

**BOARD SUMMARY
JANUARY 7, 2014**

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1. Elected Kathy Grell as the 2014 chairperson and Greg Larson as vice chairperson of the Hubbard County Board.
2. Approved the agenda, as submitted.

CONSENT AGENDA

3. Approved the Consent Agenda, as submitted to include the following:
 - Approve minutes of the December 17, 2013 Regular Meeting
 - Approve minutes of the December 18, 2013 Board Work Session
 - Adopt the Modified Roberts Rules of Order
 - Approve the bills & Auditor's Warrants dated 12/20/13, 12/27/13, & 01/03/14
 - Approve the following License applications: Tobacco – Fort Benedict, Lakeport Township and the following license applications pending completion of proper paperwork: 3.2 Beer; Off Sale, & Wine License application – Summerhill Farm, Arago Township.
 - Approve the 2013 Audit Engagement Letter with Hoffman, Dale & Swenson and authorize signature of same by Auditor/Treasurer and Chairperson.
 - Review Road & Bridge Financial Statement for YTD 11/30/13
 - Adopt resolution no. 01071401 accepting the LEC Donations: Lake Hattie Township - \$927.81 for STS Program Donation
 - Approve the Social Services bills, pending satisfactory review by the SS Director.
 - Review of Overtime Report, December, 2013.
 - Approve POS agreement renewal with Erika Randall for Law Library Services

LEGAL NEWSPAPER BID OPENING

4. Adopted the resolution and accepted the bid of the Northwoods Press as legal newspaper for 2014 for the publication of the Delinquent Tax List and other Legal Notices and the printing of the first publication of Financial Statement.

PUBLIC WORKS

5. Adopted a resolution identifying the Hubbard County prioritized bridge replacements, as recommended by the Highway Engineer.
6. Re-affirmed the Public Works Coordinator's authorization to determine 2014 Highway Department overtime needs to fulfill the daily operations.
7. Reported results of timber auction held on 01/06/14 @ 9:00 a.m. at the Public Works building resulting in revenues in the amount of \$341,802.43.
8. Adopted a resolution in support of the Akeley Paul Bunyan ATV Forestriders maintenance of the Round River Drive OHV Trail System for the period of 07/01/14 to 06/30/15.
9. Approved the promotion of Engineering Aide III, Tom Johnson to an Engineering Specialist and Engineering Aide II, Aaron Aslesen to an Engineering Aide III status effective 01/12/14, as recommended by the Public Works Coordinator.
10. Provided the 2013 Bridge Inspection and Ratings Summary for review by the Board.
11. Scheduled a public hearing for the consideration of implementing a Transportation Sales & Use Tax on 02/18/14 to begin at 12:30 and be continued at 7:00 p.m. at the Lake George Townhall, provided it is available.

COMMITTEE REPORT

12. The Phase II Courthouse Construction project is on schedule with minimal change orders having been realized to date.

SHERIFF

13. Information was provided on the availability of DOC 15-month contracts for inmate housing with further discussion referred to the 01/14/14 work session for more review.
14. Re-affirmed the Sheriff's authorization to maintain Sheriff's Office staffing levels as previously established on 01/04/11 & 10/19/11 and the Social Service Director's authorization to maintain the Social Service Department staffing levels, as needed at the current levels.
15. Accepted the resignation of Dispatcher/Jailer, Ben Erickson effective 01/13/14 with regrets and authorized recognition of county service.

FINANCE

16. Approved the payment of the 2014 Historical Society \$10,000 allocation, as requested and the 2014 SWCD \$22,000 allocation upon request and the 2014 Local Water Plan \$8,717 allocation, upon request, by auditor's warrant.
17. Requested the Auditor/Treasurer work with the Land Records (Assessing Pod) to provide information, as outlined prior to the Transportation Sales & Use Tax public hearing scheduled for 02/18/14.

MISSISSIPPI HEADWATERS

18. MHB Executive Director, Tim Terrill introduced himself and provided information regarding the plans of the MHB for future programs and expressed appreciation for the county's support.

COMMITTEE REPORT

19. Information was provided regarding the following: PrimeWest's efforts at the recent AMC Conference and other services being investigated and provided currently and discussions held at the Department Managers meeting held on 12/31/13 regarding a change in format for discussions of topics requested by the Board. It was decided that the Board will provide a topic at the second meeting of the month for the next month manager's meeting to facilitate managers preparation time.

COORDINATOR

20. Reported to the Board that the Work Session scheduled for November, 2014 is on a holiday that will need to be changed when a need and/or subject matter is decided.
21. Approved the following appointments to the 2014 Committee List: 1) Personnel Policy Committee: Matt Dotta; Greg Larson; Lorretta Mattson; Pam Heeren; Chief Deputy Sheriff; Jed Nordin; Maria Shepherd; Daryl Bessler; Darryl Hensel; Lisa Avenson; and the Coordinator and 2) Department Managers Meeting: Board Chair and one additional commissioner to be determined on a revolving basis.
22. Approved the attendance of Commissioner Dotta of the Hubbard County Broadband Development Meeting on 01/08/14 at the Northwoods Bank beginning at 9:30 a.m.
23. Scheduled the 01/14/14 Work Session topics of discussion as follows: 1) LEC Jail inmate options including DOC 15-month agreements for inmate housing and others and 2) HLC Construction project and financial considerations.
24. Adopted two resolutions establishing the 2015 minimum salary to be paid to the County Attorney and the Sheriff per MN Statute.

25. Reviewed information regarding the MN Heartland Tourism Association with no action taken.
26. Approved the attendance of the 2014 Local Government Legislative Conference scheduled for 02/26 – 02/27/14 by Commissioners Grell, Larson and Johannsen.
27. A summary of the ten department manager performance evaluations completed on 11/18/13 and 12/18/13 was provided.
28. Authorized the Coordinator to seek outside legal counsel when necessary for personnel issues upon review by the Chairperson and authorized the Chair and Vice Chair to be present when required.

PUBLIC HEARING – ORDINANCE 10 AMENDMENT #3

29. The public hearing for review of the proposed Amendment #3 of the Hubbard County Surface Water Use Ordinance No. 10 was called to order at 12:30 p.m. The reading of the notice was waived and the public hearing was concluded at 12:31 p.m.

PUBLIC HEARING – ORDINANCE 14

30. The public hearing for review of the proposed Ordinance #14 – Planning Commission was called to order at 12:31 p.m. The reading of the notice was waived and the public hearing was concluded at 12:32 p.m.
31. Adopted Amendment #3, to Ordinance No. 10 as presented, pending satisfactory review by the DNR Commissioner.
32. Rescinded Ordinance No. 14 – Planning Commission to avoid duplication of administration.
33. There being no further business before the Board, the meeting was adjourned at 12:34 p.m.