
A TRANSCRIPT OF THE PROCEEDINGS OF A REGULAR MEETING OF THE HUBBARD COUNTY BOARD OF COMMISSIONERS HELD ON DECEMBER 16, 2014, AT 9:00 O'CLOCK A.M.

A regular meeting of the Hubbard County Board of Commissioners was held on December 16, 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 amended to add consideration of a transit resolution to the Coordinator agenda and the Sheriff's Investigator position to the budget discussion.

Public Input: None at this time.

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

- Approved the minutes of the December 2, 2014, Regular Board Meeting;
- Approved the minutes of the December 2, 2014, Truth In Taxation Meeting;
- Approved the bills & Auditor's Warrants dated December 5, and December 12, 2014;
- Review of the Financial Reports (HLC Construction Fund and YTD Revenues and Expenditures) dated November, 2014;
- Adopted the following resolution authorizing payment of the Income Maintenance Agenda, Social Service Agenda and Welfare bills;

RESOLUTION NO. 12161401

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.

- Reviewed the Departmental Overtime Report dated November, 2014;
- Adopted the following resolution:

RESOLUTION NO. 12161402

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
Roger Just	\$87.50	STS Program
Sarah Smith	\$700.00	K-9 Vest Donation
David & Leona Pilkey	\$100.00	K-9 Vest Donation
Linda Naplin	\$100.00	K-9 Vest Donation

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

- Approved the following license applications: **Tobacco** – Ecig City, City of Park Rapids; **Tobacco, 3.2 Beer & Wine** - Dorset General Store, Henrietta Township; **3.2 Beer** - The Barn, Henrietta Township; and **Tobacco, Sunday and On Sale** – VFW 8508, Akeley Township.

2014 Employee Service Awards: The following employees were recognized by Chairperson, Kathy Grell and the Hubbard County Board for a total of 340 years of combined service: **5 years** – Benjamin H. Pickett; Kristin M. Johnson; Geraldine J. Swart; **10 years** – Toni J. Carlstrom; Michelle L. Harris; Linda S. Swanson; Tammie R. Roth; Colter S. Diekmann; Roger A. Just; **15 years** – Jennifer A. Keranen; Gregory L. Swanstrom; Daniel E. Yliniemi; Aaron I. Funk; **20 Years** – Allen R. Lysdahl; **25 Years** – Linda D. Bair; **30 Years** – Teresa C. Walsh; Henry J. Mack; Sherri L. Klasen **35 Years** – Mark W. Juberian and Jayne L. Mills

Closed Session: On motion of Mr. Dotta, seconded by Mr. Larson and carried unanimously, the meeting was closed pursuant to M.S. §13D.05, Subd 3c at 9:14 a.m. relative to Parcel No. 13.07.02100. Those attending the closes session were as follows: Commissioners Grell, Dotta, Larson, Stacy and Johannsen, Land Commissioner, Mark Lohmeier, Public Works Coordinator, David Olsonawski, County Attorney, Don Dearstyne, and Coordinator, Debbie Thompson. The meeting was re-opened at 9:32 a.m.

Public Works: Solid Waste Officer, Jed Nordin presented the following quotes received for **Tire Recycling** – Liberty Tire Recycling, Savage, MN - \$149/ton – 2 year contract and 1 year contract - \$160/ton; **Fluorescent Tubes** – TC Lighting Sup. & Rec., Inc., Bemidji, MN - \$.27 less than or equal to 4 foot; \$.49 greater than 4 foot; \$50 trip charge; and \$75 labor (2 hours or less) and Recycle Technologies, Inc., Minneapolis, MN - \$.20 less than or equal to 4 foot; \$.32 greater than 4 foot; \$200 trip charge; and \$200 labor; **Appliances, Scrap Metal and Batteries** – Crow Wing Recycling, Brainerd, MN - \$150/ton scrap paid to Hubbard County and \$.15/lb batteries paid to Hubbard County; **Used Oil Recycling** – Lube-Tech, Litchfield, MN - \$.75/gal paid to Hubbard County and no charge for used oil filters or antifreeze. Discussion followed. On motion of Mr. Dotta, seconded by Mr. Stacey and carried unanimously, the four services listed in bold by respective underlined quotes, above were approved, as recommended by the Solid Waste Officer.

Mr. Nordin provided information regarding the 2015 Solid Waste Assessment, the 2015 Solid Waste Fee Schedule and the 2015 Transfer/Demolition – Tipping Fees. Discussion followed. On motion of Mr. Larson, seconded by Mr. Dotta and carried unanimously, the following were approved as presented and recommended by the Solid Waste Officer: the 2015

Solid Waste Fee Schedule, the 2015 Transfer/Demolition – Tipping Fee schedule and the 2015 Assessment reflecting the residential assessment to remain the same as 2014 (\$148) and commercial rates to be increased based on the hauler report data over a three year period, as discussed.

Mr. Nordin presented the Development Achievement Center (DAC) request for a 2015 contract adjustment of 3%. Discussion followed. On motion of Mr. Johannsen, seconded by Mr. Stacey and carried 4-1 with Mr. Dotta abstaining the 2015 Purchase of Service Contract with the DAC for recycling was approved with no change from the 2014 rate, as recommended by the Solid Waste Officer.

Land Commissioner, Mark Lohmeier presented the proposed timber appraisals to be included in the Timber Auction scheduled for January 5, 2015. Discussion followed. On motion of Mr. Johannsen, seconded by Mr. Larson and carried unanimously, the proposed timber parcels were approved for the January 5, Timber Auction, as recommended by the Land Commissioner.

Public Works Coordinator, David Olsonawski provided an update on the Nevis Shop addition status with no action required.

Social Services: On motion of Mr. Johannsen, seconded by Mr. Larson and carried unanimously, the following Purchase of Service (POS) contracts were approved, as recommended by the Social Services Director: two **Stellher Human Services, Inc.** contracts for 1) family based counseling services and 2) home based mental health services; **Nelson In-Home Services** for the provision of family based life management services increasing the contract ceiling to \$200,000 for 2014 & 2015; and **Kinship of Park Rapids** for Mentoring Services.

Social Services Director, Daryl Bessler reported the following changes in social services personnel: a position vacancy of a regular employee on leave filled by Intern, Shaun Dean; the refilling of Child Protection Social Worker position by Beth Grinde; the re-filling of an Eligibility Worker position by Jessica Cross that will result in the vacancy of an Office Support Specialist position yet to be filled.

Mr. Bessler provided information regarding legislation adopted requiring a 5% COLA for the Home & Community Based Services Worker and the resulting impact to the county. No action required at this time.

On motion of Mr. Johannsen, seconded by Mr. Stacey and carried unanimously, the installation of internet cable in the Public Works building was approved in an amount not to exceed \$800 to provide internet access for the Transit Drivers, as recommended by the Technology Committee, with payment to be from the Transit Program.

Mr. Bessler informed the Board that Hubbard County has been acknowledged as the second in the state for obtaining Transit Program Funding dollars. Discussion followed. On motion of Mr. Dotta, seconded by Mr. Larson and carried 4 – 1 with Ms. Grell voting no, the additional Transit Program funding in the amount of \$46,000 was accepted which will be used to extend the Heartland Bus hours of service and access area, including additional personnel (a

third transit driver) as presented.

