

1. Approved the agenda, as presented.

#### CONSENT AGENDA

2. Approved the following Consent Agenda, as presented:
  - Approved minutes of the October 21, 2014, Regular Board Meeting;
  - Approved the bills & Auditor's Warrants dated October 24, 2014, and October 31, 2014;
  - Approved the Social Service bills;
  - Adopted **Resolution 11041401** accepting the following donations: Eagles Auxiliary - \$198.51, for the K-9 Program.
  - Approved the following License applications: **Tobacco** – Rapid Spirits; Lakes Area Coop –Akeley; Lakes Area Coop-Park Rapids; Fort Benedict; Blueberry Pines, LLC/Woodland Store; City of Akeley; Northwind Grocery; **3.2 Beer & Wine** – Long Lake Theater, Hubbard Township; **Off Sale** – Beehive Liquors, Helga Township

#### PUBLIC WORKS

3. Reviewed the “Recreational Cabin Lease Policy for Hubbard County Managed Public Lands”. Requested Land Commissioner work with interested parties and schedule review at a future work session.
4. Approved renewal of Land Surveyor's POS Contract with George E.R. Coulombe, LS for period of 1/1/15 to 1/1/18, as recommended by the Public Works Coordinator.
5. Adopted **Resolution #11041402** establishing the Solid Waste Market Price of \$79.81/ton based on the lowest price available for collection, transportation, disposal and processing of solid waste, as recommended by the SW Officer.
6. Authorized the SW Officer to maintain transfer station staffing levels, as needed, as follows: 5 FT Certified Attendants (2 at the North Station and 3 at the South Station); 1 Certified Attendant Supervisor; 2 Part time Certified Attendants; and 2 seasonal positions.
7. Provided status update on Nevis Shop construction project and distributed Local Roads & Bridges Highway Users Tax Distribution Fund information.

#### PUBLIC HEARING-REVOCATION ORDINANCE 13

8. A public hearing was held at 10:00 a.m. for consideration of the repeal of the Hubbard County Peddlers Ordinance No. 13. The reading of the notice was waived. The public hearing was closed at 10:07 a.m.
9. Approved the repeal of the Hubbard County Peddlers Ordinance No. 13, as recommended by the County Attorney and the Sheriff.

#### SHERIFF

10. Provided information regarding the need for a second investigator position and restated the budget request to allow the addition effective 01/01/15.
11. Reported Boat & Water deputy (3 seasonal officers – 2 FT & 1 PT) hours of service provided during the 2014 summer season, as requested by the Board.

#### SOIL & WATER CONSERVATION DISTRICT (SWCD)

12. Adopted Hubbard County Local Plan for Aquatic Invasive Species Prevention and Management through utilization of State Funds per MN Statute §477A.19, as presented and recommended by the Hubbard County AIS Task Force established by Resolution No. 10191105.
13. Approved the appointment of the Hubbard County SWCD as fiscal agent for the 2015 plan year.

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HERITAGE LIVING CENTER

14. Expressed support for PFM continuation of services in preparation of bond sale in connection with HLC building project with actual sale of bond planned for December, 2014.

COMMITTEE REPORTS

15. Authorized filling FT Deputy Auditor-Treasurer position, effective date to be determined by management with understanding title and compensation will be subject to further review upon completion of the Classification and Compensation Study currently underway.

SOCIAL SERVICES

16. Approved POS agreement with Family Connections for completion of Relative Search/Parent Support Outreach Program (PSOP) services in the amount of \$20,000, as recommended by the Social Services Director.

LAND RECORDS

17. Approved utilization of staff overtime from November 2014 through April 2015 to complete 2015 tax assessment, as recommended by the Assessor.
18. Authorized increase in Assessor credit card limit to \$2000, as recommended by the Assessor.
19. Authorized variable staff work schedules, while maintaining customer coverage, to facilitate meetings with local assessors regarding the 2015 assessment.
20. Approved the following as recommended by the ESO and the Planning Commission: **Wildwood Retreat First Addition** plat correction, Henrietta Township and Final Plat of **Sky Manor Aero Estates 2<sup>nd</sup> Addition**, Arago Township, Parcels #02.58.00500; 02.58.00600; and 02.58.00700.
21. Scheduled a public hearing regarding proposed Shoreland Management Ordinance #17, amendment 17 on 12/02/14 at 12:00 noon.
22. A review of the Planning Commission/Board of Adjustment meeting schedule was completed. The Board continued to express their interest in a solution that would accommodate the shared utilization of the Board room with the Park Rapids City Council.

COMMITTEE REPORTS

23. Information was shared regarding the following committees and/or meetings attended by Commissioners: Prime West meeting to be held on 11/06/14; the upcoming Northwest Juvenile Board meeting; and the AIS promotional meeting attended. No action was taken.

COORDINATOR

24. Reminded the Board of the Commissioner Lunch room meeting scheduled on 11/10/14 from 11:30 – 12:30 at the Public Works Building with Commissioners Grell and Stacey attending.
25. Reminded the Board of the Work Session scheduled on 11/13/14 beginning at 9 a.m.
26. Appointed the following to serve on the Finance Director/Auditor/Treasurer interview committee with selection of the applicants based on the application review completed by the Board: Commissioner Dotta, the Chair and the Coordinator.
27. Adopted the HR Retention Schedule, as presented and recommended by the Coordinator.
28. Approved the low quote of CreativePear Graphic Design, Bagley, MN for design of County logo in the amount of \$440 with payment from commissioner budgeted dollars and established a subcommittee to work on the development as follows: Commissioner Johannsen, Recorder, and Social Services Director.

29. Established finalization of the Hubbard County Organizational Chart as a Board priority and approved the “working organizational chart” as presented acknowledging that it is a “work in progress” and represents the view of the Board.

**HERITAGE LIVING CENTER**

30. There being no further business before the Board the meeting was recessed at 1:00 p.m. to permit the Board to attend the HLC Ground Breaking Ceremony at 1:30 p.m. with the understanding that the meeting would be adjourned at 2:00 p.m. at the conclusion of the festivities.