

**TRANSCRIPT AND REPORT OF PROCEEDINGS
CASS COUNTY BOARD OF COMMISSIONERS
COUNTY OF CASS
March 5, 2013**

- 1A. Chairman Downham convened the regular meeting of the Cass County Board of Commissioners at 9:00 a.m. on Tuesday, March 5, 2013, with the flag pledge, in the Board Room of the Courthouse, Walker, MN. Commissioners present: Downham, Dowson, Gaalswyk, and Peterson. Commissioners absent: Kangas.

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
John Ringle	ESD Director	Paul Fairbanks	Solid Waste Ofcr./County Planner
Reno Wells	HHVS Director	Jim Schneider	Probation Director
Katie Norby	County Recorder	Josh Stevenson	Land Commissioner
Shari Splichal	Auditor-Treasurer's Ofc.	Karen Flier	Auditor-Treasurer's Ofc.
Dave Enblom	Highway Engineer	Laura Hadrava	Highway Department
Scott Septrick	VFW Post #772	Don Stehr	American Legion #202
Michelle Nistler	Probation Dept.	Shirley Smith	Probation Dept.
Monica Lundquist	Brainerd Dispatch	Gail DeBoer	Pilot Independent

- 1B. M/S/P Peterson, Gaalswyk – To approve the agenda items for discussion as presented and the addition of Item 2A.1 (Request to be heard by Scott Septrick – Veterans Service Office matters), Item 2C. (Commercial cardboard recycling program), Item 4D. (Leech Lake Band of Ojibwe MOU – road improvement projects) and Item 2A.18 (Approve Family Planning grant submission – joint application with Morrison, Todd & Wadena Community Health Services. Unanimous.

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

M/S/P Peterson, Gaalswyk – To waive reading and approve the consent agenda as amended. Unanimous.

Approve - Board Minutes of February 19, 2013.

Approve - Auditor warrants dated February 14, 2013 in the amount of \$264,572.97.

Approve - Auditor warrants dated February 21, 2013 in the amount of \$436,400.52.

Approve - HHVS Commissioner warrants dated February 22, 2013 in the amount of \$142,620.76.

Approve - HHVS Auditor warrants dated February 22, 2013 in the amount of \$68,206.81.

Approve Personnel Items – A. Budgeted positions scheduled for replacement: Receive & file - Notice of resignation of Charlene Kronstedt, effective March 8, 2013, and receive & file the notice of intent to fill budgeted County Agency Social Worker (Child Protection Specialist) position vacated by Charlene Kronstedt, Grade 28, Step 01. Approve Appointment of Brad Mesenbrink for the position of County Team Leader – Probation Department, grade 35, step 3, effective March 20, 2013. B. Positions scheduled for no replacement at this time: None. C. Other: None.

Approve licenses – Gambling - Roosevelt & Lawrence Lake - Area Lake Assoc (RALALA) @ The Village Inn, Robert S Lee, Crooked Lake; North Star Sportsmens Club - @Bluewater Lodge - John Eaton/ Carl Berg, Shingobee.

Receive & file - Medical Examiner statistics for January 1, 2012 through December 31, 2012.

Receive & file – Notice from PRASD MN Public Facilities Authority Loan Repayment in the amount of \$41,668.38.

Receive & file - Cass County's 2012 Enhanced 911 Audit.

Receive & file - Payment to municipalities for 2012 routine maintenance costs of 2.08 road miles totaling \$13,799.11.

Approve - Resolution No. 13-13 Sheriff's Office 2013 Boat and Water Safety Grant (Contract #57633) in the amount of \$53,614.00.

Commissioner Peterson offered Resolution No. 13-13 and moved its adoption; Commissioner Gaalswyk seconded:

BE IT RESOLVED that the Cass County Board of Commissioners hereby approves the 2013 Annual County Boat and Water Safety Agreement (Contract #57633) for \$53,614.00 with the State Department of Natural Resources, and authorizes signature of the Chairman, Auditor or Administrator, and Sheriff to execute the Agreement.

Resolution No.13-13 was adopted by majority vote: Ayes: Downham, Dowson, Gaalswyk, Peterson. Absent: Kangas. Nays: None.

Receive & file - Rural MN CEP, Inc. Annual Report year ending June 30, 2012.