On motion of Mr. Dotta, seconded by Mr. Stacey and carried unanimously, the purchase of thirteen Social Service PC's was approved, as recommended by the Technology Committee, including 50% reimbursement to be paid from remaining EDMS monies and Data Processing monies, if necessary.

Mr. Bessler reported a slight increase in both case numbers and intakes with no action required.

On motion of Mr. Dotta, seconded by Mr. Larson and carried unanimously, the purchase of Child Protection Interview Room equipment and labor was approved, not to exceed \$7500, upon satisfactory review of the quotes received by the Social Services Director, Contracted IT personnel, and the County Attorney with payment to be from Child Abuse Prevention Council (CAPC) grant monies and social service budgeted dollars including a report to the Board upon completion.

A brief MNChoices status update was provided by the Director with no action required.

Veteran Services: On motion of Mr. Johannsen, seconded by Mr. Stacey and carried unanimously, the Assistant Veteran Services Officer job description was referred to the Classification Committee for review and recommendation to the Board on January 6, 2015.

County Attorney: On motion of Mr. Dotta, seconded by Ms. Grell and carried 3 – 2 with Commissioners Johannsen and Stacey voting no a step 2, Grade 47 wage was approved for the Assistant County Attorney applicant, as recommended by the County Attorney.

County Attorney, Don Dearstyne presented the **proposed Ordinance No. 42 Relating to Licensing and Regulating the Sale of Alcoholic Beverages, Intoxicating Liquor, Malt Liquor, 3.2 Percent Malt Liquor, and Wine in the Unorganized Areas of Hubbard County, MN.** Mr. Dearstyne explained that the proposed ordinance would replace the following current ordinances: Ordinance 9 – Wine Licensing; Ordinance 16 – Keg Beer Ordinance; and Ordinance 24 – Sunday Liquor Ordinance. He also informed the Board that the proposed ordinance had been reviewed by the Planning Commission. Discussion followed. On motion of Mr. Johannsen, seconded by Mr. Larson and carried unanimously, a public hearing was scheduled for January 20, 2015, at 11:15 a.m. for consideration of the proposed ordinance listed in bold above, as recommended by the County Attorney.

Consideration of the 2015 County Attorney wage and the budget request for the third Assistant County Attorney was referred to the budget portion of the agenda later in the day.

Maintenance: On motion of Mr. Larson, seconded by Mr. Dotta and carried unanimously, the filling of two Custodian positions at Grade 12 were approved, per proper procedure, as recommended by the Facilities Maintenance Manager.

On motion of Mr. Johannsen, seconded by Mr. Dotta and carried unanimously, the Facilities Maintenance Manger's completion of Boiler License Training was approved with

payment to be from departmental budgeted monies.

Committee Reports: Commissioners shared information regarding recent AMC attendance with no action required.

Land Records: On motion of Mr. Larson, seconded by Ms. Grell and carried unanimously, a Step 3, Grade 28 wage for Land Records – ESO, Administrative Assistant applicant was approved based on prior departmental work experience of applicant, as recommended by the Environmental Services Officer.

Environmental Services Officer, Eric Buitenwerf provided feedback from the Planning Commission/Board of Adjustment regarding a possible change in meeting dates for 2015 and requested the Board’s reconsideration of their December 2, action. Discussion followed. On motion of Mr. Johannsen, seconded by Mr. Stacy and carried 4 -1 with Mr. Larson voting no, the invitation to the Park Rapids City Counsel to use the County Board Room on the 2nd and 4th Tuesday of each month was re-affirmed with the understanding that if there is a conflict with the PC/BOA meeting on the 4th Tuesday of the month the City will provide an alternate location for their meeting.

Committee Reports: Commissioner shared information regarding the following committees and/or meetings attended: Prime West and AIS discussions held at AMC with no action required.

Coordinator: On motion of Mr. Dotta, seconded by Mr. Johannsen and carried unanimously, the following 2015 Committee List was approved:

COMMITTEE	COMMITTEE MEMBERS
AIRPORT ZONING BOARD (M.S. §360.063, Subd. 3)	Nick Randall Coordinator
AIS Task Force Resolution # 10191105	Vern Massie, County Board Ken Grob, Chairman Eric Buitenwerf, Environmental Services Office Lynn Goodrich, COLA Sally Shearer, UMN Extension Julie Kingsley, SWCD District Manager Nicole Kovar, DNR AIS Specialist Doug Kingsley, DNR Fisheries Jeff Bjorkman, Local Lake Association Charlene Christenson and Tim Humphrey, Township representatives Ellis Jones, Business community Ed Becker, Resort and Campground Jason Durham & Randy Anderson, Fishing organizations Ben Tande, Lake service provider
AMC AG & RURAL DEVELOPMENT	Cal Johannsen

COMMITTEE	COMMITTEE MEMBERS
AMC ENVIRONMENT AND NR POLICY COMM.	Vern Massie
AMC GENERAL GOVERNMENT	Matt Dotta
AMC HEALTH & HUMAN SERVICES	Dan Stacey
AMC INDIAN AFFAIRS	Dan Stacey
AMC PUBLIC SAFETY POLICY COMMITTEE	Cal Johannsen
AMC TRANSPORTATION	Ed Smith
APPEAL COMMITTEE/NOXIOUS WEEDS (M.S. §18.83, Subd. 3(2))	Dale Steevens Cal Johannsen
BENEFITS COMMITTEE (County Established - 1990) Note: Name changed from Insurance Committee to Benefit Committee 07/05/00 by Board Action	Sheriff or designated representative Donna Carter, Lisa Avenson alternate Mark Juberian – Teamsters 320 (ESO, LD and P & R) Coordinator Maria Shepherd – AFSME (courthouse) Jayne Mills - Teamsters 320 (Social Services) Lorretta Mattson, Payroll Coordinator Matt Dotta Vicki Manners/Holly Malm – Teamsters 320 (LEC, Non-licensed) Greg Swanstrom– Teamsters 320 (LEC, Licensed) Mikel Boettcher – Local 49 (Hwy) Michelle Harris - Teamsters 320 (Social Services) Ed Smith Roger Just – Local 49 (SW) Kurt Hansen - HLC Denise Schwartz - HLC

