

A TRANSCRIPT OF THE PROCEEDINGS OF A REGULAR MEETING OF THE HUBBARD COUNTY BOARD OF COMMISSIONERS HELD ON MAY 6, 2014, AT 9:00 O'CLOCK A.M.

A regular meeting of the Hubbard County Board of Commissioners was held on May 6, 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: The Board received public input regarding the proposed Planning Commission Amendment #16, Shoreland Ordinance #17 language and questioned the level of restriction included.

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

- Approved the minutes of the April 15, 2014 Regular Meeting.
- Approve the bills & Auditor’s Warrants dated April 18, April 25, and May 2, 2014.
- Approved the Social Services bills.
- Approved the license application for Off Sale Liquor of Park Rapids Wrestling Club (Rodeo) Henrietta Township.
- Reviewed the OT Report for April, 2014.
- Reviewed the Highway Department’s 2013 Annual Report.
- Accepted the LEC Donations as follows:

RESOLUTION NO. 05061401

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
Mantrap Valley Conservation Club	459.00	STS Equipment Donation

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

Public Works: Public Works Coordinator, David Olsonawski presented the following bids received for **Project SAP 29-600-011, grading and bituminous paving on Haakon Drive**

in Arago Township as follows: Tri-City Paving, Little Falls, MN - \$159,046.47; Anderson Brothers Construction, Brainerd, MN - \$160,144.68; and Mark Sand & Gravel Co., Fergus Falls, MN - \$272,778.75. Discussion followed. On motion of Mr. Dotta, seconded by Mr. Johannsen and carried unanimously, the low, underlined bid was approved for the project listed in bold, above, as recommended by the Public Works Coordinator, with payment to be from State Park Road funds.

Assistant Highway Engineer, Jed Nordin presented the following quotes received for **Project CP 29-01-14, thermoplastic crosswalk markings** as follows: Traffic Marking Service, Maple Lake, MN - \$20,800; Triple A Stripe, St. Michael, MN - \$27,040. Discussion followed regarding the use of the product as a test of the duration realized with the more expensive product. On motion of Mr. Larson, seconded by Mr. Johannsen and carried unanimously, the low, underlined quote was approved for the project listed in bold, above, as recommended by the Assistant Highway Engineer, with payment to be from budgeted monies.

On motion of Mr. Larson, seconded by Mr. Dotta and carried unanimously, the resignation of Assistant Shop Foreman/Maintenance II, Ricky Semmler Jr., with regrets effective May 9, 2014, was accepted; a letter of appreciation for his service to the county was approved; and the re-filling of the vacant position was authorized per proper procedure, as recommended by the Public Works Coordinator

Solid Waste Interim Administrator, Jed Nordin provided information regarding a proposed donation of unused Solid Waste equipment to the STS Program in exchange for two years of STS labor provided to Solid Waste. Discussion followed. On motion of Mr. Johannsen, seconded by Mr. Stacey and carried unanimously, the Interim Solid Waste Administrator was authorized to work with the STS Crewleader regarding the exchange of an unused Solid Waste 1991 742B Bobcat and trailer in exchange for STS labor provided in 2014 and 2015, as presented.

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

Resolution No. 05061402

Of the County Board authorizing and fixing terms of sale of tax forfeited land to be held June 6, 2014.

WHEREAS, the following list of lands forfeited to the State of Minnesota for non-payment of taxes, is hereby approved for sale by the Hubbard County Board of Commissioners, and;

WHEREAS, Minnesota Statutes 282.01 to 282.12 provide for the classification and sale of lands forfeited to the State for delinquent taxes, and;

WHEREAS, such classification has been made by the County Board and the classification and sale has been approved by the Town Board of the Town or the City Council of the City in which they lie, and;

WHEREAS, the County Board has made appraisal of such lands as provided by law and a list of such lands has been filed with the County Auditor for the purpose of offering such lands for sale at not less than their appraised value, and;

WHEREAS, the County Board is, by law, designated with authority to provide for the sale of such lands on terms, and;

WHEREAS, the County Board has considered the advisability of selling on terms and has considered the accessibility of such lands, their proximity to existing improvements, and the effects of their sale and occupancy on the public burden.

