



# Board Meeting

November 17, 2015

## Agenda

as of November 3, 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.

1. APPROVE MINUTES OF THE NOVEMBER 3, 2015 REGULAR MEETING;
2. APPROVE THE MINUTES OF THE NOVEMBER 10, 2015 WORK SESSION;
3. APPROVE THE BILLS & AUDITOR'S WARRANTS DATED NOVEMBER 6, & 13, 2015;
4. REVIEW OF GENERAL REVENUE CASH BALANCE REPORT – 10/31/15;
5. REVIEW OF GENERAL REVENUE REPORTS , OCTOBER 30, 2015;
6. ADOPT **RESOLUTION No. 11171501** APPROVING APPLICATION TO CONDUCT OFF-SITE GAMBLING FOR AMERICAN LEGION POST 212, FISHING DERBY ON 02/06/16;
7. ADOPT **RESOLUTION No. 11171502** APPROVING THE SOCIAL SERVICES INCOME MAINTENANCE AGENDA; SOCIAL SERVICES AGENDA AND THE PAYMENT OF THE BILLS, AS PRESENTED;
8. REVIEW OF [HIGHWAY DEPARTMENT YTD FINANCIAL STATEMENT](#) – 10/31/15;

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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.



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9. APPROVE LICENSE APPLICATIONS AS FOLLOWS: TOBACCO & OFF-SALE LIQUOR – STOMPIN' GROUNDS LODGE & CAMPING, AKELEY TOWNSHIP AND FOXY'S LLC – FOXY'S BAR & GRILL, ARAGO TOWNSHIP; 3.2 BEER & WINE – LONG LAKE THEATER INC., HUBBARD TOWNSHIP; SUNDAY AND ON-SALE LIQUOR – VFW 8508/HAROLD HARRIS POST, AKELEY TOWNSHIP, STOMPIN' GROUNDS LODGE & CAMPING, AKELEY TOWNSHIP – FOXY'S BAR & GRILL, ARAGO TOWNSHIP

### **SCHEDULED BUSINESS:**

- 9:05 Introduction of Community Services Director, Tom Sandberg  
9:10 Public Works

### **ACTION ITEMS:**

1. Review and approve **Resolution No. 11171503** for the Capital Assistance Program (CAP) funding.
2. Review and approve **Resolution No. 11171504** and Easement for James & Emily Bringle across the NW $\frac{1}{4}$  of the NE $\frac{1}{4}$ , Section 18, Lake Hattie Township.
3. Review and approve the 2015/2016 GIA Grant Agreement for the Two Inlets Forest Riders Snowmobile Club.
4. Other

### **INFORMATION ITEMS:**

1. Project updates
  2. Other
- 9:30 Sheriff  
10:00 Recess  
10:15 Nemeth Arts  
10:45 Land Records  
Old Business:

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#### New Business:

- Departmental Clothing Policy
- Replacement copier purchase for Recorder/Assessor out of the Recorder's Technology Fund.

The shared copier between the Recorder/Assessor runs out of maintenance on 12/31/2015. Extending maintenance on a 5 year old machine has proven cost prohibitive. Quotes have been obtained on 6 new machines with five year maintenance contracts. The Recorder, Assessor, and ESO have reviewed the quotes and have agreed upon a vendor and machine.

#### Other:

11:00 Committee Reports

11:15 Coordinator

#### Old Business:

1. Reminder: consideration of utilities **Resolution No. 11171505**
2. Reminder: MHB Annual Meeting, 11/20/15, 10:45 – 3:00 p.m., Chase on the Lake, Walker, MN
3. Organizational Chart, continued review
4. Report NaCo Dues
5. Reschedule the presentation of the 2015 Employee Service Awards from 12/15 to 12/01/15
6. Reminder – Managers Evaluations on 12/14 and 12/21 @ 9:30 a.m.
7. Shell Prairie Ag Association lease agreement.
8. Other

#### New Business:

9. Committee Assignments
10. Approve POS Agreements for Northwoods Computer Service and TH Consulting
11. Approve HLC Disbursement #12 in the amount of \$558,368.58.
12. Report \$278 rebate for the Probation HVAC update from MN Power and authorize completion of proper paperwork.
13. other, as necessary

### **ADJOURNMENT**

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

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