

BOARD SUMMARY
APRIL 21, 2015

1. Approved the agenda, as amended.

CONSENT AGENDA

2. Approved the Consent Agenda, as follows:
 - Approved the minutes of the April 7, 2015 Regular Meeting;
 - Approved the minutes of the April 14, 2015 Work Session;
 - Approved the minutes of the April 15, 2015 Emergency Meeting;
 - Approved the bills & Auditor's Warrants dated 04/10/15 & 04/17/15;
 - Reviewed the General Revenue Cash Balance Report and Unallocated Departmental Monies Report, effective 03/31/15;
 - Reviewed the Road & Bridge Financial Report dated 03/31/15;
 - Adopted **Resolution No. 04211501** approving the Social Service Income Maintenance Agenda, Social Services Agenda and the payment of the bills, as presented;
 - Adopted **Resolution No. 04211502** accepting the following LEC donations: Lake Emma Township - \$1,996.00 for STS Donation; Straight River Township - \$200.00 for STS Donation; Support Within Reach - \$50.00 for STS Donation; Hendrickson Township - \$1,500.00 for STS Equipment Donation;
 - Adopted **Resolution No. 04211503** approving LG220 Application for Exempt Permit of United Foundation for Disabled Archers (UFFDA) for a raffle to be conducted at Camp Wilderness, Clay Township on October 3, 2015, pending completion of proper paperwork.

CLOSED SESSION

3. At 9:05 a.m. the meeting was closed pursuant to M.S. §13D.05, Subd 3 – proposed real estate purchase located in Schoolcraft Township (Parcels 23.03.00100, 00110, & 00210). The meeting was re-opened at 9:29 a.m.

CLOSED SESSION

4. At 9:30 a.m. the meeting was closed pursuant to M.S. §13D.05, Subd 3 – proposed real estate purchase located in the City of Nevis (Parcel 31.03.00211). The meeting was re-opened at 9:36 a.m.

PUBLIC WORKS

5. Accepted low quote of Bob's Econo Pump, Bemidji, MN for **Porta-Potty rental for Stony Lake access** in the amount of \$470, as recommended by the Land Commissioner, with payment from Recreational Fund monies.
6. Approved quote of Highway Products, Inc., White City, OR for **Survey Truck box organizer** in the amount of \$6,871.25, as recommended by the Public Works Coordinator, with payment to be from Land Survey budgeted monies.
7. Approved quote of Storlie Company, Cass Lake, MN for **trailer house demolition at 31381 & 31423 Wejack Road, Cass Lake, MN** in an amount not to exceed \$6,000, as recommended by the Land Commissioner, with payment to be from PILT monies.
8. Reported receipt of State Park Road funding for the City of Laporte access to Garfield Lake (no engineering expense included).
9. Complimented the Highway Department on "a job well done" on the Laporte Urban Reconstruction Project.

COURT ADMINISTRATION

10. Court Administrator, Camille Bessler introduced herself to the Board and she was welcomed by the Board.

SOCIAL SERVICES

11. Introduced Social Worker Intern, Chelsea Johnson who is nearing the completion of her internship and Office

Support Specialist, Jessica Iwen who began her duties on 02/17/15.

12. Approved CY 2015 Adult Mental Health Grant – CSP, as recommended by the Social Services Director and authorized the Chairman’s signature of same.
13. Hubbard County DAC Executive Director, Ed Ranson reported his impending retirement and introduced the new Executive Director, Matt Kramer. Mr. Ranson expressed his appreciation for the working arrangement the DAC has with the County and encouraged the county to consider the recycling services provided by DAC clientele in future recycling program decisions.
14. Provided data included in the Human Service Performance Management System, April 2015 Cash Assistance and SNAP Timeliness Performance Report. No action required.
15. Reported the participation of Eligibility Worker, Rebecca Hudrlik in the MNSURE Mobility Assignment beginning 04/27/15 for a period of two months and three days.
16. The Board congratulated the Social Service Department on the Financial Reporting commendation received for CY 2014 from DHS.
17. Reported RFP’s being obtained for Managed Care Re-procurement services (PMAP & MNCare Programs) with more information and a recommendation to be provided in May.
18. Reported an increase in both the case numbers and intake statistics for March 2015.
19. Reported the services of K-Bid for the disposal of the unused transit bus will be used having found no other interested parties and will readdress the new bus storage issues at the next meeting.

SHERIFF

20. Adopted **Resolution No. 04211504** acknowledging National Correctional Officers & Employees Week – May 3 – 9, 2015.
21. Reported the development of a Sheriff’s Office Facebook page to be used for an additional public notification tool.

LAND RECORDS - ENVIRONMENTAL SERVICES

22. Adopted **Resolution No. 04211505** supporting the AgBMP Loan Program and authorizing the ESO as the representative designation.
23. Reported the notification by the Department of Agriculture that eligibility for available loan dollars has been expanded to include installation of new septic systems to eligible borrowers and the MN Pollution Control grant dollars are available for those meeting the following: Properties with a homestead tax classification; Specific income restriction criteria; and Specific failing SSTS system criteria. The MN Pollution Control grant applications are available on the website.

2015 MCIT MEMBER REPORT

24. MCIT Risk Management Consultant, Bob Goede presented the county’s MCIT member report. MCIT Loss Control Consultant, Debra Sletten provided educational information and outlined services rendered to the county in 2014. No action required.

FINANCE

25. Approved three abatements including required notification pursuant to M.S. §375.192, as recommended by the Auditor/Treasurer.
26. Reported receipt of preapproval for the county to accept public passport applications and outlined the

requirements to process passports and the application process yet to be completed.

27. Appointed the Assessor and Environmental Services Offices to complete the passport application process to assure the service can once again be offered to Hubbard County residents.

COORDINATOR

28. Considered subjects for the Board Work Session scheduled for 05/12/15.
29. Scheduled Commissioner "Lunch Room" meeting for June 9, between 11:30 a.m. to 12:30 p.m. with commissioner representatives to be determined.
30. Approved reduction of hours for Veteran Service Officer, as requested from full time to half time.
31. Approved HLC Construction Project Disbursement #5 in the amount of \$505,528.48.
32. Authorized HLC Construction Committee representatives (Commissioners Dotta and Johannsen) to approve HLC change orders up to \$5000. Additional change orders that may exceed the \$5,000 for items beyond the control of the county (ie. code requirements) were also authorized with any other changes exceeding \$5,000 to be brought to the Board.
33. Scheduled review of Local Water Plan & Water Management Task Force Committee membership at the 05/12/15 and directed the Coordinator to invite the SWCD Manager to attend the work session to facilitate discussion.
34. Reported the MAHUBE-OTWA 50 year celebration of "Head Start" on 06/16/15 at the Heartland Park in Park Rapids from 4:30 p.m. to 7:00 p.m. with the MAHUBE-OTWA commissioner representatives authorized to attend.
35. There being no further business before the board, the meeting was adjourned at 11:39 a.m.