NOW, THEREFORE, BE IT RESOLVED: That the terms of sale of said parcels of land are hereby fixed as follows:

On all parcels of land, sold for \$1,000.00 or less, the purchase price shall be paid in cash at the time of the purchase. On all sales for an amount in excess of \$1,000.00, one-third of the purchase price, but not less than \$1,000.00 shall be paid in cash at the time of the purchase. The balance of the purchase price shall be payable in two equal annual installments. The deferred payments shall bear interest at 10% per annum and both principal and interest shall be payable annually on or before December 1st of the year(s) following sale. On all parcels of land sold on terms, on which buildings are standing, the buildings shall be insured by the purchaser for the protection of the seller and a Certificate of Insurance shall be provided to the seller within thirty (30) days. On all parcels of land upon which there is standing timber or timber products, the timber shall be sold for cash.

BE IT FURTHER RESOLVED; that all parcels of the said land shall be offered for sale subject to existing roads, easements, leases, if any, and subject to mineral rights as provided by law. All lands are sold "as is". There is no warranty of clear title and no abstract of title will be furnished. The state deed, given after full payment is received, is a quit claim deed. There is no guarantee of access, suitability, habitability, freedom from liens, or freedom from defects in title. The buyer is responsible for determining whether these lands comply with the provisions of any applicable ordinances, and if a well and sewage disposal system is located on the property there is no guarantee that they meet the requirements of applicable ordinances. The buyer is also responsible for the proper removal and disposal of any garbage or demolition debris on the property purchased, and;

BE IT FURTHER RESOLVED; that any lands herein offered for sale do not adjoin or are not located on a suitable legally established and maintained public highway or road, the township wherein said lands may be located, or any other municipality, shall not for a period of five years be obligated to the establishment, construction, or additional maintenance of any public roads or the expenditure of any public funds for the benefit of the owner or occupant of any lands purchased, by reason of the ownership or occupancy of any of this land; provided further that nothing herein shall be construed to create any obligation directly or indirectly on the part of any municipality of the expenditure of any money for the benefit of said parcels after the expiration of said five year period, and;

BE IT FURTHER RESOLVED; that the right is reserved in the interest of the public to withdraw from sale any parcel at any time prior to its sale, and;

BE IT FURTHER RESOLVED; that a notice of sale of such lands be given publication in the official newspaper of the County as provided by law and that the County Auditor of Hubbard County offer such parcels of land for sale in the order in which they appear in the said notice of sale and that such sales be to the highest bidder, but not less than the appraised value, and that such sale commence at 10:00 A.M. on the day of February 22, 2012 and continue until such parcels are sold or withdrawn from sale, and;

BE IT FURTHER RESOLVED; that each bidder on any parcel of land shall make a down payment in cash, money order, or certified check to the County Treasurer for one-third of the purchase price at the time of the sale. If such bidder shall fail to make such payment to the County Treasurer, such parcel shall immediately be re-submitted for sale.

PLEASE TAKE NOTICE

That pursuant to Minnesota Statutes 284.28, Subd. 8, a tax of three percent (3%) of the sale price shall be collected at the time of the sale, to be credited to the Tax Forfeited Land Assurance Fund, and pursuant to Minnesota Statutes 284.014, a fee of twenty-five dollars (\$25) shall be collected for instrument of conveyance upon full payment. Laws of Minnesota 1987, Chapter 268, Art. 14, Sec. 16 repealed the exemption from State Deed Tax on state deeds. Purchasers are now required to prepay the deed tax at the rate of \$.0033 for the net consideration, minimum \$1.65 and the deed recording fee of forty-six dollars (\$46).

- The deeds for these parcels will contain a restrictive covenant which will prohibit enrollment of the land in a state funded program providing compensation for conservation of marginal lands or wetlands.
- Parcels which had special assessments on them at the time of forfeiture may be reassessed by the Township or City. You must check with the Township or City in which the parcel is located to see if those assessments will be reassessed.

