



**2024**

***COMMISSIONER COMMITTEE LIST***

Note: All appointments are one year in length unless otherwise specified.

Updated: Feb. 8, 2024

## **Hubbard County Standing Committees**

Standing Committees provide an opportunity for topic-specific policy discussion at a committee level. Standing Committees replace the previous buddy system. Each Standing Committee will be comprised of two commissioners, the county administrator, and department heads as needed depending on the agenda topics. Policy developments from standing committees will be advanced to Commissioner Work sessions for full board review before being added to a regular board agenda.

## **Hubbard County Employee Committees**

Employee Committees provide an opportunity for county employee representation in policy development and policy review.

## **Hubbard County Committees**

Hubbard County Committees are formed according to statute or need as a place for topic-specific discussions.

## **Other Committees**

Other Committees from the community, area, or state as needed to provide commissioners and county staff opportunities to coordinate with other agencies.

COMMITTEE	COMMITTEE MEMBERS
<b>Hubbard County Standing Committees</b>	
Labor Negotiating Committee	Charlene Christenson, Commissioner Tom Krueger, Commissioner Jeff Cadwell, County Administrator
General Government 3 <sup>rd</sup> Tuesday Following Board Mtg	County Board Chair Steve Keranen, Commissioner Jeff Cadwell, County Administrator Kay Rave, County Auditor/Treasurer
Personnel Committee 1 <sup>st</sup> Tuesday Following Board Mtg	Tom Krueger, Commissioner Ted Van Kempen, Commissioner Jeff Cadwell, County Administrator Gina Teems, HR Director
Public Safety and Transportation 1 <sup>st</sup> Friday	Steve Keranen, Commissioner David De La Hunt, Commissioner Jeff Cadwell, County Administrator Highway Engineer, Cory Aukes, Sheriff
Department Head Meeting 2 <sup>nd</sup> Wednesday following Work Session & Last Tuesday of each month	Jeff Cadwell, County Administrator County Board Chair Alternating Commissioners
<b>Hubbard County Employee Committees</b>	
BENEFITS COMMITTEE (County Established - 1990) <b>Note:</b> Name changed from Insurance Committee to Benefit Committee 07/05/00 by Board Action	Charlene Christenson, Commissioner Tom Krueger, Commissioner Jeff Cadwell, County Administrator Gina Teems, Human Resources Director
COURTHOUSE SECURITY COMMITTEE	County Board Chair Jeff Cadwell, County Administrator Chief Deputy Parks Carissa Scholz, Court Administrator Gina Teems, HR Director Fred Stinar, IT Director
SAFETY COMMITTEE (County Established - 1989) – Quarterly 2 <sup>nd</sup> Thursday	Tom Krueger, Commissioner Jeff Cadwell, County Administrator Bobby Wilkins, Building Maintenance Director

Hubbard County Committees	
EMERGENCY MANAGEMENT PLANNING COMMITTEE	David De La Hunt, Commissioner Jeff Cadwell, County Administrator Emergency Management Officer, Scott Williams Sheriff Aukes
GOVERNMENT FUEL FACILITY - JOINT POWERS BOARD (County Established, 1997)	County Board Chair Jeff Cadwell, County Administrator Highway Engineer
LAW LIBRARY BOARD (M.S. §134A.03) Email Voting	Charlene Christenson, County Board Appointment Jonathan Frieden, Co. Atty Appt. Sara Swanson, Co. Atty. Appt. Robert Tiffany, Chief Judge Appointment Maria Pretzer
PARKS AND RECREATION (Co Established – 3-year term) 4 <sup>th</sup> Monday 6:00 pm to 10:00 pm	Tom Krueger, County Board Representative Russ Johnsrud, District 1 (12/31/26) Greg Chromy, District 2 (12/31/25) Randy Avenson, District 3 (12/31/26) Mark Joosten, District 4 (12/31/25) Deb Manz, District 5 (12/31/24) Cory Kimball, Land Commissioner Tim Humphrey, At Large (12/31/24) Eric Haugland, At Large (12/31/25)
PLANNING COMMISSION/BOARD OF ADJUSTMENT (FOUR-YEAR TERM at the conclusion of the initial term) (M.S. §394, Ordinance 17) 4 <sup>th</sup> Monday	County Board Vice Chair (Ex-officio PC member) Ken Grob, Dist. 1 (12/31/25) Mark Peterson, Dist. 2 (12/31/25) Veronica Andres, Dist. 3 (12/31/27) Tim Johnson, Dist. 4 (12/31/25) Mike Kovacovich, Dist. 5 (12/31/27)
SOLID WASTE ADVISORY COMMITTEE Does not meet on a regular schedule	Ted Van Kempen, Commissioner Steve Keranen - Commissioner
TRANSPORTATION ADVISORY COMMITTEE (In connection with Human Services as long as transportation is provided – the committee is necessary but does not meet on a regular schedule)	Charlene Christenson, Commissioner Brian Ophus, Human Services Director City of Park Rapids Representative Consumer Representative Laura Johnson, DAC Director Jason Ness, Transit Coordinator