Approve Assessor's Office Abatements - 2013 Tax Year, Myron Peterson, Pike Bay, 29-003-3001 (Value Reduction, Current - \$28,500, Proposed \$500); 2012 Tax Year, Steven Airhart Etal, Rogers, 36-018-4407 (Damage/Fire Abatement, Current \$1,220, Proposed Refund \$243).

Receive & file - HHVS Cash Account Balance Comparison and Child Service Costs through January 2013.

Receive & file - NW MN Household Hazardous Waste Management Group Audit fiscal year ending December 31, 2011.

Receive & file - Timber auction results of February 28, 2013 totaling 3,956.00 cords plus 8.70mbf saw timber totaling \$93,126.

Approve - Grant submission, Joint application with Morrison, Todd & Wadena Community Health Services for Family Planning Special Project from July 1, 2013 through June 30, 2015.

2A.1 Scott Septrick reported receiving an e-mail from Veteran Service Officer Kathy Ramos suggesting he attend the Board meeting to discuss service levels (moving staff to Backus) and that her job may be in jeopardy. County Administrator Yochum confirmed that the veteran services staff (3 related positions) are based at Backus and that rumors are being circulating that service levels will suffer. Don Stehr expressed appreciation for the current Veterans Service Officer and hoped that any personnel issues could be resolved. HHVS Director Reno Wells explained the Veteran Service Office schedule and offered to meet the citizen speakers following this discussion. The Board Chair thanked Mr. Septrick and Mr. Stehr for their comments and by consensus the Board requested Director Wells to meet with them regarding any service concerns.

2B. Administrator Yochum summarized the Tuesday, February 19, 2013 Cass County Soil and Water Conservation District (SWCD) annual Liaison Committee Meeting with members of the County Board (Gaalswyk, Peterson). Program updates since the last meeting of February 3, 2012 included: U.S. Natural Resources Conservation Service, SWCD 2012 accomplishments, Environmental Services Department (ESD) coordination with the SWCD, and the SWCD role of the natural resource advisory committee to the County Land Department.

M/S/P Peterson Gaalswyk - To approve the recommendations of the SWCD Liaison Committee including: a.) significant mutual benefits warrant continuing the County and SWCD partnership, b.) agendas and minutes should be exchanged to encourage additional contact among Board members, and c.) both the County and the SWCD respectfully decline participation in the Consolidated Conservation Joint Powers Natural Resource Board. Unanimous.

2C. Administrator Yochum reported a request by a potential bidder to delay the scheduled March 15, 2013 response for collection of cardboard. Mr. Yochum suggested referring the commercial cardboard collection program back to the Ad Hoc Solid Waste Committee (Gaalswyk, Kangas) for additional discussion.

M/S/P Dowson, Gaalswyk - To cancel the scheduled March 15, 2013 deadline for responses for cardboard collection and to refer the commercial cardboard collection program back to the Ad Hoc Solid Waste Committee (Gaalswyk, Kangas) for additional discussion. Unanimous.

3A. Chairman Downham acknowledged the Public Hearing Notice in accordance with Minnesota Statutes 373.41 on the matter of miscellaneous fees. The Board discussed fee changes listed under Auditor-Treasurer, Probation, Sheriff, and Recorder. Related responses were provided by Karen Flier, Shari Splichal, Jim Schneider, Katie Norby, and Larry Wolfe.

M/S/P Dowson, Peterson - To approve the following 2013 Miscellaneous Fee Schedule, effective March 5, 2013. Ayes: Downham, Dowson, Peterson. Nays: Gaalswyk. Absent: Kangas.

CASS COUNTY FEE SCHEDULE
Effective March 5, 2013

CASS COUNTY GENERAL FEES

Copies - letter or legal, 100 pages or less	\$ 0.25
- ledger size	\$ 1.00
Database print screen	\$ 1.00
(Database print screen - taxpayer courtesy, no charge)	
Fax - outgoing base charge (includes cover sheet & 1 page)	\$5.00 plus \$.25 per addl. pages
\$5.00 \$.25 \$5.00 Email - outgoing base charge for data requests	\$5.00 plus \$.25 per page
Research fee	Variable hourly rate

ASSESSOR

Data query-plus media costs	\$ 75.00
Abatement	\$50.00
Assessment field card	\$ 2.00