COMMITTEE	COMMITTEE MEMBERS
<p>CHILD PROTECTION TEAM M.S. §626.558 (2 YEAR TERM)</p>	<p>Terry Iffert, HC Guardian Ad Litem (12/31/15) Chad Olson, Sheriff's Office – (12/31/15) Erika Randall, County Attorney Office (12/31/15) Candy Malm, School Rep. (PAWN) (12/31/15) Amy Morris, Community Health (12/31/15) Sabin Rasmus, PR Police Department (12/31/15) Earl Robinson, Leech Lake Tribal Social Services (12/31/15) Michelle Fischer, Hub. Co. Social Services (12/31/15) Dr. Jane Churchill, St. Joseph's Hospital (12/31/15) Tabatha Schacht, Probation (12/31/15) _____ Chemical Dependency Counselor (12/31/15) Rotating social workers from CPS Unit (1-2) (12/31/15) Sara Jensen, Park Rapids Ministerial (12/31/15) Headwater Intervention Sexual Assault Program of Beltrami/Clearwater/Hubbard County Jessica Burkhamer, MH Professional Joleen DeLaHunt, Park Rapids School Principal John Strom, Nevis School Principal Kim Goodwin, Laporte Principal Jill Dickinson, Community Education _____, Fatherhood Project Tami Leigland, In-Home/Parenting Sara Swanson, Thomason, Swanson & Zahn Kari Tomperi, HAPA</p>
<p>CLASSIFICATION COMMITTEE (County Established – until Fox Lawson Study is completed)</p>	<p>Daryl Bessler Cal Johannsen Kurt Hansen Coordinator David Olsonawski Matt Dotta</p>
<p>CONSTRUCTION COMMITTEE – Phase II Courthouse</p>	<p>Board Chair Board Vice Chair</p>
<p>CONSTRUCTION COMMITTEE – HLC Project</p>	<p>Cal Johannsen Matt Dotta</p>
<p>CORRECTIONS ADVISORY COMMITTEE (DOC Policy)</p>	<p>Cal Johannsen</p>
<p>DELEGATES TO ASSN. OF MINN COUNTIES (AMC By-Laws)</p>	<p>Daryl Bessler Vern Massie Cal Johannsen Ed Smith David Olsonawski Dan Stacey Matt Dotta Debbie Thompson</p>
<p>DEPARTMENT MANAGERS</p>	<p>County Board Chair Second Board Member to be determined monthly</p>

COMMITTEE	COMMITTEE MEMBERS
DEPARTMENT OF NATURAL RESOURCES TRAILS COMMITTEE (Heartland Trail)	Ed Smith Matt Dotta
EMERGENCY MANAGEMENT PLANNING COMMITTEE	Dan Stacey Emergency Management Officer Sheriff
EXTENSION (M.S. §38.36, Subd. 1) (3 year term)	Kim Adolphson, District 1 (12/31/17) Anthony Carter, District 2, (12/31/17) Joyce Krueger, District 3, (12/31/15) Eva Pohl, District 4, (12/31/17) Ivy Knoshaug, District 5, (12/31/15) Ken Grob, At Large, (12/31/16) Dan Stacey Cal Johannsen Auditor/Treasurer
*FAIR BOARD	Cal Johannsen Matt Dotta, alternate
FRIENDS OF HERITAGE (County Established)	Matt Dotta
GOVERNMENT FUEL FACILITY - JOINT POWERS BOARD (County Established, 1997)	County Board Chairman County Engineer
* HEADWATERS NUTRITION PROJECT BOARD	Daryl Bessler
* HEADWATERS REGIONAL DEVELOPMENT COMMISSION	Cal Johannsen
*HRDC REGIONAL ADVISORY COMMITTEE ON AGING (1 st Thursday of the month)	Rick Carson
*HRDC TRANSPORTATION ADVISORY COMMITTEE	Ed Smith David Olsonawski
HERITAGE CAMPUS BOARD (County Established,) *per diems paid by HLC 3 year terms	Matt Dotta (01/01/16) Cal Johannsen (01/01/17)
HIGHWAYS (M.S. §163.02 requires Board action, does not require establishment of a committee)	Ed Smith Cal Johannsen Vern Massie David Olsonawski Dan Stacey Matt Dotta
HISTORICAL SOCIETY (County Established)	Vern Massie Matt Dotta, alternate
HOUSING REDEVELOPMENT AUTHORITY (Established 1996 - M.S. §_469.006) Terms set by statute - 5 years (Bd membership increased from 5 to 7 by Bd res 10/03/07 per MS §469.006 Subd 1) (HRA annual mtg – 4 th Tuesday of April)	Kathy Grell, District 1 (12/31/2016) Charlene Christenson, District 2 (12/31/17) Charlie Henry, District 3 (12/31/18) Craig Mackey, District 4 (12/31/19) Daryl Bessler, District 5 (12/31/2015)
HUBBARD COUNTY REGIONAL ECONOMIC DEVELOPMENT AUTHORITY	Vern Massie Matt Dota
HUBBARD IN PREVENTION (HIP) Bd action 12/19/12	Dan Stacey

COMMITTEE	COMMITTEE MEMBERS
* KITCHIGAMI LIBRARY BOARD	Ed Smith Dan Stacey, alternate
ISD #309 Outdoor Classroom Master Plan Steering Committee	Matt Dotta
LABOR NEGOTIATING COMMITTEE - SOCIAL SERVICES (County Established)	Dan Stacey Matt Dotta Social Services Director County Attorney Coordinator
LABOR NEGOTIATING COMMITTEE - TRANSFER STATION (County Established)	Matt Dotta Dan Stacey Solid Waste Officer County Attorney Coordinator
LABOR NEGOTIATING COMMITTEE - LAW ENFORCEMENT CENTER Licensed & Non-Licensed Union Groups (County Established)	Cal Johannsen Matt Dotta Sheriff County Attorney Coordinator
LABOR NEGOTIATING COMMITTEE - HIGHWAY DEPARTMENT (County Established)	Dan Stacey Cal Johannsen County Highway Engineer County Attorney Coordinator
LABOR NEGOTIATING COMMITTEE - P/Z, L/T, & P/R DEPARTMENTS (County Established)	Matt Dotta Dan Stacey Land Commissioner Environmental Services Officer County Attorney Coordinator
LABOR NEGOTIATING COMMITTEE – COURTHOUSE (County Established)	Dan Stacey Cal Johannsen County Attorney Coordinator
LAND CLASSIFICATION COMMITTEE (M.S. §92.34)	County Board Chairman Sandy Rittgers George E. R. Coulombe
LAW LIBRARY BOARD (M.S. §134A.03)	Erika C.H. Randall, Co. Atty Appt. Sara Swanson, Co. Atty. Appt. Robert Tiffany, Chief Judge Appointment Matt Dotta, County Board Appointment Maria Pretzer
MAHUBE-OTWA (By-Laws)	Ed Smith Matt Dotta, alternate

