



BOARD SUMMARY JANUARY 3, 2017

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1. Elected Vern Massie as the 2017 chairman and Cal Johannsen as vice chairman of the Hubbard County Board.
2. Approved the agenda, as modified removing the Department of Corrections, as requested.

PUBLIC INPUT

The Board recognized and expressed their appreciation for the efforts of the Highway Department personnel in maintaining the excellent winter driving condition of the County's roads! Job well done!

CONSENT AGENDA

3. Approved the Consent Agenda, as submitted to include the following:
 - ◆ Approved minutes of the December 20, 2016 Regular Meeting;
 - ◆ Adopted the Modified Roberts Rules of Order;
 - ◆ Approved the bills & Auditor's Warrants dated 12/23 & 12/30/16;
 - ◆ Approved the Social Services bills.

LEGAL NEWSPAPER BID OPENING

4. Adopted the **Resolution No 01031701** and accepted the low bid of the Northwoods Press as legal newspaper for 2017 for the publication of the Delinquent Tax List and other Legal Notices and the printing of the first publication of Financial Statement and accepted the bid of the Park Rapids Enterprise to print the second publication of the Financial Statement, as required by statute.

PUBLIC WORKS

5. Approved the following quote of Luminaire Environmental & Technologies, Plymouth, MN for Fluorescent Tube recycling, as recommended by the Solid Waste Administrator, to be paid from budgeted monies: \$.14 – under 4'; \$.28 >4'; \$.25 compact; \$250 transportation (per month); and \$15 labor (per stop).
6. Approved the quote of Crow Wing Recycling, Brainerd, MN for recycling of scrap metal, batteries and propane tanks, as recommended by the Solid Waste Administrator: \$61/ton – scrap metal (paid to county); \$.15/lb – batteries (paid to county); and no charge for propane tanks.
7. Approved the quote of Liberty Tire, Savage, MN for 2 year tire recycling contract in the amount of \$185/ton, as recommended by the Solid Waste Administrator.
8. Adopted **Resolution No. 01031702** approving the Prioritized Bridge Replacement List, as recommended by the Public Works Coordinator.
9. Adopted **Resolution No. 01031703** approving MnDot agreement No. 1027157 for a TH 71 temporary detour in September, 2017, as recommended by the Public Works Coordinator.
10. Approved the quote of PRT USA, Inc., Dryden ON for the 2018 Seedling Production of approximately 404,500 tree seedlings as follows with an approximate contract totaling \$61,823, as recommended by the Land Commissioner, with payment to be from forest development monies: 116.2k JP \$144/1,000; 244.5k NP \$154/1,000; 34.6k WP \$174/1,000; and 9.2k WS \$154/1,000.
11. Approved the quote of Eric Roberts Spraying, Battle Lake, MN for 2017 microsite herbicide application (plantation release) on 412 acres in the amount of \$85.50/acre and \$45.83/lb. Velpar with an approximate contract amount of \$45,308.60, as recommended by the Land Commissioner, to be paid from forest development monies.
12. Approved the quote of Future Forest, Inc., Askov, MN for 2017 site preparation of approximately 486 acres, including the following, as recommended by the Land Commissioner, to be paid from forest development



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monies: Trench - \$79/acre; \$58/acre spray; Garlon - \$109/gal; Vanquish - \$89/gal; Liberate - \$30/gal; Velpar DF - \$48/lb; Chopper II - \$76/gal; Accord - \$30/gal; Oust - \$6/oz; Opensight - \$6/oz; and Transline - \$175/gal (approximate contract value of \$94,545.70).

13. Approved the quote of Superior Forestry Service, Inc., Tilly, AR for hand planting approximately 325,000 tree seedlings in the spring of 2017 in the amount of \$58.49/1000 seedlings with an approximate contract value of \$19,009.25, as recommended by the Land Commissioner, to be paid from forest development monies

SHERIFF

14. Information regarding the current ATV utilization of Co Road 91 was shared with the Board. No action taken.
15. Re-affirmed the Sheriff's authorization to maintain the department staffing at the current levels, as needed.

ASSESSOR

16. Approved up to 100 hours of overtime for the Assessor's Office personnel, at the discretion of the Assessor, for completion of data input, as presented.

NEMETH ARTS CENTER

17. Approved the Nemeth Arts Center application to the Minnesota State Historical Society for a grant in the amount of \$6293 to cover the fir floor restoration project in the Historic Hubbard County Courthouse including a \$1000 project match by the County.

COORDINATOR

18. Confirmed the following agenda for the 01/10/17 Board Work Session: HRA Presentation; MHB Presentation and County Attorney 2017 Budget discussion.
19. Appointed Commissioner Christenson and Massie to serve on the committee to interview applicants for the HR Director position, as discussed.
20. Requested the Coordinator discuss the clerical needs with the Extension and VSO staff and report to the Board.
21. Approved the summation of department manager evaluations conducted on 12/29/16, as required by M.S. §13D.05, Subd 3 (a).
22. Confirmed the Manager's Meeting attendance of Commissioners Massie and Stacey scheduled for 01/31/17 and suggested discussion to include development of a county plan to the meeting agenda.

COMMITTEE REPORTS

23. Authorized Commissioner Christenson attendance of H.O.P.E. Committee meeting on 01/26/17 at the CHI Conference Room.

SOIL & WATER CONSERVATION DISTRICT (SWCD)

24. Referred additional One Watershed One Plan MOA to the County Attorney's Office for review and recommendation; if recommendation prepared prior to 01/17/17 scheduled potential discussion of same at the 01/10/17 Board Work Session; and directed the Coordinator to notify SWCD of schedule.
25. Referred presented AIS Program invoices to ESO for further review and recommendation.

ENVIRONMENTAL SERVICES

26. Approved legal services of Scott Anderson to re-draft the Sign Ordinance with services not to exceed \$3700, as



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presented and recommended by the Environmental Services Officer, with payment to be from budgeted departmental monies.

- 27. Discussed GIS data fees for consideration at the public hearing scheduled for 01/17/17.
- 28. Provided information regarding Vacation/Private Home Rentals with no action taken.

FINANCE

- 29. Adopted **Resolution No. 01031704** establishing MIS/Data Processing designation of excess budget dollars on an annual basis if realized.
- 30. Reported the following procedural change for approval of Commissioner Warrant: provision of a summary list for Chairman's review and approval beginning January, 2017. The A/T was encouraged to obtain a satisfactory review of same by the contracted Auditor, as discussed.
- 31. Authorized payment of the following expenses by Auditor's warrant: training, conferences, and related travel expenses. The A/T was encouraged to obtain satisfactory review of same by the contracted Auditor, as discussed and provide notification to departments of this procedural change when verified.
- 32. Reviewed proposed fee increases to be considered at the public hearing on 01/17/17.

CLOSED SESSION

- 33. . The meeting was closed pursuant to M.S. §13D.03 at 11:55 a.m. The meeting was re-opened at 12:23 p.m.
- 34. There being no further business before the Board, the meeting was adjourned at 12:23 p.m.