



Board Meeting

May 3, 2016

Agenda

as of April 20, 2016, 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 APRIL 19, 2016 REGULAR MEETING;**
 2. **APPROVE THE BILLS & AUDITOR'S WARRANTS DATED 04/22 AND 04/29/16;**
 3. **APPROVE THE SOCIAL SERVICES BILLS ;**
 4. **ADOPT RESOLUTION No. 05031601 APPROVING MN LAWFUL GAMBLING LG220 APPLICATION FOR EXEMPT PERMIT FOR UNITED FOUNDATION FOR DISABLED ARCHERS' RAFFLE ON OCTOBER 1, 2016;**
 5. **ADOPT RESOLUTION No. 05031602 APPROVING MN LAWFUL GAMBLING LG220 APPLICATION FOR EXEMPT PERMIT FOR PARK RAPIDS AMATEUR HOCKEY ASSOCIATION'S PULLTABS AT CLANCY'S ON ISLAND LAKE;**
 6. **APPROVE RENEWAL JUNKYARD/SCRAP LICENSE APPLICATIONS AS FOLLOWS: NORTH STAR SALVAGE, PARK RAPIDS, MN AND R & R TOWING & SALVAGE, NEVIS, MN;**
 7. **REVIEW DEPARTMENTAL [OVERTIME REPORT](#) – APRIL 2016;**
 8. **ADOPT RESOLUTION No. 05031602 ACCEPTING DONATION TO THE ENVIRONMENTAL SERVICES DEPARTMENT AS FOLLOWS FOR THE AIS PROGRAM-PARTNERING FUNDS: CITY OF**
-

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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AKELEY, \$770; LOWER CROW WING LAKES ASSOCIATION - \$1710.00; AND ACCEPTING DONATIONS TO THE SHERIFF'S DEPARTMENT AS FOLLOWS: STS DONATION – HUBBARD TOWNSHIP - \$3760.00; AKELEY REGIONAL COMMUNITY CENTER - \$350.00 AND STS EQUIPMENT DONATION – MN DEER HUNTERS ASSOCIATION - \$800.00.

SCHEDULED BUSINESS:

9:05 [Public Works](#)

ACTION ITEMS:

1. Review and adopt [Resolution No. 05031602](#) to enter into a cooperative construction agreement with MnDOT for TH 71 construction purposes
2. Review and approve execution of 6 month SW hauling contract with Stockman Transfer, when completed
3. Review and [approve quotes](#) to install steel roofing on Heartland Park picnic shelter
4. Review and [approve quote](#) for pumping, filling, and crushing septic tank at Fish Hook Public Access
5. Other

INFORMATION ITEMS:

1. Project updates: none at this time.
2. Ending date for Spring Road Restrictions in the North-Central zone is May 3rd at 12:01a.m.
3. Dates for the Proposed 5-Year Construction Program meeting will be June 13, 2016 at 7:30 p.m. in the Board room at Park Rapids and held at Helga Twp on June 20, 2016 at 7:00 p.m.
4. Letting date set for CSAH 4 & CSAH 25 bituminous mill and overlay on May 10, 2016 at 11:00 a.m.
5. Other

9:30 Sheriff

1. Presentation of Outstanding Agency Award to Hubbard County Sheriff's Office by Frank Sherf, MN Law Enforcement Liaison for Department of Public Safety

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2. Request to have clerical staff, office administrator, lead dispatcher, and jail sergeants job descriptions sent to the points committee

3. Additional Information

9:45 [Recorder](#)

Old Business:

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New Business:

*Chief Deputy Recorder Job Description

*Re-classification of Chief Deputy Recorder and Deputy Recorder job descriptions

*Other items as presented

10:00 Recess

10:15 Committee Reports

10:30 Coordinator

Old Business:

1. Board Work Session – 05/10/16, Nemeth Art Center - other
2. Review of Social Service Director position description
3. Other

New Business:

4. Manager Meeting – 05/31/16 – attendance and Board topics for discussion
 5. Benefit Committee Update
 6. Reminder: AMC Region II meeting, 06/08/16 @ 8:00 a.m. Northern Township Hall
 7. Other
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11:00 Tour of the Hubbard County Historical Museum

ADJOURNMENT

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

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