

Board Meeting

March 3, 2015

Agenda

as of February 18, 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 FEBRUARY 17, 2015 REGULAR MEETING;
2. APPROVE THE MINUTES OF THE FEBRUARY 10, 2015 BOARD WORK SESSION;
3. APPROVE THE BILLS & AUDITOR'S WARRANTS DATED 02/20/15 & 02/27/15;
4. REVIEW THE GENERAL REVENUE CASH BALANCE REPORT DATED 01/31/15 AND 2015 DESIGNATED MONIES (806) REPORT;
5. APPROVE [LICENSE APPLICATIONS](#) AS FOLLOWS: [3.2 BEER LICENSE – MAPLE RIDGE GOLF COURSE, HELGA TOWNSHIP AND 2:00 A.M. CLOSING – ZORBAZ, LAKE EMMA TOWNSHIP](#);
6. APPROVE THE SOCIAL SERVICES BILLS
7. REVIEW DEPARTMENTAL [OVERTIME REPORT](#) – FEBRUARY, 2015

SCHEDULED 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.

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9:05 Public Works

ACTION ITEMS:

1. Approve County State Aid Highway Funds Advance [Resolution No. 03031501](#) for our 2015 projects.
2. Approve 2015 Spring Road Restrictions [Resolution No. 03031502](#).
3. Review and approve bids for Projects CP 29-15-02 [Aggregate Surfacing](#) and CP 29-15-03 [Liquid Chloride](#).
4. Permission to advertise and hire two (2) seasonal Parks Maintenance Workers and one (1) seasonal Land Survey Tech.
5. Review and [approve the 2015-2016](#) OHV Grant Agreements for Schoolcraft ATV and Martineau OHM Trails.
6. Review and approve quote for Pre-commercial Thinning project.
7. Update on the implementation of the Transit Sales and Use Tax process.
8. SW Personnel Discussion: Approve permission to fill PT Non-Certified Solid Waste Attendant positions.
9. Review and approve purchase of used 6 yd recycling dumpsters
10. Other

INFORMATION ITEMS:

1. Project updates: none at this time.
2. Letting date set for March 23, 2015 at 1:30 p.m. for Projects SAP 029-609-020, CP 29-98-15, CP 29-100-15, and CP 29-101-04.
3. Letting date set for SP 088-070-044 (SP 029-070-002) Ground in wet reflective edge line striping for April 27, 2015.
4. Snow plow Tandem Truck specs set for March 11, 2015.
5. Land Commissioner Lohmeier will be out of the office March 3-5 for a MACLC meeting in St. Paul.
6. Our next Timber Auction will be April 6th @ 9:00 AM in the Commissioner's Room at the Courthouse.
7. Other

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9:35 Sheriff

10:00 Recess

10:15 Finance

- Approve payment of [duplicate check](#) for Steamboat River Township
- ECPN recommendation
- Department Managers request to increase spending authorization from \$60 to \$1500
- Other as necessary

10:30 [Land Records](#) – Environmental Services Office

Old Business:

New Business:

- [Preliminary Plat](#) of Wright Estates by Rick and Joanne Wright: Applicants are requesting to create one ~3.52 acre platted lot. Part of the SW ¼ of the SW ¼ in Section 22, Township 140, Range 35, Parcel: 27.22.01300.
- [Subdivision Ordinance](#) – draft amendment
- Vegetative Alteration Permit Fee

Other:

10:45 SWCD

- Local [Water Plan](#)
- [Other](#) as necessary

11:00 Committee Reports

11:15 Coordinator

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Old Business:

1. Appointment of Administrative Authority outlined in Ordinance 42
2. Reminder: AFSME Negotiation scheduled for 03/17/15 @ 5:00 p.m.
3. Other

New Business:

4. Approve 2015 Docutech Consulting services for update of MCAPS4 in the amount of \$850 with payment to be from 063 budgeted monies.
5. Department Manager Discussions
6. Construction Project - [blinds](#)
7. other, as necessary

11:30 Closed Session pursuant to §13D.03

ADJOURNMENT

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

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