
A TRANSCRIPT OF THE PROCEEDINGS OF THE ANNUAL MEETING OF THE HUBBARD COUNTY BOARD OF COMMISSIONERS HELD ON JANUARY 7, 2014, AT 9:00 O'CLOCK A.M.

The annual meeting of the Hubbard County Board of Commissioners was held on January 7, 2014, at 9:00 a.m. with Commissioners Grell, Dotta, Larson and Johannsen, and County Coordinator, Debbie Thompson present. Commissioner Stacey was absent.

The Pledge of Allegiance was said by all.

The meeting was called to order by Coordinator, Debbie Thompson.

Ms. Thompson stated Kathy Grell had been nominated for 2014 Chairperson of the Board on December 3, 2013, and called for any further nominations. There being no further nominations, on motion of Mr. Johannsen, seconded by Mr. Larson and carried with Mr. Stacey absent, nominations ceased and a unanimous ballot was cast for **Kathy Grell for Chairperson of the County Board for 2014.**

The Coordinator turned the meeting over to Chairwoman, Kathy Grell.

Chairwoman, Grell asked for nominations for Vice Chairman of the Board for 2014 and nominated, Mr. Larson for Vice Chairman with Mr. Johannsen seconding the nomination. Chairwoman Grell called for further nominations. There being no further nominations on motion of Mr. Johannsen, seconded by Mr. Dotta and carried with Mr. Stacey absent, nominations ceased and a unanimous ballot was cast for **Gregory Larson as Vice Chairperson of the 2014 County Board.**

On motion of Mr. Dotta, seconded by Mr. Johannsen and carried with Mr. Stacey absent, the agenda was approved, as submitted.

On motion of Mr. Johannsen, seconded by Mr. Larson and carried with Mr. Stacey absent, the following consent agenda items were approved, as submitted:

- Approve minutes of the December 17, 2013, Regular Meeting;
- Approve minutes of the December 18, 2013, Board Work Session;
- Adopt the use of modified Roberts Rules of Order in 2014;
- Approve the bills & Auditor's Warrants dated December 20, 2013; December 20, 2013; and January 3, 2014;
- Approve the following License applications: **Tobacco** – Fort Benedict, Lakeport Township and the following license applications pending completion of proper paperwork: **3.2 Beer; Off Sale, & Wine Licenses** – Summerhill Farm, Arago Township.
- Approve the 2013 Audit Engagement Letter with Hoffman, Dale & Swenson and authorize signature of same by the Auditor/Treasurer and the Chairperson.
- Reviewed the Road & Bridge Financial Statement dated November 30, 2013;
- Adopted the following resolution:

RESOLUTION NO. 01071401

WHEREAS, Minnesota Statutes §465.03 provides for acceptance of gifts by the County by resolution of the County Board adopted by a two-thirds majority of the Board and expressing the terms of the gift, and

WHEREAS, Hubbard County's Sheriff's Department has received gifts as follows:

Name	Amount	Donation
Lake Hattie Township	927.81	STS Program Donation

NOW, THEREFORE, BE IT RESOLVED, that the aforesaid gifts are hereby gratefully accepted.

- Approve the Social Services bills, pending satisfactory review by the Social Services Director;
- Reviewed the Departmental Overtime Report dated December, 2013;
- Approved the renewal purchase of service (POS) agreement with Erika Randall for Law Library Services, as presented.

Public Input: None.

At 9:05 a.m. a bid opening for the **2014 legal newspaper designation** was held as advertised. On motion of Mr. Dotta, seconded by Mr. Larson and carried with Commissioner Stacey absent, the reading of the legal notice was waived. Bids for the legal newspaper designation, the first publication of financial statement and the second publication of financial statement were received and opened as follows: Northwoods Press utilizing eight point type at \$3.50 per column inch. On motion of Mr. Larson, seconded by Mr. Dotta and carried with Commissioner Stacey absent, the bid of the Northwoods Press as reflected above was accepted for the publication of the delinquent tax list, proceedings of the county board, and all other legal notices with the following resolution being adopted:

RESOLUTION NO. 01071402

RESOLVED, that the Northwoods Press be and the same is hereby designated by the Board of County Commissioners of the County of Hubbard and State of Minnesota, as the newspaper in which the notice and list of real estate taxes remaining delinquent in the County aforesaid, on the first Monday of January, 2014, shall be published.

