

A TRANSCRIPT OF THE PROCEEDINGS OF THE REGULAR MEETING OF THE HUBBARD COUNTY BOARD OF COMMISSIONERS HELD ON MAY 5, 2015, AT 9:00 O'CLOCK A.M.

The regular meeting of the Hubbard County Board of Commissioners was held on May 5, 2015, 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 Chairman, Dan Stacey.

On motion of Mr. Dotta, seconded by Mr. Johannsen and carried unanimously, the agenda was approved, as amended.

Public Input: A citizen attending the meeting expressed appreciation for the care of Heartland Park and pleasing appearance that has resulted in increased use of the park this spring! Thank you, Parks & Recreation.

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

- Approved the minutes of the April 21, 2015 Regular Meeting;
- Approved the minutes of the April 23, 2015 Special Meeting;
- Approved the bills & Auditor’s Warrants dated April 24, and May 1, 2015;
- Approved the following License Applications: Emmaville Inn, Inc., Clay Township – Tobacco, 3.2 Beer, and Wine Licenses;
- Reviewed Departmental Overtime Report – April, 2015;
- Approved the Social Services Bills;
- Adopted the following:

RESOLUTION NO. 05051501

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
City of Akeley	\$500.00	STS Program
Park Rapids Eagles Auxiliary	\$370.00	K-9 Program

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

Public Works: Public Works Coordinator, David Olsonawski presented the bids received for **SP 088-070-044, 6” Solid Line White Epoxy WR – GR in. Hubbard County SP 029-070-002 and Beltrami County SP 004-070-015** as follows: Traffic Marking Service, Inc., Maple Lake, MN - \$477,000.59 and Warning Lites of Minnesota, Minneapolis, MN - \$625,386.85. Mr. Olsonawski explained that two bids received did not meet Addendum I specifications and the submitting vendors had withdrawn their bids. Discussion followed. On motion of Mr. Johannsen, seconded by Mr. Dotta and carried unanimously, the project in bold, by underlined low bid, above was approved, as recommended by the Public Works Coordinator, with payment to be from Road & Bridge State Aid and Federal Fund monies.

On motion of Mr. Massie, seconded by Mr. Smith and carried unanimously, the low sealed bid of Levi Holsapple, Akeley, MN in the amount of \$8,250 was accepted for the sale of the county’s 1993 GMC single axle snow plow truck no longer used by the County.

Solid Waste Administrator, Jed Nordin presented the quotes obtained for a **lawn mower for recycling** as follows: L & M, Park Rapids, MN - \$2,499.99 (Cub Cadet XT1 54” deck, 22 HP Kohler); \$2,899.99 (Cub Cadet XT2 54” deck, 23 HP Kawasaki); \$3,299.99 (Cub Cadet RZT – S 54” deck, 23 HP Kawasaki); and 34 East Lawn & Sport LLC, Park Rapids, MN - \$4,000 (Toro Timecutter SWX 50” deck, 24 HP Kohler); \$4,300 (John Deere X320 54” deck, 22 HP Kawasaki). Discussion followed. On motion of Mr. Dotta, seconded by Mr. Massie and carried unanimously, the purchase in bold by underlined low quote, above was approved, as presented and recommended by the Solid Waste Administrator, with payment to be from budgeted Recycling monies.

Mr. Nordin presented the quote obtained for the **purchase of a forklift** as follows: F-M Forklift, Fargo, ND - \$23,262 (Toyota Model 8FGU25, includes \$11,500 for trade-in); Riekes Equipment Co., West Fargo, ND - \$25,734.35 (Yale Model GP050VX, includes \$8,400 for trade-in); and Quality Forklift, Shakopee, MN - \$21,950 (Unicarriers Model FG25D-A1, includes \$9,500 for trade-in). Discussion followed. On motion of Mr. Massie, seconded by Mr. Smith and carried unanimously the purchase in bold by underlined quote, above was approved, as recommended by the Solid Waste Administrator, based on past experience with the make (existing equipment is a Toyota) and closer proximity to available service, if needed with payment to be from budgeted recycling monies.