Legal Description	Sec Lot	Twp Blk.	Rge	Approx Acres	Timber Value	Land & Bldg. Value	Appraised Value	Known Special Assess.
Akeley City								
Townsite of Akeley	29.37.10091	E½ 9	10					
		E½ 10	10	0.26	\$	\$4,100	\$4,100	\$ 800.00
AKC Townsite of Akeley	29.37.12800	5	12	0.25	\$	\$12,400	\$12,400	
City of Park Rapids								
Hocking's Acres	32.38.91050	5	1	0.76	\$	\$1,917	\$1,917	\$21,982.96
Hocking's Acres	32.38.91070	7	1	0.34	\$	\$3,036	\$3,036	\$11,863.61
Hocking's Acres	32.38.91080	8	1	0.34	\$	\$3,983	\$3,983	\$11,916.96
Hocking's Acres	32.38.91101	10	1	0.46	\$	\$1,917	\$1,917	\$17,929.47
Hocking's Acres	32.38.92010	1	2	0.4	\$	\$2,235	\$2,235	\$17,664.86
Hocking's Acres	32.38.92020	2	2	0.32	\$	\$3,983	\$3,983	\$11,916.96
Hocking's Acres	32.38.92030	3	2	0.32	\$	\$3,983	\$3,983	\$11,916.96

Legal Description	Sec Lot	Twp Blk.	Rge	Approx Acres	Timber Value	Land & Bldg. Value	Appraised Value	Known Special Assess.
Hocking's Acres 32.38.92040	4	2		0.31	\$	\$2,931	\$2,931	\$11,969.30
Hocking's Acres 32.38.92050	5	2		0.31	\$	\$3,036	\$3,036	\$11,863.61
Hocking's Acres 32.38.92060	6	2		0.32	\$	\$3,983	\$3,983	\$11,916.96
Hocking's Acres 32.38.93010	1	3		0.51	\$	\$2,392	\$2,392	\$20,108.13
PRC Cutler's 2nd Addition 32.45.51000	N ¹ / ₂ 11							
	12	1		0.24	\$	\$41,000	\$41,000	
W479 of SW ¹ / ₄ od SE ¹ / ₄ ex. N1000' 32.25.03042	25	140	35	3.52	\$	\$78	\$78	\$34,421.86
SW ¹ / ₄ of SE ¹ / ₄ ex. N227 of W190 & Ex. W479 of N1000 & Ex. S500 of W479 32.25.03041	25	140	35	26.29	\$	\$3,303	\$3,303	\$56,597.50
P/O SE ¹ / ₄ of SE ¹ / ₄ Fr SE Cor N33 W115 N228.12 N18.26 W118 N200 E26.78 PB E206.22 to E Sec. Ln. N330.67 SW241.79 S204.99 to PB 32.19.04400	19	140	35	1.27	\$	\$18,900	\$18,900	
Laporte City								
LPC 1st Add. To Laporte Village 30.37.42800	10	3		0.16	\$	\$1,000	\$1,000	
Arago Township								
S264 of Lot 6 02.06.00920	6	141	35	5.04	\$500	\$21,500	\$22,000	
Lot 7 Ex. S1056 02.06.04041	6	141	35	4.72	\$915	\$14,185	\$15,100	
Farden Township								
Midge Lake View 07.53.00700	7	1		2.06	\$	\$14,900	\$14,900	
E ¹ / ₂ of SW ¹ / ₄ of SW ¹ / ₄ 07.23.01110	23	145	32	20	\$5,000	\$28,700	\$33,700	
Fern Township								
North Part of SE ¹ / ₄ of SE ¹ / ₄ 08.23.00200	23	145	35	16.39	\$	\$22,500	\$22,500	
Helga Township								
W ¹ / ₂ of NW ¹ / ₄ of SW ¹ / ₄ , E of Aban RR 11.25.01130	25	145	33	0.18	\$	\$200	\$200	
Hubbard Township								
E200 of SW ¹ / ₄ of SW ¹ / ₄ 14.07.00700	7	139	34	6.07	\$	\$14,900	\$14,900	
Pine Haven Beach, 1st Add. 14.38.41010	1-6	1		8.76	\$16,176	\$7,724	\$23,900	
Rockwood Township								
Part of Lot 4 22.30.04021	30	145	34	2.34	\$	\$44,900	\$44,900	

On motion of Mr. Larson, seconded by Mr. Stacey and carried unanimously, the transfer of a Recreational Cabin Lease #12 from Karen Manners to Brent Manners was approved, as

recommended by the Land Commissioner.