Public Works Department: On motion of Mr. Dotta, seconded by Mr. Larson and carried with Commissioner Stacey absent, the following resolution was adopted:

RESOLUTION NO. 01071403

PRIORITIZED BRIDGE REPLACEMENT LIST

WHEREAS, Hubbard County has reviewed the pertinent data on bridges requiring replacement, rehabilitation, or removal, supplied by local citizenry and local units of government, and

WHEREAS, Hubbard County has identified those bridges that are high priority and that require replacement, rehabilitation, or removal within the next five years;

NOW, THEREFORE BE IT RESOLVED, that the following deficient bridges are high priority and Hubbard County intends to replace, rehabilitate, or remove these bridges as soon as possible when funds are available,

Bridge No.	Road No.	Estimated Project Cost	Federal Funds	Local Funds	Bond Needed	Proposed Year
29J19	279 th Ave	\$250,000		\$ 20,000	\$230,000	2014
29JXX	CSAH 36	\$250,000		\$ 20,000	\$230,000	2014
29502	CSAH 40	\$700,000		\$350,000	\$350,000	2015
L8222	Fairwood Dr	\$200,000		\$ 20,000	\$180,000	2016
29501	CSAH 16	\$700,000		\$350,000	\$350,000	2017
29505	CSAH 13	\$700,000		\$350,000	\$350,000	2018

FURTHERMORE, Hubbard County does hereby request authorization to replace, rehabilitate, or remove such bridges; and

FURTHERMORE, Hubbard County does hereby request financial assistance with eligible approach grading and engineering costs on township bridges, as provided by law.

On motion of Mr. Johannsen, seconded by Mr. Dotta and carried with Commissioner Stacey absent, the Public Works Coordinator was authorized to determine the 2014 overtime needed to fulfill the Highway Department daily operations.

Land Commissioner, Mark Lohmeier reported the results of the timber auction held on January 6, 2014, at 9:00 a.m. at the Public Works building resulting in revenues in the amount of \$341,802.43.

On motion of Mr. Johannsen, seconded by Mr. Dotta and carried with Commissioner Stacey absent, the following resolution was adopted:

RESOLUTION NO. 01071404

WHEREAS, Hubbard County serves as the sponsor of various recreational trails that are part of the State of Minnesota Grant-in-Aid System; and

WHEREAS, the construction and maintenance of these trails are funded through Minnesota Trail Assistance Program Grants issued with the approval of the Minnesota Department of Natural Resources; and

WHEREAS, the 2014 Minnesota Trails Assistance Program Grant Application has been prepared for the approval of Hubbard County as sponsor of the following existing trail sponsored by Hubbard County and funded by the State of Minnesota Trail Assistance Program;

Round River Drive OHV Trail System; and

WHEREAS, the trail is located in Hubbard County.

NOW, THEREFORE, BE IT RESOLVED, that Hubbard County agrees to act as the local sponsor for an application for funding to the State of Minnesota Department of Natural Resources for recreational trails managed by the Akeley Paul Bunyan ATV Forestriders.

BE IT FURTHER RESOLVED, that upon approval of its application by the state, Hubbard County may enter into an agreement with the State of Minnesota for the above referenced project and that it will comply with the applicable laws and regulations as stated in the agreement.

BE IT FURTHER RESOLVED, that Hubbard County agrees to sponsor said trail at no cost to the county for the period of July 1, 2014 through June 30, 2015, and the Hubbard County Land Commissioner is hereby authorized to serve as the fiscal agent on behalf of the local unit of government.

By consensus of the Board, the County Attorney was requested to draft correcting resolutions for review on January 21, 2014, regarding multiple timelines as discussed.

On motion of Mr. Johannsen, seconded by Mr. Larson and carried with Commissioner Stacey absent, the promotion of Engineering Aide III, Tom Johnson to an Engineering Specialist and Engineering Aide II, Aaron Aslesen to an Engineering Aide III status effective January 12, 2014, was approved, as recommended by the Public Works Coordinator.

Public Works Coordinator, David Olsonawski provided the 2013 Bridge Inspection and Ratings Summary for review by the Board.