COMMITTEE	COMMITTEE MEMBERS
MANAGEMENT TEAM (Board established 09/16/14)	Sheriff Public Works Coordinator Land Records – ESO Social Services Director Dan Stacey Matt Dotta Coordinator
MENTAL HEALTH ADVISORY COUNCIL (M.S. §245.4875) 3 Year Term	Betty Klicker (12/31/14) Candy Malm (12/31/14) Rachel Mueller, Pine Manor, Inc. Rep (12/31/15) Heidi Brown (12/31/16) Cindy Gunsolus (12/31/14) Shawn Anderson, Mental Health Provider Representative (12/31/15)
MINNESOTA COUNTIES COMPUTER COOP. (By-Laws)	Ginger Woodrum, Delegate Sandy Rittgers, Alternate
MINNESOTA COUNTIES INTERGOVERNMENTAL TRUST (MCIT) VOTING DELEGATES	Matt Dotta, Delegate Coordinator, Alternate
MISSISSIPPI HEADWATERS BOARD (By-Laws)	Cal Johannsen Dan Stacey, alternate
MISSISSIPPI HEADWATERS ADVISORY COMMITTEE (Requested by MHB)	Jerry Cole - Citizen Rep Environmental Services Officer, Eric Buitenwerf, Technical Rep.
NRM STAKEHOLDERS COMMITTEE (Board Action 06/15/11, 07/20/11, & 09/07/11, 11/16/11)	<p>Logging Contractor – Robin Walsh and Dean White</p> <p>Forest Products Industry – Brian Bignall & Jerry Richards</p> <p>Tourism-Based Business – Dan Dyre</p> <p>Outdoor Recreation Enthusiast – Richard Ohm, Carter Hedeem alternate</p> <p>Non-Industrial Private Forest Landowner (NIPF) – Bill Steen, Melvin Hooker alternate</p> <p>Township Officer – Russell Johnsrud, John Casson alternate</p> <p>Public Natural Resource Land Manager – MN DNR Area Supervisor, Mark Carlstrom</p> <p>School District/Environmental Educator – Rusty Uscola</p> <p>Hunting Sports – Armin Hawkins, alternate Craig Rittgers</p> <p>County Commissioner – Cal Johannsen</p> <p>NRM Department – Chip Lohmeier</p> <p>County Auditor/Treasurer –</p>
* NORTH COUNTRY COMMUNITY HEALTH BOARD (3 YEAR TERM)	Leah Pigatti (12/31/15 – 4th term) Cal Johannsen (12/31/17 – 1st term completion) Dan Stacey, alternate
* NORTH COUNTRY COMMUNITY HEALTH SERVICES (CHS) ADVISORY COMMITTEE (2 YEAR TERM)	Helene Kahlstorf (12/31/15 - 5th term) Leah Pigatti (12/31/15 – 4th term)
REGION II AREA COUNCIL ON AGING (Board action 08/06/03)	Vern Massie

COMMITTEE	COMMITTEE MEMBERS
NW MN REGIONAL RADIO BOARD	Cal Johannsen Dan Stacey, alternate
NORTHWESTERN MINNESOTA JUVENILE CENTER (FOUR YEAR APPOINTMENT) (Joint Powers Agreement)	Dan Stacey (12/31/16) Cal Johannsen (12/31/137)
OUTDOOR RECREATION TASK FORCE & LAWCON (necessary for participation in a LAWCON Grant - currently not involved however future is possible)	Guy Reich
PARKS AND RECREATION (Co Established)	Randy Avenson, District 3 Deb Manz, District 5 Cal Johannsen, Co. Board Representative Russ Johnsrud, District 1 Land Commissioner Maurice Spangler, District 2 Duane Splittstoesser, District 4 Tim Humphrey, At Large Guy Reich, At Large
PERSONNEL POLICY COMMITTEE (County Established)	Matt Dotta Ed Smith Daryl Bessler Loretta Mattson Coordinator Lisa Avenson Jed Nordin Chief Deputy Sheriff
PLANNING COMMISSION/BOARD OF ADJUSTMENT (FOUR YEAR TERM at conclusion of initial term) (M.S. §394, Ordinance 17)	Ken Grob, Dist. 1 (12/31/15) Charlene Christenson, Dist. 2 (12/31/17) Tom Krueger, Dist. 3 (12/31/15) Tim Johnson, Dist. 4 (12/31/17) Ted VanKempen, Dist. 5 (12/31/15) County Board Vice Chairman (Ex-officio PC member)
PRIME WEST HEALTH PLAN JOINT POWERS BOARD	Matt Dotta Dan Stacey
REGION II AREA COUNCIL ON AGING (& Nutrition) Including subgroup Land of Dancing Sky	Vern Massie Matt Dotta, Alternate
REGIONAL ADVISORY COMMITTEE (RAC)	Sheriff Emergency Management Officer, alternate

COMMITTEE	COMMITTEE MEMBERS
<p>SAFETY COMMITTEE (County Established - 1989)</p>	<p>Vern Massie Bobby Wilkins David Olsonawski or his designee Kurt Hansen or his designee Coordinator Marvin Vredenburg, Local 49 Hwy Union Rep. Sheriff – Chief Deputy, Alt Emergency Management Officer Joy Torvinen, Local 320 SS Union Rep Mark Juberian, Local 320 NR, PZ & P & R Union Rep Vicki Manners, Local 320 LEC Union Rep Roger Just, Local 49 Transfer Station Union Rep. Jed Nordin, Interim Solid Waste Officer Sandy Rittgers, Interim Auditor</p>
<p>SOIL & WATER CONSERVATION DISTRICT (County Established)</p>	<p>Vern Massie</p>
<p>TECHNICAL COMMITTEE (County Established - 1997) Note: E-911 Committee responsibilities included in the Tech Committee per 12/07/00 board action)</p>	<p>Dan Stacey, Chair Matt Dotta Public Works Coordinator, David Olsonawski GIS Technician, Kevin Trappe Data Processing Coordinator, Sandy Rittgers TH Consulting – Tom Hankins Northwoods Computer Service – Deb Freund LEC Representative, Sheriff's Designee SS Representative, Daryl Bessler Assessor, Ginger Woodrum County Coordinator, Deb Thompson Environmental Services Officer, Eric Buitenwerf Recorder, Nicole Lueth Auditor/Treasurer</p>
<p>TRANSPORTATION ADVISORY COMMITTEE (In connection with Social Services as long as transportation is provided - committee is necessary)</p>	<p>Daryl Bessler City of Park Rapids Representative Consumer Representative Ed Smith Ed Ranson</p>

COMMITTEE	COMMITTEE MEMBERS
WATER MANAGEMENT TASK FORCE (THREE (3) YEAR TERMS) (Recommended by BWSR)	Julie Kingsley, LWP Coordinator (12/31/14) _____, Resort Tourism (12/31/14) _____ Twp Officer Assn. (12/31/15) Chad Severts, BWSR Tom Stursa/Greg Henderson, DNR Wildlife (12/31/14) Calub Shavlik, DNR Fisheries (12/31/14) Tim James, MPCA (12/31/14) David Olsonawski, (12/31/14) Dan Pazdernik, Natural Resource Conservation Service Chris Parthum, MN Department of Health Darrin Hoverson, MN DNR Hydrologist Vern Massie, County Board (12/31/15) Marvel Haynes, Realtor (12/31/15) Land Commissioner (12/31/14) Eric Buitenwerf, ES Officer (12/31/14) _____, Small Municipal Rep. (12/31/15) Dean Christofferson, Large Municipal Rep. (12/31/14) Lynn Goodrich, COLA (12/31/16) Duane Splittstoesser, Ag (12/31/15) Robert Isles - SWCD Supr. (12/31/16) Sally Shearer, Extension (12/31/14) _____, Logger (12/31/14) Dan Kittilson, At-Large Resident (12/31/15)
WAYSIDE REST COMMITTEE	Ed Smith Parks & Recreation Supervisor Greg Hensel Interim County Auditor, Sandy Rittgers
WELLHEAD PROTECTION COMMITTEE City of Park Rapids Established 08/10/98	Vern Massie Environmental Services Officer
WELLNESS COMMITTEE Established by Board Action 09/07/11	Bob Kaumens Mike Boettcher Jayne Mills Renae Olson Ed Smith

Heritage Living Center (HLC): On motion of Mr. Johannsen, seconded by Mr. Larson and carried unanimously, the following resolution was adopted:

Resolution No. 12161403

RESOLUTION AUTHORIZING EXECUTION AND DELIVERY OF DOCUMENTS IN CONNECTION WITH A FINANCING TRANSACTION UNDERTAKEN PURSUANT TO SECTION 45D OF THE INTERNAL REVENUE CODE AND AUTHORIZING AND RATIFYING OTHER ACTIONS

