

**BOARD SUMMARY**  
**JUNE 3, 2014**

Page 1

1. Approved the agenda, as submitted.

**CONSENT AGENDA**

2. Approved the following Consent Agenda, with correction of typographical error on 05/20/14 minutes, as discussed:
  - Approved the minutes of the May 20, 2014 Regular Meeting as corrected;
  - Approved the bills & Auditor's Warrants dated 05/23/14 & 05/30/14;
  - Approved the Social Services bills;
  - Approved 3.2 Beer License application of Fairhavens Golf Course, Straight River Twp; and
  - Accepted the LEC Donations for STS Equipment Resolution **No. 06031401** as follows: Lake Emma Township, \$1,666.50 and Shell Prairie Fair Association, \$1,000.

**PUBLIC WORKS**

3. Approved quote of Sir Lines-A-Lot, Minneapolis, MN in the amount of \$78,278.13 for 2014 Pavement Marking, as recommended by the Public Works Coordinator, to be paid from Road and Bridge budgeted dollars.
4. Approved parcel appraisals for timber auction scheduled on 07/07/14, including removal of road construction requirement on parcel #1024, as discussed.
5. Approved quote of Bemidji Sports Center, Bemidji, MN in the amount of \$19,179 for UTV side by side w/tracks, as recommended by the Land Commissioner, to be paid from tax forfeited sales.
6. Approved quote of MN Wisc Playground, Golden Valley, MN in the amount of \$3,470 (\$17.35/yard) for fall surfacing of Heartland and Farris Parks, as recommended by the Land Commissioner, to be paid from Parks & Recreation budgeted dollars.
7. Reminded the Board of the 5 Year Construction Program meeting scheduled for 06/09/14 at Hart Lake Township Hall and 06/16/14 in the LEC ITV Room with both beginning at 7:00 p.m.
8. Provided the following: project updates; work completed on the design of the Nevis Shop addition; the Asbestos Inspection completed on Akeley home; the scheduled Tax Forfeited Land Sale on 06/06/14; and the Cooperative approval of Government Fuel Facility repair expenses.
9. Approved removal of the Akeley property from the 06/06/14 scheduled TFL Sale based on incomplete asbestos removal, as recommended by the Land Commissioner.
10. Adopted resolution **No. 06031402** approving the road easement across tax forfeited land located in Farden Township, as recommended by the Land Commissioner.
11. Authorized the Land Commissioner to explore potential methods of resolution for "Backwoods Bar & Grill" property located in Rockwood Township, as discussed for review by the Board.

**SHERIFF**

12. Adopted **Resolution No. 06031403** accepting the 2014 Federal Boating Enforcement Supplemental Boat Grant to provide additional patrol hours in the amount of \$6375.

**COUNTY ATTORNEY**

13. Provided information regarding settlement of a recent tax court case with no action necessary.
14. Clarification made regarding the statute requirement with regard to utilization of an unmarked county vehicle for use by Social Services Department discussed at the 05/20/14 meeting.

**COMMITTEE REPORTS**

15. A report was provided regarding the following committees and board meetings attended by respective commissioners: Kitchigami Regional Library Board; HIP meeting; and AIS Committee meeting. No action taken at this time.

**BOARD SUMMARY**  
**JUNE 3, 2014**

Page 2

**LAND RECORDS**

16. Approved final plat of **West Portage Estates, Parcel #27.05.02420** platting 15.27 acres in Todd Township into six residential lots, as recommended by the Planning Commission and the ESO.

**COMMUNITY HEALTH SERVICES (CHS)**

17. Information was shared regarding the following: WIC audit results; TZD Safe Roads grant application; expansion of the Sober Ride Home Program within Hubbard County and outside the City of Park Rapids; reported Hubbard County is currently at high risk for tick exposure and the first confirmed case of Pertussis within the county. Anyone experiencing an extended cough for more than two weeks was encouraged to seek medical attention.
18. Information was shared regarding the public health strategic plan underway for the North Country Community Health Board planning including a collaborative time sharing plan that will permit the screening needs to meet MnCare requirements.

**VETERAN SERVICES**

19. Provided Veteran Services Update including increased services to Hubbard County veterans; Veteran Benefit Fair scheduled for 08/08/14; VGA Geographical Expenditures Report reflecting a 19% increase in veteran dollars available in the county exceeding surrounding counties as well as state and federal statistics; and Transportation Report reflecting the utilization of the Veteran Van provided.

**PUBLIC HEARING – SHORELAND ORDINANCE #17, AMENDMENT #16**

20. At 11:30 a.m. the Public Hearing was called to order, the reading of the notice was waived. A review of the proposed amendment was provided and clarifications were made to public in attendance. The Public Hearing was closed at 11:44 a.m.
21. Approved Shoreland Ordinance #17, Amendment #16, to be effective upon completion of publication scheduled for 06/25/14.

**HERITAGE LIVING CENTER CAMPUS**

22. Information was shared regarding the funding being sought for the HLC building project and the expectation to learn the results of the early tax increment financing application in the next couple of weeks.
23. Approved the utilization of Contegrity Group Inc. construction management services pending the successful funding obtained for the HLC building project.
24. Information was provided regarding the Equitable Cost Sharing for Publicly held Nursing Homes (ECPN) Program currently approved for participation through 2015; the continued participation in the ECPN Program was approved; and the Nursing Home Administrator was authorized to investigate the best use of the future ECPN Program in an effort to stabilize the proposed construction project.

**COORDINATOR**

25. Established the topic of the 06/10/14 Board Work Session to be for the development of a compensation philosophy and policy to address the results of the Classification and Compensation Study when completed.
26. Commissioners were reminded of the AMC Region II District meeting scheduled for 06/04/14 @ 8:00 a.m. in Bemidji.
27. Reported the MN Department of Public Safety appointment of Lorretta Mattson as the Driver Licensing Agent effective 07/01/14.
28. Accepted the quote of We Buy Your Stuff for the 2014 disposal of unused county property.

**NATURAL RESOURCE MANAGEMENT (NRM)**

29. Approved 90 day free extension for Timber Appraisal #810 located in Lake Emma Township, based on extenuating circumstances.

**BOARD SUMMARY**  
**JUNE 3, 2014**

Page 3

**COORDINATOR**

30. Authorized Coordinator to schedule the MCIT Fostering Resilience Training Opportunity, as discussed.
31. Reported the Committee Appointments to be addressed upon the retirement of the Auditor/Treasurer and Assessor with no action taken at this time.
32. Approved Commissioner Stacey's attendance of the BAE Training scheduled for 10/15/14 beginning at 9:00 in the LEC Meeting Room.
33. Accepted the resignation of Dispatcher/Jailer, Judy Hughes effective 02/17/14; the resignation agreement was approved and the Chairperson and Clerk were authorized to sign same.
34. Authorized the Coordinator and Commissioner Larson to extend offer of employment to Facilities Maintenance Manager applicant/s, based on the recommendation of Commissioners Larson and Stacey and seek departmental coverage as necessary, per discussion.
35. Authorized Commissioners Grell and Johannsen to further investigate the re-filling of the Assessor position by internal candidate and authorized re-filling of the position per proper procedures, if necessary.
36. Appointed Commissioner Grell to serve on the AMC Broadband Sub Committee meeting on 06/25/14 in St. Cloud, MN beginning at 9:30 a.m.
37. Approved the negotiated Information System Specialist Sr. wage schedule, as recommended by the Social Services Director and the Coordinator.
38. There being no further business before the Board, the meeting was adjourned at 2:35 p.m.