Discussion was held regarding a Transportation Sales & Use Tax under consideration by the Board. On motion of Mr. Dotta, seconded by Mr. Larson and carried with Mr. Stacey absent a public hearing was scheduled on February 18, 2014, beginning at 12:30 p.m. in the Board room. Discussion followed. On motion of Mr. Dotta, seconded by Mr. Larson and carried with Commissioner Stacey absent, the motion scheduling the Transportation Sales & Use Tax public hearing was amended as follows: to begin on February 18, 2014, at 12:30 p.m. in the Board room in the lower level of the Law Enforcement Center with continuation to 7:00 p.m. at the Lake George Town Hall pending availability of the hall. The Coordinator and Auditor/Treasurer were requested to provide e-mail notification to Township officials in addition to the required notifications in the legal newspaper and the county website.

Committee Reports: The Phase II Courthouse Construction project is on schedule with minimal change orders having been realized to date.

Sheriff: Sheriff, Cory Aukes provided information regarding the availability of Department of Corrections fifteen month contracts for inmate housing. Discussion followed. By consensus of the Board, further discussion was referred to the January 14, 2014, scheduled work session.

Commissioner Stacey arrived at 10:33 a.m.

On motion of Mr. Johannsen, seconded by Mr. Dotta and carried unanimously, the Sheriff and the Social Services Director were authorized to continue to maintain the following staffing levels, as needed: Law Enforcement Center - twenty dispatcher/jailers; fifteen part time pool dispatcher/jailers; one jail programmer; one jail/dispatch administrator; nine road deputies; one Nevis deputy; one investigator; six part time road deputies; one transport deputy; up to three boat and water deputies depending on the availability of grant dollars; two sergeants; one chief deputy sheriff, two non-licensed bailiffs and up to four licensed bailiffs and Social Services Department - three Office Support Specialists; two Transit Drivers (90%); one PT transit driver; and four PT/on-call transit drivers; one Information System Specialist; **one Accounting Technician**; one Transit Coordinator; two Case Aides; three Child Support Enforcement Aides; one Child Support Officer; one Child Support Officer, Lead; twelve Eligibility Workers; eighteen Social Workers; one Social Service Supervisor I; one Financial Assistance Supervisor I; one Fiscal Supervisor I; and one Master Social Worker, if needed.

On motion of Mr. Dotta, seconded by Mr. Johannsen and carried unanimously, the resignation of Dispatcher/Jailer, Ben Erickson effective January 13, 2014, was accepted with regrets and a letter of recognition of his county service with the Chairperson signature of same was authorized.

Finance: On motion of Mr. Johannsen, seconded by Mr. Stacey and carried unanimously, the payment of the 2014 Historical Society \$10,000 allocation was approved, as requested and the payment of the 2014 Soil and Water Conservation District (SWCD) \$22,000 allocation and the 2014 Local Water Plan \$8,717 allocation was approved, upon request, each by auditor's warrant.

By consensus of the Board, the Auditor/Treasurer was requested to work with the Land Records (Assessing Pod) to provide information, as outlined prior to the Transportation Sales & Use Tax public hearing scheduled for February 18, 2014.

Mississippi Headwaters Board (MHB): Mississippi Headwaters Executive Director, Tim Terrill introduced himself and provided information regarding the plans of the MHB for future programs and expressed appreciation for the county's support.

Committee Reports: Board members provided information regarding the following: reported PrimeWest's efforts at the recent AMC Conference to make

additional contacts regarding provision of employee benefits to counties; other services being investigated; and services currently provided and a report was provided regarding discussions held at the Department Managers meeting held on December 31, 2013, regarding a change in format to include discussions of topics requested by the Board. It was also suggested that in addition to the Board Chairperson attendance a second commissioner attend on a rotating basis to facilitate communication with managers. It was decided that the Board will provide a topic at the second meeting of the month for the next month manager's meeting to facilitate manager's preparation time.

Coordinator: Coordinator, Debbie Thompson reported that the Work Session scheduled for November, 2014 is on a holiday that will need to be changed when a need and/or subject matter is decided.

