
A TRANSCRIPT OF THE PROCEEDINGS OF A REGULAR MEETING OF THE HUBBARD COUNTY BOARD OF COMMISSIONERS HELD ON SEPTEMBER 2, 2014, AT 9:00 O'CLOCK A.M.

A regular meeting of the Hubbard County Board of Commissioners was held on September 2, 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. Johannsen, seconded by Mr. Dotta and carried unanimously, the agenda was approved, as submitted.

Public Input: None at this time.

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

- Approved the minutes of the August 18, 2014 Work Session;
- Approved the minutes of the August 19, 2014 Regular Board Meeting;
- Approved the bills & Auditor's Warrants dated August 22, and August 29, 2014;
- Approved the Social Services bills;
- Reviewed the August 2014 Overtime Report

Public Works: Discussion was held regarding the County Car pool and possible replacement and/or addition of a vehicle. By consensus of the Board, the Public Works Coordinator was authorized to obtain quotes for an additional county car pool vehicle, for review by the Board.

On motion of Mr. Larson, seconded by Mr. Dotta and carried unanimously, the Soaring Eagles Cross Country Ski Trail agreement for FY 2015 was approved in the amount of \$3,300, as recommended by the Land Commissioner.

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

RESOLUTION NO. 09021401

WHEREAS, Pursuant to Minnesota Statute §282.01, Subd. 1a, on December 18, 1979 Hubbard County requested a conveyance of tax forfeited land described as follows:

The North one-half of the Southeast Quarter (N½ of the SE¼), Section 13, Township 141 North, Range 35 West of the fifth principal meridian and

WHEREAS, the public use of the conveyance was to be a county solid waste landfill;
and

WHEREAS, on February 8, 1980 the State of Minnesota issued State Deed No. 158194 conveying the above described land to the County of Hubbard for the development of a solid waste landfill, and

WHEREAS, said county solid waste landfill was never developed.

NOW, THEREFORE, BE IT RESOLVED, Pursuant to Minnesota Statute §282.01, Subd. 1d, Hubbard County hereby conveys the above described land back to the State of Minnesota, to be held in trust according to Minnesota Statutes §281.25.

Land Commissioner, Mark Lohmeier presented the one quote obtained for **the installation of an irrigation system at the Lake George Park ball field** as follows: Headwaters Irrigation, Park Rapids, MN in the amount of \$11,470. Discussion followed. On motion of Mr. Johannsen, seconded by Mr. Dotta and carried unanimously, the project in bold be low underlined quote above per legal requirements was approved with payment to be from Park & Recreation monies, as discussed.

On motion of Mr. Johannsen, seconded by Mr. Stacey and carried unanimously, a letter of invitation to the United States X-Country Snowmobile Racing sponsors was approved inviting the 2015 Winnipeg to Willmar I-500 race to go through Hubbard County the week of February 11 – 14, 2015, as discussed.

Mr. Lohmeier provided information regarding the proposed ATV connection trail route utilizing County Road 89. Discussion followed. No action necessary.

On motion of Mr. Dotta, seconded by Mr. Stacey and carried unanimously, the re-filling of the vacant part time Solid Waste certified attendant position and any resulting vacancies were approved, per proper procedure.

Sheriff: Sheriff, Cory Aukes provided the quotes obtained for **a Sentence to Serve (STS) riding lawn mower with 60” deck and bagger** as follows: Midwest Machinery, Wadena, MN - \$12,100.00; 34 East, Park Rapids, MN - \$11,553.00 reduced to 11,100.00; and RDO Machinery, Ada, MN - \$11,100.00. Discussion followed. On motion of Mr. Dotta, seconded by Mr. Stacey and carried unanimously, the purchase in bold by low underlined quote, above was approved as recommended by the Sheriff, with payment to be from the Sentence to Serve (STS) donation monies.

