



BOARD SUMMARY JULY 7, 2015

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1. Approved the agenda, as amended.

CONSENT AGENDA

2. Approved the Consent Agenda, as submitted to include the following:
 - ◆ Approved the minutes of the June 16, 2015 Regular Meeting;
 - ◆ Approved the bills & Auditor's Warrants dated June 19; June 26; and July 2, 2015;
 - ◆ Approved the payment of the Social Services bills, as presented;
 - ◆ Reviewed the Departmental Overtime Report – June, 2015
 - ◆ Adopted **Resolution No. 07071501** accepting the following LEC donation: Sarah Smith - \$300, K-9 Vest Purchase;

PUBLIC WORKS

3. Adopted **Resolution No. 07071502** approving the Joseph Montgomery Easement located in White Oak Township, presented by the Land Commissioner, with no appraisal charge based on the property history.
4. Denied the Land Exchange proposal of Kevin & Marie Festler, as recommended by the Land Commissioner.
5. Adopted the Timber Sale Extension Policy, as amended and recommended by the Land Commissioner.
6. Approved the quote of Generations Forestry Service, Inc., Hattiesburg, MS - \$48.65/acre (total contract amount \$48,406.75) for bud capping of approximately 995 acres of young pine seedlings, as recommended by the Land Commissioner.
7. Reminded the Board of the Timber Auction scheduled for 07/13/15 beginning at 9:00 a.m. in the Courthouse Board Room 324.
8. Reported the legislative action awarding cities under a population of 5,000 with funding per MN §162.145 that included the following: Akeley - \$11,845, Laporte - \$8,042, Nevis - \$13,016 and Park Rapids - \$58,995.

SHERIFF

9. Approved a step 2 wage for Road Deputy, Craig Rypkema, based on prior experience, effective 07/07/15 with an increase to step 3 upon completion of a year's employment (2080 hours).
10. Approved low quote of Up North Power & Sports, Park Rapids, MN in the amount of \$3,950, including a \$3,100 trade in of current ATV, for purchase of 2015 Sportsman ATV with payment to be from grant dollars, as recommended by the Sheriff.
11. Approved purchase of two additional monitor mounts from Xybix Systems, Inc., Littleton, CO (previously used vendor) in the amount of \$3,570.96 for dispatch to accommodate LETG software update, as recommended by the Sheriff, with payment to be from the canteen monies.

COORDINATOR

12. Reminded the Board of the scheduled work session on 07/14/15 @ 9:00 a.m. with the agenda to include discussions regarding Transit Issues, budget process, and a review of the Organizational Chart. A presentation of the Hubbard County Historical Society and the Nemeth Art Center regarding a potential grant application to restore the roof of the historic Hubbard County Courthouse was scheduled for 9:00 a.m.
13. The Board was reminded of the AMC Fall Policy Meetings to be held on 09/17 – 09/18/15 at Breezy Point Resort, Pequot Lakes, MN.
14. The Board was invited to attend the Data Practices Act Training scheduled for 07/14 provided by MCIT; the Fostering Resilience Training to be provided by the Sand Creek Group on 10/21/15 and the County Security Training to be provided by the Sheriff's Office, with two opportunities, on 07/16 & 07/30/15 each beginning at 3:30 p.m. in the Board Room #324.



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15. Scheduled the next "Commissioner Lunch Room" meeting on 09/08/15 beginning at 11:30 a.m. to 12:30 p.m. A location update will be provided as the initially selected Social Services Conference Room is not available. Employees are invited to attend during their respective lunch breaks and as outlined previously, any time spent in excess of the hour listed will be with prior authorization of their manager and use of accrued time.
16. Reviewed invitations to the following events: State of the Band Address – 08/20/15, 10:00 a.m., Northern Lights Event Center and HCREDC MN Legislative Session Review – 07/16/15, 10:00 a.m. – Noon, Bd Room.
17. Authorized Commissioner Stacey's attendance of the State of the Band Address as outlined above.
18. Approved TSP/PM Addendum with G & R Controls agreement shifting dates of the two year agreement from 06/01/14 – 05/31/14 to 12/01/14 to 11/30/16, in consideration of the timelines of the construction project.
19. Approved MAHUBE-OTWA Long Term Homeless Grant Extension (07/01/15 to 01/01/16): \$61,250 & \$410,350, as presented on behalf of MAHUBE-OTWA.
20. Reported the MN Power rebate for 1st floor courthouse remodel in the amount of \$3,202.05, to be deposited in the construction contingency account.

LAND RECORDS

21. Approved correction of the Certificate of Plat of Midge Lake Estates as permitted by MN §505.76, as presented by the Environmental Services Officer and the Recorder.

COORDINATOR

22. Reviewed construction project budget numbers including the contingency account.
23. Reviewed and approved placement of outside lettering on South Courthouse entrance as provided by the architect, directing Coordinator to confirm visibility of same.
24. Reviewed and confirmed Dedication plaque (option 1) for installation in south courthouse entrance, to be provided by Vetter Johnson Architects, Inc. and Contegrity Group, Inc.
25. Approved the quote of GSI, Minneapolis, MN for additional signage, omitting the reutilization of the exterior courthouse signage, in the amount of \$5,277.50 with clarification of what the elevator directory consists of. Payment to be made from the contingency account with the understanding a final accounting adjustment will be necessary.
26. Authorized the Coordinator to purchase a clock for the Board Room, as discussed, not to exceed \$250, with payment to be from the construction contingency account.
27. Presented the Hubbard County Logo flag provided by PrimeWest and discussed installation of flag pole on south side of the courthouse to incorporate the U. S. Flag and the County Logo flag.
28. Reported one usual and customary technology purchase of Assessor's Office four year old pc. Replaced PC will be reformatted and used elsewhere in the county.

COMMITTEE REPORTS

29. Information was shared regarding recent meetings attended by the commissioners including the following: Kitchigami Regional Library; Solid Waste Committee; and PrimeWest Flag Ceremony.

CLOSED SESSION

30. The meeting was closed at 11:26 a.m. pursuant to M.S. §13D.03 and re-opened at 12:06 p.m.
31. There being no further business before the Board, the meeting was adjourned at 12:06 p.m.