

TRANSCRIPT AND REPORT OF PROCEEDINGS  
CASS COUNTY BOARD OF COMMISSIONERS  
COUNTY OF CASS  
April 5, 2011

- 1A. Chairman Dowson convened the regular meeting of the Cass County Board of Commissioners at 9:00 a.m. on Tuesday, April 5, 2011, with the flag pledge, in the Board Room of the Courthouse, Walker, MN. Commissioners present: Dowson, Gaalswyk, Kangas, Peterson. Commissioners absent: Downham.

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 Deputy Auditor
David Enblom	Highway Engineer	John Ringle	ESD Director
Tom Burch	Sheriff	Reno Wells	HHVS Director
Jamie Richter	HHVS	Melanie Wolfe	HHVS
Scott A. St. Sauver Col.	Camp Ripley	Bill Brown	Camp Ripley
Dan Smith CSM	Camp Ripley	Jim Schneider	Cass County Probation
Sue Wickland	Cass County Probation	Kerry Swenson	EMS Coordinator
Christopher Strandlie	County Attorney	Tim Richardson	Central Services Director
Laura Hadrava	Highway Dept.	Kris Lyytinen	Highway Dept.
Cheryl Brown	Browns Septech Services	Gail DeBoer	Pilot-Independent
Monica Lundquist	Brainerd Dispatch	Allan Olson	Cass Lake Times

- 1B. M/S/P Peterson, Kangas - To approve the agenda items for discussion as presented and the addition of Item 5C.( HHVS budget remarks on MN House File #927 and MN Senate File #760). Unanimous.

- 2A. Robert Yochum presented the Board the following matters:

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

Approve - Board Minutes of March 15, 2011.

Approve - Auditor warrants dated March 17, 2011 in the amount of \$238,492.16.

Approve - HHVS Auditor warrants dated March 18, 2011 in the amount of \$182,855.81.

Approve - HHVS Commissioner warrants dated March 18, 2011 in the amount of \$269,892.94.

Approve - Auditor warrants dated March 24, 2011 in the amount of \$128,161.28.

Approve - Auditor warrants dated March 31, 2011 in the amount of \$131,009.82.

Approve - Auditor warrants dated March 31, 2011 in the amount of \$122.93.

Approve - Personnel Items - A. Budgeted positions scheduled for replacement - Receive & file - Notice of intent to fill budgeted position of Probation Officer. Receive and file - Appointment of Scott Noland Assistant Land Commissioner, grade 34, step 2 effective May 23, 2011. Approve - PEHRC's point factor evaluation system rating for ESD – Technical Support Professional at grade 30. Receive & file - Notice of intent to fill budgeted position of ESD – Technical Support Professional. Receive & file – Certificate of Appreciation and notice of resignation of Mary Anderson, HHVS Social Worker Team Leader, effective March 18, 2011. Receive & file - Notice of intent to fill budgeted position of Social Worker Team Leader position, Grade 31. Receive and file - Appointment of Sue Wickland, Probation Department Office Manager, grade 24, step 4 effective April 1, 2011. Receive & file - Notice of appointment of Desiree Larson as HHVS Office – ½ FTE Financial Worker, at grade 20, step 1, effective February 28, 2011 and ½ FTE Office Support Specialist, at grade 15, step 1 effective March 16, 2011 (with a review of such to occur in August of 2011). B. Positions scheduled for no replacement: None. C. Other - Receive & file - Notice of retirement of Jail Administrator Bert Woodford, effective May 19, 2011.

Approve Licenses - On & Off Sale 3.2 Beer - Wedgewood Golf Course - Richard Watson, Leech Lake. Set-Up - All Pine Inn Resort - Richard Anderson, Beulah; Salty Dog Saloon & Eatery - Thomas Sewall, Powers; Cass Lake Lodge - 2 Balls Inc., Pike Bay.

Approve – Sheriff's Office submission of grant funding for Hazard Mitigation Plan update.

Approve - Out of state travel for Kathy Ramos, Veterans Service Officer to attend Spring Conference in Fargo, ND – May 19-20, 2011 part of VA Certification through Minnesota Department of Veterans Affairs – costs to county will be travel, room and meals.

Receive & file - Public notification of possible amendments to Ordinance 2004-03 Lawful Assembly.

Approve - Pay request No. 1 for Deep Portage Project to Category #2a - Residential Wind Power in the amount of \$44,643.35.