AUDITOR-TREASURER

Auctioneers license	\$ 20.00
Audit verification	\$ 25.00
Birth Certificate	
-Certified Copy	\$ 26.00
Additional Copy	\$ 19.00
-Non-Certified Copy	\$ 13.00
Bond issue information - Auditor's certificate	\$200.00 - \$350.00
Cigarette license	\$175.00
Confession of judgment	
-Set-up fee	\$ 50.00
-Annual fee	\$ 15.00
-Court fee	\$ 5.00
Death Certificates	
-Certified Copy	\$ 13.00
Additional Copy	\$ 6.00
-Non-Certified Copy	\$ 13.00
Delinquent tax publication cost	\$ 25.00
Ditch lien release	\$ 25.00
Duplicate tax statement - on demand	\$ 2.00
Duplicate tax statement - automatic, statutory request	\$ 15.00
Escrow tape fee	\$ 500.00
Escrow account maintenance – per parcel	\$ 3.00
Fireworks permit	\$ 50.00
Liquor, Beer and Miscellaneous License Fees (Annual)	
-3.2 Beer On-Sale License	\$ 50.00
-3.2 Beer Off-Sale License	\$ 25.00
-3.2 Beer On & Off-Sale Combination License	\$ 75.00
-Temporary 3.2 On-Sale (maximum 3 days)	\$ 50.00
-Wine with Strong Beer License	\$300.00
-Set-Up (Bottle Club) License	\$100.00
(plus additional \$250 license fee to state)	
-Off-Sale Liquor License	\$500.00
-On-Sale Liquor License	\$1,500.00
-Temporary On-Sale Liquor License	\$150.00
-On & Off Sale Liquor Combination License	\$2,000.00
-Late Fee for Liquor License Renewals	\$100.00
-Transient Merchant License	\$150.00
-Lawful Assembly Permit	\$500.00
-Precious Metals Dealer License	\$ 50.00
Maps	
- Auditor's parcel map – B&W	\$ 3.00
- - Color	\$ 5.00
- Parcel map with aerial photo – B&W	\$ 5.00
- Parcel map with aerial photo – Color	\$10.00
- Color infrared photo	\$10.00
Marriage	
-Certificate	\$ 9.00
Additional Copy	\$ 9.00
-Marriage License	\$115.00
-Marriage License – with Education Statement	\$ 40.00
Nonsufficient funds checks	\$ 30.00
Notary	
-Recording	\$ 20.00
-Change	\$ 20.00
Notice of expiration of redemption	\$ 50.00
Ownership requests – variable	Hourly Rate

Repurchase fee - plus additional costs	\$100.00
Searches - current and delinquent taxes	
- With parcel identification number (PIN)	\$ 3.00
- Without PIN	\$ 6.00
Special assessment set-up – per parcel	\$ 10.00
Service fee	
-Courtesy split with survey	\$ 35.00
-Courtesy split without survey	\$ 60.00
Subdivision Fees	
-Per lot by certificate of survey -	\$ 75.00
-Per lot where certificate of survey not required	\$150.00
-First lot by minor subdivision plus \$20.00 per lot thereafter	\$100.00
-First lot by platted subdivision plus \$20.00 per lot thereafter	\$100.00
-Separating combined lots of record when permitted per lot	\$ 35.00
Tax estimates	\$ 10.00
Tax increment financing districts – setup	Up to \$500.00
- Annual	Min. \$125.00

DATA – COMPUTER OPERATIONS

Color plot	\$ 30.00
Data query - plus media costs	\$ 75.00
Name/address labels - \$20 minimum up to 575	\$0.0175
Name/address listing - \$20 minimum up to 575	\$0.0150
Tax books-minimum up to 575 records, list charge>	\$ 25.00 Digital GIS Data for Commercial Sale

Parcel Data: \$ 50.00 Setup fee

 Unit Cost/parcel polygon = \$.02
 Minimum charge = \$100.00 (setup + up to 2500 parcels)
 Maximum charge= \$1000.00 (Setup + 47500+ parcels)
 Extra information/work charged at \$50 per hour
 Sales tax, media, and shipping at current rates for queries
 (Must sign a digital data agreement regarding use of Cass County data)

Drivepoint Data: \$ 50.00 Setup fee

 Unit Cost/parcel polygon = \$.01
 Minimum charge = \$100.00 (setup + up to 5000 records)
 Maximum charge= \$300.00 (Setup + 25000+ records)
 Extra information/work charged at \$50 per hour.
 Sales tax, media, and shipping at current rates for queries.
 (Must sign a digital data agreement regarding use of Cass County data)

