

Board Meeting

January 6, 2015

Agenda

as of December 17, 2014, subject to change.

The Mission of the Hubbard County Commissioners is as follows:

Carry out the lawful responsibilities delegated by the state legislature; protect county assets and provide high quality, cost effective, public services in a friendly and respectful manner through innovation, leadership and cooperation.

PLEDGE OF ALLEGIANCE

The Board of Commissioners is provided background information for agenda items in advance by county staff, committees and boards. Many decisions regarding agenda items are based upon this information, as well as: County policy and practices, input from constituents, questions or information that has not yet been presented or discussed regarding an agenda item. If you have a concern or question on an agenda item, please ask to be recognized by the Chairperson during the meeting – state your name and your interest in the agenda item for the record. Please keep comments under 5 minutes. Individuals wishing to speak for more than five minutes should ask to be included on the agenda in advance by contacting the County Coordinator. All comments are appreciated, but please refrain from personal or derogatory attacks on individuals.

9:00 Call to Order by the Coordinator

- ◆ ELECTION OF CHAIRPERSON/VICE CHAIRMAN
- ◆ AGENDA APPROVAL
- ◆ PUBLIC INPUT

Anyone wishing to address the Board on issues not found on today's agenda may do so at this time. Speakers are asked to approach the microphone. Individual comments are limited to 3-4 minutes. Total allotted time for this forum is 10 minutes.

9:05 CONSENT AGENDA:

Items listed on the Consent Agenda are considered routine and non-controversial by the County Board. There will be no separate discussion of these items unless requested by a member of the County Board, staff or public. If an item is removed, it will be discussed immediately following the approval of the remaining Consent Agenda items.

1. APPROVE MINUTES OF THE DECEMBER 16, 2014 REGULAR MEETING
2. ADOPT THE MODIFIED ROBERTS RULES OF ORDER
3. APPROVE THE BILLS & AUDITOR'S WARRANTS DATED 12/19, 12/26/14 & 01/02/15
4. APPROVE THE FOLLOWING LICENSE APPLICATIONS: SUNDAY AND ON-SALE – DORSET CAFÉ, HENRIETTA TOWNSHIP
5. APPROVE THE SOCIAL SERVICES BILLS.
6. ADOPT RESOLUTION 01061501 ACCEPTING THE FOLLOWING LEC DONATIONS: REV. JEAN MCKINNEY - \$50.00 FOR JAIL MINISTRY AND AN ANONYMOUS DONOR - \$25.00 FOR K-9 VEST.
7. REVIEW THE ROAD & BRIDGE FINANCIAL STATEMENT FOR YTD [10/31/14](#) & [11/30/14](#).
8. REVIEW 2014 BRIDGE INSPECTION AND RATINGS SUMMARY REPORT

Commissioners:

District 1 – Vern Massie
District 2 – Matt Dotta
District 3 – Ed Smith
District 4 – Dan Stacey*
District 5 – Cal Johannsen

* Chairman

** Vice Chairman

Closed meetings are held when necessary pursuant to M.S. §13D.03 (union strategy); M.S. §13D.05, Subd. 3 (employee evaluation); M.S. §13D.05, Subd. 3b (pending litigation); M.S. §13D.05, Subd. 3c (negotiate purchase or sale of real property); and/or M.S. §13D.05, Subd 3d (to receive security briefings & reports) M.S. §13D.05, Subd 2b (consider allegations/charges against an employee) with the specific purpose to be stated at time of meeting.

Board Meeting

January 6, 2015

Agenda

as of December 17, 2014, subject to change.

The Mission of the Hubbard County Commissioners is as follows:

Carry out the lawful responsibilities delegated by the state legislature; protect county assets and provide high quality, cost effective, public services in a friendly and respectful manner through innovation, leadership and cooperation.

SCHEDULED BUSINESS:

9:10 Bid Opening – Legal Newspaper

9:25 Public Works

ACTION ITEMS:

1. [Approve resolution for our Prioritized Bridge Replacement List.](#)
2. I would like authorization to determine the over time needed to fulfill our daily operations, with monthly reports to the Board. Our main OT usage is normally winter maintenance and summer construction.
3. Discussion on the sales tax option for project funding.
4. Requested changes to Recreational Cabin Lease #12.
5. License renewal for [U of M Hydrogeologic Station.](#)
6. Other

INFORMATION ITEMS:

1. Project updates: none at this time.
2. Review Timber Auction held on January 5, 2015 at 9:00 at the PW building.
3. Other

10:00 Sheriff

10:15 Recess

10:45 Veteran Services

- Approve filling of Assistant Veteran Services Officer.
- Other as necessary

11:00 [Maintenance](#)