Approve - Change Order #1 for Deep Portage Learning Center Category #2b to Knox Electrical in the add amount of \$1,100.00(upgrade for new refrigeration compressor) and Approve Change Order #2 for Deep Portage Learning Center Category #2b to Knox Electrical in the add amount of \$750.00(change/addition for lighting in 2 bathrooms excluded on original bid).

Approve - Gate repair quote (SE1/4 SE1/4 Sec. 18, Twp.135 Homebrook Twp., Range 30) to Kurt Sawyer in the amount of \$200.00.

<u>Bidder</u>	<u>Bid Amount</u>
Kurt Sawyer	\$200.00
Sawyer Timber	\$225.00

M/S/P Kangas, Gaalswyk – To award gate repair quote (SE1/4 SE1/4 Sec. 18, Twp.135 Homebrook Twp., Range 30) to Kurt Sawyer in the amount of \$200.00. Unanimous.

Authorize - Central MN Emergency Medical Services Region support letter regarding EMS Region grant program.

Approve and authorize - Sheriff to execute the Law Enforcement Agreement with US Dept. of Agriculture/Chippewa National Forest from May 1, 2011 and ending September 30, 2011.

Approve and authorize - Sheriff to execute the Law Enforcement Agreement with US Dept. of Agriculture/Chippewa National Forest from a period of five years through September 30, 2015.

Approve – Submit grant application to MN DOC - Remote Electronic Alcohol Monitoring (REAM) in the amount of \$8,500.00 per year for FY2012 – 2013.

Award - Quote for color infrared aerial photography flight in northwest Cass County to Infrared Baron, Inc. in the amount of \$21,700.00.

<u>Bidder</u>	<u>Bid Amount</u>
ProWest and Associates	\$22,200
Infrared Baron, Inc.	\$21,700

M/S/P Kangas, Gaalswyk – To award quote for asbestos/regulated materials inspection to Grinning Bear Roll-Off Service amount of \$250.00 on PIN# 25-034-3301, PT OF SW SW, SEC 34-138-32, 8342 24<sup>th</sup> St. SW, Backus, MN. Unanimous.

<u>Name</u>	<u>Site 1</u>	<u>Additional Samples</u>
Grinning Bear Roll-Off Service	\$250.00	NA
Environmental Troubleshooters	\$435.00	\$16.00 - A
ProSource Technologies, Inc.	\$1,300.00	\$8.00 – A / \$10.00 -Lead

Approve - Request from Widseth Smith & Nolting on behalf of MPCA to place monitoring wells on County Administered Land in Birch Lake Twp.

Approve - Resolution No.19-11 FY2011-2012 grant-in-aid assistance for ski trails, snowmobile and ATV Trail (Soo-Line) and approve (CFMS: Contract No. #B54060) in the amount of \$6,300.00 for Soo-Line ATV Trail.

Commissioner Kangas offered Resolution No.19-11 and moved its adoption; Commissioner Gaalswyk seconded:

BE IT RESOLVED, that the Board of Commissioners of Cass County, Minnesota, hereby approve applications for the 2011-2012 grant-in-aid assistance for:

Cass County Ski Trails

- Hiram
- Goose Lake
- Washburn Lake
- Cut Lake

Snowmobile Trails

- Arctic
- Aspen
- Brush Pilots
- Chippewa
- Eagle Country
- Heartland
- Hiram
- Lost Girl
- Wadena Trail Breakers
- Paul Bunyan
- Pipeline
- Snoway 1
- Snowsnake
- Soo Line
- Triville
- Winnie Loop
- Wood Lake
- Rock Lake Trail

All-Terrain Vehicle

- Soo Line

Resolution No. 19-11 was adopted by majority vote: Ayes: Dowson, Gaalswyk, Kangas, Peterson. Nays: None. Absent: Downham.

Approve - Certification of employment of power limited technician Tim Richardson responsible for technology system construction and maintenance pursuant to MN Department of Labor and Industry standards.

Approve - Assessor's Office Abatelements - Steven Mallory - Otter Tail Peninsula, Value Reduction 2010/2011; Steven Tholl - Pillager, Value Reduction 2010/2011; Barry Eidsmoe - Pike Bay, Property Damage 2010; Arthur Reuck - Powers, Property Damage 2010; Paul Odenthal - Pillager, Property Damage 2010.

Approve - Letter of Understanding with Local #49 International Union of Operating Engineers - severance pay participation in Post Employment Health Plan (PEHP).

Receive & file - Local #49 International Union of Operating Engineers change in contribution to the Central Pension Fund.

Receive and file - Cass County HHVS Cash account balance comparison and Child Service Costs.

