

**TRANSCRIPT AND REPORT OF PROCEEDINGS  
CASS COUNTY BOARD OF COMMISSIONERS  
COUNTY OF CASS  
December 2, 2014**

1A. Chairman Kangas convened the regular meeting of the Cass County Board of Commissioners at 3:00 p.m. on Tuesday, December 2, 2014 with the flag pledge in the Board Room of the Courthouse Annex, Walker, MN. Commissioners present: Downham, Dowson, Gaalswyk, Kangas, and Peterson. Commissioners absent: None.

Others present during portions of the meeting included:

<u>NAME</u>	<u>REPRESENTING</u>	<u>NAME</u>	<u>REPRESENTING</u>
Robert Yochum	Administrator	Larry Wolfe	Chief Financial Officer
David Enblom	Highway Engineer	Josh Stevenson	Land Commissioner
Mark Peterson	County Assessor	Sharon Anderson	Auditor-Treasurer
Wanda Reed	HHVS	Sarah Smythe	HHVS
Lori Muller	HHVS	Tom Saxhaug	MN State Senator District 5
John Persell	State Representative 5A	Tom Anzelc	State Representative 5B
Wendy Shevich	District 5B	Tom Burch	Sheriff
John Ringle	ESD Director	Stephanie Shearan	AIS Coordinator
Jode London	Region 5+	Melanie Wolfe	Director of Business Mgmt.
Monica Lundquist	Brainerd Dispatch	Gail DeBoer	Pilot Independent
Allan Olson	Cass Lake Times		

1B. M/S/P Downham, Peterson – To approve the agenda items for discussion as presented. Unanimous.

2A. County Administrator Robert Yochum presented to the Board the following matters:

M/S/P Dowson, Downham - To waive reading and approve the consent agenda. Unanimous.

Approve - Board Minutes of November 18, 2014.

Approve - Auditor warrants dated November 13, 2014 in the amount of \$237,141.67.

Approve - Auditor warrants dated November 20, 2014 in the amount of \$648,575.42.

Approve - HHVS Commissioner warrants dated November 21, 2014 in the amount of \$232,232.63.

Approve - HHVS Auditor warrants dated November 21, 2014 in the amount of \$59,646.93.

Approve personnel actions - Budgeted positions scheduled for replacement: 1. Receive & file - Notice of appointment of Janelle Dillman, Home Health Aide, Grade 13, Step 1 effective November 19, 2014. 2. Receive & file - Notice of appointment of Scott Privratsky, Accounting Technician, Grade 19, Step 1 vacated by Kris Hedren effective December 8, 2014. 3. Receive & file - Notice of resignation of Rebecca (Becky) Norton, Accounting Technician, effective December 26, 2014, and receive & file the notice of intent to fill budgeted Accounting Technician position, Grade 19. 4. Receive & file - Notice of resignation of Susan Rinke, Child Support Officer, effective December 4, 2014, and receive & file the notice of intent to fill budgeted Child Support Officer position, Grade 22. 5. Receive & file - Notice of appointment of Danielle Smith, Case Aide, Grade 20, Step 1 effective December 1, 2014. 6. Receive & file - Notice of resignation/retirement of Retta Freeman, ESD Resource Specialist, grade 26, effective January 6, 2015. 7. Receive & file - Notice of appointment of Philip Martin, Motor Equipment Operator – Pillager, Grade 21, Step 1 effective December 15, 2014. B. Positions scheduled for no replacement at this time: None. C. Other. 1. Receive & file - Notice of probation completion for Marsha McMillen, County Agency Social Worker, Grade 28, Step 02, on November 28, 2014. 2. Receive & file - Notice of probation completion for Margaret "Maggie" Mellby, Collection Officer, Grade 20, Step 02, on November 27, 2014.

Approve licenses - On Sale 3.2 Beer - Huddles South Shore Resort - Huddles South Shore Resort, Inc, Pine Lake. On & Off Sale 3.2 Beer - Long Bow Golf Club - Long Bow Golf Club, LLC, Leech Lake.

