

A TRANSCRIPT OF THE PROCEEDINGS OF A REGULAR MEETING OF THE HUBBARD COUNTY BOARD OF COMMISSIONERS HELD ON JULY 1, 2014, AT 9:00 O'CLOCK A.M.

A regular meeting of the Hubbard County Board of Commissioners was held on July 1, 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. Johannsen and carried unanimously, the agenda was approved, as submitted.

Public Input: Chairperson Grell acknowledged the attendance of several citizens and others relative to the Timber Appraisal Report #810 and the approved timber cut. Ms. Grell offered to provide a synopsis of facts that had been brought forward to this point in an effort to save time. She encouraged those present to speak to new information once the review was completed. Several parties spoke to the matter including a question of the current landowner notification procedure policy and Pine Bark Beetle infestation concerns. All information provided was taken under advisement with the matters to be addressed with the department.

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

- Approved minutes of the June 17, 2014, Regular Meeting;
- Approved minutes of the June 16, 2014 County Board of Appeal & Equalization Meeting;
- Approved the bills & Auditor's Warrants dated June 20, and June 27, 2014;
- Approved the Social Service bills;
- Adopted the following resolution:

RESOLUTION NO. 07011401

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
City of Laporte	\$1,700.00	STS Equipment Donation
City of Akeley	\$250.00	STS Equipment Donation

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

County Attorney: County Attorney Don Dearstyne introduced Summer Intern, Mindy Lawrence to the Board. It was explained that Ms. Lawrence assisted in preparation for a recent trial permitting Mr. Dearstyne to concentrate on the substance of the trial. She will complete her internship in August, 2014.

Public Works: Assistant County Highway Engineer, Jed Nordin provided a Highway Department project update. He also provided information regarding the sharing of equipment between Sentence to Serve (STS) and the Solid Waste Transfer Station. No action was necessary.

The Board was reminded that the Nevis Shop bid opening will be conducted on July 25, 2014, at 10:00 a.m. for construction of two additional garage stalls.

Information regarding the recommended methods for dealing with the Pine Bark Beetle issue was shared including a change in recent procedures based on research conducted. The Board was assured there are Pine Bark Beetles present in the area however the source of the marked trees referenced earlier was unknown.

Sheriff: On motion of Mr. Johannsen, seconded by Mr. Stacey and carried unanimously, the Sheriff's Office was authorized to obtain a K-9 credit card per the Hubbard County Credit Card Policy.

On motion of Mr. Larson, seconded by Mr. Dotta and carried unanimously, an increase in the Part Time Road Deputy Pool from six to eight was authorized, as requested by the Sheriff.

On motion of Mr. Dotta, seconded by Mr. Stacey and carried unanimously, the payment of 50% of the required matching funds for a Paging System Grant in the amount of \$6,930 was approved to be paid from E911 monies with the balance of the matching funds to be supplied by the eight countywide benefiting groups, as discussed.

On motion of Mr. Larson, seconded by Mr. Johannsen and carried unanimously, a Grade 33 wage for the Assistant Jail Administrator position was approved, as recommended by the Classification Committee; the addition of the Assistant Jail Administrator position to the LEC compliment was approved; and the filling of the position was authorized, as recommended by the Sheriff.

A motion by Mr. Johannsen, seconded by Ms. Grell failed on a 1 to 4 vote with Commissioners Grell, Dotta, Larson and Stacey voting no, to authorize the Department of Corrections (DOC) and Becker County contracts with an increase in the jail inmate population to eighty (80) including the hire of four additional jailers, as required by the DOC, and the requirement to keep the board abreast of the population levels as we move forward.

On motion of Mr. Johannsen, seconded by Mr. Dotta and carried unanimously, the DOC Inmate contract for twenty (20) inmates was approved, as requested.

On motion of Mr. Larson, seconded by Mr. Stacey and carried unanimously, the signature of the Chair and Coordinator of agreement in connection with resolution 04151405

was authorized.

On motion of Mr. Larson, seconded by Mr. Stacey and carried unanimously, the State of MN Communications Facility Use Agreement #06004 was approved, as recommended by the Sheriff and the Chair was authorized to sign same.

Northwest Service Cooperative: NWS Coop Representative, Dan Weir together with BCBS Representative, Andrea Alright provided information and an update regarding benefits received by the county via participation in the cooperative together with the coop's cost saving efforts realized by the county.

Land Records: On motion of Mr. Dotta, seconded by Mr. Larson and carried unanimously, two Shoreland Ordinance violations were referred to the County Attorney for litigation, if necessary. By consensus of the Board, the provision of a status update was requested to be provided on July 15, 2014, regarding files previously referred to the County Attorney.

Jeff Robbins requested clarification of Shoreland Ordinance administration, with no action taken.

On motion of Mr. Dotta, seconded by Mr. Stacey and carried unanimously, the filling of the Chief Deputy Assessor position was authorized, as recommended by the Assessor per proper Personnel Policy procedure.

On motion of Mr. Johannsen, seconded by Mr. Stacey and carried unanimously, the update of the Assessor departmental credit card reflecting change in personnel was approved.

Assessor, Ginger Woodrum provided the State Board of Equalization Report and reported two Tax Court filings made regarding the 2013 assessment.