Approve - Recommendation of the HHVS Advisory Committee to appoint Wilma Griffin as Chairperson for the Cass County Health, Human and Veteran's Services Advisory Committee for one year effective March 28, 2011.

Approve - Appointment of Bernadette Miller as the representative for Senior Transportation to the Cass County Health, Human and Veteran's Services Advisory Committee, term to be for a period of three years effective March 1, 2011 (assigns prior transportation advisory committee to this committee).

Approve - HHVS 2011 Amendment to the Home and Community-Based Services Contracts effective through December 31, 2011, with: Senior Class Home Care, and Arvig Security Solutions

Approve - HHVS purchase of service agreement with First Step Backus to provide residential treatment programs for people with alcohol and other drug problems from January 1, 2011 through December 31, 2011.

Accept - HHVS CY11 Combined Grants - Children's Mental Health Awards in the amount of \$69,285 with the MN Dept. of Human Services.

Approve - Final pay request for Deep Portage Project to Category #2b – Knox Electric, Inc. in the amount of \$11,350.00.

Approve - Pay request No. 2 for Deep Portage Project to Category #3 – Tony Peterson Const. in the amount of \$7,600.00.

Approve - Final pay request for Deep Portage Project to Category #3 – Tony Peterson Const. in the amount of \$900.00.

M/S/P Kangas, Gaalswyk – To approve the non-union personnel pay plan for calendar years 2011 and 2012, and further to authorize the County Administrator to implement the same. Unanimous.

- 2B. Administrator Yochum reported on the March 23-24, 2011 Association of MN Counties (AMC) Legislative Conference. Mr. Yochum summarized discussions with State Representative Larry Howes, State Representative John Persell, and State Senator John Carlson which included: the impact of a State proposed 15% PILT reduction; a request to focus on direct aid reductions to Counties rather than cost shifts such as short term offenders to County jails; a request to extend a sales tax exemption for purchase of radio equipment to comply with Federal standards; a proposal to establish an expedited approach including deadlines for public land trades; a request to support legislation to define common land use variance standards. Mr. Yochum also reported that the AMC members at the conference endorsed the Minnesota Accountable Government Innovation and Collaboration Act (MAGIC Act) which focuses on finding more effective County service delivery systems. Administrator Yochum noted that as of March 31, 2011 there has been 1,350 bills introduced this Legislative Session. No action necessary.

- 2C. Administrator Yochum presented the 12/31/10 South Country Health Alliance (SCHA) Capital Surplus by County. Mr. Yochum reported that March 28, 2011 the SCHA Board approved a capital surplus distribution to Cass County in amount of \$1,072,043 to be paid in five equal payments each September 15 plus interest pursuant to the related joint powers agreement. Administrator Yochum added that Cass County is working with Crow Wing County to confirm the capital surplus amounts.

M/S/P Peterson, Gaalswyk – To receive & file the 12/31/10 South Country Health Alliance (SCHA) Capital Surplus by County report. Unanimous.

- 3A. Sheriff Tom Burch and EMS Coordinator Kerry Swenson presented a Joint Powers Agreement with the Department of Public Safety, Bureau of Criminal Apprehension that allows utilizing the State criminal justice data communications network for Cass County public safety messages. Sheriff Burch explained the benefits the State system at no cost to Cass County at this time.

Commissioner Kangas offered Resolution No. 20-11 and moved its adoption, Commissioner Gaalswyk seconded:

Resolution Approving State of Minnesota Joint Powers Agreement

WHEREAS, the County of Cass on behalf of its County Attorney and Sheriff desires to enter into a Joint Powers Agreement with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to use systems and tools available over the State's criminal justice data communications network for which the County is eligible.

WHEREAS, the Joint Powers Agreement further provides the County with the ability to add, modify and delete connectivity, systems and tools over the five year life of the agreement and obligates the County to pay the costs for the network connection.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Cass County, Minnesota as follows:

That the State of Minnesota Joint Powers Agreements by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the County of on behalf of its County Attorney and Sheriff are hereby approved. Copies of the two Joint Powers Agreements are attached to this Resolution and made a part of it.

That the Sheriff, Tom Burch or his or her successor, is designated the Authorized Representative. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the County's connection to the systems and tools offered by the State.

To assist the Authorized Representative with the administration of the agreement, Kerry Swenson, EMS Coordinator is appointed as the Authorized Representative's designee.

That the Sheriff, Tom Burch, or his or her successor, is designated the Authorized Representative for the County Attorney. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the County's connection to the systems and tools offered by the State.

