

TRANSCRIPT AND REPORT OF PROCEEDINGS

CASS COUNTY

COUNTY OF CASS

NOVEMBER 20, 2018

1. Call to Order

Chair Robert Kangas convened the regular meeting of the Cass County Boards of Commissioners at 9:00 AM on Tuesday, November 20, 2018 with the flag pledge in the Land Department Meeting Room, Backus, MN.

1.a

Attendee Name	Title	Status	Arrived
Neal Gaalswyk	Commissioner	Present	8:45 AM
Robert Kangas	Chair	Present	8:45 AM
Jeff Peterson	Commissioner	Present	8:45 AM
Scott Bruns	Vice Chair	Present	8:45 AM
Dick Downham	Commissioner	Absent	

<u>NAME</u>	<u>REPRESENTING</u>	<u>NAME</u>	<u>REPRESENTING</u>
Joshua Stevenson	Administrator	Sandra Norikane	Chief Financial Officer
Michele Piprude	HHVS	Jeri Seegmiller	HHVS
Darrick Anderson	Highway Department	Kirk Titus	Land Department
Tim Richardson	Central Services	John Ringle	ESD
Gail DeBoer	Pilot Independent	Monica Lundquist	Brainerd Dispatch

1.b. Approval of agenda for discussion. (Any requests to be heard not on the proposed agenda are considered for inclusion at this time.)

Administrator Stevenson presented the agenda for Board consideration. He noted no additions or changes to the agenda and asked for a motion to approve as presented.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Neal Gaalswyk, Commissioner
SECONDER:	Scott Bruns, Vice Chair
AYES:	Neal Gaalswyk, Robert Kangas, Jeff Peterson, Scott Bruns
ABSENT:	Dick Downham

2. Josh Stevenson - County Administrator

2.a. Consent Agenda

Administrator Stevenson presented the consent agenda for Board consideration. He noted no additions or changes and asked for a motion to waive reading and approve as presented.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Scott Bruns, Vice Chair
SECONDER:	Jeff Peterson, Commissioner
AYES:	Neal Gaalswyk, Robert Kangas, Jeff Peterson, Scott Bruns
ABSENT:	Dick Downham

Approve - Minutes of November 6th, 2018

Approve – Auditor Manual Warrants/Voids/Corrections (Batch 2) dated October 2018 in the amount of \$95,494.17

Receive & File – October 2018 Monthly budget reports.

Approve – Auditor Warrants dated November 1, 2018 in the amount of \$539,083.24

Approve – Auditor ACH (P2 2018 2nd 50% Advance) dated November 2, 2018 in the amount of \$3,617,030.98

Approve – Auditor Warrants dated November 8, 2018 in the amount of \$1,145,664.35

Approve – HHVS IFS- Manual Warrants/Voids/Corrections (Batch 2) dated October 2018 in the amount of (\$3.25)

Approve – HHVS IFS Auditor Warrants dated November 2, 2018 in the amount of \$126,411.61

Approve – HHVS IFS-SSIS Auditor Warrants dated November 2, 2018 in the amount of \$117,632.59

Approve – HHVS IFS-SSIS Special Auditor Warrants dated November 6, 2018 in the amount of \$1,000.00

Receive & file - Notice of rescinded employment acceptance by Samantha Hess, County Agency Social Worker-CPS, effective November 14, 2018, and notice of intent to fill with a budgeted County Agency Social Worker-CPS, Grade 30.

Receive & file - Notice of appointment of Casey McKeig, Jailer, Grade 21, Step 1, effective November 13, 2018.

Tobacco:

Winnie Store – Winniebigoshish Historical Center, Inc – Unorganized

Outing Station – Roosevelt Lakes Properties – Crooked Lake

Approve: Capital Fund Activity:

All Integrated Solutions (Longville Salt Shed) \$117.50

Anderson Brothers Construction (Longville HWY) \$267.12

Arrowhead Builders Supply (Longville HWY) \$2,966.11

Mark Beard (various) \$6,028.01

Bemidji Steel Company Inc (Longville Salt Shed) \$306.00

Braun Intertec (Pine River Stabilization Project) \$1,651.25

Dean's Construction (Longville Salt Shed) \$2,250.00

Jerry's Hauling & Crane (Longville Salt Shed) \$1,837.50

Lucachick Architecture (Longville HWY) \$660.30

Adopt - Resolution 50-18 for the annual delegation of authority for electronic fund transfers.