On motion of Mr. Larson, seconded by Mr. Dotta and carried unanimously, the following resolution was adopted, as recommended by the Emergency Management Officer:

BE IT RESOLVED, that the Hubbard County Sheriff's Office enter into a grant agreement with the Minnesota Department of Public Safety, for traffic safety enforcement projects during the period from October 1, 2014, through September 30, 2015.

BE IT FURTHER RESOLVED, that the Hubbard County Sheriff is hereby authorized to execute such agreements and amendments as are necessary to implement the project on behalf of the Hubbard County Sheriff's Office and to be the fiscal agent and administer the grant.

On motion of Mr. Johannsen, seconded by Mr. Dotta and carried unanimously, the Emergency Management Grant in the amount of \$22,586 was approved and the Chair and the Auditor were authorized to sign same.

Sheriff Aukes provided information regarding an application received for a license and the resulting review of Ordinance #13, Peddlers Ordinance. Discussion followed. On motion of Mr. Johannsen, seconded by Mr. Dotta and carried unanimously, the Sheriff and the County Attorney were requested to work together with the Planning Commission to review and update Ordinance #13, Peddlers Ordinance for recommendation to the Board.

Committee Reports: Information was shared regarding the following committee and/or meetings attended by Commissioners: MAHUBE-OTWA; Giziibii RC & D; Soil & Water Conservation District (SWCD) and AIS procedures to be followed; appointment of HIP Grant Coordinator, Angie Graham and HIP Conference offering. No action was required at this time.

Coordinator: Coordinator, Debbie Thompson reminded Commissioners Dotta and Johannsen of their scheduled "Lunch Room" meeting on September 8.

The following summation of the performance evaluation conducted with Land Commissioner, Mark Lohmeier on August 19, 2014, per the requirement included in M.S. §13D.05, Subd 3, was provided as follows,: The Board finds the Land Commissioner's performance meets expectations however encourages him to insure that all of his department's employees are performing their job duties in a satisfactory basis.

The following summation of the performance evaluation conducted with Land Records - Assessor, Ginger Woodrum on August 19, 2014, per the requirement included in M.S. §13D.05, Subd 3, was provided as follows,: The Board finds the Assessor's performance meets expectations based on the thirty day probationary period measurement under review.

Ms. Thompson reported the Prime West Employee Benefit/Employee meeting has been rescheduled to be held in January to prevent conflict with annual employee benefit enrollment that will be conducted in October and November.

On motion of Mr. Larson, seconded by Mr. Dotta and carried unanimously, the Heritage Living Center (HLC) reimbursement of the pro-rated MCIT Dividend based on the percentage of property/casualty and workers compensation premium paid was approved as done in the past.

Committee Reports: Social Services Director, Daryl Bessler provided information

regarding the Transportation Committee recommendation to increase the services to the City of Park Rapids on Saturdays for five hours per day effective September 6, 2014, from 9:45 a.m. to 2:45 p.m. Clarification was made that this will not be done with additional overtime but rather by personnel scheduling adjustments. No action was required.

Coordinator: On motion of Mr. Larson, seconded by Mr. Stacey and carried unanimously, the work session planned for Tuesday September 9, 2014, was rescheduled to Thursday September 11, 2014, beginning at 9:00 a.m. to facilitate a meeting with Fox Lawson Representative, Greg Mangold while in the county meeting with the Classification and Compensation Review Committee.

On motion of Mr. Johannsen, seconded by Mr. Stacey and carried unanimously, the removal of the \$3250/6500 HDHP plan from the 2015 Cafeteria Plan was approved, as recommended by the Benefit Committee pending the satisfactory review by the union representatives, as discussed.

Community Health Services (CHS): CHS Director, RaeAnn Mayer provided information regarding the following: CHS services rendered and the Annual Immunization Status Report (AISR), with no action required at this time.