Land Commissioner, Mark Lohmeier presented the following quotes for purchase of an **ATV Trailer**, as follows: Gary's Trailer Sales, Park Rapids, MN - \$1,900, no title or license included; Buffalo River Sales, Glyndon, MN - \$2,094, includes tax, title and license (trailer \$1,900); and Hwy 55 Trailer Sales, Buffalo, MN - \$2,285.75, includes tax, title and license (trailer \$2,050). Discussion followed regarding the omission of sales tax for county purchases. On motion of Mr. Larson, seconded by Mr. Dotta and carried unanimously, the low, underlined local quote was approved for the purchase listed in bold, above, as recommended by the Land Commissioner, with payment to be from tax forfeited sales monies.

Mr. Lohmeier provided information regarding tax forfeited property located at 285 Pleasant Avenue, Akeley, MN that requires **demolition of the house** due to the condition of the structure and requires an **asbestos inspection survey** be completed. The single quote obtained for completion of the asbestos inspection together with the quotes obtained for the demolition of the structure were presented as follows with Natural Resource Management to pay tipping fees, if applicable: Area Excavating, Akeley, MN - \$8,975; Ralph V. Sanquist, Park Rapids, MN - \$9,200; and Cumber Construction, Inc., Park Rapids, MN - \$12,805. Discussion followed. On motion of Mr. Johannsen, seconded by Mr. Larson and carried unanimously, the **Trio Environmental Consulting, Inc., West Fargo, ND quote for completion of the asbestos inspection in the amount of \$1,472.75** and the low underlined quote for the house demolition above were approved, as recommended by the Land Commissioner with payment to be from PILT dollars.

On motion of Mr. Larson, seconded by Mr. Stacey and carried unanimously the Cooperative Agreement with the MN DNR to install monitoring wells was approved, as recommended by the Land Commissioner and the signature of same by the Chair and Land Commissioner was authorized.

Mr. Lohmeier reported the completion of the spring tree planting consisting of in excess of 254,000 trees.

Mr. Olsonawski presented a summary of the current mileage of each car within the car pool for consideration of vehicle replacement. Discussion followed. By consensus of the Board the consideration of County Car Pool vehicle purchase was deferred to a later date, as discussed.

Mr. Olsonawski reported the exchange of the 2008 NRM Chevrolet pickup with 97,000 miles with the Land Survey 2005 Chevrolet pickup with 113,000 miles and by consensus of the Board the sale of the 2005 vehicle was authorized, as recommended by the Public Works Coordinator and Land Commissioner.

The Board was reminded of the 5 Year Construction Program meeting scheduled for June 9, 2014, at the Hart Lake Township Hall and on June 16, 2014, in the LEC ITV Room with both events beginning at 7:00 p.m.

Sheriff: On motion of Mr. Larson, seconded by Mr. Dotta and carried unanimously, the Joint Powers Agreement with the MN Department of Natural Resources and Hubbard County STS was approved, as recommended by the Sheriff.

On motion of Mr. Johannsen, seconded by Mr. Larson and carried unanimously, the Boat & Water purchase of NRM ATV 2010 pickup in the amount of \$10,115 was approved, as recommended by the Sheriff, with payment to be from B & W monies.

Sheriff Aukes reported the annual Department of Corrections (DOC) jail inspection and periodic staffing assessment is scheduled for May 20, and May 21, 2014.

By consensus of the Board the consideration of the Becker County and Cass County jail contracts were referred to a later date to permit review of the PFM Jail analysis and completion of the DOC inspection and staffing assessment, as discussed.