<b>AMC Standing Committees</b>	
AMC AG & RURAL DEVELOPMENT	Ted Van Kempen, Commissioner
AMC BROADBAND	David De La Hunt, Commissioner
AMC DELEGATES (AMC By-Laws)	David De La Hunt, Commissioner Ted Van Kempen, Commissioner Tom Krueger, Commissioner Steve Keranen - Commissioner Charlene Christenson, Commissioner Jeff Cadwell, County Administrator Brian Ophus, Human Services Director Highway Engineer
AMC ENVIRONMENT AND NR POLICY COMM.	Tom Krueger, Commissioner
AMC GENERAL GOVERNMENT	Ted Van Kempen, Commissioner
AMC HEALTH & HUMAN SERVICES	Charlene Christenson, Commissioner
AMC INDIAN AFFAIRS	Any Commissioner May Attend
AMC PUBLIC SAFETY POLICY COMMITTEE	David De La Hunt, Commissioner
AMC TRANSPORTATION	Steve Keranen - Commissioner

<b>Other Committees</b>	
Action Park Rapids Quarterly 2 <sup>nd</sup> Thursday 9-11:30 am	Charlene Christenson, Commissioner
AIRPORT ZONING BOARD (M.S. §360.063, Subd. 3)	Jeff Cadwell, County Administrator
AIRPORT PLANNING COMMISSION DESIGNATE	David De La Hunt, Commissioner
APPEAL COMMITTEE/NOXIOUS WEEDS (M.S. §18.83, Subd. 3(2))	Dale Steevens
DEPARTMENT OF NATURAL RESOURCES TRAILS COMMITTEE (Heartland Trail)	Tom Krueger, Commissioner Steve Keranen, Commissioner, Alternate
EXTENSION (M.S. §38.36, Subd. 1) (3-year term) Lisa Loegering– UMN Crookston Quarterly: 1/19, 4/27, 6/22, 10/12	David De La Hunt, Commissioner Steve Keranen – Commissioner, Alternate Kay Rave, Auditor/Treasurer Nancy Utke, Dist. 1 (12/31/26) Sue Tomte, Dist. 2 (12/31/26) Joyce Krueger, Dist. 3 (12/31/24) Eva Pohl, Dist. 3 (12/31/26) Theresa Ohm, Dist. 5 (12/31/26) Paul Johanning, At-Large (12/31/24)
FAIR BOARD 3 <sup>rd</sup> Tuesday 7:00 pm @ Extension Office	David De La Hunt, Commissioner Steve Keranen, Commissioner, Alternate
FAMILY SAFETY NETWORK Last Monday (virtual)	Charlene Christenson, Commissioner
FOREST MANAGEMENT PLAN	Tom Krueger, Commissioner Ted Van Kempen, Commissioner
FOSSTON ADVISORY COMMITTEE Quarterly: 3/9, 6/14, 9/12, 12/13	Ted Van Kempen, Commissioner
HEADWATERS REGIONAL DEVELOPMENT COMMISSION (HRDC) 3 <sup>rd</sup> Thursday	Ted Van Kempen, Commissioner Charlene Christenson, Commissioner, Alternate
HRDC TRANSPORTATION ADVISORY COMMITTEE Meets 4 to 6 times per year	Steve Keranen, Commissioner Highway Engineer
HERITAGE CAMPUS BOARD (County Established, 2001) 3-year terms 4 <sup>th</sup> Tuesday 1:30 – 3:00 pm	Charlene Christenson, Commissioner (12/31/24) David De La Hunt, Commissioner (01/01/25)
HERITAGE EXECUTIVE BOARD 2 <sup>nd</sup> Tues. 1:30 pm	David De La Hunt, Commissioner Charlene Christenson, Commissioner Jeff Cadwell, County Administrator
HISTORICAL SOCIETY (County Established)	Tom Krueger, Commissioner Charlene Christenson, Commissioner, Alternate