Authorize: 3rd quarter Longville Ambulance Subordinate Service District payment in the amount of \$122,750.00.

Approve - Joint Powers Agreement between State of Minnesota, acting through its Department of Public Safety, Bureau of Criminal Apprehension (BCA) and the County of Cass on behalf of its Probation (Agency)

Approve - Service Agreement with Trimin Systems who provides computer programming, technical assistance and related services to support HHVS' Agency Collection System (ACS) and Social Welfare System (SWS).

Approve- Amendment to the SCHA Provider Participation Agreement regarding reimbursement to Providers for Covered Services effective January 1, 2019.

Approve - MOU with Sourcewell Contracting Services for hosting Regional County Contract Coordinator.

Approve – Memorandum of Agreement with Pequot Lakes Physical Therapy Services to provide physical therapy services for Cass County

Approve – McCoy reclassification as recommended by the Cass County Planning Commission at their November 13, 2018 regular meeting.

Receive & file – October 2018 Interest Report

Receive & file – 2018 MCIT dividend payment in the amount of \$186,101.00

Receive & file – Notification of Community Health Board's Local Public Health Grant award in the amount of \$135,304 for calendar year 2019.

Receive & file – Update on White Oaks Estates Housing Project in Baxter bringing more housing and supportive housing to the Brainerd Lakes Area.

2.b. Report Back from SWCD Liaison Committee

Administrator Stevenson provided a summary of the November 1, 2018 Soil and Water Conservation District (SWCD) Liaison Committee of the Board. He reported that Commissioners Gaalswyk and Peterson met with SWCD Supervisors Kuschel and Ekholm to discuss various topics. The topics included "other water" courses related to the buffer law, the Aquatic Invasive Species Task Force meeting for plan updates, 2019 County Support, fund balance management, the noxious weed control program, pictometry funding, one watershed one plan status updates, and the need for any SWCD agreement amendments. He reported that committee made only one recommendation to the full Board. He noted that the committee recommended not to include "other waters" under the buffer law at this time due to the amount of funding and programs currently available for "other waters" compliance. He then asked for a motion to approve the recommendation from the SWCD Liaison Committee to not include additional "other waters" under the Buffer Law.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Neal Gaalswyk, Commissioner
SECONDER:	Scott Bruns, Vice Chair
AYES:	Neal Gaalswyk, Robert Kangas, Jeff Peterson, Scott Bruns
ABSENT:	Dick Downham

3. Jeri Seegmiller and Michele Piprude - Health Human and Veteran Services

3.a. Receive & File Public Health Tobacco Update

County Team Lead Jeri Seegmiller provided information on the tobacco e-cigarette epidemic of teenage vaping. She reported a student survey shows that Cass teens have increased their use of both tobacco and e-cigarettes higher than the statewide average in the last year. She noted that statewide 1 in 5 high schoolers use e-cigarettes. She also noted that in 2016 Cass County 9th grade youth reported 6% higher use (15.4% vs 9.3%) and 11th grade youth reported 4% higher use (21.2% vs 17.1%) than state averages. The Board discussed an ordinance to raise the purchase of tobacco and tobacco products age to 21 years old for the County. Although no action was taken, the Board voiced support for a statewide effort to raise the minimum age to 21 years old through legislative priorities in 2019. The Board thanked her for the report.

RESULT:	RECEIVED AND FILED
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3.b. Region V+ Adult Mental Health Initiative Interlocal Cooperative Agreement

Health Human and Veteran Services Director Michele Piprude provided information on the Region V+ Adult Mental Health Initiative. She reported that the group of six counties is meeting on a monthly basis providing consistency in the region. She noted that the initiative is open to the Leech Lake Band of Ojibwe as well. It was also reported that all services provided are for adult mental health with 60 to 90 individuals currently

participating. She noted that the program serves participants with dementia and other mental health issues in older adults. She then asked for a motion to approve the Region V+ Adult Mental Health Initiative Interlocal Cooperative Agreement as presented.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jeff Peterson, Commissioner
SECONDER:	Scott Bruns, Vice Chair
AYES:	Neal Gaalswyk, Robert Kangas, Jeff Peterson, Scott Bruns
ABSENT:	Dick Downham

