

BOARD SUMMARY
APRIL 1, 2014

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1. Approved the agenda, as submitted.

CONSENT AGENDA

2. Approved the Consent Agenda, as submitted to include the following:
 - Approved the minutes of the 03/18/14, Regular Meeting;
 - Approved the bills & Auditor's Warrants dated 03/21/14 & 03/28/14;
 - Approved the Social Services bills;
 - Reviewed the 2014 March Overtime Report
 - Accept LEC Donations as follows: Calvary Lutheran Church – Bethel Cemetery, \$650 – STS Program Donation, Resolution No. **04011401**
 - Approved LG220 Application for Exemption from Lawful Gambling license for the National Wild Turkey Federation/North Central Gobblers, Resolution **04011402**
 - Approved the following License Applications, pending completion of proper paperwork: Setup License: The Barn, Henrietta Township and Hilltop, Hubbard Township.

PUBLIC WORKS

3. Authorized the Coordinator to reimburse tuition expenses in the amount of \$300 to Ryan Miller upon satisfactory completion of the course as provided by Section 17 of the Personnel Policy and the Board expressed appreciation for the initiative exhibited by the employee to prepare himself for the future.
4. Reminded the Board of the work session scheduled on 04/08/14 beginning at 9:00 a.m. with a Gravel Pit Certification discussion and the Board requested preparations for the meeting.
5. Reminded and/or reported the following to the Board: Timber Auction scheduled for 04/07/14; PW Department return to 7:00 a.m. to 3:30 p.m. schedule effective 04/07/14; Recycling cardboard baler repair in the amount of \$4,937.20; implementation of extended Saturday hours to 5:00 p.m. at the South Transfer Station beginning 04/19/14; and the Government Fuel Facility approval of fuel system update and pump and software replacement to be paid from reserves.

COORDINATOR

6. Referred the PFM Report to the Sheriff's portion of the agenda.
7. Reported that the Phased Retirement Option (PRO) employee, Judy Harsha resigned effective 03/24/14.
8. Approved the Grade 29 classification for the Informational System Specialist Sr. position, as recommended by the Classification Committee.
9. Accepted the resignation of Auditor/Treasurer, Pam Heeren effective 06/30/14, as submitted, the Board acknowledged her service to the county in excess of 40 years and offered their congratulations.

SHERIFF

10. Adopted a resolution recognizing the National Telecommunicator's Week, April 13 – 19, 2014.
11. Approved the change to the Investigator credit card to reflect the change in personnel (Diekmann to Olson), as recommended by the Sheriff.
12. Approved the posting and filling of the Jail Administrator position, per proper procedure, as recommended by the Sheriff.
13. Approved an increase in the prisoner boarding rate to \$55/day effective 05/01/14.
14. Authorized the operation of the Jail to its full capacity utilizing the current "60 Inmate" level, with no addition

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to the personnel complement and authorized the completion of a jail operation analysis by PFM (projected to be completed within 30 days), as presented.

15. Authorized a joint powers agreement with the State of MN DOC for inmate housing services, as presented and reviewed by the County Attorney and authorized the Sheriff to maximize the relationship, as discussed.

PHASE II CONSTRUCTION PROJECT

16. Approved the update of the current card readers and purchase and installation of same in the Phase II Courthouse Construction Project from Lee Davis Electric, Park Rapids, MN in the amount of \$39,520, as presented.
17. Approved the Courts Finishes – PR #5 in the amount of \$104,122.62 including flooring (Multiple Concepts Interiors, Waite Park, MN - \$30,643), lighting (Lee Davis Electric, Park Rapids - \$50,485) and ceiling tile (St Cloud Acoustics, Inc., St Joseph, MN - \$18,495 less Peterson Sheet Metal, Bemidji credit - \$2,720) and demo of existing carpet and tile (Haataja Contracting, Inc., Menahga, MN - \$7,219.62).
18. Approved quote of Davis Contracting, Hibbing, MN for caulking on the Phase II Courthouse Construction Project, in the amount of \$8,280.
19. A Phase II Construction Project status update was provided that reflected the project continues to be under budget.
20. Approved the development of a technology plan for the board room to be completed by Engineering Design Initiative (EDI), Minneapolis, MN in the amount of \$8,200 to be paid from county dollars and reimbursed with remaining Phase II Construction Project contingency dollars if available at the conclusion of the project.

LAND RECORDS

21. Referred the application to amend Section 401 of the Shoreland Management Ordinance to the Planning Commission to draft and recommend language to add the proposed event center/assembly hall conditional use to the use table on recreational development non-riparian lots, as discussed for review by the Board.
22. Approved Preliminary Plat of West Portage Estates by Portage Investments, LLC to plat 15.26 acres in Todd Township into six residential lots, Parcel #27.05.02420, as recommended by the Environmental Services Office.
23. Approved 2014 SSTS Inspector POS contract with Al Winterberger, as presented with the same rates as 2013 and satisfactorily reviewed by the County Attorney.

COORDINATOR

24. Added the review of the County Organizational Structure to the Board Work Session scheduled for 04/08/14 in light of the A/T resignation.

COMMITTEE REPORTS

25. The Board expressed appreciation for the Social Services work acknowledged by the Department of Human Services for perfect 2013 performance in meeting DHS financial reporting requirements.
26. The Board reported on various meetings attended including the following: Straight River Ground Water Advisory Counsel; AMC Futures Meeting; PrimeWest, HIP Committee, and Community Health Board presentation.
27. Discussion was held regarding the proposed Veteran legislation relative to direction of veteran benefit administration. The VSO was authorized to draft correspondence, if deemed necessary and the Chair was authorized to sign same in opposition of the legislation, as discussed.

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CLOSED SESSION

28. The meeting was closed pursuant to M.S. §13D.05, Subd 3b at 11:58 p.m. The meeting was re-opened at 12:29 p.m.
29. There being no further business before the Board, the meeting was adjourned at 12:29 p.m.