Sheriff Aukes presented the state contract quote received for the **purchase of two tasers with cameras and holsters** as follows: Uniforms Unlimited, Minneapolis, MN in the amount of \$2,657.20. Discussion followed. On motion of Mr. Dotta, seconded by Mr. Johannsen and carried unanimously, the purchase in bold by underlined state contract quote, above was approved, as recommended by the Sheriff, with payment to be from Boat and Water budgeted monies.

The Sheriff reported the need for Tach 10 software update and the ongoing efforts to review software vendors available. No action required, for information only.

Finance Department: Chief Deputy Auditor, Sandy Rittgers provided the Finance Department recommendation for personnel needs to deliver election services in 2014. Discussion followed. By Consensus of the Board, the Chief Deputy Auditor was requested to work with Maintenance to arrange storage of election equipment in the staff lunch room and notify staff of the temporary unavailability of the room.

On motion of Mr. Johannsen, seconded by Mr. Stacey and carried unanimously, the Finance Department was authorized to work with the Coordinator to fill the requested temporary election personnel needs, as recommended by the Chief Deputy and Auditor/Treasurer, and personnel overtime was authorized, as needed during the election process.

Auditor/Treasurer, Pam Heeren provided information regarding the needs of the department to complete the collection of the first half of real estate taxes due May 15. Discussion followed. On motion of Mr. Dotta, seconded by Mr. Stacey and carried unanimously, the Finance Department personnel use of Overtime was approved, as needed to accomplish the first half real estate tax collection in May 2014.

Land Records: Land Records Co Director, Eric Buitenwerf provided the proposed draft language for Amendment #16 of Shoreland Ordinance #17. Discussion followed. On motion of Mr. Johannsen, seconded by Mr. Stacey and carried unanimously, the draft amendment #16, Shoreland Ordinance #17 amended language was approved, removing sections I & J, as discussed for public hearing.

On motion of Mr. Dotta, seconded by Mr. Larson and carried unanimously, a public hearing was scheduled on June 3, 2014, at 11:30 a.m. for consideration of the proposed

Amendment #16, of Shoreland Ordinance #17.

Land Records Co Director, Nicole Lueth provided the quotes received for **purchase of a mult-function printer** for the Land Records Department as follows: Cadd Engineering Systems (CES) Imaging, Brooklyn Center, MN - \$12,267 (machine and 5 years maintenance) or \$5,739 (machine only) and Information Service Corporation (ISC), Fargo, ND - \$14,530 (machine and 5 years maintenance) or \$8,590 (machine only). Discussion followed. On motion of Mr. Dotta, seconded by Mr. Stacey and carried unanimously, the purchase in bold by low underlined quote without maintenance above was approved, as recommended by the Co-Land Records Directors, with payment to be from Recorder's Equipment monies.

Ms. Lueth reported that the county is now e-Recording deeds as well as any other e-documents.

Social Services: On motion of Mr. Stacey, seconded by Mr. Dotta and carried unanimously, the expansion of the Heartland Bus route and necessary staffing increases were approved, as recommended by the Social Services Director.

Committee Reports: Information was shared regarding various committee meetings attended by the Commissioners including the following with no action necessary at this time: PrimeWest, Construction Committee; and HLC Campus Board.

Coordinator: By consensus of the Board, the following topics for the May 13, 2014, Board Work session were established and the Coordinator was requested to invite the Sheriff and Jail Administrator to attend also: Review of the PFM Jail Analysis, Becker and Cass County jail agreements.

Coordinator, Debbie Thompson presented the quotes received for the **Phase II Construction Project Caulk** as follows: Option 1 for courthouse windows construction only – Heartland Glass, Waite Park, MN - \$13,825 and Davis Contracting, Inc., Hibbing, MN - \$5,730 and Option **Option 2 for courthouse construction and existing windows including operable windows** Heartland Glass, Waite Park, MN - \$19,350 and Davis Contracting, Inc., Hibbing, MN - \$6,760. Discussion followed. On motion of Mr. Johannsen, seconded by Mr. Dotta and carried unanimously, the project in bold by underlined low quote above was approved.