Minnesota Deer Hunters Association Executive Director, Craig Engwall presented information regarding the association’s proposed purchase of Potlatch land in a three county area (Hubbard, Wadena and Cass Counties). The association is proposing to make application to the Lessard-Sams Outdoor Heritage Council for funding to purchase forest land. This purchase is an innovative habitat project to preserve thousands of acres in an effort to protect water resources and provide new hunting and recreational opportunities for the public. Discussion followed regarding

the intention of the association to continue to pay local property taxes and acquire the land for the county to own, hold and manage. A motion was made by Mr. Massie and seconded by Mr. Dotta, to adopt the resolution of support that was later withdrawn. By consensus of the Board, the matter was tabled to May 19, 2015, to allow the Board's further review of the proposal.

Information was presented to the Board by DB of Walker regarding a proposed land donation adjoining Garfield Lake as permitted by M. S. §465.03. Discussion followed. On motion of Mr. Johannsen, seconded by Mr. Stacey and carried unanimously, the matter was tabled until March 19, 2015, to allow further review by the Board, as discussed.

Land Commissioner, Mark Lohmeier presented the quotes obtained for **the sweeping and striping of the parking lots at Heartland Park** with both vendors being from Park Rapids, as follows: Engel Sign Co. - \$1,142 (use Glidden Traffic Paint) and Woodrum Parking Lot Service - \$1,290.80 (use Diamond Vogel State Specs). Discussion followed. On motion of Mr. Dotta, seconded by Mr. Johannsen and carried unanimously, the project in bold by underlined low quote, above was approved, as recommended by the Land Commissioner, with payment to be from recreational monies.

Mr. Lohmeier presented the quotes obtained for **the replacement of two wooden light poles and outdoor security lights in Heartland Park** with both vendors being from Park Rapids, as follows: Lee Davis Electric, Inc. - \$1,150 and Hansen-Avenson Electric, Inc., - \$1,263.72. Discussion followed. On motion of Mr. Dotta, seconded by Mr. Johannsen and carried unanimously, the project in bold by underlined low quote, above was approved, as recommended by Mr. Lohmeier, with payment to be from recreational monies.

On motion of Mr. Johannsen, seconded by Mr. Smith and carried unanimously, the Porta-potty rental quote accepted on April 21, 2015, was rescinded based on the submission deadline confusion and the repeat process was authorized, as recommended. Given the anticipated amount, approval will be completed by the department manager when alternate information is received.

On motion of Mr. Johannsen, seconded by Mr. Massie and carried unanimously, the transfer of Cabin Lease #10 from Andrew Williams to Jack Tenney and Scott Fowler was approved, as recommended by the Land Commissioner, contingent on re-inspection of the property to bring it into compliance and the understanding that there be no increase in the "grandfathered" structure size.

Mr. Olsonawski together with Social Services Director, Mr. Bessler provided information regarding the "unmarked" car pool vehicle purchased that was provided by the County Attorney. Discussion followed regarding the possible need for an additional pool vehicle purchase. By consensus of the Board, a clarification was made regarding the utilization of the "unmarked" vehicle (red) recently purchased for the car

pool as being limited to use by the social service child protection and adult protection personnel, per statute requirements. No additional vehicle purchase was authorized at this time.

On motion of Mr. Dotta, seconded by Mr. Stacey and carried unanimously, the four year appointment of County Highway Engineer, David Olsonawski for period of May 15, 2015 to May 14, 2019, was approved and the Chairman's signature of oath was authorized.

The following reports were provided: road restrictions will be removed on Friday; the county has obtained Federal HSIP dollars for completion of five 2017 and 2018 safety projects; and the 2015 tree planting has been completed on 532.2 acres and 402,766 trees.

