



## BOARD SUMMARY OCTOBER 20, 2015

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1. Approved the modified agenda, as presented.

### CONSENT AGENDA

2. Approved the Consent Agenda, as submitted to include the following:
  - ◆ Approved the minutes of the October 6, 2015 Regular Meeting;
  - ◆ Approved the minutes of the October 13, 2015 Work Session;
  - ◆ Approve the bills & Auditor's Warrants dated October 9, & October 16, 2015;
  - ◆ Review of General Revenue Cash Balance Report – September 30, 2015;
  - ◆ Adopt **Resolution No. 10201501** approving the Social Services Income Maintenance Agenda; Social Services Agenda and the payment of the bills, as presented;
  - ◆ Review of Highway Department YTD Financial Statement – 09/30/15;
  - ◆ Adopt **Resolution No. 10201502** accepting the following LEC donations: Roger Just - \$80 STS Donation;
  - ◆ Approved the following license applications: **Tobacco** – Casey's General Store, Park Rapids; Holiday Station Stores; Dorset Corners Liquors Inc.; Northwind Grocery; Park Rapids BP; Ted Luetgers Oil (T & M, Northern Convenience, Akeley, PR);FHL Inc. (Woodland Store); Family Dollar; Coborn's; and Walgreens; **3.2 Beer and Wine** – Eagle View Golf Course, Arago Township; and **Off Sale Liquor** – Dorset Corners Liquors, Inc., Henrietta Township.

### SOIL & WATER CONSERVATION DISTRICT (SWCD)

3. Scheduled a public hearing for review of the proposed Local Water Plan on 11/03/15 @ 11:00 a.m. specifying a copy of the proposed plan will be available on 10/27/15 for public review.

### PUBLIC WORKS

4. Approved final payment to Knife River Materials, Bemidji, MN for SAP 029-609-012, CP 29-101-004, CP 29-100-15 and CP 29-98-15 bituminous improvements in the amount of \$90,164.59.
5. Approved an increase in the 2016 Recreational Cabin Lease rate from \$250 to \$300/year, as recommended by the Land Commissioner.
6. Approved the addition of Christopher Swanson to the Clayton Swanson Cabin Lease #RC-11-43, as recommended by the Land Commissioner.
7. Reported the October 12, 2015, Timber Auction results in the amount of \$613,745.15.
8. A review of the Departmental Clothing Policies for the Hwy, SW and NRM Departments were scheduled for 11/03/15.

### SOCIAL SERVICES

9. Introduced Social Workers, Tiffany Fletcher (10/12/15) and Kari May (08/24/15) to the Board.
10. Approved the MN State/County Child Support Cooperative Agreement for child support – civil processing, as recommended by the Social Services Director, and authorized the chair to sign same.
11. Approved the POS Agreement renewal with Rural MN CEP for family stabilization services, as recommended by the Social Services Director.
12. Reviewed the following reports: third quarter financial and case management revenues, as presented.
13. Approved the purchase of tracfones for personnel, as needed to meet the recommendations of the Governor's Task Force.
14. Authorized the submission of the Prime West grant application for Supportive Housing Facilities, as presented.



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15. Reported caseloads remained almost flat increasing only by one, a decrease in intakes (7) as of September, 2015 and the increase in cases per workers from 2005 to 2015 as follows: 8 workers in 2005 handled an average of 156 cases each and 12 workers in 2015 handle an average of 289 cases each.

**FINANCE**

16. Approved the transfer of the county's long distance and phone service to Paul Bunyan, as recommended by the Technology Committee, based on the potential savings in fees.

**LAND RECORDS – ENVIRONMENTAL SERVICES**

17. Approved review of a Shoreland Management Ordinance violation, by the County Attorney, for possible litigation.
18. Rescinded Conditional Use Permit 76-25, as recommended by legal counsel, and approved document recording for future reference.
19. Authorized increase in cash drawer for Land Records – Environmental Services from \$50 to \$100, as recommended by the Environmental Services Officer.

**VETERAN SERVICE**

20. Reported services rendered to Veterans within the county and scheduled outreach to be conducted in Laporte on 11/19 at the Volunteer Fire Department.
21. Reported the utilization of the Transit Program providing weekly trips to Bemidji on Tuesday and Fargo when needed.
22. Board supported the re-purpose of transportation funds not used given receipt of grant funding, for the purchase of conference room chairs, as recommended by the Veteran Service Officer, per proper procedure.

**COMMITTEE REPORTS**

23. Report was provided regarding the following meetings attended with no action required at this time: AIS Committee representative; Library Retreat; Nursing Home Construction meeting; and HIP.

**COORDINATOR**

24. Reminded the Board of the Polk County and Clearwater County resolution request regarding Enbridge Energy Limited Partnership Tax Court petition.
25. Re-affirmed the agenda for the Board Work Session scheduled for 11/10/15, beginning at 9:00 a.m. as follows: Nemeth Art Center and Land Records and County Attorney's 2016 proposed departmental budget.
26. Approved payment of HLC Construction Project Request for Disbursement #11 in the amount of \$701,129.60.
27. Reported the following attendance of the Wellness Fair held on 10/15/15: 77 attended; 53 received flu shots; and 65 completed screenings.

**COMMITTEE REPORTS**

28. Authorized the Chairman and Commissioner Massie to extend an offer of employment to Tom Sandberg for the Community Services Director position, as recommended by the Interview Team, and to make arrangements for coverage of the Social Services Department for the interim until the position is filled.
29. There being no further business before the Board the meeting was adjourned at 11:17 a.m.