
A TRANSCRIPT OF THE PROCEEDINGS OF A REGULAR MEETING OF THE HUBBARD COUNTY BOARD OF COMMISSIONERS HELD ON FEBRUARY 18, 2014, AT 9:00 O'CLOCK A.M.

A regular meeting of the Hubbard County Board of Commissioners was held on February 18, 2014, at 9:00 a.m. with all the Commissioners and County Coordinator, Debbie Thompson present.

The Pledge of Allegiance was said by all.

The meeting was called to order by Chairperson, Kathy Grell.

On motion of Mr. Larson, seconded by Mr. Stacey and carried unanimously, the agenda was approved, as submitted.

Public Input: None.

On motion of Mr. Johannsen, seconded by Mr. Dotta and carried unanimously, the following consent agenda items were approved, as presented:

- Approved the minutes of the February 4, 2014 Regular Meeting;
- Approved the bills & Auditor's Warrants dated February 7, 2014 & February 14, 2014;
- Approve the adoption of the following resolution authorizing the payment of the Income Maintenance Agenda, Social Services Agenda and Welfare bills:

RESOLUTION NO. 02181401

BE IT RESOLVED, That the foregoing record is a true and accurate recording of the official actions and recommendations of the County Board of Commissioners and as such constitutes the official minutes thereof. Payment of assistance, relief and claims as indicated in these minutes is hereby ordered.

- Approved the following license application: 3.2 Beer License of Maple Ridge Golf Course, Helga Township; and
- Reviewed the Road & Bridge Financial Statement dated YTD January 31, 2014.

Public Works: Public Works Coordinator, David Olsonawski presented the bids received for **CP 29-14-02, aggregate surfacing** as follows: DeChantal Excavating LLC, Brainerd, MN - \$281,465.52; DLL Excavating, Inc., Little Falls, MN - \$309,337.28; Tri-City Paving, Little Falls, MN - \$314,048.00; Central Specialties, Inc., Alexandria, MN - \$326,217.36; Mark Sand & Gravel, Fergus Falls, MN - \$345,060.24; Wm. D. Scepaniak, Inc., Holdingford, MN - \$347,023.04; Anderson Brothers, Brainerd, MN - \$433,778.80. Discussion followed. On motion of Mr. Johannsen, seconded by Mr. Dotta the low underlined quote for the project listed in bold, above was approved, as recommended by the Public Works Coordinator, with payment to be from Road & Bridge State Aid and County monies.

Mr. Olsonawski presented the bids received for **CP 29-14-03, liquid chloride – calcium**

as follows: Envirotech Services, Inc., Randolph, MN - \$555,076.00 and Tri-City Paving, Little Falls, MN - \$588,296.00. Discussion followed. On motion of Mr. Dotta, seconded by Mr. Larson and carried unanimously, the low underlined quote for the project listed in bold, above was approved, as recommended by the Public Works Coordinator, with payment to be from Road & Bridge State Aid and County monies.

Mr. Olsonawski provided the state contract bid for the **purchase of a tandem snowplow truck and the necessary truck equipment** as follows: RDO Truck Center Co., Fargo, ND in the amount of \$100,897.89 for a 2015 Mack GU713 and truck equipment from **Bert's Truck Equipment, Moorhead, MN in the amount of \$81,704 plus \$200 for a Force 5100EX Controller and Towmaster Truck Equipment, Litchfield, MN in the amount of \$82,764.** Discussion followed. On a motion by Mr. Johannsen, seconded by Mr. Stacey and carried unanimously, the purchases in bold by underlined quotes plus sales tax and license to be paid by auditor's warrant upon delivery were approved including the trade of one 1989 International tandem snowplow, as recommended by the Public Works Coordinator, with payment to be from Road & Bridge monies.

Land Commissioner, Mark Lohmeier presented the following quotes for **two NRM vehicles** as follows: **one ½ ton pickup – Midway Ford, Roseville, MN - \$24,583;** Ranger GM, Hibbing, MN - \$27,009.86; Park Rapids Ford, Park Rapids, MN - \$27,056; Thielen Motors, Park Rapids, MN - \$28,363; and Nelson Auto Center, Fergus Falls - \$26,145.00 and **one ¾ ton pickup – Thielen Motors, Park Rapids, MN - \$27,738;** Ranger GM, Hibbing, MN - \$28,076; Park Rapids Ford, Park Rapids, MN - \$30,525; and Nelson Auto Center, Fergus Falls, MN - \$27,780.00. Discussion followed. On motion of Mr. Larson, seconded by Mr. Johannsen and carried unanimously, the purchases listed in bold by underlined low respective quotes, above were approved, as recommended by the Land Commissioner, with payment be from Natural Resource Management monies. In addition the payment of licenses and sales tax were approved upon delivery by auditor's warrant.

