

1. Approved the agenda, as presented.

CONSENT AGENDA

2. Approved the Consent Agenda, as amended to include the following:
 - Approved the minutes of the March 17, 2015, Regular Meeting;
 - Approved the minutes of the March 23, 2015, Public Hearing;
 - Approved the bills & Auditor's Warrants dated March 20; March 27; and April 2, 2015;
 - Approved License Applications as follows: **3.2 Beer and Set-up License** – Firefly Event Barn, Nevis Township;
 - Approved the Social Services bills;
 - Adopted **Resolution No. 04071501** accepting the following donations: Hubbard County Development Achievement Center, Inc - \$2,000 (STS Program Donation); The ARCC - \$300 (STS Program Donation); Lakeport Township - \$3,149.50 (STS Equipment Donation); Hubbard Township - \$3,100.00 (STS Equipment Donation); Heartland Express - \$800.00 (STS Equipment Donation); Bethel Cemetery - \$800.00 (STS Equipment Donation); MN Deer Hunter's Association - \$500.00 (STS Equipment Donation); Hubbard County Food Shelf - \$500.00 (STS Equipment Donation); Jason Hochstatter - \$20.00 (STS Firewood Donation);
 - Adopt **Resolution No. 04071502** accepting the following donation and authorize the Chairman to sign the application to accept gambling funds: Otto Hendrickson Post #212 - \$400 (Sheriff Office Donation);
 - Reviewed the Departmental Overtime Report – March, 2015;
 - Reviewed Highway Dept. Annual report for 2014;
 - Reviewed Road & Bridge Financial Statement for YTD February 28, 2015.

PUBLIC WORKS

3. Accepted bid of Knife River Materials, Bemijdi, MN for **SAP 029-609-020, CP 29-98-15, CP 29-100-15, and CP 29-101-04** in the amount of \$1,677,997.99, as recommended by the Public Works Coordinator, with payment from R & B state aid and county monies.
4. Approved quote of Traffic Marking Service, Maple Lake, MN for **CP 29-15-01, pavement marking** in the amount of \$80,130.19, as recommended by the Public Works Coordinator, with payment to be from Road & Bridge monies.
5. Approved quote of Houston Ford, Pine River, MN for **purchase of unmarked county pool vehicle to be used by Social Services only** in the amount of \$18,022, as recommended by the Public Works Coordinator, to be paid from County Car monies and tax and licenses to be paid from social services monies.
6. Approved quote of Gaslin Garage door, Tenstrike, MN for a **replacement Park Rapids Mechanic's Bay garage door** in the amount of \$2,925, as recommended by the Public Works Coordinator, with payment from budgeted R & B monies.
7. Approved quote of Newman Signs, Inc., Jamestown, ND for **2015 signing materials** in the amount of \$9,876.68, as recommended by the Public Works Coordinator, with payment from R & B budgeted monies.
8. Adopted **Resolution No. 04071503** approving an application for easement by Ramey Abdelkhaleq located in Lake Hattie Township for .75 feet along CR 3, as recommended by the Land Commissioner.
9. Approved quote of Earl Hoefs, Menahga, MN for **grinding of approximately 60 stumps at the County Road 7 Rest Area** in the amount of \$1,500, as recommended by the Land Commissioner, with payment to be from Tax Forfeited Sales Fund.
10. Approved quote of Bunes Trucking, Laporte, MN for **slash raking on 29.4 acres of TFL** in the amount of

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\$90/hour, not to exceed \$12,000, as recommended by the Land Commissioner, with payment to be from Forest Development monies.

11. Approved Irrevocable Bank Letter of Credit Policy, as recommended by the Land Commissioner.
12. Denied Class B/C Land Exchange proposal of private property owner to exchange Parcel #09.32.00500 for TFL Parcel #09.31.01080 both located in Guthrie Township, as recommended by the Land Commissioner, based on the “limiting of public access” and a loss of commercial timber acreage, if approved.
13. Approved quote of Ron Husby Concrete, LLC, Park Rapids, MN **for South Transfer Station concrete work** in the amount of \$2,000, as recommended by the Solid Waste Officer, with payment to be from budgeted monies.
14. Reported the following: Timber Auction held on April 6th with results totaling \$810,267.68 and the USF & WS listing the Northern Long-Eared Bat as a “threatened” species and the potential effect on Hubbard County.