On motion of Mr. Larson, seconded by Mr. Johannsen and carried unanimously, the following appointments were made to the **2014 Committee List:** 1) Personnel Policy Committee - Matt Dotta; Greg Larson; Lorretta Mattson; Pam Heeren; Chief Deputy Sheriff; Jed Nordin; Maria Shepherd; Daryl Bessler; Darryl Hensel; Lisa Avenson; and the Coordinator and 2) Department Managers Meeting - Board Chair and one additional commissioner to be determined on a revolving basis.

On motion of Mr. Dotta, seconded by Mr. Stacey and carried unanimously, Ms. Grell's attendance of the Hubbard County Broadband Development Meeting on January 8, 2014, at the Northwoods Bank beginning at 9:30 a.m. was authorized. (Later in the meeting the attendance of this meeting was changed to Mr. Dotta due to Ms. Grell's conflict with the Technology Committee Meeting at the same time.)

By consensus of the Board, the January 14, 2014, Work Session topics of discussion were established as follows: 1) LEC Jail inmate options including DOC 15-month agreements for inmate housing and others and 2) HLC Construction project and financial considerations.

On motion of Mr. Johannsen, seconded by Mr. Stacey and carried unanimously, the following resolutions were adopted:

RESOLUTION NO. 01071405

WHEREAS, M.S. §388.18 Subd 2 requires the county board to set by resolution the minimum salary to be paid the county attorney for the term next following, and

BE IT FURTHER RESOLVED, that the minimum annual salary for the Hubbard County Attorney shall be \$80,000 for the term beginning January 6, 2015.

RESOLUTION NO. 01071406

WHEREAS, M.S. §387.20 Subd 2 (b) requires the county board to set by resolution the minimum salary to be paid the county sheriff for the term next following,

BE IT FURTHER RESOLVED, that the minimum annual salary for the Hubbard County Sheriff shall be \$70,000 for the term beginning January 6, 2015.

Information was provided regarding the membership of the Minnesota Heartland Tourism Association. No action taken.

By consensus of the Board, the attendance of the 2014 Local Government Legislative Conference between February 26 and 27, 2014, was authorized for Commissioners Grell, Larson and Johannsen, and the Coordinator was directed to complete the registration and room reservations for each.

Commissioner Larson left the meeting at 12:10 p.m.

On motion of Mr. Dotta, seconded by Ms. Grell and carried with Commissioner Larson absent, the following summations was provided, as required by M.S. §13D.05, Subd 13, the performance evaluations conducted with each of the following ten department managers on November 18, 2013, and December 18, 2014:

Social Services Director, Daryl Bessler's performance goals for 2013 included maintaining a competent and efficient agency work force as retirements are scheduled; increase child support collections; complete recruitment, training and provide an operational residential county facility capable of mentally ill adult services; and realize no increase in the following service expenses than realized in 2012: out of home placements and detoxification costs and no decrease in waived services revenue. Efforts would be focused on the cost and feasibility of implementing a document management system. The Board found that Mr. Bessler was successful in achieving the majority of the goals established. Mr. Bessler and the Board have set the following goals for 2014: achieve DHS compliance of fourteen Outcomes, Measures and Standards that have been established; successfully implement the MNChoices Program by May 5, 2014; begin implementation of an electronic document management system and increase the number of county licensed child foster care home. Overall Performance Review: Achieves the requirements of the position.

Co Land Records Manager/Environmental Services Officer, Eric Buitenwerf's performance goals for 2013 included remaining under budget for the ninth year; continue document scanning and move toward "live" scanning capability; complete an update of the Individual Sewage System Standards Ordinance to include the State SSTS rules by February 2014 and the Shoreland Management Ordinance reflecting statutory requirements; continue to integrate land records operations/policies to realize process improvement and efficiencies; promote a "can do" culture of service for the public; successfully administer ordinances and programs meeting statutory processing timelines; provide effective advocate services for Hubbard County on SSTS Advisory Committees and Task Force; continue to encourage professional and courteous service to citizens; and implement changes as possible. The Board found that Mr. Buitenwerf was successful in achieving the majority of the goals established or making ongoing progress in accomplishment of same. Mr. Buitenwerf and the Board have set the following goals for 2014: Completion of the Shoreland Ordinance language changes necessary; research alternate permit program software; continue to evaluate departmental processes to promote efficiency wherever possible; meet the annual budget objectives; coach