On motion of Mr. Johannsen, seconded by Mr. Dotta and carried unanimously the following resolution was adopted:

Resolution No. 02181402

WHEREAS, Jerry Kallestad and Jean Weismann have applied to the County of Hubbard for an easement across unsold tax forfeited land to provide access, ingress and egress, and utility purposes to the following property owned by the applicant:

A parcel 467 feet north and south by 467 feet east and west located in the northwest corner of the Northwest Quarter of the Southeast Quarter, Section 18, Township 144 North, Range 35 West of the Fifth Principal Meridian, Hubbard County, Minnesota.

WHEREAS, the requested easement is described as follows:

A 33.00 foot ingress and egress easement over, under and across the Northeast Quarter of the Southeast Quarter, Section 18, Township One Hundred Forty-four (144) North, Range Thirty-five (35) West of the Fifth Principal Meridian, Hubbard County, Minnesota. The centerline of said easement is described as follows:

Commencing at a Hubbard County cast iron monument marking the corner common to Sections 17 and 18 of said Township and Range: thence South 00 degrees 14 minutes 59 seconds East, bearing system based on Minnesota County Coordinate System NAD 83 (1996), Hubbard County, a distance of 198.00 feet along the east line of the Northeast Quarter of the Southeast Quarter of said section; to the point of beginning of the easement to be described; Thence South 88 degrees 36 minutes 11 seconds West a distance of 1306.92 feet to the west line of said Northeast Quarter of the Southeast Quarter and there terminating. The side lines of said easement are to be prolonged or shortened to terminate on the westerly right of way line of the North-South road on the west line of said Northeast Quarter of the Southeast Quarter.

WHEREAS, there are no reasonable alternatives to obtain access to the applicants property; and

WHEREAS, the proposed easement will not cause significant adverse environmental or natural resource management impact; and

WHEREAS, the appraised value of the easement is as follows: \$1,485.00

NOW, THEREFORE BE IT RESOLVED, by the County of Hubbard:

1. An easement shall be issued to the applicant upon payment to the County Auditor for the appraised value.
2. The easement shall be non-exclusive.
3. Timber rights are retained by Hubbard County and any timber removed will be charged for at the current rate.
4. The easement shall provide that it will revert to the State of Minnesota in trust for the taxing district in the event of non-use.

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

Resolution No. 02181403

WHEREAS, Leer title company of Park Rapids on behalf of Randy Soldwisch and Kathy Soldwisch has applied to the County of Hubbard for an easement across an existing road now in existence on unsold tax forfeited land to provide access, ingress and egress, and utility purposes to the following property owned by the applicant:

Portions of Government Lot 1 Section 8 and Government Lot 1 Section 9, all in Township 141 North, Range 33 West of the Fifth Principal Meridian, Hubbard County, Minnesota

WHEREAS, the requested easement is described as follows:

A 66.00 foot easement for public right of way purposes over, under and across that portion of land lying in the Northeast Quarter of the Southwest Quarter, Section 9, Township 141 North, Range 33 West of the 5th Principal Meridian, Hubbard County, Minnesota. The center line of said easement is described as follows:

Commencing at the northeast Corner of Government Lot 1 of Section 8, Township 141 North, Range 33 West of the Fifth Principal Meridian, thence on a bearing of South 89 degrees 45 minutes 18 seconds West (bearing determined by astronomic observation and the east line of said Government Lot 1 of said Section 8 bears South 00 degrees 28 minutes 38 seconds East) along the north line of said Government Lot 1 a distance of 135.00 feet; thence South 07 degrees 17 minutes 19 seconds West 561.57 feet; thence South 00 degrees 33 minutes 29 seconds East 33.02 feet to the POINT OF BEGINNING of the easement center line to be described; thence South 88 degrees 46 minutes 32 seconds East 1179.75 feet; thence North 34 degrees 39 minutes 23 seconds East 400.45 feet; thence North 49 degrees 51 minutes 44 seconds East 180.35 feet to a point on the center line of Hubbard County Road No. 2 and said center line there terminating.

