



Board Meeting

November 15, 2016

Agenda

as of November 2, 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 OCTOBER 18, 2016 REGULAR MEETING;
2. APPROVE THE MINUTES OF THE NOVEMBER 8, 2016 BOARD WORK SESSION;
3. APPROVE THE BILLS & AUDITOR'S WARRANTS DATED 10/21 & 10/28/16;
4. ADOPT [RESOLUTION No. 11151601](#) APPROVING THE INCOME MAINTENANCE, SOCIAL SERVICE AGENDA AND THE WELFARE BILLS;
5. REVIEW [DEPARTMENTAL OVERTIME REPORT, 09/30/16](#);
6. ADOPT [RESOLUTION No. 11151602](#) ACCEPTING THE FOLLOWING DONATION: KATY GRISAMORE & WAYNE EIMERS - \$500 FOR JAIL MINISTRY BIBLES;
7. [APPROVE THE FOLLOWING LICENSE APPLICATIONS: TOBACCO – ITASCA JUNCTION; 3.2 BEER – CEDAR SHORES LODGE AND THE BARN, HENRIETTA TOWNSHIP; SUNDAY AND ON SALE – BRAUHAUS, AKELEY, TOWNSHIP; AND OFF SALE – BEEHIVE LIQUORS, HELGA TOWNSHIP;](#)

Commissioners:

District 1 – Vern Massie*
District 2 – Charlene Christenson
District 3 – Ed Smith
District 4 – Dan Stacey
District 5 – Cal Johansen**

* 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. [Approve quote](#) for 2017 roofing of our two salt dome sheds from Mantrap Roofing
2. Update on Waste Hauling Contract
3. Permission to attend the NACE conference in Cincinnati, Ohio April 7 to the 14, 2017
4. Discuss 2017 Federal Projects
5. Other

INFORMATION ITEMS:

1. Project updates: CSAH 28
2. Other

9:30 Sheriff

AGENDA:

1. Emergency Management Update/Briefing on Hazardous Mitigation meeting scheduled for November 30th
2. Additional Information

9:45 [Social Services](#)

1. Introduce new staff
2. Tail Gating Policy
3. Heartland Homes Contract
4. Statistics

10:00 Recess

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10:15 Finance

- Election update
- Other as needed

10:30 SWCD – One Watershed, One Plan

10:45 Committee Reports

11:00 Coordinator

Old Business:

1. Health Fair held 11/02/16, 66 employees attended
2. Reminder Canvass Board 11/15/16
3. Township Association Meeting – White Oak Township – 11/21/16
4. Negotiations: SS 11/28/16 @ 5:15 p.m. & Ld Dept, ESO, P & R 11/29/16 @ 5:15 p.m.; HWY 11/30/16 @ 5:15 p.m. and SW 11/30/16 @ 7:00 p.m.
5. Manager's Meeting – 11/29/16, Public Works Department – Subject
6. Board Work Session – 11/29/16 @ 10:30 a.m.
7. Reminder Department Manager Evaluations 12/13 & 12/14/16
8. Reminder 2016 AMC Conference 12/5 & 12/6/16 – agenda provided
9. Other

New Business:

10. Approve 2017 Computer Services POS Agreements – Tom Hankins & Northwoods Computer Services
 11. POS Agreement for Medical Examiner services – 3 years, 01/01/17 – 12/31/19
 12. Review and preparation for 2017 Committee List assignments
 13. Approve payment of HLC Disbursement #24 in the amount of \$135,743.80.
 14. Schedule public hearing for proposed Amendment #4, Subdivision Ordinance (12/08/16)
 15. Approve conversion of non-union personnel to alternate compensation schedule adopted 06/21/16 based on market review data.
 16. Approve amendment of Coordinator Job Description effective upon HR Director hire.
 17. Other
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11:30 Closed Session pursuant to M.S. §13D.03

ADJOURNMENT

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

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