To assist the Authorized Representative with the administration of the agreement, Kerry Swenson, EMS Coordinator is appointed as the Authorized Representative's designee.

That Jim Dowson, the Chair of the County of Cass, and Robert H. Yochum, the County Board Clerk, are authorized to sign the State of Minnesota Joint Powers Agreements.

Resolution No. 20-11 was adopted by majority vote: Ayes: Dowson, Gaalswyk, Kangas, Peterson. Nays: None. Absent: Downham.

- 3B. EMS Coordinator Kerry Swenson requested authorization to execute the 2010 PSIC Control Station Grant in the amount of \$25,440.77 for the acquisition and installation of three 700/800 MHZ trunked radios for the ARMER system. Mr. Swenson presented Resolution No. 21-11 that approves and authorizes the Sheriff or his designee and Board Chairman to execute the Public Safety Interoperable Communication (PSIC) grant.

Commissioner Gaalswyk offered Resolution No. 21-11 and moved its adoption; Commissioner Kangas seconded:

WHEREAS, Cass County has accepted the 2010 PSIC Control Station with MN Public Safety, Emergency Communication Network (Grant Contract Number: #9600000378) in the amount of \$25,440.77.

NOW, THEREFOR BE IT RESOLVED, That the Cass County Board of Commissioners approve and authorize the Cass County Sheriff or his designee and the Chairman of the Cass County Board to execute such documents as are necessary to implement the referenced grant agreement.

Resolution No. 21-11 was adopted by majority vote: Ayes: Dowson, Gaalswyk, Kangas, Peterson. Nays: None. Absent: Downham.

- 3C. Sheriff Burch reported that due to the retirement of Jail Administrator Bert Woodford effective May 19, 2011 he has reviewed options for administration of the jail. Sheriff Burch requested Board approval to amend the Sheriff's Office Lieutenant job description (grade 34 non-exempt, grade 36 exempt) by adding the Jail Administrator assignment and noted that the change would be funded within the adopted 2011 budget.

M/S/P Kangas, Peterson – To approve amending the Sheriff's Office Lieutenant job description to include the assignments of Shift Commander or Jail Administrator. Unanimous.

- 4A. Newly appointed Colonel Scott A. St. Sauver, Post Commander of Camp Ripley discussed the military mission and positive economic impact (\$352M/yr) of Camp Ripley. Colonel St. Sauver presented upcoming events scheduled at Camp Ripley from May through September along with the 2011 annual military training schedule. In addition to military training other facility uses include training area law enforcement officers and conservation officers, MnDOT snowplow driver training course, Boy Scout Jamborees, water quality training, and special hunting seasons for deer and wild turkeys. Colonel St. Sauver also updated the Board on the Beyond the Yellow Ribbon Program that creates awareness for the purpose of connecting service members and their

families with community support, training, services and resources. HHVS Director Reno Wells added that his department will follow up on the Yellow Ribbon Program.

- 4B. Bill Brown explained Camp Ripley's Environmental Program including the conservation program, animal surveys, community outreach, partnerships with MNDNR, MN BWSR, MN State colleges and Universities, the Nature conservancy, local school districts, community interest groups, the Army Compatible Use Buffer accomplishments, and the Prescribed Fire Program. The Board thanked Col. St. Sauver and Mr. Brown for the update.
- 5A. HHVS Director Reno Wells presented the 2010 HHVS Annual Report which included program descriptions and outcomes for each of the unit activities in the Cass County Health, Human, and Veterans Services Department.
- 5B. HHVS Director of Public Health Nursing Jamie Richter reported to the Board that Cass County ranks 85 of 85 MN Counties in health outcomes and 83 of 85 in health factors according to the 2011 County Health Rankings released by the Robert Wood Johnson Foundation and University of Wisconsin Population Health Institute. Ms. Richter summarized the current efforts by Cass County toward improving the health rankings through evidenced based interventions including SHIP (State Health Improvement Program) targeting obesity and tobacco use, the WIC (Women Infant and Children) clinics focus on nutrition, and collaborative partnerships with other groups.
- 5C. HHVS Director of Business Management Melanie Wolfe commented on House File #927 and Senate File #760 - the two tax bills going through the MN legislature and possible budget implications to the Cass County HHVS budget.
- 6A. Central Services Director Tim Richardson, County Attorney Chris Strandlie, and Rachele Fuller from Court Administration requested board approval to relocate the Law Library and provide Court Administration a filing system. County Attorney Chris Strandlie explained that two of the Assistant Attorneys are currently located on the third floor and requested that they move to fourth floor adjacent to other staff. The Law Library would then move from fourth floor adjacent to County Attorney Office to first floor to occupy space vacated by Central Services and Victim/Witness program. The Victim/Witness program would move to first floor space vacated by the Guardian Ad Litem program and Court Administration active records. The Guardian Ad Litem program would move from first floor to third floor to occupy space vacated by Assistant Attorneys. Mr. Strandlie requested Board approval to proceed and accept quote of \$18,435 (plus tax) from Spitzack Builders, Inc.