Coordinator: Ms. Thompson provided the following quotes for **the repair of courtroom furniture:** Leeseberg Cabinets, Inc., Park Rapids, MN - \$1500 including labor, materials and installation – cut down and reinforcement of benches; Naylor's Cabinet LLC, Nevis, MN - \$2,530; and North Country Custom Cabinets, Laporte, MN - \$2,880. Discussion followed. On motion of Mr. Larson, seconded by Mr. Dotta and carried unanimously, the project in bold by underlined low quote, above was approved, as presented, with payments to be from construction monies.

Ms. Thompson reported the interest of the Becker County Board to meet with Hubbard's Board regarding review of potential cooperative efforts. The Coordinator was requested to invite Becker's commissioners to the Work Session scheduled for Thursday, September 11, 2014, at 9:00 a.m.

Heritage Living Center (HLC): Contegrity Group Inc., Construction Manager, Pete Filippi reported the receipt of the HLC construction project bids on August 21, 2014, including the irregularities of a Category 21 bid and the resulting opinion of the County Attorney that the irregularity will not affect the value of the bid therefore permitting it's consideration for the project. The lack of bids received in Category 13 – Gypsum Board was also reported. Mr. Filippi also reported that all bid verification had not been completed however in the interest of contract preparations to meet the Moratorium Exception requirements the bids were being presented. Discussion followed. On motion of Mr. Dotta, seconded by Mr. Johannsen and carried unanimously, the following underlined bids totaling \$9,494,985.12, with the balance of unevaluated bids to be presented to the Board on September 15, 2014, pending satisfactory review by Contegrity Group Inc. and the construction manager was authorized to seek additional bids for Category 13, as discussed.

Category	Base Bid	Category	Base Bid
Category 1 - Earthwork/Utilities		Category 17 – Painting	
		Steinbrecher Painting, Inc.	198,000.00
Category 2 – Concrete		Colorful Concepts Painting	215,900.00
Bruce’s Contracting, Inc.	486,503.00	Full Spectrum Finishing, Inc.	224,615.00
Innovative Builders of Alexandria	628,500.00	Category 18 – Food Service	
Category 3 – Precast Concrete		Strategic Equipment, Inc.	204,685.00
Molin Concrete Products Co.	324,102.00	Culinox	251,140.28
Hanson Structural Precast, Inc.	398,513.00	Category 19 – Window Treatments	
Category 4 – Masonry		MCI	13,599.00
Johnson-Nelson Masonry Inc.	323,800.00	CE, LLC	19,895.00
Rice Lake Construction Group	328,450.00	Interior Affairs	23,203.13
Category 5 – Structural Steel Erection		Category 20 – Elevator	
JP Structures, Inc.	148,493.00	Thyssen Krupp Elevator Co.	69,500.00
Innovative Erectors, Inc.	293,100.00	Minnesota Elevator, Inc.	94,133.00
Eagle Construction Company, Inc.	425,750.00	Otis Elevator Company	148,780.00
Category 6 – Carpentry		Category 21 – Fire suppression	
Haataja Contracting, Inc.	508,000.00	Summit Fire Protection	108,980.00
Gopher State Contractors, Inc.	729,434.00	General Sprinkler Corporation	128,000.00
Category 7 – Coiling/Special Doors		Breth-Zenzen Fire Protection, LLC.	137,777.00
W. L. Hall Company	59,590.00	Nova Fire Protection, Inc.	235,700.00
Category 8 – Casework/Woodwork		Category 22 – Mechanical/Plumbing	
Miran Creek Furniture	247,843.12		
Haataja Contracting, Inc.	306,000.00	Category 23 – Testing/Adjusting & Balancing	
Tri State General Contracting	337,178.00	SMB of Minnesota	32,500.00
Northwest Cabinets, Inc.	344,313.00	Balancing Professionals, Inc.	38,500.00
JP Structures, Inc.	348,721.00	Design Control, Inc.	68,935.00
Category 9 – Roofing		Category 24 – HVAC	
Herzog Roofing, Inc.	443,880.00	Chappell Central, Inc.	769,000.00
Category 10 – Joint Sealants		Category 25 – Controls	
Sunrise Specialty Contracting, Inc.	54,280.00	Climate Control of ND	189,977.00
Category 11 – Insulation		G & R Controls, Inc.	239,100.00
North Country Insulation	124,322.00	Peterson Sheet Metal, Inc.	257,000.00
Intex Insulating Company, Inc.	204,048.00	Category 26 – Electrical/Communication	
Category 12 – Aluminum Windows & Glazing		Lee Davis Electric, Inc.	1,272,700.00
Heartland Glass Company, Inc.	182,400.00	Mark’s Electric, Inc.	1,533,000.00
Category 13 – Gypsum Board		Category 27 – Steel Supply – Material Only	
No bids		Mid America Steel, Inc.	340,540.00
Category 14 – Tile		Category 28 – Doors/Frames/Hardware – Material Only	
I’ll Tile & Stone, Inc.	380,000.00	Central Door & Hardware, Inc.	141,675.00
Dorholt Tile & Home Center, Inc.	420,743.00	Sell Hardware, Inc.	160,595.00
Category 15 – Acoustical Treatments		Category 29 – Specialties – Material Only	
St. Cloud Acoustics, Inc.	87,660.00	Bartley Sales Company, Inc.	114,655.00
Category 16 – Flooring		Combined Bids	
Dorholt Tile & Home Center ,Inc.	294,125.00	Peterson Sheet Metal, Inc. (Category 22 & 24)	2,435,000.00
		Gordon Construction (Category 1 & 2)	1,114,953.00

