

# Board Meeting

May 19, 2015

## Agenda

as of May 6, 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.*

- ◆ APPROVE MINUTES OF THE MAY 5, 2015 REGULAR MEETING;
- ◆ APPROVE MINUTES OF THE MAY 12, 2015 WORK SESSION;
- ◆ APPROVE THE BILLS & AUDITOR'S WARRANTS DATED 05/08/15 & 05/15/15;
- ◆ REVIEW OF [CASH BALANCE REPORT](#), 04/30/15; AND UNALLOCATED DEPARTMENTAL MONIES REPORT – 806;
- ◆ ADOPT RESOLUTION 05191501 APPROVING THE SOCIAL SERVICE INCOME MAINTENANCE AGENDA, SOCIAL SERVICES AGENDA AND THE PAYMENT OF THE BILLS, AS PRESENTED;
- ◆ ADOPT RESOLUTION No. 05191502 ACCEPTING THE FOLLOWING SHERIFF'S OFFICE DONATIONS: MANTRAP VALLEY CONSERVATION CLUB - \$751.50 FOR STS EQUIPMENT DONATION.

#### SCHEDULED BUSINESS:

#### 9:05 PUBLIC WORKS

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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.*

# Board Meeting

## May 19, 2015

### Agenda:

1. Review and approve bids for SAP 029-599-012 Farden Township Box Culvert and road Project let May 18, 2015 at 1:30 p.m.
2. Review and approve low [quote](#) for F-650 Sign truck chassis from Wallwork Truck Center, Fargo, ND for the amount of \$46,965.00.
3. [MN Deer Hunters Assoc.](#) Habitat Project Proposal – Craig Engwall, Exec. Director -  
**RESOLUTION No. 05191503**
4. Garfield Lake land donation proposal
5. Review and Approve **RESOLUTION No. 05191504** of Support for Forest Riders Snowmobile Club Grant Application.
6. [Review](#) and approve the grant application and [RESOLUTION 05191505](#) of Support for the Itascatur Ski, Run, & Bike Club for maintenance of the Soaring Eagles X-C Ski Trails.

### INFORMATION ITEMS:

7. Project updates: CP 29-15-02 & CP 29-15-03, Agg. Surfacing and Chloride projects.
8. Other
9. Other

### 9:45 SOCIAL SERVICES

#### Agenda:

1. Introduce new hire
2. First Quarter Financial [Report](#)
3. MNCHOICES Assessments-update and request
4. Old Business:
  - a. Case numbers and Intake Statistics
  - b. Transit matters:
    1. Transit building
5. Other

### 10:15 RECESS

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# Board Meeting

## May 19, 2015

### 10:30 SHERIFF

#### Agenda:

1. Acceptance of Joint Powers Agreement with MN Department of Natural Resources and Hubbard County STS
2. Approval of Joint Powers Agreement with Minnesota Dept of Corrections for work release services
3. Request to purchase a new Ski Doo 600 Renegade snowmobile (Quote attached)
4. Additional Information
5. Other

### 10:45 COUNTY ATTORNEY

#### Agenda:

1. Department of Revenue vs MERC
2. Other

### 11:00 EXTENSION

#### Agenda:

1. SNAP – Ed position.
2. Other

### 11:30 LAND RECORDS – ENVIRONMENTAL SERVICES

#### Agenda:

1. DNR Natural Heritage Information System data use agreement
2. [Other](#)

### 11:45 FINANCE

#### Agenda:

1. Authorize signature of Agreement between MN DOR & Hubbard County
2. Other

### 11:55 COORDINATOR

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# Board Meeting

## May 19, 2015

### Agenda:

1. Determine attendance of 06/09/15 Commissioner “Lunch Room” meeting.
2. Department Managers Meeting – attendance
3. Reminder of AMC District II meeting – 06/03/15 @ 8:00 a.m.
4. Other

### New Business:

5. Technology Report: purchase of Maintenance laptop - \$1,020 from Maintenance budget or MIS (063) to complete G & R Control activities; purchase of a server from the Recorder’s Equipment Fund in an amount up to \$7,000; purchase of A/T laptop - \$1,060 from MIS (063) to provide workability on two floors and away from office; U & C purchase of NRM laptop to be paid from NRM monies; U & C purchase of Assessor laptop - \$1,060 from MIS (06e) – replacement of 5 year old laptop
6. Approve payment of Hubbard County Council on Aging allocation - \$500
7. PrimeWest Open House & flag raising ceremony attendance – Friday 06/26/15, 11:00 a.m.
8. Accept resignation of Office Assistant I, Tammy Yrho effective 05/29/15
9. AMC Training opportunity – DISC
10. Approve HLC Construction Payment - \$383,045.25
11. Authorize Chair signature of Certificate of Substantial Completion – Courthouse Project
12. other, as necessary

**12:15**            **COMMITTEE REPORTS**

**12:30**            **CLOSED SESSION PURSUANT TO M. S. §13D.05, SUBD 3C – FACILITIES MAINTENANCE  
MANAGER, BOBBY WILKINS**

**ADJOURNMENT**

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

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