Authorize - Payment of budgeted support for FY2014 to the Working Together Coalition in the amount of \$7,000.00.

Receive & file - HHVS Cash Account Balance Comparison and Child Service Costs through October 2014.

Receive & file - 2014 MCIT dividend payment in the amount of \$199,446.00.

Receive & file - Medical Examiners statistics from January 1, 2014 through September 30, 2014.

Accept - Donations: \$1,500.00 HHVS from Angels of St Agnes, St Agnes Catholic Church of Walker for gift cards for those in need during Christmas holiday season; \$300.00 - Sheriff's Office from the Bue Family in appreciation of locating their missing 4 yr. old daughter; Sheriff's Office - Accept Cass County's K9 Officer Yankee's ballistic vest from Vested Interest in K9s, Inc.

Authorize - Sheriff's Office to order 8 budgeted squads and 1 transport van off the State contract for delivery in 2015.

Receive & file - Receipt of Outstanding Agency award to Sheriff's Office for 4<sup>th</sup> quarter of "Toward Zero Deaths" Enforcement grant.

Approve - Resolution No. 53-14 property repurchase by Robert Rasmussen PID No.51-010-1307 Govt. 7, Sec. 10, 140 Twp. (Woodrow) Rge. 29.

Commissioner Dowson offered Resolution No. 53-14 and moved its adoption, Commissioner Downham seconded:

Be it resolved that the Cass County Board of Commissioners hereby approves the repurchase of Parcel #51-010-1307,

EXHIBIT "A" That part of Government Lot Seven (7.); Section Ten (10), Township One Hundred Forty(140) North, Range Twenty-nine (29) West of the Fifth Principal Meridian, in Cass County, Minnesota described as follows: Commencing at the Northeast corner of Norway Pine View Drive according to the recorded plat of Norway Pine View thereof; thence South 45 degrees 32 minutes 33 seconds west 132.55 feet along the easterly line of Said Drive; thence .South 12 degrees 34 minutes 19 seconds East 169.73 feet; thence South 52 degrees 43 minutes .36 seconds East 150.00 feet to the point beginning; thence South 48 degrees 28 minutes 58 seconds West 222.96 feet to a point on said Drive; thence South 76 degrees 25 minutes East 245.64 feet along said Drive; thence Southeasterly 87 .41 feet along said Drive along a tangential curve concave to the southwest having a central angel of 62 degrees 36 minutes 20 seconds and a radius of 80.00 feet; thence North 18 degrees 34 minutes 40 seconds East not tangent to said curve, 154 feet more or less to the shore of McKeown Lake; thence Northwesterly along said shore to a point that bears North 48 degrees 28 minutes 58 seconds East from the point of beginning; thence South 48 degrees 28 minutes 58 seconds West 15 feet more or less to the point of beginning.

The repurchase to Robert Rasmussen, is authorized for payment of \$6,328.57 for past and current taxes and fees in accordance with the application and subject to deed approval.

Resolution No. 53-14 was adopted by majority vote: Downham, Dowson, Gaalswyk, Kangas, Peterson. Nays: None.

Receive & file - Correspondence from Great River Energy regarding the Motley area 115kV transmission project update.

Receive & file - Payment to municipalities for 2014 routine maintenance costs in the amount of \$13,348.89.

Approve - Transfer of funds from Unorganized Township to Highway Department in the amount of \$146,058.34 for road maintenance and administrative costs from July through October 2014.

Approve - Agreement with Cass County/Leech Lake Reservation Children's Initiative, Inc. from January 1, through December 31, 2015.

Receive & file - Sheriff's Office lease update with City of Pine River.

Receive & file - Timber auction results of November 26, 2014 totaling 5,107.50 cords plus 117.80 mbf saw timber totaling \$133,024.00.

Approve - Capital project payments: Mark Beard (Inv.#0018) – Walker Highway Shop upgrades in the amount of \$1,600.00.

