



## BOARD SUMMARY JULY 21, 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 July 7, 2015 Regular Meeting;
  - ◆ Approved the minutes of the July 14, 2015 Work Session;
  - ◆ Approved the bills & Auditor's Warrants dated July 10, and July 17, 2015;
  - ◆ Adopted **Resolution No. 07211501** approving the Social Service Income Maintenance Agenda, Social Services Agenda and the payment of the bills, as presented;
  - ◆ Adopted **Resolution No. 07211502** accepting the following LEC donations: American Legion Post 212 - \$1600 for K-9 Vest, Sandra Walsh - \$50 for K-9 Vest
  - ◆ Reviewed the Road & Bridge Financial Statement dated June 30, 2015

### PUBLIC WORKS

3. Approved the final payment to Traffic Marking Service LLC, Maple Lake, MN in the amount of \$42,917.17 for CP 29-15-01 Pavement Marking on County Roads, as recommended by the Public Works Coordinator.
4. Approved the final payment to Vogt Dirt Service, LLC, Walker, MN in the amount of \$10,934.21 for CP 29-15-02 Aggregate Surfacing on County Roads, as recommended by the Public Works Coordinator.
5. Approved payment to Vogt Dirt Service, LLC, Walker, MN in the amount of \$117,886.50, by auditor's warrant, for provision of stock piles, as recommended by the Public Works Coordinator, with payment to be from budgeted monies.
6. Approved the low quote of Gary's Trailer Sales, Park Rapids, MN for Hwy Bobcat skidsteer trailer in the amount of \$4,695, as recommended by the Public Works Coordinator, with payment to be from budgeted monies.
7. Approved the promotion of Engineering Aide I, Ethan Anstine to an Engineering Aide II status effective July 27, 2015, as recommended by the Public Works Coordinator.
8. Approved the low quote of Anderson Brothers, Brainerd, MN for repair and overlay of north shop lot (36,400 SF) in the amount of \$27,300, as recommended by the Public Works Coordinator, with payment to be from budgeted monies.
9. Reported the results of the Timber Auction held on 07/13/15 totaling \$373,357.07.
10. Approved Temporary Work Space Agreement with Enbridge Pipeline as presented and approved as to form by the County Attorney.
11. Approved purchase of property in Fern Township (35' x 844.68' = .6789 acres) at \$1500 per acre for a total \$1,018.04 to clear up a property line issue (county owned building located on property line confirmed by County Surveyors), as recommended by the Land Commissioner.

### SOCIAL SERVICES

12. Approved Pine Manor Inc., Park Rapids, MN purchase of service (POS) agreement rate increase for detoxification services, as presented, to be effective 08/01/15.
13. Approved revision of Hubbard County DAC purchase of service (POS) agreement reflecting 1% adjustment effective 07/01/15, per legislative mandate and recommendation of Social Services Director.
14. Approved three party agreement with Stellher Human Services, PAWN and Hubbard County Social Services to provide In-Home Services for the period of 07/01/15 to 06/30/17 with a \$100,000 ceiling, as recommended by the Social Services Director.
15. Reported Minnesota Fiscal Sanctions related to Permanency of Reunification/Foster Care-Reentry audit completed by the federal government totaling \$755,252 including Hubbard's portion at .33% equaling \$2,495.74.
16. Accepted Minnesota child protection monies; approved the division of same as presented; authorized the filling of two



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social services positions (Child Protection Social Worker and Social Services Supervisor) per proper procedure; and authorized the Chair to sign paperwork.

17. Accepted the resignation of Eligibility Worker, Randi Vaydich, with regrets, effective 09/18/15 representing in excess of thirty-one (31) years of service to the county and authorized service award acknowledgement of same.
18. Accepted the resignation of Social Services Director, Daryl Bessler, with regrets, effective 10/23/15 representing in excess of thirty-three (33) years of service to the county and authorized service award acknowledgement of same.
19. Reported decrease in case load and intakes through June, 2015 and the comparison of the 2015 average case load of the 12 Eligibility Workers of 293/worker compared the 8 in that position in 2005 with a case load of 175/worker.

### SHERIFF

20. Approved purchase of four Sheriff's Office replacement laptop computers from the MIS (063) budget.
21. Referred discussion of the development of a dog ordinance to the 08/11/15 work session.

### LAND RECORDS

22. Provided update regarding status of passport application; completion of training for four employees as passport agents; timeline of expected receipt of approval; and recommended purchases necessary to operate once approval is received. Assessor was authorized to make the necessary purchases upon successful approval and asked to work with the Auditor/Treasurer to properly reflect these purchases in the budget once they are completed.
23. Assessor reported the receipt of the State Board Orders on 07/02/15 including no change orders or recommendations.

### SOIL & WATER CONSERVATION (SWCD)

24. Presented the 2016 SWCD proposed budget; the AIS Financial Report effective 07/05/15; reported the lack of information available regarding the Buffer Initiative approved by the Governor; and provided a status report of the development of the Local Water Plan. No action necessary at this time.

### NEMETH ART CENTER & HISTORICAL SOCIETY

25. Provided information regarding a proposed grant application to restore the "Old Courthouse" Museum roof, addition of an elevator to the second floor and installation of mechanical needs to heat and cool the building to be completed in three phases.
26. Approved a letter of support for the project to be included with the grant application for phase I including the engineering and design portion of the project; signature of the grant application by the Chairman once completed, and authorized a \$5,000 matching fund commitment to the Historical Society monies to be included in the application.

### FINANCE

27. Approved the distribution of the 2016 budget guidelines to county departments as presented as well as the SWCD.
28. Discussed financial reports for future presentation to the Board.

### COMMITTEE REPORTS

29. Information was shared regarding recent meetings and/or events attended by the commissioners including the following: Shell Prairie Ag Association Fair, Legislative Meeting; Library Board; HLC Construction Project Meeting; and the AMC Planning Committee Meeting.

### COORDINATOR

30. Reminded the Board of the scheduled work session on 08/11/15 @ 9:00 a.m. and scheduled the following agenda items: review of the proposed dog ordinance; Transit Storage Issues; and budget review. The Sheriff was invited to attend the work session with an outline of a dog ordinance recommendation for discussion; the Sheriff, Public Works Coordinator,



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the Social Services Director, and the Facilities Maintenance Manager were asked to arrange a “walking tour” of the west courthouse garage area; and the board expressed an interest in managers being available in the event the Board needed a budget clarification.

31. 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.
32. The Board was reminded of the next scheduled “Commissioner Lunch Room” meeting on 09/08/15 beginning at 11:30 a.m. to 12:30 p.m. The location will be in the Courthouse Lunch Room located on the lower level of the building. Reminder for employees, all 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.
33. Approved the HLC Construction Project Disbursement #8 in the amount of \$582,206.22, and authorized signature of same by the Chairman and the Coordinator.
34. Appointed Road Deputy, Jarod Andersen to the Benefit Committee representing the Teamsters Local 320, LEC Licensed Unit.
35. Discussion was held regarding the re-filling of the Social Services Director position. The Chair and Vice Chair were appointed to meet with Mr. Bessler for review of the position and needs to be addressed.

### CLOSED SESSION

36. The meeting was closed pursuant to M.S. §13D.05, Subd 3 at 12:52 and re-opened.
37. The meeting was closed pursuant to M.S. §13D.03, and re-opened at 3:07 p.m.
38. There being no further business before the Board, the meeting was adjourned at 3:07 p.m.