



Board Meeting

August 16, 2016

Agenda

as of August 3, 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 AUGUST 2, 2016 REGULAR MEETING;
 2. APPROVE MINUTES OF THE AUGUST 9, 2016 BOARD WORK SESSION;
 3. APPROVE THE BILLS & AUDITOR'S WARRANTS DATED 08/05 & 08/12/16;
 4. REVIEW GENERAL [REVENUE CASH BALANCE REPORT](#), 07/31/16 AND UNALLOCATED DEPARTMENTAL MONIES REPORT;
 5. ADOPT **RESOLUTION 08161601** APPROVING THE INCOME MAINTENANCE, SOCIAL SERVICE AGENDA AND THE WELFARE BILLS;
 6. ADOPT **RESOLUTION 08161602** ACCEPTING DONATIONS TO THE SHERIFF'S DEPARTMENT AS FOLLOWS: JAIL MINISTRY BIBLES-KATY GRISAMORE & WAYNE EIMERS - \$500.00; JAIL MINISTRY BIBLES – RICHARD & NANCY BOGARD - \$100.00; NIGHT TO UNITE – ITASCA MANTRAP - \$200.00; NIGHT TO UNITE – NORTHVIEW BANK - \$50.00; NIGHT TO UNITE – CITIZENS NATIONAL BANK \$50.00; AND NIGHT TO UNITE – TRUSTAR FEDERAL CREDIT UNION \$50.00
-

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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SCHEDULED BUSINESS:

9:05 Public Works

ACTION ITEMS:

1. [Review quotes](#) for Truck Axle Scales for Solid Waste.
2. Approve final payment for SAP 029-600-012, Garfield Lake Access Road Improvement to Gladen Construction, Laporte, MN for the amount of \$5,840.06. Pending return of final paper work.
3. Approve software license for NewRoads Public Works Management System to Xerox/ACS for the amount of \$8500 which will move us to PC operating system.
4. Review and [approve quotes](#) for sidewalk construction at Farris Park.
5. Other

INFORMATION ITEMS:

1. Project updates: water tower, CSAH 28, CRs 81, 109, and 111
2. Letting set for SP 029-628-002, CSAH 28 reconstruction grading, base and bituminous on August 29, 2016 at 1:30 p.m.
3. Letting set for Old Water Tower Demo on September 13, 2016 at 1:30 p.m.
4. Other

9:30 Sheriff

AGENDA:

1. **Resolution 08161603** to adopt the 2017 TZD Grant
2. Additional Information

9:45 Social Services

10:00 Recess

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10:15 [Environmental Services Office](#)

Old Business:

New Business:

- Buffer Law enforcement option

Other:

10:30 CHS – Community Health Services

11:00 Finance

- Approve Hubbard County Emergency Election Plan
- Other as necessary

11:15 Committee Reports

11:30 Coordinator

Old Business:

1. Managers Meeting, 08/30/16 –subjects, attendance by Commissioner Massie & Johannsen
2. Classification recommendation regarding LEC job descriptions
3. County Board of Appeal & Equalization Training Information
4. Further consideration of land transfer (Hart Lake Township) by resolution and approve signature of correspondence by the Chairman, as recommended by the County Attorney.
5. Other

New Business:

6. Platbook Discussion – TFL vs County Public Land or County Administered Land
 7. **Technology request:** Approve payment to ProWest in the amount of \$990 for Arc Server upgrade to 10.4.1 with payment to be from the Compliance Fund, as recommended by the Technology Committee.
 8. Payment of HLC Construction Disbursement #21 - \$263,832.11
-

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9. Approve Coordinator Office staff overtime, as needed for completion of audits, additional payroll responsibilities and referendum voting.
10. Other

11:45 Closed Session pursuant to M.S. §13D.05 Subd 3c

12:00 Closed Session pursuant to M.S. §13D.03

ADJOURNMENT

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

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