staff to maximum potential and promote a team culture; continue the effective administration of ordinances and document recording while meeting all required timelines respectively; promote an assessing “web” presence; successfully assimilate all Finance duties to the Land Records Department as directed by the Board and integrate staff to perform new duties; promote education of county departments regarding GIS capability for expansion of the program; and open e-recording to accept deeds and transfer documents. Measurables were established as follows: compliance with M.S. §15.99 for zoning application processing; utilize GIS capabilities to reflect the number, type and geographic distribution of permits/variances and data requests processed, site visits, SSTS inspections performed and ordinance violations processed; maintaining the Assessment Level ratio; and document recording timelines. Overall Performance Review: Achieves the requirements of the position.

Building & Grounds Maintenance Manager, Lee Gwiazdon’s performance goals for 2013 including continued maintenance of the mechanical systems within the county building complex as well as a proactive preventative maintenance program of all mechanical, electrical and plumbing systems and efficient maintenance of the new social services offices with existing staff. The Board found that Mr. Gwiazdon was successful in achieving the goals established. Mr. Gwiazdon and the Board have set the following goals for 2014: Continuation of building maintenance to insure a safe and comfortable environment for both personnel and the public in the most efficient manner. Overall Performance Review: Achieves the requirements of the position.

Land Commissioner, Mark Lohmeier’s performance goals for 2013 included measureable development for public distribution including the following: number of tree acres by covertype; site prepared acres for planting; the number of planted seedlings; the number of budcapped acres; and acres that have received chemical release. The Parks & Recreation measureables include the number of parks and public accesses maintained. The Ag Inspector has data measureables on the number of public road right-of-ways that were sprayed. The encouragement of department operation efficiencies; development of a 3-year “Tactical” harvest plan setting the oldest timber as the priority for harvest including publication on the county website to improve public communication efforts and development of a TFL survey program. The Board found that Mr. Lohmeier was successful in achieving the majority of the goals outlined or making ongoing progress in accomplishment of same. Mr. Lohmeier and the Board have set the following goals for 2014: Secure NRM department personnel training on ArcPad that will improve efficiencies; Begin the development of a county-wide recreation plan; and improve the noxious weed control for the county by utilization of all “certified” personnel and additional truck drivers. Overall Performance Review: Achieves the requirements of the position.

Co Land Department Manager/County Recorder, Nicole Lueth’s performance goals for 2013 included diligent promotion and support of the culture change; personnel coaching to improve behavior; 2012 budget met and on task to meet the 2013 budget as well. The Board found that Ms. Lueth was successful in either achieving or successfully working toward the goals outlined. Ms. Lueth and the Board have set the following goals for 2014: Completion of the Shoreland Ordinance language changes necessary; research alternate permit program software; continue to evaluate departmental processes to promote efficiency

wherever possible; meet the annual budget objectives; coach staff to maximum potential and promote a team culture; continue the effective administration of ordinances and document recording while meeting all required timelines respectively; promote an assessing “web” presence; successfully assimilate all Finance duties to the Land Records Department as directed by the Board and integrate staff to perform new duties; promote education of county departments regarding GIS capability for expansion of the program; and open e-recording to accept deeds and transfer documents. Measurables were established as follows: compliance with M.S. §15.99 for zoning application processing; utilize GIS capabilities to reflect the number, type and geographic distribution of permits/variances and data requests processed, site visits, SSTS inspections performed and ordinance violations processed; maintaining the Assessment Level ratio; and document recording timelines. Overall Performance Review: Achieves the requirements of the position.

Interim Solid Waste Officer, Jed Nordin having only been appointed to the position duties since July, 2013 had not drafted goals for 2013. The Board however found that Mr. Nordin has been successfully performing the duties of the Solid Waste Officer since his interim appointment was made effective. Mr. Nordin and the Board have set the following goals for 2014: investigate the re-establishment of a SW Committee; fill and work with the Certified Attendant Supervisor for transition to Line Management; plan/anticipate the future equipment and building needs of the Solid Waste Facility; Review SW Ordinance for potential improvements and consistency; promote effective working relationship with DAC for recycling and improved efficiencies for both parties; complete SW assessments, commercial assessments and tipping fees and make recommendations to coincide with expected expenses; explore the feasibility of an Akeley Transfer Station; continue to explore the Fosston Incineration option; and increase coordination of Public Works Department assets. Overall Performance Review: Achieves the requirements of the position.