Ms. Thompson presented the Phase II Construction project furniture quotes as follows: **Package 1 - Systems Furniture** - Systems Furniture Inc., White Bear Lake, MN in the amount of \$39,972 and Brown & Saenger, Fargo, ND in the amount of \$64,602.31; **Package 2 – Allsteel Task Seating** - Cooper's Office Supply, Inc., Fergus Falls, MN in the amount of \$8,743.45; **Package 3 – Steelcase Task Seating, Hannaher's & Gaffaney's, Fargo, ND** in the amount of \$12,207.78; **Package 4 – Tables & Lateral Files/Storage Cabinets** - Cooper's Office Supply, Inc., Fergus Falls, MN in the amount of \$15,882.37; and **Package 5, Non-Task Seating, Brown & Saenger, Fargo, ND** in the amount of \$47,292.87 totaling \$124,098.47. Discussion followed. On motion of Mr. Dotta, seconded by Mr. Larson and carried unanimously, the purchases in bold, by low underlined quotes were approved.

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

payment of the 2014 Senior Council on Aging allocation in the amount of \$500 was approved, by auditor's warrant for the Senior Day at the fair.

Ms. Thompson presented the request of Carol Peterson to donate Parcel #32.93.00900 to the County. Discussion followed. By Consensus of the Board, the Board expressed no interest in the proposed donation of land and directed the Coordinator to provide a response to the Petersons.

Closed Session: On motion of Mr. Dotta, seconded by Mr. Johannsen and carried unanimously, the meeting was closed pursuant to M. S. §13D.05, Subd 3b at 12:00 p.m. The meeting was re-opened at 12:37 p.m.

Coordinator: On motion of Mr. Dotta, seconded by Mr. Stacey and carried unanimously, the following resignations were accepted, with regrets and a letter of appreciation for each was approved: Custodian, Charles "Chuck" Peabody effective July 11, 2014, (in excess of 26 years of service) and Maintenance Technician, Bernard "Bernie" Zwirtz effective June 5, 2014, (more than 7 years of service).

On motion of Mr. Larson, seconded by Mr. Johannsen and carried unanimously, the retirement of Assessor, Bob Hansen was accepted effective June 30, 2014, with regrets; correspondence expressing the County's appreciation for years of service was authorized; and the Chairman and the Coordinator were authorized to sign the agreements, as presented.

On motion of Mr. Dotta, seconded by Mr. Stacey and carried unanimously, the attendance of the Lake Country Scenic Byway meeting was approved by those Commissioners whose schedule will permit.

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

RESOLUTION NO. 05061403

WHEREAS, Hubbard County moved from elected to an appointed County Auditor, County Recorder and County Treasurer position by adoption of Resolution No. 01080209 to be effective upon the completion of the incumbent's elected term of office or sooner should the office become vacant; and

WHEREAS, Hubbard County authorized the combination of the office of Auditor and Treasurer by motion on January 21, 2004; and

WHEREAS, Auditor, Pam Heeren was appointed as the newly established Auditor/Treasurer, effective January 21, 2004; and

WHEREAS, Auditor/Treasurer, Pam Heeren has informed the Hubbard County Board of her intention to retire from her position with the county effective, June 30, 2014; and

WHEREAS, the Board has expressed an interest in reviewing the “service model” utilized by Hubbard County with the goal to improve service to the citizens of the County; and

WHEREAS, to that end the Hubbard County Board has hired Fox Lawson & Associates to complete an Organizational Study to assist the board in determining the direction of the county that is expected to be completed by the end 2014; and

WHEREAS, the Board feels it will be in the best interest of the County to postpone re-filling the Auditor/Treasurer position until the Fox Lawson results are completed; and

WHEREAS, the Board has confidence in the capabilities of the experienced employees currently on the staff to complete the duties of the Auditor/Treasurer for the remainder of 2014,

THEREFORE BE IT RESOLVED, that the Hubbard County Board of Commissioners appoint Chief Deputy Auditor, Sandy Rittgers to complete the Auditor duties pursuant to Minnesota Statutes on an interim basis, and