Regional Economic Development: Regional Economic Development Director, David Collins together with Laporte City Council members Audrey Johnson and Dwight Powell provided historical information regarding the proposed Laporte Community Center project. Discussion followed. On motion of Mr. Larson, seconded by Mr. Stacey and carried unanimously, the payment of \$34,480 toward the Laporte Community Shelter/Trailhead/Playground was approved to be advanced from the Parks & Recreation reserve monies in 2014 with dollars to be returned to reserves in budget years 2015 and 2016. This allocation from reserves, combined with amounts budgeted from years 2013 and 2014, shall not exceed a combined contribution of \$59,480.

Coordinator: On motion of Mr. Dotta, seconded by Mr. Larson and carried unanimously, a Grade 33 wage for the Deputy Assessor-Environmental Services Tech job description was approved, as recommended by the Classification Committee.

On motion of Mr. Larson, seconded by Mr. Stacey and carried unanimously, the filling of the Deputy Assessor-Environmental Services Tech position was approved, per proper procedure as recommended by the Environmental Services Officer.

On motion of Mr. Johannsen, seconded by Mr. Stacey and carried unanimously, the Coordinator was authorized to negotiate temporary county facility cleaning services through December 31, 2014, as discussed.

Coordinator, Debbie Thompson reminded the board of the “Lunch Room Meeting” being conducted with personnel on July 2, 2014, between 11:30 to 12:30 p.m.

By consensus of the Board, the technology needs of the Board were referred to the Technology Committee for further review.

Ms. Thompson presented the quotes received for the **Phase II Construction Project Audio Video Board Room needs** as follows: Audio Video Electronics (AVE), Maple Grove, MN - \$79,936; Parsons Technologies, Duluth, MN - \$84,080; and AlphaVideo, Edina, MN - \$75,329.78. Discussion followed. On motion of Mr. Dotta, seconded by Mr. Larson and carried unanimously, the purchase in bold by underlined low quote, above was approved.

On motion by Mr. Johannsen, seconded by Mr. Dotta and carried unanimously, the two year G & R Controls Maintenance agreement was approved in the amount of \$6,756 per year , pending satisfactory review by the County Attorney, with payment to be from LEC Maintenance monies.

On motion of Mr. Dotta, seconded by Mr. Stacey and carried unanimously, the Chair and Vice Chair were authorized to approve a quote for Courtroom Jury and Counsel chairs with report to the board and payment to be included in the construction project.

On motion of Mr. Stacey, seconded by Mr. Dotta and carried unanimously, the Chair and Vice Chair were authorized to further investigate the availability of benches for installation in the courtroom gallery area with a report to the Board.

On motion of Mr. Dotta, seconded by Mr. Johannsen and carried unanimously, the Auditor’s transfer of funds from Employee Benefit Severance monies to respective department budgets reflecting a reimbursement for retiring personnel severance packages prior to years end was authorized.

Committee Reports: A 2% increase in the 2015 AMC dues was reported with the new amount totaling \$10,580.

There being no further business before the Board, the Chairperson adjourned the meeting at 2:04 p.m.

GENERAL REVENUE:

American solutions for Business in	9,265.21	Coborns Pharmacy 2030	3,325.26
Beltrami Co Treasurer	4,833.00	Fox Lawson & Associates	2,287.50
Bytespeed LLC	10,691.00	Government Management Group Inc.	3,675.00

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Hoffman, Dale & Swenson PLLC	2,552.00	COUNTY ENVIRONMENTAL TRUST FUND:	
Hubbard County Hwy Dept	12,144.38	Prairie Lakes Coop Inc.	3,447.90
Midstates Wireless, Inc.	4,017.00	0 Payment Less Than \$2,000	.00
Public Financial Mgmt Inc.	17,500.00	SOCIAL SERVICES:	
Ratwik, Roszak & Maloney PA	6,012.46	DHS – SWIFT	17,776.24
Regents of the University of MN	16,632.51	Hubbard County DAC	16,112.32
TheLens Excavating	2,807.50	Hubbard County Social Services	20,395.00
55 Payments Less Than \$2,000	25,882.75	Itaskin Juvenile Center – Assessment	6,637.68
ROAD & BRIDGE:		North Homes Inc.	30,673.20
Advanced Business Methods Inc.	4,772.36	Northwestern MN Juvenile Center	5,363.00
Diamond Mowers Inc.	11,504.52	Northwood Childrens Home – Main	7,546.64
12 Payments Less than \$2,000	3,959.64	PATH	2,698.38
SOLID WASTE:		Pine Manors	4,200.00
Advanced Business Methods Inc.	2,500.00	Rural Minnesota CEP	12,716.80
Hubbard County Hwy Dept	2,540.13	Stellher Human Services Inc.	3,674.00
8 Payments Less Than \$2,000	2,102.02	Volunteers of America	17,822.37
FORFEITED LAND:		42 Payments Less Than \$2,000	17,701.00
Advanced Business Methods Inc.	2,500.00	48 Payments Less Than \$2,000	11,855.02
Bemidji Sports Centre	19,179.00	Hoffman, Dale & Swenson PLLC	2,460.00
Hubbard County Hwy Dept	2,168.51	24 Payments Less Than \$2,000	5,459.64
2 Payments Less Than \$2,000	396.21		

/s/Kathy Grell

Kathy Grell, Chairman

Hubbard County Board of Commissioners

ATTEST: /s/Debbie Thompson

Debbie Thompson
Hubbard County Coordinator

