

BOARD SUMMARY
MARCH 3, 2015

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1. Approved the agenda as submitted including additions as presented.

CONSENT AGENDA

2. Approved the Consent Agenda, as submitted to include the following:
 - Approved minutes of the February 17, 2015 Regular Meeting;
 - Approved the minutes of the February 10, 2015 Board Work Session;
 - Approved the bills & Auditor's Warrants dated February 20 & February 27, 2015;
 - Reviewed the General Revenue Cash Balance Report dated January 31, 2015 and the 2015 Designated Monies (806) Report;
 - Approved License Applications as follows: 3.2 Beer License – Maple Ridge Golf Course, Helga Township and 2:00 A.M. Closing – Zorbaz, Lake Emma Township;
 - Approved the Social Services bills
 - Reviewed the Departmental Overtime Report – February, 2015

PUBLIC WORKS

3. Information was provided regarding the implementation of the "Transit Sales and Use Tax for Road Projects" option available to counties.
4. Scheduled two public hearings regarding the "Transit Sales and Use Tax for Road Projects" option as follows: 03/17/15 beginning at 12:30 p.m., Hubbard County Courthouse, Board Room #324 and 03/23/15 beginning at 7:00 p.m., Laporte Fire Hall, Laporte, MN.
5. Adopted **Resolution No. 03031501** approving County State Aid Highway Funds for CY 2015 projects.
6. Adopted **Resolution No. 03031502** approving 2015 Spring Road Restrictions as recommended by the Public Works Coordinator.
7. Accepted the low bid of Envirotech Services, Inc. Randolph, MN in the amount of \$596,265. for CP 29-15-03 liquid chloride (calcium), as recommended by the Public Works Coordinator, to be paid from Road & Bridge State Aid and budgeted dollars.
8. Accepted the low bid of Vogt Dirt Service, LLC, Walker, MN in the amount of \$217,231.20 for CP 29-15-02 aggregate surfacing, as recommended by the Public Works Coordinator, to be paid from Road & Bridge State Aid and budgeted monies.
9. Authorized the filling of the following seasonal positions, as recommended by the Public Works Coordinator: two Parks and Recreation Maintenance Workers and one Land Survey Technician.
10. Approved the 2015 – 2016 OHV Grant Agreements for Schoolcraft ATV and Martineau OHM Trails and authorized signature of same.
11. Approved quote of Luke Klisch, Solway, MN in the amount of \$45/acre for pre-commercial thinning of 379.4 acres of Jack Pine (estimated total contract of \$17,073), as recommended by the Land Commissioner, with payment to be from Forest Development monies.
12. Authorized filling four PT Non-Certified Solid Waste Attendant positions, as recommended by the Solid Waste Administrators.
13. Approved Solid Waste purchase of twenty (20), six (6) yard used recycling dumpsters in the amount of \$335 each plus \$700 trucking fee to Park Rapids (\$35 each) totaling \$7,400, from Kraemer Sanitation, Cold Spring, MN, as recommended by the Solid Waste Administrator, with payment to be from budgeted monies and repair materials including paint (\$120 each) and labor (\$100 each) to be completed by DAC and paid as normal maintenance expense.

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14. Reported the next Timber Auction is scheduled for April 6, 9:00 a.m. in the County Board Room, third floor of the courthouse.

SHERIFF

15. Reported the unavailability of the 2015 SUV Ford Police Interceptor's approved in the amount of \$26,059 each on 02/17/15.

16. Approved the quote of Park Rapids Ford, Park Rapids, MN for two (2) 2016 Ford Police Interceptor SUV's in the amount of \$27,250 each, in place of the 2015 models previously approved on 02/17/15, as recommended by the Sheriff, with payment to be from unallocated departmental designations.

17. Authorized installation/update of existing jail pod wiring by Davis Electric, Park Rapids, MN for new Kiosk machines in the amount of \$3,225, to be paid from inmate canteen monies, as recommended by the Sheriff.

18. Referred consideration of Licensed Deputies AIS Training to the SWCD portion of the agenda.

FINANCE

19. Authorized issuance of duplicate check to Steamboat River Township in the amount of \$19,782.13, as recommended by the A/T.

20. Approved the lease agreement with HLC as amended outlining the rental payments in the amount of \$18,409/month for an indefinite period.

21. Approved an increase in the departmental spending limitation from \$600 to \$1500 for budgeted purchases that are normal, recurring operating expenses, that are reasonable and prudent and/or do not overextend the total departmental budget total.

22. Adopted the updated Credit Card Policy, as recommended by the A/T.

23. Approved the 2014 Auditor's Financial Statement per M.S. §384.09, as recommended by the A/T.

LAND RECORDS

24. Acknowledged the Department of Revenue appointment of County Assessor, Ginger Woodrum.

25. Approved the preliminary plat of Wright Estates, Parcel #27.22.01300, Todd Township as presented and recommended by the Planning Commission.

26. Referred consideration of the proposed Subdivision Ordinance revisions to the Planning Commission, as presented, for recommendation to the Board.

27. Scheduled a Public Hearing on 03/17/15 at 10:30 a.m. for consideration of the establishment of a Vegetative Alteration permit fee required by Shoreland Ordinance No. 17.

28. Referred consideration of Spearhead Lake regulation to the Planning Commission for research and recommendation to the Board, as discussed.

SOIL & WATER CONSERVATION DISTRICT (SWCD)

29. Authorized SWCD personnel use of county vehicle, as discussed upon verification of county liability issues.

30. Suggested review of proposed Local Comprehensive Water Plan, as presented by the SWCD, at a future work session before July, 2015.

31. Expressed support of completion of Licensed Deputies AIS training to be completed with expenses to be covered by AIS monies provided to SWCD, as discussed.

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COORDINATOR

32. Appointed Attorney Jonathan Frieden as the Administrative Authority required by Ordinance 42 and Maria Pretzler providing alternate services, if needed, as recommended by the County Attorney, with both providing their services at \$175/hour.
33. Reminded Commissioner representatives of AFSME Negotiation scheduled for 03/17/15 @ 5:00 p.m.
34. Approved payment to Docutech Consulting in the amount of \$850 for MCAPS4 update services to be paid from 063 budgeted monies.
35. Approved low quote of MCI Inc., Waite Park, MN for Courthouse Phase II remodel including Court Administration for SWF Roller Shades w/metal fascia, as presented in the amount \$9,281 with payment to be from construction contingency dollars.
36. Approved MN Extension postage meter, five year lease in the amount of \$43.51/month and authorize Coordinator to sign same.
37. Requested Facilities Maintenance Manager to investigate the removal of the boiler from the former courthouse building, as requested by the Historical Society, and provide a recommendation to the Board.
38. Referred review of the proposed county logo to the 03/17/15 meeting for consideration.
39. Approved the PERA Phased Retirement Option agreement for Veteran Services Secretary/Administrative Assistant, Karen Van de Venter effective May 1, as recommended by the Veteran Services Officer.
40. Authorized the attendance of RDO Facilities Tour to be held on 03/20/15, by commissioners, as respective schedules permit.
41. Appointed Ed Smith to the SWCD and Water Management Task Force, replacing Vern Massie, and updated the 2015 Committee List.

CLOSED SESSION

42. The meeting was closed pursuant to M.S. §13D.03 at 12:01 p.m. The meeting was re-opened at 12:31 p.m.
43. There being no further business before the Board, the meeting was adjourned at 12:31 p.m.