<b>HOUSING REDEVELOPMENT AUTHORITY (HRA)</b> (Established 1996 - M.S. §469.006) Terms set by statute - 5 years (Bd membership corrected to be 5 by Bd res 01061504 per MS §469.006 & HRA By-Laws) 3 <sup>rd</sup> Monday 4:00 – 6:00 pm Annual mtg – 4 <sup>th</sup> Tuesday of April	Ted Van Kempen, County Board Representative Dewey Goeden, Dist. 1 (12/31/26) Kathy Henry, Dist. 2 (12/31/28) Floyd Frank, Dist. 3 (12/31/27) Kristen Fake, Dist. 4 (12/31/24) Daryl Bessler, Dist. 5 (12/31/25)
<b>HEARTLAND LAKES DEVELOPMENT COMMISSION (HLDC-formerly Hubbard County Regional Economic Development Commission)</b> 4 <sup>th</sup> Monday 12:00 – 1:30 pm	David De La Hunt, Commissioner Charlene Christenson, Commissioner
<b>HUBBARD COUNTY TOWNSHIP ASSOCIATION</b> 3 <sup>rd</sup> Monday 7:00 pm (odd-numbered months)	Jeff Cadwell, County Administrator
<b>HUBBARD IN PREVENTION (HIP)</b> Bd action 12/19/12 Board: 4 <sup>th</sup> Wed. 12:00-1:00 pm Exec. Board: 2 <sup>nd</sup> Wed 12:00 – 1:00 pm	Charlene Christenson, Commissioner
<b>KITCHIGAMI LIBRARY BOARD</b>	Tom Krueger, Commissioner Charlene Christenson, Commissioner, Alternate
<b>LAND CLASSIFICATION COMMITTEE (M.S. §92.34) (Meets as Needed)</b>	County Board Chair Kay Rave, County Auditor/Treasurer Ryan Miller, Land Surveyor
<b>MAHUBE-OTWA (By-Laws)</b> Last Friday 9:30 – 11:30 am	Charlene Christenson, Commissioner
<b>MENTAL HEALTH ADVISORY COUNCIL (M.S. §245.4875)</b> 3 Year Term 2 <sup>nd</sup> Tuesday 1:00 pm	Tom Krueger, Commissioner (12/31/24) Brian Ophus, Human Services Director (12/31/24) Michael Edminster, Human Services Supervisor Christina Halse, Social Worker, AMH Jason Ness, Transit Coordinator Tom LaFleur, Community Advocate Shawn Anderson, Lake Country Associates
<b>MINNESOTA COUNTIES COMPUTER COOPERATIVE (MCCC) (By-Laws)</b>	Jeff Cadwell, County Administrator Lauren Anderson, County Recorder, Alternate Fred Stinar, IT Director
<b>MINNESOTA COUNTIES INTERGOVERNMENTAL TRUST (MCIT) VOTING DELEGATES</b>	Charlene Christenson, Commissioner, Delegate Kay Rave, Auditor-Treasurer, Alternate
<b>MINNESOTA RURAL COUNTIES (MRC)</b> 1 <sup>st</sup> Monday 10:00 am	Board Chair, Alternate, remaining Commissioners
<b>MISSISSIPPI HEADWATERS BOARD (MHB) (By-Laws) - MS §103F.361-377</b> 4 <sup>th</sup> Friday – Cass County Board Room, Walker 9:00 am Jun-Aug 10:00 am Sep-May	Ted Van Kempen, Commissioner Steve Keranen - Commissioner, Alternate
<b>NORTH COUNTRY COMMUNITY HEALTH BOARD (3-YEAR TERM) (Staggered terms beginning 2022)</b> Quarterly – 4 <sup>th</sup> Wednesday follows Advisory Committee Mtg.	Ted Van Kempen, Commissioner (12/31/25) Steve Keranen - Commissioner, alternate Brian Ophus, Human Services Director (12/31/26)

