

# Board Meeting

April 7, 2015

## Agenda

as of March 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.*

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### **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 MARCH 17, 2015 REGULAR MEETING;
2. APPROVE MINUTES OF THE MARCH 23, 2015 PUBLIC HEARING;
3. APPROVE THE BILLS & AUDITOR'S WARRANTS DATED 03/20/15, 03/27/15 & 04/02/15;
4. APPROVE LICENSE APPLICATIONS AS FOLLOWS: 3.2 BEER AND SET-UP LICENSE – FIREFLY EVENT BARN, NEVIS TOWNSHIP;
5. APPROVE THE SOCIAL SERVICES BILLS;
6. ADOPT **RESOLUTION NO. 04071501** ACCEPTING THE FOLLOWING DONATIONS: HUBBARD COUNTY DEVELOPMENT ACHIEVEMENT CENTER, INC - \$2,000 (STS PROGRAM DONATION); THE ARCC - \$300 (STS PROGRAM DONATION); LAKEPORT TOWNSHIP - \$3,149.50 (STS EQUIPMENT DONATION); HUBBARD TOWNSHIP - \$3,100.00 (STS EQUIPMENT DONATION); HEARTLAND EXPRESS - \$800.00 (STS EQUIPMENT DONATION); BETHEL CEMETERY - \$800.00 (STS EQUIPMENT DONATION); MN DEER HUNTER'S ASSOCIATION - \$500.00 (STS EQUIPMENT DONATION); HUBBARD COUNTY FOOD SHELF - \$500.00 (STS EQUIPMENT DONATION); JASON HOCHSTATTER - \$20.00 (STS FIREWOOD DONATION);

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#### **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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7. ADOPT **RESOLUTION No. [04071502](#)** ACCEPTING THE FOLLOWING DONATION AND AUTHORIZE THE CHAIRMAN TO SIGN THE APPLICATION TO ACCEPT GAMBLING FUNDS: OTTO HENDRICKSON POST #212 - \$400 (SHERIFF OFFICE DONATION);
8. REVIEW DEPARTMENTAL [OVERTIME REPORT](#) – MARCH, 2015;
9. REVIEW HIGHWAY DEPT. ANNUAL REPORT FOR 2014;
10. REVIEW ROAD & BRIDGE FINANCIAL STATEMENT FOR YTD 2/28/15

### **SCHEDULED BUSINESS:**

9:05 Public Works

#### **ACTION ITEMS:**

1. Review and approve bids for Projects SAP 029-609-020, CP 29-98-15, CP 29-100-15, and CP 29-101-04.
2. Review and approve quotes for CP 29-15-01, [pavement marking](#).
3. Review and approve quotes for [County car](#).
4. Review and approve quotes for garage door replacement in the Mechanic's bay in Park Rapids.
5. Review and approve quotes for our 2015 Signing materials received April 6, 2015.
6. Review and approve [Resolution No. 04171503](#) and easement for Ramey Abdelkhaleq (Section 12, 144-35).
7. Review and approve quotes for [stump grinding](#) at County 7 Rest Area.
8. Review and approve quotes for [slash raking on 29.4](#) acres of TFL.
9. Review and approve Irrevocable Bank Letter of [Credit Policy](#).
10. Discussion on a proposed Class B/C Land Exchange (09.32.00500 (pvt.) for 03.31.01080 (tfl)).
11. Review and approve quotes for [concrete work at South Transfer Station](#).
12. Other

#### **INFORMATION ITEMS:**

1. Project updates: none at this time.
2. Letting date set for SP 088-070-044 (SP 029-070-002) Ground in wet reflective edge line striping for April 27, 2015.

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3. Recap of the Timber Auction held on April 6<sup>th</sup>.
4. USF&WS listing decision on the NLEB.
5. County Engineer, Public Works Coordinator will be out of the office from April 9<sup>th</sup> to April 27<sup>th</sup>.
6. Other

9:35 Sheriff

### AGENDA:

1. **Resolution No. [040715034](#)** recognizing the National Telecommunicator's Week April 12 - 18, 2015

2. Additional Items

10:00 Recess

10:15 Headwaters Regional Development Commission (HRDC) – Tim Flathers

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

Old Business:

New Business:

- 2015 SSTS Inspector Agreement

Other:

10:45 Finance Department

- [Copier/Printer purchase](#)
  - Adopt **Resolution No. [04171505](#)** approving Driver License Agent Appointment
  - Approve Driver License Lease Agreement
  - Other as necessary
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11:00 Committee Reports

11:15 Coordinator

### Old Business:

1. Reminder: AFSME Negotiation scheduled for 04/07/15 @ 5:00 p.m.
2. Reminder: Board Work Session 04/14/15
3. Other

### New Business:

4. National County Government Month – April 2015 – **Resolution No. 04071506**
5. Tech Committee Recommendation
  - Approve renewal POS Agreement with ProWest
  - Authorize renewal of annual licensure included in budgets w/o board approval
  - Add discussion regarding Policy development to 04/14/15 work session (ITV Use Policy, Meeting Room Utilization Policy, and incorporation of County logo – use?)
6. Discussion DOC lease
7. Construction Project Discussion: floor, signs and roofing projects
8. Approve temporary SS personnel during regular employee leave as provided through MN Merit
9. Report PERA/SS Referendum Results
10. other, as necessary

11:30 Closed Session pursuant to M.S. §13D.05, Subd 3b (pending litigation)

12:00 Closed Session pursuant to M.S. §13D.03 (union strategy)

### **ADJOURNMENT**

Hubbard County Webpage: [www.co.hubbard.mn.us](http://www.co.hubbard.mn.us)

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