SHERIFF

15. Adopted **Resolution No. 04071504** recognizing the National Telecommunicator’s Week of April 12 – 18, 2015, as recommended by the Sheriff.
16. Reported the completion of the DOC jail inspection and receipt of report. Discussion followed with no action taken at this time.
17. The Board was invited to the Retirement Party for Records Coordinator, Kathy Beelner to be held on Thursday, April 9, 2015, in the Sheriff’s Conference Room.

HEADWATERS REGIONAL DEVELOPMENT COMMISSION (HRDC)

18. HRDC Executive Director, Tim Flathers introduced himself to new board members; provided HRDC background and outlined both ongoing and completed activities provided to the region by the HRDC. No action required.

LAND RECORDS – ENVIRONMENTAL SERVICES

19. Approved 2015 SSTS Inspector Agreement (one year) with Al Winterberger, as presented.
20. Accepted the resignation of Environmental Specialist, Scott Navratil, effective 04/17/15, with regrets; authorized recognition of Hubbard County Service; and approved re-filling the position per proper procedure and any resulting positions, if necessary.

FINANCE

21. Approved two CDWG purchases as follows with payment from departmental designations (806): 1 replacement printer in the amount of \$949.74 – AS400 compatible, duplex, envelope tray for the Finance Department and 1 multifunction printer/copier/fax/scanner in the amount of \$361.49 for the License Bureau/Treasurer office.
22. Adopted **Resolution No. 04071505** approving Driver License Agent appointment of Auditor/Treasurer, Kay Rave, as presented.
23. Approved five year Driver License Lease Agreement with the State of Minnesota for instruction/testing space, as recommended by the Auditor/Treasurer, and authorized signature of same by the Chair and A/T.

COORDINATOR

24. Reminded the Board representatives of the AFSCME negotiation scheduled for later in the day and the Work Session scheduled for 04/14/15.

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25. Adopted **Resolution No.04071506** in recognition of National County Government Month – April 2015, as presented.
26. Approved the following, as recommended by the Technology Committee: 1) Three year renewal Addendum No. 6 with ProWest & Associates for MIS/GIS services and authorized the signature of same; 2) supported the payment of annual renewal licensures from the respective budgets without board approval; 3) added policy development discussions to the Board Work Session agenda; and 4) approved payment for GIS TerraMaster NAS Network Storage Server from the Compliance Fund in the amount of \$321.97.

CLOSED SESSION

27. At 11:30 a.m. the meeting was closed pursuant to M.S. §13D.05, Subd 3b. The meeting was re-opened at 1:01 p.m.

COORDINATOR

28. Approved PRJ #3160 for labor and materials to remove and install a new roof on the courts, probation and old jail with completion to be by Herzog Roofing, Detroit Lakes, MN in the amount of \$224,801 with payment to be from budgeted monies.
29. Authorized the Chairman and Vice Chairman, as the construction committee representatives, to negotiate and complete a one year DOC lease for the probation office area, as discussed.

CLOSED SESSION

30. At 1:51 p.m. the meeting was closed pursuant to M.S. §13D.03. The meeting was re-opened at 2:04 p.m.

COORDINATOR

31. Reported the completion of an energy rebate application for the 2nd and 3rd floor of the courthouse as a result of the construction project, through MN Power that will result in a rebate totaling \$19,821.42 and authorized the signature of same by the Coordinator.
32. Approved the installation of ETS 180 coating on tile flooring (1 – 3 floor, stairs and bathrooms) in the courthouse by ETS Health, St. Cloud, MN in the amount of \$16,275, with payment to be from construction monies.
33. Approved filling a temporary Social Service Office Support Specialist position during regular employee leave of absence, as recommended by the Social Services Director, using the MN Merit System.
34. There being no further business before the board, the meeting was adjourned at 2:13 p.m.