1. Request approval for 2 month extension of Warnick's Janitorial Service
 2. Request approval for LEC sally port #3 garage door opener replacement.
-

Commissioners:

District 1 – Vern Massie
District 2 – Matt Dotta
District 3 – Ed Smith
District 4 – Dan Stacey*
District 5 – Cal Johannsen

* Chairman

** Vice Chairman

Closed meetings are held when necessary pursuant to M.S. §13D.03 (union strategy); M.S. §13D.05, Subd. 3 (employee evaluation); M.S. §13D.05, Subd. 3b (pending litigation); M.S. §13D.05, Subd. 3c (negotiate purchase or sale of real property); and/or M.S. §13D.05, Subd 3d (to receive security briefings & reports) M.S. §13D.05, Subd 2b (consider allegations/charges against an employee) with the specific purpose to be stated at time of meeting.

Board Meeting

January 6, 2015

Agenda

as of December 17, 2014, subject to change.

The Mission of the Hubbard County Commissioners is as follows:

Carry out the lawful responsibilities delegated by the state legislature; protect county assets and provide high quality, cost effective, public services in a friendly and respectful manner through innovation, leadership and cooperation.

3. Accept the resignation of Maintenance Tech, Ron Wells effective 02/17/15 and request authorization to fill the position.

4. Other as necessary

11:15 Finance – Treasurer

- Request for overtime for January to complete year end reporting.
- Authorize duplicate check for Refund check #6489 lost in the mail.
- Other as necessary

11:30 [Land Records](#)

Old Business:

- **Shoreland Management Ordinance, proposed Amendment 17 – DNR position on Sect. 506**

New Business:

- **Conditional Use Permit 4-CU-14** by Nathan Turnquist: Part of the SE 1/4 of the NE 1/4, Section 20, Township 140, Range 34, Henrietta Township by Mud and Long Lakes. Parcel: 13.20.00310. Applicant is requesting a conditional use permit for a retail shop per Section 401 of the Shoreland Management Ordinance.
- **2015 legal counsel retainer**

Other:

12:00 Committee Reports

1:15 Coordinator

Old Business:

Commissioners:

District 1 – Vern Massie
District 2 – Matt Dotta
District 3 – Ed Smith
District 4 – Dan Stacey*
District 5 – Cal Johannsen

* Chairman

** Vice Chairman

Closed meetings are held when necessary pursuant to M.S. §13D.03 (union strategy); M.S. §13D.05, Subd. 3 (employee evaluation); M.S. §13D.05, Subd. 3b (pending litigation); M.S. §13D.05, Subd. 3c (negotiate purchase or sale of real property); and/or M.S. §13D.05, Subd 3d (to receive security briefings & reports) M.S. §13D.05, Subd 2b (consider allegations/charges against an employee) with the specific purpose to be stated at time of meeting.

Board Meeting

January 6, 2015

Agenda

as of December 17, 2014, subject to change.

The Mission of the Hubbard County Commissioners is as follows:

Carry out the lawful responsibilities delegated by the state legislature; protect county assets and provide high quality, cost effective, public services in a friendly and respectful manner through innovation, leadership and cooperation.

1. Committee Assignments: Report on HRA
2. Other

New Business:

3. Proposed Section 29 – [Nursing Mother Policy](#)
4. 01/13/15 Board Work Session Subject
5. Summation of department manager's evaluations conducted on 12/22/14, as required by M.S. §13D.05, Subd 3 (a).
6. Manager Meeting – 01/27/15 – Subjects for discussion
7. Approve the Assistant Veteran Services Officer wage, as recommended by the Classification Committee
8. Approve payment of 2015 AMC Dues - \$10,580.00
9. Approve the Terms of Engagement of Hoffman, Philipp & Knutson for 2014 Audit and authorize signature of same by Chair and Coordinator
10. other, as necessary

ADJOURNMENT

Hubbard County Webpage: www.co.hubbard.mn.us

Commissioners:

District 1 – Vern Massie
District 2 – Matt Dotta
District 3 – Ed Smith
District 4 – Dan Stacey*
District 5 – Cal Johannsen

* Chairman

** Vice Chairman

Closed meetings are held when necessary pursuant to M.S. §13D.03 (union strategy); M.S. §13D.05, Subd. 3 (employee evaluation); M.S. §13D.05, Subd. 3b (pending litigation); M.S. §13D.05, Subd. 3c (negotiate purchase or sale of real property); and/or M.S. §13D.05, Subd 3d (to receive security briefings & reports) M.S. §13D.05, Subd 2b (consider allegations/charges against an employee) with the specific purpose to be stated at time of meeting.