Sheriff: On motion of Mr. Stacey, seconded by Mr. Dotta and carried unanimously, the Purchase of Service (POS) contract with Rosemary Mills for the provision of detention center nursing services was approved, as recommended by the Sheriff and the signature of the Chairman and the Sheriff was authorized.

On motion of Mr. Massie, seconded by Mr. Smith and carried 4 to 1 with Mr. Johannsen voting no, a step 3 wage for full time Transport Deputy applicant was approved, as recommended by the Sheriff, based on the applicant's prior experience and previous county knowledge.

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

RESOLUTION NO. 05051502

WHEREAS, The Hubbard County Sheriff's Office is eligible for a 2015 Supplemental Boating Grant (federal) and

WHEREAS, Hubbard County is in need of funds for the Boat and Water program, now,

THEREFORE, BE IT RESOLVED, that the Hubbard County Board of Commissioners approves the grant as submitted and

BE IT FURTHER RESOLVED, that Hubbard County agrees to comply with the requirements of the grant.

Commissioner Johannsen stepped out of the room at 10:46 a.m.

Social Services: On motion of Mr. Dotta, seconded by Mr. Smith and carried 4-0 with Mr. Johannsen not present, the following resolution was adopted:

RESOLUTION NO. 05051503

WHEREAS, the Minnesota Department of Human Services has published a Request For Proposals to provide health care services to recipients of Medical Assistance and MinnesotaCare in 87 Minnesota counties including Hubbard County; and

WHEREAS, the Minnesota Department of Human Services has requested County evaluations and recommendations regarding the RFP proposals from each respective county; and

WHEREAS, Blue Cross Blue Shield Minnesota, MEDICA, PrimeWest Health and UCARE each submitted proposals to provide managed health care services in Hubbard County; and

WHEREAS, the Director of Hubbard County Social Services has reviewed and evaluated the proposals; and

WHEREAS, it is his belief that PrimeWest Health proposal best meets our needs;

NOW, THEREFORE, BE IT RESOLVED that the Hubbard County Board of Commissioners supports the recommendation of its Director and respectfully recommends to the Department of Human Services that PrimeWest Health be named as the managed care organization best suited to provide managed health care services in Hubbard County.

Mr. Johannsen re-joined the meeting at 10:47 a.m.

On motion of Mr. Dotta, seconded by Mr. Johannsen and carried unanimously, the Purchase of Service (POS) agreement with Kay Dent for completion of Guardianship/Conservatorship services was approved, as recommended by the Social Services Director, pending satisfactory review of the agreement by the County Attorney.

Land Records – Environmental Services Office: On motion of Mr. Dotta, seconded by Mr. Smith and carried unanimously, a public hearing was scheduled on June 2, 2015, at 10:15 a.m. for consideration of the proposed Amendment #3, of Subdivision Ordinance #15 as reviewed and recommended by the Planning Commission.

Finance: On motion of Mr. Johannsen, seconded by Mr. Dotta and carried unanimously, the utilization of overtime for the Finance Department personnel for the week of May 11, 2015, was approved as needed, for completion of tax collection, as recommended by the Auditor/Treasurer.

On motion of Mr. Johannsen, seconded by Mr. Massie and carried unanimously, the Auditor/Treasurer was authorized to issue a duplicate check to Ed Smith in the amount of \$582.22 that was reported lost in the mail.

The following reports were provided: the appointment of Auditor/Treasurer, Kay Rave as the Driver License Agent was approved effective April 7, 2015 and the Hubbard County .5% sales tax will become effective July 1, 2015.

Coordinator: The following subjects for the Board Work Session scheduled for May 12, 2015, were outlined for review by the Board: presentation by BWSR Representative, Don Buckhout to both the County Board and the SWCD Board; review of Local Water Plan; Garfield Lake issues and MN Deer Hunters Association proposal from earlier in the day and Wayside Rest issues.

By consensus of the Board, the Coordinator was requested to schedule the probationary evaluation of Facilities Maintenance Manager, Bobby Wilkins on May 19, 2015, using the same procedure as completed for manager's annual reviews.