- 2B. Administrator Yochum reported that the Longville Area Ambulance Building District Joint Powers Board met on November 20, 2014 and took action to convey the Longville Area Ambulance Building to Cass County. In addition, the Joint Powers Board adopted a resolution to repeal the related joint powers agreement and disband the Joint Powers Board upon completion of the transfer of ownership of the building to Cass County. Mr. Yochum presented an assignment of lease agreement requested by the City of Longville including a covenant acknowledging Federal Aviation Administration jurisdiction of the land affected by the lease.

M/S/P Dowson, Peterson - To accept a donation to Cass County of a building plus \$1 from the Longville Area Ambulance Building District, to approve assignment of all Longville Area Subordinate Service District November 08, 2006 land lease agreement interests to the County of Cass, to approve County consent to the referenced lease agreement assignment including a covenant acknowledging Federal Aviation Administration jurisdiction, and to provide a certificate of gratitude to the Townships of Boy Lake, Kego, Wabedo, and Woodrow and the City of Longville. Unanimous.

- 3A. MN State Senator Tom Saxhaug (District 5), MN State Representative John Persell (District 5A), and MN Representative Tom Anzelc (District 5B) discussed 2015 legislative initiatives with the Board of Commissioners. Additional comments were made by Highway Engineer Enblom, Auditor-Treasurer Anderson, and Assessor Peterson. The Board thanked all for the update. No action necessary.

- 4A. Highway Engineer Dave Enblom reported a request from the Shingobee Connection Trail Task Force to utilize Conservation Fund #73 funds in the amount of \$20,000.00 to relocate approximately 300 feet of the Shingobee Connection Trail route off the shoulder of Christmas Point Road in Shingobee Township to adjacent private land easements. Mr. Enblom suggested tabling the matter for additional information from those affected by the project.

M/S/P Dowson, Gaalswyk – To table the Shingobee Connection Trail Task Force Christmas Point Road project. Unanimous.

- 5A. Financial Assistance Supervisors Wanda Reed and Sarah Smythe presented HHVS Income Maintenance Unit activity levels and customer service feedback at the Backus, and Cass Lake offices. Ms. Reed reported 283 client visitors at the Backus office from July 1 through November 21, 2014. Ms. Smythe reported 620 client visitors at the Cass Lake office from June 09 through November 21, 2014. Both supervisors presented very positive customer feedback remarks received by HHVS. The Board complimented the staff for the HHVS services at Backus and Cass Lake. No action necessary at this time.

- 5B. County Team Leader Lori Muller presented an update on the launch of the MnChoices Initiative. MnChoices is a single comprehensive assessment and support planning web-based application for long-term services and supports in Minnesota. Funded by the 2009 legislature, it reflects stakeholder recommendations and takes the place of multiple assessment tools currently used for developmental disability, long term care, and personal care assistance. In the future MnChoices will also replace private duty nursing assessments. Statewide it is projected that more than 143,000 assessments will be completed in 2015. Cass County has now implemented MnChoices for new intakes and reassessment clients in the next year or so. Ms. Muller noted that current standards include 3 hours of client interview to complete the assessment. No action necessary at this time.

- 5C. County Team Leader Muller reported that the University of MN Mental Health First Aid Certification Training previously discussed with the Board was held on September 24, 2014 at Hope Lutheran Church, Walker, MN. 35 people were in attendance from a variety of professions to identify risk factors, warning signs, and share treatment practices for mental health problems. No action necessary.

- 6A. Jode London introduced herself and explained the services of the non-profit agency "Wellness in the Woods focused on mental health issues. Ms. London reported that a recently completed project was a Region V+ Adult Mental Health Guide to Services. The guide is being distributed throughout the six counties of Region V+ to assist members of all counties access resources. Law enforcement is a particular emphasis so that mental health crisis situations are promptly referred to other partners so law enforcement officers may resume their duty to "serve and protect" while mental health professionals care for people. The Board thanked Ms. London for the presentation, no action necessary.