Coordinator: Ms. Thompson provided the request from the Hubbard County Housing and Redevelopment Authority (HRA) for an extension of the 2015 property tax levy in the amount of \$230,000 representing the same amount as the 2014 levy.

The Mississippi Headwaters Board newsletter was shared with the Board with no action

required.

There being no further business before the Board, the Chairperson adjourned the meeting at 1:18 p.m.

GENERAL REVENUE:

Election Systems & Software Inc.	5,225.67
Hubbard County Hwy Dept	12,897.98
Northwoods Computer Service	3,086.25
TH Consulting	2,750.00
57 Payments Less Than \$2,000	15,522.26

ROAD & BRIDGE:

Hoffman Electric	7,800.00
Hubbard Co Treasurer	3,017.63
O'Day Equipment LLC	2,135.00
Widseth Smith Nolting Asso Inc.	2,992.00
9 Payments Less than \$2,000	3,692.74

SOLID WASTE:

Apex Equipment LLC	4,912.30
Hubbard County Hwy Dept	3,037.05
6 Payments Less Than \$2,000	3,024.03

HERITAGE MANOR SENIOR HOUSING:

1 Payment Less Than \$2,000	800.00
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FORFEITED LAND:

Hubbard County Attorney	5,000.00
Sanquist Construction Inc.	2,465.00
VCI Environment Inc.	3,800.00

3 Payments Less Than \$2,000	3,808.05
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COUNTY ENVIRONMENTAL TRUST FUND:

1 Payment Less Than \$2,000	227.67
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SOCIAL SERVICES:

Evergreen Shelter – 35 Day Eval	6,231.00
Heartland Homes SILS	3,789.17
Hubbard County DAC	22,277.22
Hubbard County Social Services	18,564.00
Mille Lacs Academy	3,744.60
North Homes Inc.	33,353.16
PATH	2,298.62
Pine Manors	3,000.00
Rural Minnesota CEP	12,157.47
St. Joseph Community Health	7,083.23
Stellher Human Services, Inc.	3,811.11
Volunteers of America	9,057.27
33 Payments Less Than \$2,000	11,567.72
41 Payments Less Than \$2,000	6,271.85
Hewlett Packard Company	2,364.33
Hubbard County Hwy Dept	3,207.78
38 Payments Less Than \$2,000	8,238.22

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

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

