



Board Meeting

September 20, 2016

Agenda

as of September 7, 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 SEPTEMBER 6, 2016 REGULAR MEETING;
2. APPROVE MINUTES OF THE SEPTEMBER 13, 2016, WORK SESSION;
3. APPROVE THE BILLS & AUDITOR'S WARRANTS DATED 09/09 & 09/16/16;
4. ADOPT **RESOLUTION 09161601** APPROVING THE INCOME MAINTENANCE, SOCIAL SERVICE AGENDA AND THE WELFARE BILLS;
5. REVIEW [GENERAL REVENUE CASH BALANCE REPORT](#), 08/31/16 AND UNALLOCATED DEPARTMENTAL MONIES REPORT

SCHEDULED BUSINESS:

9:05 [Public Works](#)

ACTION ITEMS:

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

September 20, 2016

Agenda

as of September 7, 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.

1. Review and approve quotes for Old Water Tower Demolition, let on September 13, 2016 at 1:30 p.m.
2. Review Salvage Timber Auction results from September 12, 2016.
3. Review and approve [timber appraisals](#) for October 10th Timber Auction.
4. Review and approve Cabin Lease Rate for 2017
5. Discuss the Prescriptive Easement for Section 3, 144-34 (Joyce H. Louis Est.).
6. Approve Market Price Resolution for Solid Waste
7. Review Truck Axle Scales for Solid Waste.
8. Review and approve DAC Recycling contract.
9. Other

INFORMATION ITEMS:

1. Project updates: CSAH 28
2. Other

9:30 Sheriff

9:45 [DNR](#) – Doug Kingsley – Pokety Creek, Trout designation

10:00 Recess

10:15 Social Services

1. Emergency Assistance Policy Update/Change
2. Foster Care Policy Update
3. Request for part-time social worker position to be full time.
4. Request for renting a shredder.
5. Request for two more cell phones.
6. Location of county cars
7. [Statistics](#)

10:30 Veteran Services

- [VSO Quarterly Report](#)
-

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

September 20, 2016

Agenda

as of September 7, 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.

- [New Copier Contract](#)

- Other as needed

10:45 [Environmental Services Office](#)

Old Business:

New Business:

- AIS Program transition completion

Other:

11:00 Finance

- Approve 2017 preliminary levy
- Approve 2017 HRA levy
- Approve 2017 preliminary departmental budget
- Other as necessary

11:15 Committee Reports

11:30 Coordinator

Old Business:

1. Managers Meeting, 09/27/16 –subjects, attendance by Commissioner Massie & Stacey
2. Classification recommendation regarding LEC job descriptions
3. Other

New 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

September 20, 2016

Agenda

as of September 7, 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.

4. **Technology report:** 1) Replaced Coordinator laptop (MIS purchase) and one computer in Recorder's Office (Recorder Equipment purchase); 2) purchase HDMI wireless connection for conference room monitor 2nd floor west conference room as trial with additional recommended if found to be satisfactory (funding source MIS or SS budgets - \$181.28 each)
5. [Appointment](#) to Leech Lake River One Watershed One Planning Committee
6. Approve HLC Construction Project, Request for Disbursement #22 - \$311,188.60.
7. Proposed HR Manager Job Description – Draft for Board review
8. Other

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

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

ADJOURNMENT

Hubbard County Webpage: 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.