WHEREAS, there are no reasonable alternatives to obtain access to the applicants property; and

WHEREAS, the proposed easement will not cause significant adverse environmental or natural resource management impact; and

WHEREAS, the appraised value of the easement is as follows: \$.00

NOW, THEREFORE BE IT RESOLVED, by the County of Hubbard:

5. An easement shall be issued to the applicant.
6. The easement shall be non-exclusive.
7. Timber rights are retained by Hubbard County and any timber removed will be charged for at the current rate.
8. The easement shall provide that it will revert to the State of Minnesota in trust for the taxing district in the event of non-use.

On a motion by Mr. Larson, seconded by Mr. Dotta and carried unanimously, the Beltrami Electric Cooperative Right-of-Way Utility Line easement located in Section 28, Fern Township was approved, as recommended by the Land Commissioner

On motion of Mr. Dotta, seconded by Mr. Stacey and carried unanimously, the reimbursement of up to \$125 for NRM cold weather gear was approved, as recommended by the Land Commissioner, with payment to be from Natural Resource Management monies.

On motion of Mr. Dotta, seconded by Mr. Stacey and carried unanimously, the

promotion of Certified Attendant, Janelle Pedersen to the Solid Waste Certified Attendant Supervisor was approved per the recommendation of Interim Solid Waste Administrator and Grade 32, Step 5 wage was approved effective February 19, 2014, and increase to Step 6 upon completion of satisfactory six month probationary period, as discussed.

Social Services: On motion of Mr. Larson, seconded by Mr. Dotta and carried unanimously, the following purchase of service (POS) agreements were approved, as recommended by the Social Services Director: HAPA for SELF services and Upper Mississippi Mental Health Center (UMMHC) for outpatient mental health services.

On motion of Mr. Dotta, seconded by Mr. Stacey and carried unanimously, the CY 2014 Transit Grant Agreement was approved and the signature of same by the Chair and the Social Services Director was authorized.

Social Services Director, Daryl Bessler provided the fourth quarter revenue and expense reports for review by the Board. No action required.

On motion of Mr. Johannsen, seconded by Mr. Larson and carried unanimously, the following changes to the Social Services Department complement previously approved on January 7, 2014, based on review of duties completed by the Minnesota Merit System was approved: decrease of one Child Support Enforcement Aide position and addition of a Child Support Officer position.

Mr. Bessler reported and provided updates on the following with no action required at this time: stabilization in January, 2014 of income maintenance caseloads; decrease in January, 2014 intakes; CD Pilot Program; MnChoices and provision of Prime West Health IT stipend.

Sheriff: On motion of Mr. Dotta, seconded by Mr. Stacey and carried unanimously, the Department of Human Services Educate and Congratulate Project annual plan agreement was approved, as recommended by the Sheriff.

Sheriff, Cory Aukes presented the quotes received for the purchase of the following LEC vehicles: **one Taurus sedan** – Park Rapids Ford, Park Rapids, MN - \$26,743.61 and Nelson Auto Center, Fergus Falls, MN - \$26,743.61 and **three SUV squads (Ford Explorers)** – Park Rapids Ford, Park Rapids, MN - \$25,837.82 each and Nelson Auto Center, Fergus Falls, MN - \$25,837.82.

Sheriff Aukes presented the following quotes obtained for LEC vehicle equipment:

Vendor	SUV	Sedan	Total
Light Bars & Mounting Hardware (contract pricing); Other Exterior Lighting; Sirens/Speakers/Brackets; Cages/Push Bumpers; Center Console & Accessories; and Weapon Mounts & Lock			
Keepers, Sauk Rapids, MN	13,363.50	5,120.83	18,484.33
Emergency Automotive Technologies, Oakdale, MN	13,715.15	4,604.70	18,319.85
Computer Equipment			

Emergency Automotive Technologies, Oakdale, MN			3,098.36
Havis.com			4,361.92
Streichers, Minneapolis, MN (contract)			7500.00
Watch Guard Video, Allen, TX (contract)			14,817.00
Innovative Sign & Graphics, Park Rapids, MN	900	300	1,200.00
Graphix Shoppe, Eagan, MN	1035	345	1,380.00
Reese-hitches.com, Class III, 2 inch Receiver Hitch	182.95 ea total 548.85	195.95	744.80
Reese-hitches.com, Class II, 1-14 inch Receiver Hitch	187.95 ea total 563.85	199.95	
Reese-hitches.com, T-One Connector Wiring Light Kit	37.95 ea total 113.85	37.95 ea	151.80
Labor: Jerry Tatro, Akeley, MN (equipment install & tear down)			6,980.00
Graphic Install			480.00
Total			53,291.81

Discussion followed. On motion of Mr. Johannsen, seconded by Mr. Dotta and carried unanimously, the vehicle purchases in bold by respective underlined quotes were approved, as recommended by the Sheriff, and the payment of same by auditor's warrant upon delivery was authorized. In addition the purchase of equipment totaling \$53,291.81 was approved as presented to be paid from committed designated monies.

