

BOARD SUMMARY
JUNE 2, 2015

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1. Approved the agenda, as submitted.

PUBLIC INPUT

2. The attendance of Representative, Dave Hancock District 02A was acknowledged and information was shared.

CONSENT AGENDA

3. Approved the Consent Agenda, as submitted to include the following:
 - ◆ Approved the minutes of the May 19, 2015 Regular Meeting;
 - ◆ Approved the bills & Auditor's Warrants dated May 22, and May 29, 2015;
 - ◆ Approved the Social Services bills;
 - ◆ Adopted **Resolution 06021501** accepting the following Sheriff's Office Donations: Shell Prairie Fair Association - \$1000.00 STS Equipment Donation; Thorpe Township - \$300 STS Donation;
 - ◆ Adopted **Resolution No. 06021502** approving the LG2220 application for Exemption from Lawful Gambling License for the Minnesota Valley Conservation Club, for the conduct of one of four or fewer bingo events at the Mantrap Valley Conservation Club, Clay Township on June 30, July 7, July 14, and July 21, 2015;
 - ◆ Reviewed the Highway Dept. Financial Statement for YTD April 30, 2015

PUBLIC WORKS

4. Approved Amendment #1 to FY 2015 OHV Grant (\$10,000 for Round River Drive ATV Trail/Timberland Dirt Devils), as recommended by the Land Commissioner.
5. Authorized the Northwoods Riders development of a parking lot on tax forfeited land located near the Reserve Trail in Rockwood Township, as presented by the Land Commissioner.
6. Approved a payment in the amount of \$8,512.50 toward the Park Rapids Baseball Boosters purchase of bleachers in the amount of \$17,025.00 from BSN Sports League, Maple Grove, MN, as recommended by the Parks & Recreation Board, to be paid from Recreational Development monies.
7. Authorized the Land Commissioner to work with the Highway Engineer to obtain a quote for the paving of the parking lot located at Farris Park in conjunction with the Co 9 and Co 101 road projects in the area, with a report to the Board upon completion.
8. Approved low quote of Plastic Recycling of Iowa Falls, Inc., Iowa Falls, IA in the amount of \$1,734.50 for purchase of five recycled plastic park benches (6 foot), delivered to Park Rapids as recommended by the Land Commissioner and the Parks & Recreation Board, to be paid from Recreation account monies.

SHERIFF

9. Adopted **Resolution No. 06021503** approving the submission of the application for the 2016 Toward Zero Death (TZD) Grant, as recommended by the Sheriff and authorized the signature of same.

COORDINATOR

10. Commissioners Stacey and Johannsen will be attending the Commissioner "Lunch Room" meeting scheduled for 06/09/15 from 11:30 to 12:30. The meeting will be held in the 2nd Floor, East Conference Room in the Courthouse. Employees are invited to attend during their respective lunch breaks with the understanding that any time spent in excess of the hour listed will be with prior authorization of their manager and use of accrued time.
11. The Board was reminded of the AMC District II meeting to be held on 06/03/15 beginning at 8:00 a.m. in Beltrami County.
12. The agenda for the Board Work Session scheduled for 06/09/15 was established as follows: Solid Waste matters; Development of a Meeting Room Policy; and DOC Probation project discussion.
13. Commissioner Johannsen's attendance of the PrimeWest Open House and flag raising ceremony scheduled for Friday,

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06/26/15 at 11:00 a.m. was approved.

14. The summation of Facilities Maintenance Manager, Bobby Wilkins probationary evaluation, as required by M.S. §13D.05, Subd 3 (a), that was conducted on 05/19/15 was approved as presented.

PUBLIC HEARING

15. The public hearing was called to order at 10:18 a.m. The reading of the official notice was waived. A review of the proposed amendment #3, Subdivision Ordinance #35 was provided. Discussion followed. The hearing was closed and the meeting was re-opened at 10:44 a.m.
16. Adopted Amendment #3, Subdivision Ordinance #35, as recommended, to be effective upon publication on 06/24/15.

LAND RECORDS

17. Provided an update on the passport application process to restore the passport application service to Hubbard County. No action necessary.

COMMUNITY HEALTH

18. Information regarding the "Father Project" and other Community Health programs were provided as well as funding sources for each. Other information was shared regarding the TZD Safe Roads Grant and MnChoices implications if the CMS waiver is not obtained. No action taken at this time.

COORDINATOR

19. Clarification was provided that departmental purchases are authorized up to \$1,500 with the Board encouraging managers to obtain a minimum of two quotes if possible. It was agreed that such purchases will be included in the budget and thus reviewed during the budget approval process with no additional notification to the Board necessary.
20. Discussion regarding the AMC DISC Training available was held with the Board's consensus to include this expenditure in the 2016 budget and the Coordinator was directed to explore scheduling arrangements for January or February, 2016.
21. Approved the Department of Corrections lease agreement, as reviewed by the County Attorney as to form, and authorized the Chairman and Coordinator to sign same.
22. Directed the Coordinator to explore the options available to complete the Probation Department project, as discussed, with a report to the Board upon completion: engineering cost projections for the determination of the sizing needs; the procedures necessary for purchase and installation of an air handler, and the timelines that could be followed.
23. Accepted the resignation of Office Support Specialist, Jan Fickle effective 06/04/15, with regrets and authorized the acknowledgement of county service.
24. Provided the Technology Report as follows, for information only: Usual & Customary purchases of a second Assessor laptop (5.5 years old) and an additional wireless access point. In addition an update was made regarding the replacement of four LEC laptops in reference to board action and technology recommendations of 01/20/15 and 03/17/15. The purchases will be made from MIS monies (063) and reimbursed from the In Squad Car Computers grant, if possible.
25. The Board confirmed the recommendation of the Department Managers as to the selection of a uniform county stationery format. A copy will be provided to each department for incorporation of their respective information.
26. Approved the quote of Shoreline Creations, Nevis, MN in the amount of \$1,715 based on the recommendation of Contegrity Inc. for completion of landscaping improvements, with payment to be from construction monies.
27. There being no further business before the Board, the meeting was adjourned at 12:34 p.m.