Rachele Fuller, Cass County Court Operations Supervisor reported an ongoing need to access original court file documents. Court records have consumed all space available in Court Administration offices and are now stored in other areas including the Guardian Ad Litem Program space. Mr. Richardson suggested that the space formerly used by the historic tax records in the basement of the LEC is now a practical alternative for active file storage and the most efficient storage system would be lateral files. Ms Fuller requested Board approval to proceed with consolidation of Court records in the basement of the LEC and accept a quote not to exceed \$29,000 (plus tax) from Mid America Business Systems to install a lateral file system. Chief Financial Officer Larry Wolfe reported that the source of funds would be General Fund fund balance.

M/S/P Kangas, Gaalswyk – To approve the Law Library relocation plan and Court Administration record consolidation as presented, and further, to accept related quotes from Spitzack Builders, Inc. not to exceed \$18,435 (plus tax), and from MidAmerica Business Systems not to exceed \$29,000 (plus tax) (source of funds General Fund fund balance). Ayes: Dowson, Gaalswyk, Kangas. Nays: Peterson. Absent: Downham.

- 7A. ESD Director John Ringle presented quotes for SSTS installation inspections for 2011 newly installed systems. The ESD Department sent out Requests for Proposals to 20 Cass County MPCA certified SSTS Inspectors, and received proposals from seven (7) SSTS Contractors. Mr. Ringle recommended award to the apparent low proposer - Brown's Sep-Tech Services (MPCA Lic. No. 1256) for calendar 2011. Cheryl Brown indicated that providing service on a Countywide basis would not be a problem for Brown's Sep-Tech Services.

#### 2011 SSTS Inspection of Newly Installed System Inspection

<u>Bidder and Business Name</u>	<u>Bid Amount</u>
Cheryl Brown - Brown's Sep-Tech Services	\$70.00
Joni Tulenchick - Self	\$74.90
Harry Entwistle - Bowman Management	\$85.00
Jeanne Kelsey - Self	\$124.50
John Fank - Fank's Site Evaluating	\$125.00
Greg Kossan - Tri-County Septic Inspections	\$150.00
Dan Switzer - Cass County Construction	\$250.00

M/S/P Kangas, Peterson – To approve the 2011 SSTS installation inspection contract with Cheryl Brown - Brown's Sep-Tech Services in the amount of \$70.00 for each inspection properly executed and documented, and further, any promptness complaints related to contract performance be reported to the Board . Unanimous.

- 7B. Mr. Ringle informed the Board of an opportunity to submit a grant to the Minnesota Pollution Control Agency in the amount of \$28,246 which requires a \$8,246 (25%) county match, to be provided by the existing County ESD Solid Waste budget for related activities. The grant proposes to partner with Crow Wing and Hubbard Counties, the Leech Lake Band of Ojibwe and other local governments. The grant will fund public outreach and community development, technical assistance in the collection and temporary storage of waste electronics and some temporary storage equipment.

M/S/P Gaalswyk, Kangas – To approve submission of a MN Pollution Control Agency grant for countywide electronic waste handling and disposal process that will partner with Crow Wing and Hubbard Counties, the Leech Lake Band of Ojibwe and other local governments in the amount of \$28,246.00 with a local match of \$8,246 and further, Cass County will act as the lead agency for the grant. Unanimous.

- 7C. Mr. Ringle presented a request from the Cass County Planning Commission to establish a moratorium on Sec. 1104.9 and Sec.1121 of the Cass County Land Use Ordinance to allow a Cass County resort working group to study possible ordinance changes for newly created resorts, private retreats and campgrounds. The working group will be convened over the summer of 2011 for recommendations to the Planning Commission and any proposed changes would be included in the planned Public Hearing by the Planning Commission in the Fall of 2011 with other ordinances revisions previously referred by the Board. A moratorium on County Land Use Ordinance provisions is allowed for up to one year under Minnesota Statute 394.34.