MAHUBE-OTWA: On motion of Mr. Johannsen, seconded by Mr. Stacey and carried unanimously, the Department of Human Services Supportive Services Expansion grant for the Long-Term Homeless and the Sub-Grantee Contract Amendment No. 1; Contract #GRK%/3000 with MAHUBE-OTWA were approved, as presented, and the signature of same by the Chair was authorized.

Department of Corrections: Department of Corrections District Supervisor, Marc Bloomquist presented an update of the services provided by the Corrections Department including the following with no action required at this time: 1) Domestic Abuse Programming; 2) Juvenile Justice Intervention Program – Mental Health and Homelessness Youth Project; 3) Adult Cognitive Behavior Program and 4) Sex Offender Specific Programming.

Public Hearing – Transportation Use & Sales Tax: The public hearing was called to order at 12:30 p.m. regarding a proposed **Transportation Use & Sales Tax**. On motion of Mr. Johannsen, seconded by Mr. Stacey and carried unanimously, the reading of the public notice was waived. Commissioner Grell welcomed all in attendance and explained the purpose of the public hearing to be for provision of information to the public regarding the proposed Transportation Use and Sales Tax option permitted by legislation and to obtain public input regarding same to assist the commissioners in making an informed decision. Correspondence received from White Oak Township expressing opposition to the implementation of the sales tax was read into the record by Ms. Grell. Public Works Coordinator, David Olsonawski provided

information regarding the legislation authorizing the county to implement the Transportation Use and Sales Tax. A list of the proposed projects was presented together with estimated costs. A comparison of increased levy effects on property taxes as compared to the Transportation Use and Sales Tax was presented. Public input was received and discussion followed. The following recap of the concerns expressed was provided: 1) less county control of sales tax vs a levy; 2) once a sales tax is imposed it is feared it may never go away; 3) increased burden on businesses to collect the tax; and 4) concern as to which roads would be improved. There were also comments made in support of the implementation of the sales tax. The public hearing was recessed at 1:31 p.m. to be re-convened at 7:00 p.m. at the Lake George Town Hall.

Coordinator: Discussion was held regarding the topic of the Department Mangers meeting scheduled for February 25, 2014, to include the continued review of the webpage and further investigation of options available for logo design.

The Board was reminded of the scheduled 2014 Joint Legislative Conference on February 26 & 27, 2014. Discussion was held regarding preparation for the event and the MRCC invitation to attend their meeting on February 25, 2014.

On motion of Mr. Dotta seconded by Mr. Stacey and carried unanimously, a correction to the January 7, 2014, board minutes reflecting the addition of the following warrant payments: Hubbard County Auditor/Treasurer, 54,727.76; Tierney Brothers Inc., 6,930.84; 30 Payments Less Than \$2,000, 6,546.30; 47 Payments Less Than \$2,000, 7,661.82.

The Board was informed of the Application Acceptance & Public Information Meeting scheduled for Wednesday, March 12, 2014, between 11:00 a.m. and 2:00 p.m., Park Rapids Armory (Sandpiper Pipeline Project). Discussion followed. On motion of Mr. Dotta, seconded by Mr. Stacey and carried unanimously, the attendance of the above meeting by those commissioners whose schedule will permit was authorized.

On motion of Mr. Stacey, seconded by Mr. Larson and carried unanimously the following actions were approved, as recommended by the Technology Committee: 1) purchase of Arc GIS tool called "Spatial Analyst" Extension, \$2500 to be paid from TFL dollars; 2) purchase of LEC Oaisys recorder system, \$5,080.50 to be paid from 911 monies (realizing this is not included in the prepared 2014 budget); 3) purchase of equipment, software, and labor update for LEC camera system, \$10,400, from communications budget (realizing this is not included in the prepared 2014 budget); and 4) 2 printer purchases to be paid out of committed designated unallocated dollars as usual and customary replacement.

It was reported that Public Finance Management had been contacted regarding the completion of a jail operation analysis with more information to be provided at the next meeting. Commissioner Stacey left the meeting at 2:12 p.m.

On motion of Mr. Larson, seconded by Mr. Dotta and carried unanimously, Deputy Auditor/Treasurer, Renae Olson was appointed to the Wellness Committee.