WHEREAS, the County has determined to participate in a New Markets Tax Credit financing transaction (the “NMTC Financing”) undertaken pursuant to section 45D of the Internal Revenue Code of 1986, as amended (the “Code”) in connection with the acquisition,

construction, reconstruction and betterment of its skilled nursing facilities, including particularly the County's existing Heritage Living Center (the "Project"); and

WHEREAS, Friends of Heritage, Inc. (the "Sole Member") is a Minnesota nonprofit corporation and an organization described in section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the "Code"), and was organized to provide financial and other support for Heritage Living Center; and

WHEREAS, the Sole Member has determined to participate in the NMTC Financing for the Project by forming Heritage Center, LLC, a single member Minnesota limited liability company, intended to constitute a "qualified active low income community business," within the meaning of section 45D of the Code, in connection with the NMTC Financing (referred to hereinafter as the "QALICB" or the "Borrower"); and

WHEREAS, in order to most effectively carry out the NMTC Financing, the County has determined to convey to the Borrower an interest in the property comprising the Project and site thereof (the "Property"), pursuant to a Ground Lease Agreement (the "Ground Lease"), and, to memorialize of record the Ground Lease, the County and the Borrower will enter into a Memorandum of Ground Lease Agreement (the "Memorandum of Ground Lease"), to be recorded in the office of the County Recorder, Hubbard County, Minnesota; and

WHEREAS, the County has further determined that, pursuant to a Lease Agreement between the Borrower, as sublessor, and the County, as sublessee (the "Lease"), the County will lease from the Borrower, and operate or cause to be operated the Property, and, to memorialize the Lease of record, the Borrower and the County will enter into a Memorandum of Lease Agreement (the "Memorandum of Lease"), to be recorded in the office of the County Recorder, Hubbard County, Minnesota; and

WHEREAS, in order to facilitate the development of the Project and the proper completion of the Project, the County and the Borrower have determined to enter into a Development Agreement (the "Development Agreement") pursuant to which the County will provide development services to the Borrower and the Borrower will, among other things, authorize or confirm the authority of the County to enter into various contracts for the construction of the Project; and

WHEREAS, to expedite the initiation of the Project, the County entered into that certain Standard Form of Agreement Between Owner and Architect (AIA Document B101 – 2007), dated February 21, 2012 (the "Architect's Agreement"), by and between the County, acting through its Heritage Living Center division, and YHR Partners, Ltd., Moorhead, Minnesota (the "Architect"), and the County has determined to assign to the Borrower its interest in the Architect's Agreement pursuant to an Assignment of Architect's Agreement and Plans and Specifications (the "County Assignment of Architect Agreement"); and

WHEREAS, to further expedite the initiation of the Project, the County entered into that certain Standard Form of Agreement Between Owner and Construction Manager where the basis of payment is a stipulated sum (AIA Document A132 – 2009), dated July 18, 2014 (the "Construction Management Agreement"), between the County and Contegriy Group, Inc.

(the “Construction Manager”), and the County has determined to assign to the Borrower its interest in the Construction Management Agreement pursuant to an Assignment of Construction Management Agreement from the County to the Borrower (the “County Assignment of Construction Agreement”); and

WHEREAS, for the further security of the QLICI Loan (described below), the Lender has required the Borrower to collaterally assign in favor of the Lenders the Borrower’s interest in the Architect’s Agreement and in the Construction Management Agreement, pursuant to instruments of assignment in form and substance satisfactory to the Lender (the “Assignments of Contracts”), and the County has determined to provide its consent with respect to such Assignments of Contracts; and

WHEREAS, the County and the Borrower will enter into a Cost Reimbursement Agreement (the “Cost Reimbursement Agreement”), pursuant to which the Borrower agrees to reimburse to the County, from proceeds of the QLICI Loan (described below), the amounts of the costs expended by the County prior to the closing of the NMTC Financing; and

WHEREAS, to assure the successful completion of construction of the Project, the County has determined to issue its taxable general obligation nursing home revenue bonds, in the aggregate principal amount of \$10,145,000 (the “Bonds”), and to make the proceeds of the Bonds available for the Project, and in addition has determined to appropriate additional funds for the Project in the aggregate amount of up to \$1,875,000 (the “Authorized Appropriation”); and

WHEREAS, to further assure the successful completion of construction of the Project, the County has determined to enter into that certain County Contribution Agreement between the County and the Borrower (the “County Contribution Agreement”), pursuant to which an amount not in excess of the Authorized Appropriation will be deposited into an earmarked bank account at closing and contributed, when and to the extent needed, to the Sole Member, for use by the Borrower to pay costs of the Project, all at such times and in such manner as are set forth in the County Contribution Agreement; and

WHEREAS, to carry out the NMTC Financing, and to assure the required funding for the Project, the County, from proceeds of the Bonds and other available funds, has determined to make a loan in the expected principal amount of approximately \$10,091,000 (the “Leverage Loan”) to Twain Investment Fund 65, LLC, a Missouri limited liability company (the “Investment Fund”); and

WHEREAS, the Leverage Loan will be made pursuant to the Fund Loan Agreement (the “Fund Loan Agreement”) between the County and the Investment Fund, will be evidenced by that certain Promissory Note of even date with the Fund Loan Agreement, in the aggregate principal amount as the Leverage Loan, executed by the Investment Fund in favor of the County (the “Fund Note”), and will be secured by the Investment Fund’s right, title, and interest in and to its membership equity interest in MMCDC New Markets Fund XLVII, LLC, a Delaware limited liability company (the “MMCDC Sub-CDE” or the “Lender”), granted pursuant to that certain Pledge Agreement of even date with the Fund Loan Agreement (the “Fund Pledge Agreement”); and

WHEREAS, the Investment Fund will subsequently use the proceeds of the Leverage Loan and a capital contribution in the Investment Fund by U.S. Bancorp Community Development Corporation, a Minnesota corporation (the "Tax Credit Investor"), to, among other uses, fund an equity investment in the Lender, the proceeds of which will be used by the Lender to make loans (collectively, the "QLICI Loan") to the Borrower in the expected aggregate principal amount of \$14,250,000; and

WHEREAS, the QLICI Loan will be made pursuant to a Construction and Term Loan Agreement (the "QLICI Loan Agreement") between the Lender and the Borrower, will be evidenced by certain Notes of even date with the Loan Agreement, in like aggregate principal amount as the Loan, executed by the Borrower in favor of the Lender (the "QLICI Notes"), and will be secured by the Borrower's right, title, and interest in and to the Project and related property (represented by its interest, as lessee, under the Ground Lease), pursuant to a Leasehold Mortgage, Security Agreement, Assignment of Leases and Rents and Fixture Financing Statement (the "QLICI Mortgage") from the Borrower in favor of the Lender; and

WHEREAS, in connection with the QLICI Loan, the County, the Borrower and the Lender will enter into an Estoppel, Subordination, Non-Disturbance and Attornment Agreement (the "SNDA"); and

WHEREAS, in connection with the QLICI Mortgage and the Ground Lease, the County, the Borrower and the Lender will enter into an Consent, Non-Disturbance and Attornment Agreement (the "CNDA"); and

