping and handling charges. As amended: Authorize payment to Emergency Automotive Technologies, Inc. in the amount of \$53,818.08, plus shipping and handling charges, for the purchase and installation of equipment for the 2020 patrol vehicle. (Quote #'s TW020420-30, TW012120-30, TW020420-31, TW020420-32, TW020420-33, TW022020-30).
16. Authorize the County Board Chair to sign the 2020 State of Minnesota Annual County Boat and Water Safety Grant Agreement.
17. Approve resolution for change of signatories to the Lake County Veterans Service Office Memorial Day Funds Account at The Lake Bank, N.A.
18. Authorize the County Board Chair to sign the 2018 Operation Stonegarden Grant Agreement.

19. Authorize payment to BMO Harris Bank N.A. in the amount of \$8,710.40 for the periodic fee for the collection period of September 18, 2019 – December 17, 2019, for Irrevocable Standby Letter of Credit No. HACH503422OS.
20. Authorize payment to BMO Harris Bank N.A. in the amount of \$6,700.311 for the periodic fee for the collection period of December 18, 2019 – February 25, 2020, for Irrevocable Standby Letter of Credit No. HACH503422OS. This is the final invoice as revised on June 2, 2020.
21. Authorize County Administrator Matthew Huddleston to sign the following documents between Zito West Holding, LLC, doing business as (dba) Zito Business (“Zito”), and Lake County (“Customer”): 1) Master Services Agreement (MSA), 2) Technical Service Agreement (TSA), and 3) Attachment A, updated by Zito’s Voice Department as of May 27, 2020.
Yea: Walsh, Goutermont, Hogenson, Sve. Nay: None. Absent: Hurd. Motion carried.

MOTION WALSH, SECOND HOGENSON: 03 – Accept the state bid from Saxon Fleet Services for the Ford F550 crew cab 4X4 chassis w/7.3L V8 gas engine and Omaha Orange paint: \$44,306.00 for the Rescue Squad. The Ford chassis was requested with a gas engine to save money (approx. \$8,000). Chevrolet did not offer a gas engine in a Silverado MD chassis. The Silverado MD chassis was recommended for the application by the dealership, Ranger Chevrolet. The state contract price from Ranger Chevrolet for a Silverado MD chassis with a diesel engine was \$56,160.00. Yea: Walsh, Goutermont, Hogenson, Sve. Nay: None. Absent: Hurd. Motion carried.

MOTION HOGENSON, SECOND WALSH: 04 – Accept the only sealed bid, received from Custom Fab and Body for the 12-foot aluminum rescue body to include a 12,000 pound winch and grille guard, on-board battery charger, DeWalt 15 gallon air compressor, 5-drawer tool box, 2 hydraulic hose reels with 100 feet of hose on each reel, telescoping scene lights, Honda 3500 watt generator and Rescue Squad decals: \$122,624.00 (public sealed bid published in the Northshore Journal and posted on the Lake County website for 2 weeks). Yea: Walsh, Goutermont, Hogenson, Sve. Nay: None. Absent: Hurd. Motion carried.

MOTION GOUTERMONT, SECOND HOGENSON: 05 – Approve the probationary appointment of Percy Ungerecht to Highway Maintenance Worker at the Step 4 rate of \$20.45 per hour effective June 22, 2020. Yea: Walsh, Goutermont, Hogenson, Sve. Nay: None. Absent: Hurd. Motion carried.

MOTION WALSH, SECOND GOUTERMONT: 06 – Approve the 67-day temporary appointment of Gerald Bahar, Survey Technician for Highway Department, at \$18.00 per hour including second year return incentive effective June 15, 2020. Yea: Walsh, Goutermont, Hogenson, Sve. Nay: None. Absent: Hurd. Motion carried.

MOTION GOUTERMONT, SECOND HOGENSON: 07 – Approve the 67-day temporary appointment of Amy Cavallin, Laborer for Highway Department, at \$14.00 per hour including maximum return incentive effective June 15, 2020. Yea: Walsh, Goutermont, Hogenson, Sve. Nay: None. Absent: Hurd. Motion carried.

MOTION WALSH, SECOND HOGENSON: 08 – Approve the 67-day temporary appointment of Terry Costello, Mower Operator for Highway Department, at \$16.00 per hour including maximum return incentive effective June 15, 2020. Yea: Walsh, Goutermont, Hogenson, Sve. Nay: None. Absent: Hurd. Motion carried.

MOTION HOGENSON, SECOND GOUTERMONT: 09 – Approve the 67-day temporary appointment of Al Lampela, Mower Operator for Highway Department, at \$16.00 per hour including maximum return incentive effective June 15, 2020. Yea: Walsh, Goutermont, Hogenson, Sve. Nay: None. Absent: Hurd. Motion carried.

MOTION HOGENSON, SECOND WALSH: 10 – Approve the 67-day temporary appointment of Jayden Ruberg, Grounds Maintenance Worker for Facilities Department, at \$13.50 per hour including first year return incentive effective June 10, 2020. Yea: Walsh, Goutermont, Hogenson, Sve. Nay: None. Absent: Hurd. Motion carried.

MOTION GOUTERMONT, SECOND HOGENSON: 11 – Approve the retirement of Toni Wangen, Human Services Technician, effective August 17, 2020. Yea: Walsh, Goutermont, Hogenson, Sve. Nay: None. Absent: Hurd. Motion carried.

MOTION WALSH, SECOND GOUTERMONT: 12 – Approve the retirement of Barbara Kohlstedt, Emergency Management Director, effective August 31, 2020. Yea: Walsh, Goutermont, Hogenson, Sve. Nay: None. Absent: Hurd. Motion carried.

MOTION HOGENSON, SECOND WALSH: 13 – Approve the recruitment for one full-time Emergency Management Director/Safety Officer. Yea: Walsh, Goutermont, Hogenson, Sve. Nay: None. Absent: Hurd. Motion carried.

MOTION GOUTERMONT, SECOND HOGENSON: 14 – Approve the internal posting for one full-time Facilities Coordinator. Yea: Walsh, Goutermont, Hogenson, Sve. Nay: None. Absent: Hurd. Motion carried.

MOTION GOUTERMONT, SECOND HOGENSON: 15 – Adjourn Board of Commissioners meeting at 3:25 PM. Yea: Walsh, Goutermont, Hogenson, Sve. Nay: None. Absent: Hurd. 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.

- Committee of the Whole at 2:00 PM on Tuesday, June 16, 2020.
- Regular meeting at 2:00 PM on Tuesday, June 23, 2020.

ATTEST:

Laurel D. Buchanan
Clerk of the Board

Rich Sve, Board Chairperson
Lake County Board of Commissioners