4. Kirk Titus - Land Commissioner

4.a. Federal Dam Bridge Update

Land Commissioner Kirk Titus and Highway Engineer Darrick Anderson provided an update on the Soo Line bridge near Federal Dam. They reported that on September 6, 2018 the Soo Line Trail trestle bridge, that crosses the Leech River at Federal Dam Minnesota, sustained significant damage in an early morning arson caused fire. They also noted that the bridge provides an important connection for the Soo Line Trail, which has offered many years of snowmobile and ATV riding opportunities to residents and visitors. They also reported that Erickson Engineering has conducted an inspection of the bridge. The report concluded that it was not feasible to restore or rehabilitate the bridge due to the extensive fire damage and the bridge should be demolished and if desired, a replacement structure be built. The engineer's estimate to build a replacement bridge at the current location is approximately \$655,000. It was noted that the Federal Dam City Council unanimously approved a trail reroute option through the City and across County Road 8 bridge. They reported that a proposed new bridge located west of the existing County Road 8 bridge could serve as a fishing, pedestrian, bicycle and atv/snowmobile bridge at an estimated cost of \$800k to \$1 million and that County staff is working with partners to obtain funds to support this project. The Board thanked them for the report.

RESULT:	RECEIVED AND FILED
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5. Tim Richardson - Central Services

5.a. Phone System Replacement

Central Services Director Tim Richardson provide information on the need to update the phone system in three buildings in Walker. He reported that this item is part of the capital plan for the courthouse, Health Human Veteran Service building, and highway building. He also reported that the current system is from 2000 and earlier with no caller id or enhanced 911 capabilities. He explained that due to the age of the existing system new cables are needed in the highway building. He then asked for a motion to approve the proposal from Arvig in the amount of \$75,485 for replacement of current phone systems at HHVS, Highway, and the Courthouse campus and cabling quote from Arvig for the highway building for \$9000 to be paid from the capital account.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Neal Gaalswyk, Commissioner
SECONDER:	Scott Bruns, Vice Chair
AYES:	Neal Gaalswyk, Robert Kangas, Jeff Peterson, Scott Bruns
ABSENT:	Dick Downham

6. John Ringle - ESD Director.

6.a. Pine River Transfer Station Monitoring Contract

Environmental Services Director John Ringle provided information on monitoring and minor repairs at the Pine River Transfer station. He noted that we have had an unwritten agreement with Joe Krecklau for years. He also noted the Mr. Krecklau has worked at the station since it was built and is very familiar with the equipment and buildings. He reported a need for County staff to learn more about the inspections and minor repairs taking place on site. He proposed a written contract to allow staff to shadow Mr. Krecklau for 90 days to take a more active role in the management of the facility. He then asked for a motion to refer the proposed contact back to staff for modifications and report back to the Board.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Neal Gaalswyk, Commissioner
SECONDER:	Jeff Peterson, Commissioner
AYES:	Neal Gaalswyk, Robert Kangas, Jeff Peterson, Scott Bruns
ABSENT:	Dick Downham

7. Confirm Upcoming Meeting Schedule

- 7.a. Joint meeting with the Leech Lake Band of Ojibwe, Monday November 26, 2018 beginning at 10:00 a.m., Northern Lights Event Center, Walker, MN.
- 7.b. AMC Annual Conference Monday, December 3, 2018 and Tuesday, December 4, 2018, at DoubleTree Hotel Bloomington - Minneapolis South, 7800 Normandale Boulevard, Minneapolis, MN.
- 7.c. County Board meeting of Thursday, December 6, 2018 beginning at 4:00 p.m. to establish a public hearing for Thursday, December 6, 2018 on the 2019 Cass County budget and property tax levy beginning at 6:00 P.M., Commissioner's Board Room, 1st Floor Crtse., Walker, MN.
- 7.d. Commissioner's Board Meeting on Tuesday, December 18, 2018, beginning at 10:00 a.m., Board Room, 1st Floor Crtse. Annex, Walker, MN.

8. Adjourn

Chairman Kangas adjourned the meeting at 10:21am

SIGNED: _____
Jeff Peterson, Chair
Cass County Board of Commissioners

ATTEST: _____
Joshua Stevenson
Cass County Administrator