WHEREAS, proceeds of the Loan will be disbursed upon the advice and consent of the County, as Developer, and the order of the Borrower, for the payment of costs of the Project, pursuant to a Disbursing Agreement of even date with the Loan Agreement (the "Disbursing Agreement") between the Lender, the Borrower, U.S. Bancorp Community Development Corporation ("USBCDC"), and Old Republic Title Insurance Company, as disbursing agent (the "Disbursing Agent"); and

WHEREAS, the Tax Credit Investor and the County will enter into an Investment Fund Put and Call Agreement of even date with the Loan Agreement (the "Put and Call Agreement"), to facilitate the unwinding of the NMTC Financing following the seven-year compliance period with respect thereto; and

WHEREAS, forms of the Ground Lease, the Memorandum of Ground Lease, the Lease, the Memorandum of Lease, the Development Agreement, the Cost Reimbursement Agreement, the County Contribution Agreement, the County Assignment of Architect Agreement, the County Assignment of Construction Agreement, the Assignments of Construction Contracts, the Fund Loan Agreement, the Fund Pledge Agreement, the SNDA, the CNDA, the Disbursing Agreement and the Put and Call Agreement (all collectively referred to as the "Financing Documents" and, with the exception of the Disbursing Agreement, collectively referred to as the "County Documents") are currently on file with the County and have been presented to the members of the County Board.

BE IT RESOLVED by the Board of Commissioners (the "County Board") of Hubbard County, Minnesota (the "County") as follows:

Authorization, Execution and Delivery of Documents.

(a) The terms and provisions of the Financing Documents, each substantially in the form distributed to the members of the Board, and all transactions contemplated thereby, are hereby approved, adopted, ratified, and confirmed in all respects and the officers of the County hereby are, and each of them individually is, authorized, empowered, and directed, in the name of and on behalf of the County, to execute and deliver the County Documents, each in substantially the form hereby approved, with such modifications thereto as shall be approved by the officer or officers executing the same on behalf of the County, such officer's execution thereof to be conclusive evidence of such approval.

(b) The officers of the County hereby are, and each of them individually hereby is, authorized, empowered, and directed, in the name and on behalf of the County, to take all such further actions, to prepare, execute, deliver, certify, and file all such further agreements, undertakings, certificates, instruments, and other documents and to incur and pay all such costs and expenses (including attorneys' fees and expenses) as such officer or officers shall, in his, her, or their sole discretion, approve as necessary, convenient, advisable, or appropriate to accomplish the purposes and carry out the intent of the foregoing resolution and the transactions contemplated thereby or as shall be required by the Lenders, the taking of such actions, the payment of such expenses, and the execution, delivery, certification, and filing of such documents to be conclusive evidence of such approval.

Appropriation FundsThe appropriation of funds for the Project described herein, in the aggregate amount of \$1,875,000, together with the net proceeds of the Bonds, is hereby approved, ratified and confirmed.

Effectiveness of Resolution.

This Resolution shall take effect immediately upon its adoption.

On motion of Mr. Larson, seconded by Mr. Johannsen and carried unanimously, the Coordinator was appointed to the QALICB as required for the HLC Construction project and the Coordinator and Chair's signature of paperwork was authorized, as required.

Coordinator: Coordinator, Debbie Thompson reminded the Board of the 2014 Department Manager evaluations to be conducted on December 22, 2014, beginning at 9:00 a.m. and provided the schedule for same.

On motion of Mr. Larson, seconded by Mr. Johannsen and carried unanimously, the purchase of six County Attorney I-7 CPU's was approved, with payment to be from MIS Data Processing (063) budgeted dollars, as recommended by the Technology Committee.

On motion of Mr. Larson, seconded by Mr. Stacey and carried unanimously, the following resolution was adopted including the funding allocation to the Hubbard County Regional Economic Development Commission, as requested:

RESOLUTION NO. 12161404

BE IT RESOLVED, that pursuant to M.S. §469.033 the Hubbard County Auditor/Treasurer be hereby authorized and directed to spread a \$230,000 levy against appropriate taxable values in the County of Hubbard for taxes payable in 2015 for the Housing and Redevelopment Authority.

On motion of Mr. Dotta, seconded by Mr. Stacey and carried unanimously, the following one year appointments, pending completion of satisfactory performance evaluations were approved and the signature of the respective Oaths was authorized: Coordinator; ESO; Recorder; and Solid Waste Officer.

On motion of Mr. Larson, seconded by Mr. Stacey and carried unanimously, the Finance/Auditor/Treasurer Hiring Committee was requested to work with HR, as discussed to make an employment offer to the recommended applicant, with a report to the Board on December 22, 2014.

On motion of Mr. Dotta, seconded by Mr. Johannsen and carried unanimously, the Coordinator's use of outside legal counsel was approved in 2015, as necessary.

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

RESOLUTION NO. 12161405

WHEREAS, Hubbard County operates a transit system; and

WHEREAS, the Office of Transit performed an audit of the Hubbard County Drug and Alcohol Policy written for compliance with 49 CFR Part 655 and 49 CFR Part 40 and

WHEREAS, upon completion of said audit the Office of Transit made recommendations for updates to the Hubbard County Drug and Alcohol Policy,

NOW, THEREFORE, BE IT RESOLVED, that the Office of Transit recommendations for update of the Hubbard County Drug and Alcohol Policy will be made and the policy will be updated accordingly.

Ms. Thompson provided information regarding County Attorney, Sheriff and Commissioner salaries, length of terms served and population numbers of four different county groups for the review of the Board, as follows: 1) the immediate adjacent counties; 2) the counties represented as Region Five; 3) the counties contacted by Fox Lawson for completion of the Classification and Compensation Salary survey and 4) the counties belonging to the Ninth Judicial District. The Compensation Philosophy established on June 17, 2014, was acknowledged. County Attorney Don Dearstyne provided information to the Board that was taken under review. Discussion followed regarding the use of 2014 data to establish 2015 wages and an adjustment was made to the survey data. On motion of Mr. Larson, seconded by Ms. Grell and carried unanimously, the following resolutions were

adopted:

RESOLUTION NO. 12161406

WHEREAS, Minnesota §388.22 requires that the County Board annually set by resolution the salary of the County Attorney; and

WHEREAS, the County Board of Commissioners has reviewed and considered the statutory duties of the County Attorney as set forth in Minn. Stat. §388.051, as well as the other duties of the position of Hubbard County Attorney and the workload and job performance of the incumbent; and

WHEREAS, the Coordinator has provided the Board with information regarding the County Attorney's experience and qualification, which the Board has considered; and

BE IT RESOLVED, that the 2015 salary of the County Attorney (full time) is hereby established and effective January 1, 2015 will be \$103,900.

RESOLUTION NO. 12161407

WHEREAS, Minnesota §387.20 requires that the County Board annually shall set by resolution the salary of the County Sheriff, and

WHEREAS, the Hubbard County Board of Commissioners have completed a review of the duties, as outlined in Minnesota Statute §387.03, and the work load completed by the County Sheriff.

BE IT RESOLVED, that the 2015 salary of the County Sheriff is hereby increased \$1,500 and effective January 1, 2015 will be \$88,600.

