

Board Meeting

January 20, 2015

Agenda

as of January 7, 2015, 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 Chair

◆ ***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 [JANUARY 6, 2015 ANNUAL MEETING](#)***
2. ***APPROVE THE BILLS & AUDITOR'S WARRANTS DATED 01/09/15 & 01/16/15***
3. ***REVIEW GENERAL REVENUE [FINANCIAL REPORTS](#), DECEMBER 2014***
4. ***REVIEW DEPARTMENTAL [OVERTIME REPORT](#), DECEMBER - 2014***
5. ***ADOPTED RESOLUTION NO. 01201501 APPROVING THE SOCIAL SERVICE INCOME MAINTENANCE AGENDA, SOCIAL SERVICES AGENDA AND THE PAYMENT OF THE BILLS, AS PRESENTED.***

SCHEDULED BUSINESS:

9:05 Introduction of Finance/Auditor/Treasurer

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.

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9:10 Public Works

ACTION ITEMS:

1. Review and approve [Pasture Lease](#) for NRM
2. Other

INFORMATION ITEMS:

1. Project updates: none at this time
2. Letting date set for February 23, 2015 at 2:00 PM for Projects CP 29-15-02 Aggregate Surfacing and CP 29-15-03 Liquid Chloride
3. Other
- 4.

9:40 Social Services

1. Board approval of Purchase of Service (POS) agreements with the following:
 - a. Approve Purchase of Service Agreement with Pine Manor Inc. for Detoxification services
 - b. Approve POS agreement with Upper Mississippi Mental Health Center for Outpatient MH services
 - c. Approve retroactive amendment of contract ceiling with Family Connections
 2. Personnel Matters: Introduce new hires
 3. Review County Burial Policy
 4. Transit Program matters:
 - a. MNDOT Drug and Alcohol Program Review
 - b. MNDOT Transit garage inspection and ramifications
 4. Social Service Fee Schedule Review
 5. Cubicle component purchases request
-

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7. Old Business:
 - a. Case numbers and Intake Statistics

10:10 Sheriff

1. Request approval to install a LETG public safety software system (information attached)
2. Request a change in the Sheriff's Office current staffing level
3. Approval of Purchase of Service Agreement with the Hubbard County Sheriff's Office and the Lakes Area Dive Team in the amount of \$5,000
4. Additional Items

10:25 Recess

10:40 Land Records – ESO & [Assessor](#)

Old Business:

New Business:

- GIS parcel fabric conversion

Other:

- GIS Public Land Survey Viewer – demo
- 273.065 DELIVERY OF ASSESSMENT APPRAISAL RECORDS; EXTENSIONS.

11:15 Public Hearing – Recession of Ordinances 9, 16, & 24 and adoption of proposed Ordinance #42

11:30 Soil & Water Conservation – Joint Powers Agreement-Wetland Conservation Act

~~11:35 Lunch~~

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12:30 [Extension Office](#)

- Approve filling Office Assistant I position
- Other as necessary

12:45 Committee Reports

1:00 Coordinator

Old Business:

1. Reminder: Manager Meeting 01/27/15 @ 9:00 a.m. – Social Services Conference Room: Topic – Informational and Department Manager’s Handbook Review, others?
2. Board Work Session topic – 02/10/15

3. Appointment of Board, non-voting liaison to the Housing & Redevelopment Authority (HRA) per board action of 01/06/15
4. Construction Project History
5. Other

New Business:

6. Technology Committee Recommendations: Approve replacement of 3 or 4 LEC laptops at a cost of approximately \$2100 each on an annual basis, as needed to implement a rotation, to avoid a large fork lift in the future, with payment to be from Data Processing (063)
 7. Approve PayEquity submission and authorize the chair to sign same.
 8. Approve payment of the following 2015 allocations as budgeted: [Historical Society](#) - \$10,000; SWCD - \$22,000; and Local Water Plan - \$8,566.
 9. MAHUBE-OTWA seeking interested party as [At Large representative](#)
 10. [MHB 2014 Annual Report](#)
 11. Approve [Memorandum of Agreement](#) w/Erika Randall for Law Library Services – 2015
 12. Approve the appointment of Auditor/Treasurer
 13. Joint Legislative Conference – March 4 – 5, 2015
 14. other, as necessary
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ADJOURNMENT

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

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