<p><b>NORTH COUNTRY COMMUNITY HEALTH SERVICES (CHS) ADVISORY COMMITTEE</b>                  (2-YEAR TERM) (Staggered terms beginning 2022)                  Quarterly – 4<sup>th</sup> Wednesday - 1:00 pm - 1/24, 4/24, 7/24, 10/23</p>	<p>April Collman (12/31/25)                  Brian Ophus, Human Services Director (12/31/25)                  Ted Van Kempen, Commissioner</p>
<p><b>NORTH COUNTRY COMMUNITY HEALTH - HEALTHY HUBBARD COUNTY</b>                  Quarterly – 2<sup>nd</sup> Wed. @ 10am                  3<sup>rd</sup> floor St. Joseph’s Hospital</p>	<p>Steve Keranen - Commissioner                  Charlene Christenson, Commissioner Alternate</p>
<p><b>NW MN EMERGENCY COMMUNICATION BOARD</b>                  2<sup>nd</sup> Wednesday 10:00 am</p>	<p>David De La Hunt, Commissioner                  Ted Van Kempen, Commissioner, Alternate</p>
<p><b>NORTHWESTERN MINNESOTA JUVENILE CENTER</b>                  (FOUR-YEAR APPOINTMENT)                  (Joint Powers Agreement) (NWJC Administration Office.)                  Exec. Board: Even Months - 3<sup>rd</sup> Thursday @ 7:30 am (Ted)                  Board: Odd Months - 3<sup>rd</sup> Thursday @ 10:00 am (Both Commissioners)</p>	<p>Steve Keranen -, Commissioner (12/31/24)                  Ted Van Kempen, Commissioner (12/31/25)</p>
<p><b>ONE WATERSHED/ONE PLAN PLANNING COMMITTEE</b></p>	<p><u>Leech Lake</u>                  Steve Keranen, Commissioner                  Ted Van Kempen, Commissioner, Alternate                  Vacant - Commissioner, Alternate                  Eric Buitenwerf, Environmental Services Director</p> <p><u>Mississippi Headwaters</u>                  Ted Van Kempen, Commissioner                  Tom Krueger, Commissioner, Alternate                  Eric Buitenwerf, Environmental Services Director</p> <p><u>Crow Wing River</u>                  Tom Krueger, Commissioner                  David De La Hunt, Commissioner, Alternate</p>
<p><b>PRIME WEST HEALTH PLAN JOINT POWERS BOARD</b>                  1<sup>st</sup> Thursday – Noon to 3:00 pm                  3905 Dakota St., Alexandria</p>	<p>Charlene Christenson, Commissioner                  Steve Keranen - Commissioner, alternate</p>
<p><b>REGION II AREA COUNCIL ON AGING (&amp; Nutrition)</b>                  Including subgroup Land of Dancing Sky                  (Board action 08/06/03)</p>	<p>Tom Krueger, Commissioner                  Charlene Christenson, Commissioner, Alternate</p>
<p><b>SOIL &amp; WATER CONSERVATION DISTRICT (SWCD)</b>                  (County Established)</p>	<p>Tom Krueger, Commissioner                  Ted Van Kempen, Commissioner, Alternate</p>
<p><b>TOWARD ZERO DEATH (TZD)</b></p>	<p>Steve Keranen - Commissioner                  Highway Engineer                  Cory Aukes, Sheriff</p>
<p><b>WATER MANAGEMENT TASK FORCE</b>                  (THREE (3) YEAR TERMS)                  (SWCD-Crystal Mathisrud – Reviewed yearly in Feb. - Recommended by BWSR)</p>	<p>Tom Krueger, County Board (12/31/23)                  Highway Engineer                  Cory Kimball, Land Commissioner (12/31/25)                  Eric Buitenwerf, Env. Ser. Director (12/31/26)</p>