Veteran Service Officer, Greg Remus’ performance goals for 2013 included the improvement of Veteran outreach in Hubbard County; successfully obtain grant dollars to improve services and transportation services within the county; expand the coordination efforts with State, VAMC and local veteran service organizations; improved the departmental visibility to contact county veterans; increase the veteran dollars coming into the county; disposal of unused county equipment; and meeting and coming in under budget in 2012 and anticipated under 2013budget. The Board found that Mr. Remus has been very successful in achieving his goals and is found to be a significant asset to the county. Mr. Remus and the Board have set the following goals for 2014: continue to improve outreach effectiveness including conducting of seminars in outlying areas including coordination with veteran service organizations; conduct a stand down in Park Rapids; effectively seek out methods to continue to save county resources by increasing the number of unique patients using the VAMC ultimately reducing demands on social service benefits; continue to move toward paperless records by scanning of WWII deceased veteran and spouse records; fine tune the veteran transportation program resulting in reduced county transportation costs. Overall Performance Review: Achieves the requirements of the position.

Public Works Coordinator, David Olsonawski’s performance goals for 2013 included the anticipated CR 81 project was deferred for the emergency CSAH 6 repair completed (ultimately alternate funding was obtained for the 6 repair job with State Aid

Regular construction dollars); an additional bridge project was scheduled that assured the advance funding was successfully met; four of the six major projects scheduled for 2013 were completed as well as facility updates and accounting improvements. The Board found that Mr. Olsonawski was successful in achieving the majority of the goals outlined or making ongoing progress in accomplishment of same. Mr. Olsonawski and the Board have set the following goals for 2014: Begin implementing the CSAH pavement management program; projected addition to the Nevis Shop to promote efficient equipment maintenance; and the Five Year Road Plan public meetings will be conducted to increase communication with the public. Overall Performance Review: Achieves the requirements of the position.

Auditor/Treasurer, Pam Heeren's performance goals for 2013 included encouragement of employees to suggest lean concepts with several suggestions implemented; investigate acceptance of credit card payments for services beyond taxes, ie. permits and charges for services; provision of departmental access to IFS system; integration of Highway Department within the general ledger accounting system; assist in the enhancement and expansion of the county website providing greater transparency to the public; promotion/cooperation with Land Records to develop uniform policies and better utilization of personnel; improve communication skills and promote a culture of teamwork with and between offices. The contracted auditor's report reflected that the county was within compliance noting previously reported items resolved and not resolved with the latter needing to be addressed. The Board found that Ms. Heeren had made an effort to fulfill some of the goals stated and further stated that the Auditor/Treasurer needed to continue working on communication issues. Ms. Heeren and the Board have set the following goals for 2014: Satisfactory completion of the 2014 election; continue to restructure the office and seek further lean concepts to promote further efficiencies; facilitate the transfer of land record duties; assist departments with further financial issues; further enhancement of the county website improving information available to the public; continue to explore the utilization of credit card payments; and research additional investment opportunities. Measureables established were as follows: reduce the number of returned tax statements and reduce the number of rejected absentee ballots. Overall Performance Review: Does not achieve the requirements of the position.

Coordinator, Debbie Thompson's performance goals for 2013 included implementation of digital timecards and paystubs to improve service to employees and improve efficiency of the payroll process; provide all departments with payroll budget numbers for greater consistency; facilitate improved public communication; complete duties assigned by the Board; promote the intranet as an employee source of information and communication; development and implement the PTO Policy including conversion of non-union employees for benefit administration. The Board found that Ms. Thompson was successful in achieving the majority of the goals outlined or making ongoing progress in accomplishment of same. Ms. Thompson and the Board have set the following goals for 2014: Complete the digital time sheet implementation and pay stub conversion and improve upon the system service to employees; review and make recommendation for update of the Personnel Policy; draft and implement Standard Operating Procedures to strive for greater consistency of administration of policies; provide tracking numbers for comparison and use as measureables; prepare and successfully negotiate six union contracts ; facilitate the implementation of digital agendas that will include a search capability for greater service to

the public; and increase communication with employees. Overall Performance Review: Achieves the requirements of the position.