On motion of Mr. Johannsen, seconded by Mr. Dotta and carried unanimously, the deletion of the County Facilities Group from the 2014 Committee List was approved, as

recommended by the County Attorney.

On motion of Mr. Larson, seconded by Mr. Johannsen and carried unanimously Commissioners Johannsen and Dotta, together with county personnel were authorized to meet with Idea Circle property owners for review of issues, as discussed.

The meeting was recessed by the Chair at 2:40 p.m. to be reconvened at 7:00 p.m. at the Lake George Town Hall.

The regular meeting of the Hubbard County Board was re-convened at 7:00 p.m. at the Lake George Town Hall. All the Commissioners and Coordinator, Debbie Thompson was present. Other county personnel in attendance were as follows: County Attorney, Don Dearstyne; Public Works Coordinator, David Olsonawski; and Assistant County Highway Engineer, Jed Nordin.

Public Hearing – Transportation Use & Sales Tax: The public hearing was re-convened at 7:00 p.m. regarding a proposed **Transportation Use & Sales Tax**. On motion of Mr. Dotta, seconded by Mr. Johannsen and carried unanimously, the reading of the public notice was waived. Commissioner Grell welcomed all in attendance and expressed appreciation for their attending. Ms. Grell also explained the purpose of the hearing was to provide information about the proposed Transportation Use & Sales Tax and obtain public input regarding same to permit the commissioners to make an informed decision. Coordinator, Debbie Thompson read correspondence received from White Oak Township expressing opposition to the implementation of the sales tax for the record. Public Works Coordinator, David Olsonawski provided information regarding the legislation authorizing the county to implement the Transportation Use and Sales Tax. A list of the proposed projects was presented together with estimated costs. A comparison of increased levy effects on property taxes as compared to the Transportation Use and Sales Tax was presented to the public attending the hearing. Public comments were heard and discussion followed. A recap of the concerns expressed was provided to include the following: 1) not a good time to implement a sales tax or increase the levy; 2) once imposed it is feared the sales tax will never go away; 3) interest in further cuts to existing budget to permit alternate use of funding to complete road improvements; and 4) concern that some of those having to pay the sales tax have not had a voice in its implementation. Support for implementation of a sales and use tax was also expressed. The public hearing was concluded at 7:55 p.m.

On motion of Mr. Dotta, seconded by Mr. Stacey and carried unanimously, the Fox Lawson Consulting Agreement was approved, pending satisfactory review of the County Attorney, and the Chair was authorized to sign same.

There being no further business before the Board, the Chairperson adjourned the meeting at 8:13 p.m.

GENERAL REVENUE:

Bytespeed LLC	10,218.00	North Country Business Products	2,184.51
Dennis & Girtz Excavating	2,680.00	Northwoods Computer Service	2,477.50

TAC 10, Inc.	18,927.00	SOCIAL SERVICES:	
58 Payments Less Than \$2,000	19,506.62	Bridge Group Foster Home (The)	3,534.00
ROAD & BRIDGE:		DHS – SWIFT	17,880.19
Aggregate Industries Midwest	2,707.25	Hubbard County DAC	8,839.74
Beltrami Co. Highway Dept	3,146.00	Jacksen Construction	3,585.00
Cumber Construction Inc.	4,726.25	Kindred Family Focus	2,099.32
Hubbard Co. Treasurer	3,064.34	Lighthouse Group Foster Home	3,441.00
John’s Posi Track Service	2,590.00	Lilleodden, Christine	2,412.73
Levi Holsapple Construction	2,700.00	MCF – Red Wing	4,092.00
North American Salt Co.	28,704.74	Nelson In-Home Services Inc.	19,992.50
Sheldon Business Solutions	3,100.00	Northwestern MN Juvenile Center	14,478.00
Ziegler, Inc.	18,180.17	Pinehaven Youth & Family Services	3,597.24
35 Payments Less than \$2,000	11,214.66	Resch, Patricia	3,344.01
SOLID WASTE:		Snyder Group Foster Home	3,286.00
17 Payments Less Than \$2,000	3,517.83	33 Payments Less Than \$2,000	17,408.34
HERITAGE MANOR SENIOR HOUSING		DHS – Swift	94,651.40
1 Payment Less Than \$2,000	250.00	Hubbard County Auditor-Treasurer	12,500.00
FORFEITED LAND:		Purchase Power	3,071.97
Sheldon Business Solutions	2,000.00	52 Payments Less Than \$2,000	11,442.64
4 Payments Less Than \$2,000	1,191.19		

/s/Kathy Grell
 Kathy Grell, Chairman
 Hubbard County Board of Commissioners

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