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

RESOLUTION NO. 05051504

WHEREAS, Hubbard County is a member of the 8-county Mississippi Headwaters Board, which was established to identify and protect the natural, cultural, scenic, scientific, and recreational values of the Mississippi River's first 400 miles, and

WHEREAS, fragmentation of the forested shoreland and the loss of access along the Mississippi River, headwater's reservoirs, and connecting corridor tributaries is occurring, and

WHEREAS, protection of the Mississippi River's habitat and access to adjacent public land is the key to enjoying the hunting, fishing, and outdoor habitat of Minnesota's outdoor traditions, and

WHEREAS, a targeted, coordinated process involving county government has been developed by the Mississippi Headwaters Board for fee title acquisition and permanent easements,

NOW, THEREFORE, BE IT RESOLVED that the Hubbard Board of Commissioners supports the Mississippi Headwaters Board's application to the Lessard Sams Outdoor Heritage Council for preservation and protection of the Mississippi River, headwater's reservoirs, and connecting corridor tributaries.

The Coordinator reported the AMC District II meeting is scheduled for June 3, 2015, beginning at 8:00 a.m. at the Northern Town Hall in Beltrami County.

Committee Reports: Information was shared regarding various committee meetings attended by Commissioners including the following with no action necessary at this time: HCREC; North Country Community Health Board; and the Solid Waste Committee.

Closed Session: On motion of Mr. Dotta, seconded by Mr. Massie and carried unanimously, the meeting was closed pursuant to M.S. §13D.03 at 12:10 p.m. The meeting was re-opened at 12:36 p.m.

On motion of Mr. Smith, seconded by Mr. Dotta and carried unanimously, the meeting was adjourned at 12:36 p.m.

GENERAL REVENUE:

A'Viands LLC	13,514.79
Global Software	19,873.00
Hubbard County Hwy Dept	6,848.29
Laporte City	2,078.50
Park Rapids Ford	53,894.00
Turnkey Corrections	2,696.36
70 Payments Less Than \$2,000	31,596.23

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

/s/ Daniel Stacey
 Daniel Stacey
 Hubbard County

ROAD & BRIDGE:

Compass Minerals America	7,703.34
Gaslin Garage Door	2,925.00
Peabody Engineering	3,804.00
14 Payments Less Than \$2,000	7,873.14

Eischens, Theresa	5,147.10
Evergreen Youth and Family Service	2,247.00
Krueckeberg, Lydia	2,602.80
Lighthouse Group Foster Home	3,465.00
LSS – Guardianship	13,659.76
MSOP – MN Sex Offender Program	27,143.60

SOLID WASTE:

9 Payments Less Than \$2,000	7,008.05
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Nelson In-Home Services Inc.	20,705.25
St. Joseph Community Health	7,382.69

FORFEITED LAND:

Dave Barrett Construction	2,750.00
7 Payments Less Than \$2,000	4,074.62

Woodland Hills	4,683.96
33 Payments Less Than \$2,000	17,220.97
Volunteers of America	9,057.27

COUNTY ENVIRONMENTAL TRUST FUND:

1 Payment Less Than \$2,000	39.85
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40 Payments Less Than \$2,000	24,080.35
DHS – SWIFT	2,744.42

SOCIAL SERVICES:

Beltrami County Human Services	2,457.00
Catholic Charities of St. Paul & Mpi	14,280.00
Edwards, Tanya or Terry	4,122.23

Hubbard County Attorney	2,042.50
Hubbard County Auditor-Treasurer	14,806.50
Walsh Family Village	9,875.00
71 Payments Less Than \$2,000	20,289.80
46 Payments Less Than \$2,000	7,659.75

Cease Funeral Home Inc.	2,935.00
Hubbard County Hwy Dept.	2,893.74
Nevis School ISD #308	18,000.00
31 Payments Less Than \$2,000	7,487.98