BE IT FURTHER RESOLVED, that the Hubbard County Board of Commissioners appoint the former Chief Deputy Treasurer, Payroll Coordinator, Lorretta Mattson to complete the Treasurer duties pursuant to Minnesota Statutes on an interim basis, and

BE IT FURTHER RESOLVED, that the transfer of License Drivers Agent status to Ms. Mattson continue to be pursued based on past experience to permit the continuation of license services to Hubbard County citizens; and

BE IT FURTHER RESOLVED, that both appointments aforementioned will be effective July 1, 2014, through December 31, 2014, to permit completion of the Fox Lawson Organizational Study, with each employee to receive an additional 10% compensation per Personnel Policy, Section 3, II, D.; and

BE IT FURTHER RESOLVED, that both positions will be re-addressed prior to December 31, 2014, and

BE IT FURTHER RESOLVED, the Board respectfully requests Auditor/Treasurer, Pam Heeren work with the interim appointees to transfer information and duties to promote a smooth transition prior to Ms. Heeren’s retirement.

On motion of Mr. Stacey, seconded by Mr. Larson and carried unanimously, the attendance of the Background Investigations for Public Sector Employers (16 hour training) provided by the Minnesota Sheriff’s Association, by Coordinator Office personnel was approved, as presented with payment to be from budgeted monies.

There being no further business before the Board, the Chairperson adjourned the meeting at 1:41 p.m.

GENERAL REVENUE:

A'Viands, LLC	12,170.52	Hubbard County Hwy Dept	2,562.01
AVG Technologies USA, Inc.	2,667.65	MN DNR	10,094.45
Bemidji Marine, Inc.	9,089.12	8 Payments Less Than \$2,000	2,724.00
ESRI	10,499.23	COUNTY ENVIRONMENTAL TRUST FUND:	
G & R Controls Inc.	2,500.00	1 Payment Less Than \$2,000	32.53
Hubbard County Hwy Dept	11,057.96	SOCIAL SERVICES:	
Information Systems Corporation	51,313.00	DHS – Swift	14,115.48
Northwoods Computer Service	2,779.00	Heartland Homes SILS	2,915.50
Park Rapids Chamber of Commerce	2,200.03	Hubbard County DAC	9,718.80
Paul Bunyan Communications	5,080.50	Kindred Family Focus	10,918.32
Ratwik, Roszak & Maloney PA	3,131.54	MCF – Red Wing	4,216.00
TH Consulting	2,937.50	Nelson In-Home Services Inc.	9,137.60
Turnkey Correctins	2,539.83	North Homes Inc.	34,711.63
Watchguard Video	14,871.00	Northwestern MN Juvenile Center	5,011.00
73 Payments Less Than \$2,000	27,888.08	Rural Minnesota CEP	9,166.57
ROAD & BRIDGE:		Snyder Group Foster Home	2,756.00
Bytespeed LLC	4,893.00	Stellher Human Services Inc.	3,795.83
Hemenway Body Shop	2,126.42	40 Payments Less Than \$2,000	20,649.50
Long Construction Inc.	2,280.00	Bridge Group Foster Home (The)	3,420.00
Midstates Equipment & Supply	21,662.67	Hubbard County Social Services	11,739.00
Widseth Smith Nolting Asso Inc.	7,867.26	Itaskin Juvenile Center – Assessment	4,916.80
27 Payments Less than \$2,000	9,334.09	Lilleodden, Christine	2,387.70
SOLID WASTE:		LSS – Guardianship	13,274.09
Gaslin Garage Door	3,083.00	Mille Lacs Academy	11,951.20
Hooker Logging/Rod	6,408.00	MSOP – MN Sex Offender Program	7,695.60
Hubbard County Hwy Dept	3,150.38	Nelson In-Home Services Inc.	17,610.00
11 Payments Less Than \$2,000	2,687.86	Northwood Childrens Home – Main	10,717.99
FORFEITED LAND:		Resch, Patricia	2,078.10

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St. Joseph Community Health	6,857.36
Woodland Hills	6,092.88
20 Payments Less Than \$2,000	11,613.03

/s/ Kathy Grell

Kathy Grell, Chairman

Hubbard County Board of Commissioners

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