On motion of Mr. Larson, seconded by Ms. Grell and carried unanimously, the following resolutions were adopted:

RESOLUTION NO. 12161408

WHEREAS, Minnesota Statute §375.055 provides that the Board of Commissioners may each year adopt a resolution which shall contain a statement of the annual salary to be paid to its members effective January 1st next following,

BE IT RESOLVED, that the 2015 salary of the County Commissioners is hereby increased \$5,400 and effective January 1, 2015, will be \$20,900.

RESOLUTION NO. 12161409

WHEREAS, M.S. §375.055 provides that the Board of Commissioners may each year adopt a resolution which may establish a schedule of per diem payments for service by individual County Commissioner, now, therefore,

BE IT RESOLVED, that the per diem payments for service of county commissioners effective January 1, 2015, shall be \$75.00 per day, no matter the length of the meeting or number of meetings per day attended in addition to any fees, reimbursement of expenses, or other benefits authorized by law.

BE IT FURTHER RESOLVED, that Commissioners will receive per diems for the following in addition to their appointed committees: Special Meetings; Other General Business acting as representative for County Board; and Appointed Commissioner work for County Board.

BE IT FURTHER RESOLVED, that the following meetings are not eligible for per diems: Tax Forfeited Land Sales; Appraisals; Supervision of Conservation Lands Requirements; Regular Meetings; Board of Health; Agricultural Weed Inspection; Conservation Committee; County Canvassing Board; County Board of Equalization, Truth in Taxation meeting

Commissioner Stacey left the meeting at 2:16 p.m.

A motion was made by Mr. Johannsen, seconded by Mr. Dotta to approve the 2015 Final Certified Levies as presented. The motion and second was withdrawn to permit further review of the levy information and discussion.

Sheriff Aukes raised the issue of the completion of the Department of Corrections (DOC) Jail Inspection of the old jail for possible reutilization of the facility. Discussion followed. On motion of Mr. Dotta, seconded by Mr. Larson and carried 4-1 with Mr. Stacey absent the completion of a DOC Jail Inspection of the old jail facility in an amount not to exceed \$2,500 was approved, to be paid from budgeted Corrections dollars.

County Attorney Dearstyne addressed the Board regarding his 2015 proposed budget and the additional positions (a third Assistant County Attorney and an Office Assistant I) requested. He spoke to the shifting of social services levy dollars to the general revenue levy to cover the positions. Services rendered to the social service department by the attorney's office were also reviewed.

On motion of Mr. Dotta, seconded by Mr. Johannsen and carried unanimously with Mr. Stacy absent, the meeting was closed pursuant to M.S. §13D.03 at 3:04 p.m. The meeting was reopened at 3:43 p.m.

On motion of Mr. Dotta, seconded by Mr. Johannsen and carried unanimously, with Mr. Stacey absent, the meeting was recessed at 3:48 p.m. to be reconvened on December 22, 2014, at 9:00 a.m.

On December 22, 2014, the Hubbard County Regular Board meeting of December 16, 2014, was re-convened at 9:00 a.m., with Commissioners Grell, Dotta, Stacey and Johannsen and Coordinator, Debbie Thompson present. Commissioner Larson was absent.

On motion of Mr. Dotta, seconded by Mr. Johannsen and carried unanimously, with Mr. Larson absent the meeting was closed pursuant to M.S. §13D.05, Subd 3 to complete nine Department Manager performance evaluations with each being closed at the manager's request as follows: Land Commissioner, Mark Lohmeier; Land Records - Assessor, Ginger Woodrum; Social Services Director, Daryl Bessler; Solid Waste Officer, Jed Nordin; Land Records – Recorder, Nicole Lueth; Public Works Coordinator, David Olsonawski; Land Records – Environmental Services Officer, Eric Buitenwerf; Veteran Services Officer, Greg Remus; and Coordinator, Debbie Thompson. The evaluations began at 9:00 a.m. and concluded at 4:15 p.m. A review of the 2014 performance evaluation was completed with each manager respectively as well as a general report of the information obtained by the Board via the Peer Evaluation and Manager Evaluation Surveys.

The meeting was recessed at 4:15 p.m. to permit contact of the parties who had requested to be informed when the public portion of the meeting would be held. The public portion of the meeting began at 4:43 p.m.

On motion of Mr. Johannsen, seconded by Mr. Stacey and carried 3-1 with Ms. Grell voting no and Mr. Larson absent, the following resolutions were adopted:

RESOLUTION NO. 12161410

BE IT RESOLVED, that the sum of \$128,875.38 be set apart from the General Revenue Fund and appropriated subject to the order of the Dean and Director of the Minnesota Extension Service of the University of Minnesota for the support of county extension work in Hubbard County for the year beginning January 1, 2015, in accordance with Minnesota Statutes §38.33 - 38.38.

RESOLUTION NO. 12161411

WHEREAS, the budgets and requested tax levies of the various County Revenue Departments of the County of Hubbard for 2015, including the County Extension budget in the amount of \$128,875.38 appropriated by **Resolution No. 12161410**, have been duly considered, now, therefore,

BE IT RESOLVED, that the County Auditor/Treasurer of the County of Hubbard be hereby authorized and directed to spread a payable 2015 levy against appropriate taxable values in the County of Hubbard for the County Revenue Purposes as follows:

Net Levy	5,577,132.00
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RESOLUTION NO. 12161412

BE IT RESOLVED, that the Hubbard County Auditor/Treasurer be hereby authorized and directed to spread a levy against appropriate taxable values in the County of Hubbard for taxes payable in 2015 for County Road and Bridge purposes as follows:

Net Levy	\$3,088,300.00
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RESOLUTION NO. 12161413

WHEREAS, the County Social Service Center has submitted a budget for welfare purposes for the year 2015 and has requested a tax levy to provide funds to enable it to meet its responsibilities under Minnesota Statutes §393.08, and

WHEREAS, such budget and requested tax levy has been duly considered, now, therefore,

BE IT RESOLVED, that the Board of County Commissioners approve such budget, and

BE IT FURTHER RESOLVED, that the County Auditor/Treasurer be hereby authorized and directed to spread a payable 2015 levy for social service purposes on the tax rolls of the County of Hubbard as follows:

Levy	\$3,049,982.00
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RESOLUTION NO. 12161414

BE IT RESOLVED, that the Hubbard County Auditor/Treasurer be hereby authorized and directed to spread a levy against appropriate taxable values in the County of Hubbard for taxes payable in 2015 for General Obligation Correctional Facilities Bonds in the amount of \$612,990.

RESOLUTION NO. 12161415

BE IT RESOLVED, that the Hubbard County Auditor/Treasurer be hereby authorized and directed to spread a levy against appropriate taxable values in the County of Hubbard for taxes payable in 2015 for General Obligation Bonds in the amount of \$271,596.