M/S/P Kangas, Peterson – To establish a moratorium effective Tuesday, April 5, 2011 (not to exceed one year) to allow the Planning Commission to establish a resort working group to study any possible ordinance changes for newly created resorts, private retreats and campgrounds. Unanimous.

- 8A. Assistant Highway Engineer Kris Lyytinen presented bid results for the 2011 annual roadway striping and the joint County-Township highway sign project. Bids were opened at 2:00 PM on March 29, 2011.

Project Name: Roadway Striping 2011  
Project No.: Roadway Striping 2011  
Engineers Estimate: \$89,659.80

<u>Bidder</u>	<u>Total Bid Amount</u>	<u>Percent Over/Under Estimate</u>
Traffic Marking Service, Inc.	\$87,307.38	-2.62%
AAA Striping Service Co.	\$94,119.77	4.97%

M/S/P Kangas, Gaalswyk - To award the bid to the apparent low bidder (received on March 29, 2011) for Roadway Striping 2011 to Traffic Marking Service, Inc. in the bid amount of \$87,307.38. Unanimous.

Project Name: Highway Sign Project 2011  
Project No.: Highway Sign Project 2011  
Engineers Estimate: \$70,000.00

<u>Bidder</u>	<u>Total Bid Amount</u>	<u>Percent Over/Under Estimate</u>
Newman Signs	\$34,503.33	-50.71%
M & R Sign	\$37,355.35	-46.64%
Lyle Signs	\$45,989.72	-34.30%

M/S/P Kangas, Peterson - To award the bid to the apparent low bidder (received on March 29, 2011) for Highway Sign Project 2011 to Newman Signs in the bid amount of \$34,503.33. Unanimous.

- 8B. Construction Design Engineer Laura Hadrava presented two bid results for SAP 011-606-009(CSAH 6) and SAP 011-644-003(CSAH44). Bids were opened at 2:00 p.m. on Monday, April 4, 2011.

Contract No. 60609  
Project No.: SAP 011-606-009, SAP 011-644-003  
Engineers Estimate: \$951,484.62

<u>Bidder</u>	<u>Total Bid Amount</u>	<u>Percent Over/Under Estimate</u>
Tri-City Paving, Inc.	\$784,161.22	17.59% Under Estimate
Anderson Brothers Construction Co.	\$916,549.45	3.67% Under Estimate
Central Specialties, Inc.	\$972,720.12	2.23% Over Estimate
Knife River Materials	\$1,043,994.37	9.72% Over Estimate

M/S/P Peterson, Kangas – To award the bid to the apparent low bidder (received on April 4, 2011) for Contract No. 60609 - SAP 011-606-009 (CSAH 6) and SAP 011-644-003 (CSAH44) to Tri-City Paving, Inc. in the bid amount of \$784,161.22. Unanimous.

- 8C. Highway Engineer David Enblom updated the Board on possible joint use maintenance facilities with MNDOT at Remer and Pine River. Mr. Enblom explained that the next step for the Remer project would be to proceed with a joint use/construction agreement with MNDOT and next step for the Pine River project would be to authorize a joint use/design agreement with MNDOT. Mr. Enblom presented a proposal dated December 9, 2010 from Widseth, Smith & Nolting for design and construction services for the Remer project. Administrator Yochum suggested that the Remer project utilize a design build contracting method and that any professional construction inspection services be determined after receipt of proposals. The Board also discussed whether private contracting of Highway Department services would affect possible consolidation of County and MNDOT facilities at Remer, and Pine River.

M/S/P Dowson, Kangas – To approve the concept of a County and MNDOT facility located at Remer and direct the staff to report back to the Board as follows: develop a draft joint use agreement with MNDOT, solicit design build project proposals, and evaluate private contracting alternatives. Ayes: Dowson, Gaalswyk, Kangas. Nays: Peterson. Absent: Downham.

9. Administrator Yochum discussed the upcoming meeting schedule: A. Establish Joint Meeting with Leech Lake Tribal Council on Monday, April 21, 2011, 1:30 p.m., Northern Lights Event Center, Walker, MN. B. Budget Committee Meeting, Tuesday, April 19, 2011, following Board of Commissioners Meeting, Backus Land Department Meeting Room, Backus, MN. C. EMS Training Exercise – Friday, May 20, 2011, 9:00 a.m., LEC Meeting Room, Walker, MN.

10. Chairman Dowson adjourned the meeting at 11:50 a.m.

SIGNED: \_\_\_\_\_  
Jim Dowson, Chairman  
Cass County Board of Commissioners

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