On motion of Mr. Dotta, seconded by Mr. Stacey and carried with Commissioner Larson absent, the Coordinator was authorized to seek outside legal counsel, when necessary for personnel issues, upon review by the Chairperson and the Chair and Vice Chair are authorized to be present when required.

Public Hearing: The public hearing was called to order at 12:30 p.m. regarding a proposed amendment 3 of the Hubbard County Surface Water Use Ordinance No. 10. On motion of Mr. Stacey, seconded by Mr. Johannsen and carried with Commissioner Larson absent, the reading of the public notice was waived. Environmental Services Officer, Eric Buitenwerf explained that today’s hearing was to review the recommended revisions by the Department of Natural Resources. The public hearing was closed at 12:31 p.m.

A second public hearing was called to order at 12:31 p.m. regarding the rescission of Ordinance No. 14 – Planning Commission. On motion of Mr. Johannsen, seconded by Mr. Dotta and carried with Commissioner Larson absent, the reading of the public notice was waived. Environmental Services Officer, Eric Buitenwerf explained that the establishment of the combined Planning Commission/Board of Adjustment included in the Ordinance No. 17 – Shoreland Ordinance eliminates the need for this ordinance. The public hearing was closed at 12:32 p.m.

On motion of Mr. Johannsen, seconded by Mr. Stacey and carried with Commissioner Larson absent Amendment #3 to Ordinance No. 10, Hubbard County Surface Water Use was adopted, as presented, pending satisfactory review by the Department of Natural Resource Commissioner.

On motion of Mr. Dotta, seconded by Mr. Stacey and carried with Commissioner Larson absent, the rescission of Ordinance No. 14 – Planning Commission was approved.

There being no further business before the board, the Chair adjourned the meeting at 12:34 p.m.

GENERAL REVENUE:

A’Viands, LLC	14,138.06	Motorola Solutions Inc.	3,246.33
Ackerman Plumbing & Heating, LLC	2,250.00	Turnkey Corrections	2,225.65
American Solutions for Business Inc.	4,898.82	56 Payments Less Than \$2,000	23,363.98
MCCC	22,859.56	ROAD & BRIDGE:	
McGee PA	3,000.00	Buness Trucking	2,472.00
Midstates Wireless, Inc.	4,650.66	North American Salt Co.	14,025.88
MN Sheriff’s Assn.	5,122.00	Syn Tech Systems Inc.	2,756.25

32 Payments Less Than \$2,000	6,634.31	North Homes Inc.	13,342.85
SOLID WASTE:		Northwestern MN Juvenile Center	11,157.00
17 Payments Less Than \$2,000	5,202.99	Pine Manors	2,475.00
FORFEITED LAND:		Rural Minnesota CEP	26,421.41
6 Payments Less Than \$2,000	1,261.41	Snyder Group Foster Home	4,134.00
COUNTY ENVIRONMENTAL TRUST FUND:		St. Joseph Community Health	15,426.02
2 Payments Less Than \$2,000	76.26	Stellher Human Services Inc.	4,821.08
SOCIAL SERVICES:		42 Payments Less Than \$2,000	17,840.92
Degree/Chris & Jason	2,020.20	DHS – Anoka Metro RTC – 412	2,830.80
DHS – Swift	11,316.54	HAPA	3,494.38
DHS – SOS – ARC 494	3,949.99	Jourdan, Douglas	7,800.00
Hubbard County DAC	5,903.28	Woodland Hills	3,651.48
Kindred Family Services	10,450.80	21 Payments Less Than \$2,000	10,545.09
Lake Country Associates, Inc.	7,422.41	Wal-mart	5,600.00
Mille Lacs Academy	5,897.90	7 Payments Less Than \$2,000	3,553.75
MSOP – MN Sex Offender Program	3,847.80		

/s/Kathy Grell

Kathy Grell, Chairperson
Hubbard County Board of Commissioners

ATTEST: /s/Debbie Thompson
Debbie Thompson
Hubbard County Coordinator