RESOLUTION NO. 12161416

WHEREAS, Minnesota Statutes provide a levy for regional library service in library systems that are receiving grant funds from the Minnesota Department of Education, and

WHEREAS, the County of Hubbard has received from the Minnesota Department of Education, a "Certification of Minimum Local Support Requirement: 2014", certifying a minimum level of financial support for the operating purposes of public library service for Hubbard County in the amount of \$171,623.00 now, therefore,

RESOLUTION NO. 12161418

WHEREAS, the Hubbard County Board continues to have confidence in the capabilities of Sandy Rittgers and Lorretta Mattson to complete the duties of the Auditor/Treasurer as exhibited since their interim duty assignment effective July 1, 2014, and

WHEREAS, the interim basis of the Auditor adopted on May 5, 2014, is scheduled to expire on December 31, 2014, and

WHEREAS, the interim basis of the Treasurer adopted on May 5, 2014, is scheduled to expire on December 31, 2014, and

WHEREAS, the Hubbard County Finance/Auditor/Treasurer position is scheduled to be filled effective January 12, 2015, and

WHEREAS, the Hubbard County Board of Commissioners realize there will be a need to transition the duties of the interim Auditor and interim Treasurer to the Finance/Auditor/Treasurer effective January 12, 2015.

Now **THEREFORE BE IT RESOLVED**, that the Hubbard County Board of Commissioners hereby extends the interim appointment of the Chief Deputy Auditor, Sandy Rittgers to complete the Auditor duties pursuant to Minnesota Statutes through January 11, 2015, and

BE IT FURTHER RESOLVED, that the Hubbard County Board of Commissioners hereby extends the interim appointment of the former Chief Deputy Treasurer, Payroll Coordinator, Lorretta Mattson to complete the Treasurer duties pursuant to Minnesota Statutes through January 11, 2015, and

BE IT FURTHER RESOLVED, that Ms. Mattson will maintain the Driver License Agent status to sustain the provision of license services to Hubbard County citizens until such time as the transfer of the Driver License Agent status to the Finance/Auditor/Treasurer may be accomplished; and

BE IT FURTHER RESOLVED, that both appointments aforementioned will continue to be effective January 1, through January 11, 2015, with a period of appointment transition through March 31, 2015, to be completed and each employee will continue to receive an additional 10% compensation per Personnel Policy, Section 3, II, D for that period.

On motion of Mr. Dotta, seconded by Mr. Stacey and carried unanimously, with Commissioner Larson absent, the Department Managers meeting scheduled for December 30, 2014, was cancelled due to scheduling conflicts of several involved.

Coordinator, Debbie Thompson provided the **Social Services Child Protection Interview Room Audio/Video equipment** quotes as follows: United Security & Alarm, Park Rapids, MN - \$6,029.06 and Tyco Simplex Grinnell, Fargo, ND in the amount of \$6,941 plus up to \$500 for labor to be completed by Davis Electric, Park Rapids, MN (including the exchange

of conference screens) The underlined quote for the project listed in bold, above was recommended by the Social Services Director, IT Representative and the County Attorney based on their review of quotes as requested by the Board on December 16, 2014, for the following reasons: 1) most current technology; 2) advantage of IP based devices; and 3) relocation ability without dedicated wiring.

Commissioners Grell and Dotta provided an update of the Phase II Construction Project including the remaining contingency dollars and remaining projected expenses expected. Discussion followed. On motion of Mr. Johannsen, seconded by Mr. Dotta and carried unanimously, with Commissioner Larson absent, the previously authorized installation of office closet doors for the County Attorney first floor location were deleted, pending a final determination upon completion of the construction project, as discussed.

By consensus of the Board, the comments provided by the Assessor regarding the “This Old Shop” legislation were supported to be provided to the Association of Minnesota Counties (AMC).

On motion of Mr. Dotta, seconded by Mr. Stacey and carried unanimously, the PrimeWest Grant proceeds were accepted on behalf of the Social Services Department, as presented.

On motion of Mr. Dotta, seconded by Mr. Johannsen and carried unanimously, the Coordinator was authorized to sign necessary deposit accounts relative to the Heritage Living Center (HLC) Construction project, as required.

Sheriff Aukes requested clarification regarding the levy established and its not reflecting a transfer of levy dollars from social services to the general revenue, as suggested. It was clarified by the Board that the Social Services reserves have been decreased for several years and will again be decreased in 2015 and it was felt it was not fiscally responsible to deplete them further particularly in consideration of potential technology updates learned of at the recent AMC Conference that could provide work force efficiencies if implemented.

On motion of Mr. Johannsen, seconded by Mr. Stacey and carried unanimously with Commissioner Larson absent, the meeting was adjourned at 5:25 p.m.

GENERAL REVENUE:

Association of Minnesota Counties	2,350.00	Baudville Inc.	71.45
		Radisson Hotel	197.28
Bytespeed LLC	4,999.00	Econo Lodge	190.28
		Digital Ally	125.00
Citizens National Bank – VISA	3,773.26	Amazon.com	765.36
		Amazon Mktplace	49.47
Abstracts Postage	30.50	Amazon.com	48.08
Country Inn	114.62	Walmart.com	424.29
Office Depot	43.58	Credit Voucher	-170.00
Office Depot	125.75	Walmart.com	426.41
Staples Direct	330.77	Walmart	624.19
Staples direct	34.74	ACT	300.00

U of M Bkstrs	41.49	Peterson Sheet Metal, Inc.	43,326.62
Coborns Pharmacy 2030	2,342.16	YHR Partners LTD	4,861.54
Election Systems & Software Inc.	12,286.63	6 Payments Less Than \$2,000	3,132.51
Turnkey Corrections	2,859.62	SOLID WASTE:	
Vetter Johnson Architects, Inc.	5,650.35	22 Payments Less Than \$2,000	7,330.57
Warnicks Janitorial Service	7,180.00	FORFEITED LAND:	
65 Payments Less Than \$2,000	27,923.54	7 Payments Less Than \$2,000	4,710.90
ROAD & BRIDGE:		COUNTY ENVIRONMENTAL TRUST FUND:	
Aggregate Industries Midwest	3,288.25	1 Payment Less Than \$2,000	274.18
Buness Trucking	3,450.00	SOCIAL SERVICES:	
Compass Minerals America	22,360.35	Barthorpe, Tia	2,225.04
Hubbard Co Treasurer	2,653.26	Catholic Charities	6,620.40
Sanquist Construction Inc.	4,200.00	DHS – SWIFT	19,412.96
Ziegler, Inc.	20,212.28	Edwards, Tanya or Terry	2,460.94
46 Payments Less Than \$2,000	12,807.79	Eischens, Theresa	2,195.85
HLC CONSTRUCTION FUND:		HAPA	2,697.65
Contegrity Group, Inc.	25,434.62	Kindred Family Focus	2,031.60
Dorsey & Whitney	55,190.65	Krueckeberg, Lydia	2,602.80
Gordon Construction	2,000.00	Lighthouse Group Foster Home	3,330.00
Great American Insurance Co.	19,334.00	Mitchell, Becky & Kevin	2,200.24
I'll Tile & Stone, Inc.	15,127.80	MSOP – MN Sex Offender Program	8,354.50
Lee Davis Electric, Inc.	9,000.00	Nelson In-Home Services Inc.	15,518.75

Northwestern MN Juvenile Center	13,861.00	Advanced Automotive Service Inc.	2,786.90
Woodland Hills	7,869.97	DHS – SWIFT	65,804.30
34 Payments Less Than \$2,000	15,779.19	Paul Bunyan Transit	2,335.00
48 Payments Less Than \$2,000	11,488.27	53 Payments Less Than \$2,000	14,276.98

/a/Kathy Grell

Kathy Grell, Chairman
Hubbard County Board of Commissioners

ATTEST: /s/Debbie Thompson

Debbie Thompson
Hubbard County Coordinator