- 7A. ESD Director John Ringle and AIS Coordinator Stephanie Shearan discussed the Aquatic Invasive Species program annual report. In April 2014, Cass County, through the Cass Soil and Water Conservation Board (SWCD), implemented an Aquatic Invasive Species (AIS) prevention and management program. Stephanie Shearan was hired to serve as the AIS Inspection Coordinator. Initial funding consisted of \$33,880 in contributions by Cass County Lake Associations, Townships, matched by Cass County and Cass SWCD. Subsequently the MN State legislature authorized funding for AIS prevention and management. Cass County's allocation is \$225,000 in fiscal year 2014 and \$550,000 in fiscal year 2015. Ms. Shearan summarized program 2014 activities including inspections, decontamination, education, and special projects thus far planned for 2015 (Countywide video campaign, lake association projects at the Boy River Chain, Washburn, Lawrence, Roosevelt, Thunder Lake, Townline, and Webb). ESD Director Ringle reported an AIS 2014 program cost of \$93,454 (\$33,880 from initial fund plan and \$59,574 from the 2014 legislative funding). The Board congratulated Ms. Shearan and ESD on the first year accomplishments. No action necessary.

8. County Administrator Yochum confirmed the upcoming meeting schedule:

M/S/P Dowson, Downham – To approve holiday closing at 3:00 p.m. on December 24, and December 31, 2014 for all county facilities except the Sheriff's Office. Unanimous.

M/S/P Gaalswyk, Downham – To recess this meeting at 4:50 p.m. until the Truth-N-Taxation public hearing at 6:00 p.m. in the Commissioners Board Room, Courthouse Annex, Walker, MN. Unanimous.

9A. Chairman Kangas reconvened the meeting at 6:00 p.m. in the Commissioners Board Room, Courthouse Annex, Walker, MN for the purpose of conducting the Truth-N-Taxation public hearing on the proposed 2015 Cass County budget and property tax levy.

Commissioners present: Downham, Dowson, Gaalswyk, Kangas and Peterson. Commissioners absent: None.

Others present during portions of the meeting included:

<u>NAME</u>	<u>REPRESENTING</u>	<u>NAME</u>	<u>REPRESENTING</u>
Robert Yochum	Administrator	Larry Wolfe	Chief Financial Officer
Sharon Anderson	Auditor-Treasurer	Mark Peterson	County Assessor
Penny Vikre	Assessor's Office	Reno Wells	HHVS Director
Melanie Wolfe	HHVS	Brad Zubke	Self

9B. Chief Financial Officer Larry Wolfe explained the exhibits prepared for the hearing and summarized the proposed 2015 budget.

9C. Administrator Yochum noted that the 2015 proposed tax notice parcel by parcel comparisons were presented earlier in this meeting to the Board and the visiting MN legislative district 5 delegation.

9D. Chairman Kangas asked for public comments on the 2015 Cass County Budget. Auditor-Treasurer Sharon Anderson reported that no written comments have been received to date related to the hearing notices. County Assessor Mark Peterson stated that County staff is available at the Assessor's Office adjacent to the Board Room to assist citizens with any questions regarding values or tax classifications. No one appeared to discuss the proposed 2015 Cass County budget and property tax levy.

9E. M/S/P Peterson, Gaalswyk – To close the hearing and table adoption of the 2015 Cass County levy & budget until Tuesday, December 16, 2014, at the regular Cass County Board of Commissioners meeting, beginning at 10:00 a.m., Commissioners Board Room, Courthouse Annex, Walker, MN. Unanimous.

10. M/S/P Dowson, Downham - To adjourn the meeting at 6:05 p.m. Unanimous.

SIGNED: \_\_\_\_\_  
Bob Kangas, Chairman  
Cass County Board of Commissioners

ATTEST: \_\_\_\_\_  
Robert H. Yochum  
Cass County Administrator