

# Board Meeting

May 5, 2015

## Agenda

as of April 22, 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 APRIL 21, 2015 REGULAR MEETING;
2. APPROVE MINUTES OF THE APRIL 23, 2015 SPECIAL MEETING;
3. APPROVE THE BILLS & AUDITOR'S WARRANTS DATED 04/24/15 & 05/01/15;
4. APPROVE THE FOLLOWING [LICENSE APPLICATION](#): EMMAVILLE INN, INC., CLAY TOWNSHIP – TOBACCO, 3.2 BEER, AND WINE LICENSES;
5. REVIEW DEPARTMENTAL [OVERTIME REPORT](#) – APRIL, 2015;
6. APPROVE THE SOCIAL SERVICES BILLS;
7. ADOPT **RESOLUTION NO. 05051501** ACCEPTING THE FOLLOWING SHERIFF'S OFFICE DONATIONS: CITY OF LAPORTE - \$1,700, STS EQUIPMENT ; CITY OF AKELEY - \$500, STS PROGRAM; PARK RAPIDS EAGLES AUXILIARY - \$370, K-9 PROGRAM

### **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.

# Board Meeting

May 5, 2015

## Agenda

as of April 22, 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.*

---

9:05 Public Works

### **ACTION ITEMS:**

1. Review and approve bid for SP 088-070-044 – Ground-In Wet-Reflective Edge Striping let on 4/27/15, top two quotes rejected and approve third bidder Traffic Marking Services, Inc. from Maple Lake, MN for the amount of \$477,000.59..
2. Permission to sell our 1993 GMC single axle snow plow truck to the high bidder for \$8,250.
3. Review and [approve quote](#) for Recycling Lawnmower
4. Review and approve quote for Recycling Forklift
5. Adopt [Resolution No. 05051502](#) MN Deer Hunters Assoc. Habitat Project Proposal – Craig Engwall, Exec. Director
6. [Garfield Lake](#) land [donation](#) proposal
7. Review and approve quotes for sweeping and striping [Heartland Park](#) parking lot
8. Review and approve quotes for light pole and outdoor [security light replacement](#) in Heartland Park
9. Request to rescind previous County Board action on Porta-Potty rental and rebid project
10. Review and approve the transfer of [Lease #10](#).
11. County Car pool discussion on previous vehicle purchased.
12. Reappointment for a 4 year term for the County Engineer, Public Works Coordinator.
13. Other

### **INFORMATION ITEMS:**

1. Project updates: none at this time.
2. Letting date set for SAP 029-599-012 Farden Township Box Culvert Project set for May 18, 2015.
3. Other

---

#### **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

May 5, 2015

## Agenda

as of April 22, 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.*

---

9:35 Sheriff

AGENDA:

1. Approval of nursing contract with Rosemary Mills
2. Request to hire new full time transport deputy starting at step 3 pay scale based on years of experience.
3. Adopt [Resolution No. 05051503](#) accepting 2015 Federal Boating Enforcement Supplemental Grant for additional patrol hours in the amount of \$6,375
4. Additional information

10:05 Recess

10:15 Social Services

- Adopt [Resolution No. 05051504](#) regarding Managed Care Re-procurement
- Approve POS agreement for Guardianship/Conservatorship services
- Other as needed

10:45 Land Records

**Old Business:**

- Subdivision Ordinance amendment

**New Business:**

**Other:**

11:00 Committee Reports

---

**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

May 5, 2015

## Agenda

as of April 22, 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.*

---

11:15 Coordinator

### Old Business:

1. Subject: Board Work Session 05/12/15 – Local Water Plan Review (Julie unable to attend in a.m. due to SWCD Board meeting)
2. Determine attendance of 06/09/15 Commissioner “Lunch Room” meeting.
3. FYI: Auditor/Treasurer Kay Rave has been named the Driver License Agent effective 04/07/15.
4. Other

### New Business:

5. Schedule Facilities Maintenance Manager performance evaluation on 05/19/15
6. Approve Highway Engineer four year appointment renewal – 05/15/15 to 05/14/19
7. Adopt [Resolution No. 05051505](#) in support of MHB application to Lessard Sams Outdoor Heritage Council for preservation & protection of the Mississippi River as presented.
8. other, as necessary

### **ADJOURNMENT**

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