Road Data: Setup & Partial or Full data set: \$200

 Extra information/work charged at \$50 per hour
 Sales tax, media, and shipping at current rates for queries
 (Must sign a digital data agreement regarding use of Cass County data)

Other Datasets: Setup & Partial or Full data set: \$100

 Extra information/work charged at \$50 per hour
 Sales tax, media, and shipping at current rates for queries
 (Must sign a digital data agreement regarding use of Cass County data)
 (Data to collaborating agencies, units of governments, and for educational purposes at
 no or media/shipping cost. May have small charge if data manipulation is necessary.)
 (Data requests from non-profits will be at a setup charge of \$25 and 20% of
 commercial costs or at the discretion of the Cass County MIS department.)

ENVIRONMENTAL SERVICES

Residential Structures

Including mobile homes, recreational vehicles, and also including attached garages

\$0.15 per square foot
using the overall footprint

	of the structure, minimum is \$100.00
Addition to any Residential Structure (including attached garage)	
\$0.35 per square foot using the overall footprint of the structure, minimum is	\$ 85.00
Accessory Structures or addition to Accessory Structures	
\$0.20 per square foot using the overall footprint of the structure, minimum is	\$ 85.00
Enhanced 911 – address sign	\$ 55.00
Deck(s)	\$ 85.00
Boundary Fence(s)	\$ 55.00
Shoreland & or Land Alteration	\$140.00
Advertising Sign(s)	\$ 90.00
 Residential Septic Systems	
*Residential Sewage System + surcharge	\$250.00
*Drainfield + surcharge	\$150.00
*Tank only + surcharge	\$150.00
Privy (outhouse) + surcharge	\$ 50.00
 Holding Tank (annual permit)	
*Community Sewage System + surcharge	\$ 50.00
Per Lot Fee	\$150.00
Flow <1000 GPD	\$365.00
1001 – 3999 GPD	\$530.00
4000 – 6999 GPD	\$680.00
7000 – 9999 GPD	\$840.00
*includes a \$50 surcharge to cover the costs of a final inspection.	
 Commercial Structure or Addition to structure's in a Resort	
\$0.20 per square foot.	
Minimum	\$150.00
Maximum	\$1,500.00
 Commercial Sewage System + surcharge	
Alteration	\$250.00
Flow<1000 GPD	\$365.00
1001 – 3999 GPD	\$525.00
4000 – 6999 GPD	\$680.00
7000 – 9999 GPD	\$835.00
RV Site/Camping cabin First Site	\$190.00
Additional Sites	\$ 80.00
 Decks	
First Deck	\$ 80.00
Additional Decks	\$ 40.00
Variance	\$395.00
Land Reclassification	\$395.00
Conditional Use Permit (CUP)	\$395.00
Communication Towers (in addition to CUP)	\$630.00
Subdivided Lands: Fees assessed by ESD	
Plat and PUD's (per lot/unit)	\$385.00
Minor Subdivisions (per lot)	\$210.00
Wetland Conservation Act – Replacement Plan Review	\$385.00
Appeal of Decision	\$500.00 Bond
Administrative Fees (per hour, minimum 2 hours)	\$ 50.00
 <u>HIGHWAY DEPARTMENT</u>	
Culvert and delivery-minimum, more for larger sizes	\$300.00
Approved Mailbox Support	\$ 25.00
County-Installed Mailbox Support	\$ 60.00

County-Installed Mailbox Support and Removal of Old Support \$ 70.00

Due to liability concerns, the Cass County Highway Department will only install Mailbox Supports at locations along roadways under the County's jurisdiction (County State Aid Highways and County Roads

LAND DEPARTMENT

Salvage firewood permit \$ 25.00
Land Sale list – 5 years \$ 10.00

HEALTH, HUMAN AND VETERANS SERVICE (HHVS)

HUMAN SERVICES DIVISION - Complete fee schedule available upon request

Collection Fee \$ 35.00
-Corporate Foster Care – New License Fee (1 Year) \$500.00
-Corporate Foster Care – Renewal Fee
Detox Fee Sliding fee
Parental Fees Sliding fee
Background Check-Licensed Child Care \$50.00
Background Check-Non-Licensed Child Care \$50.00
Custody Study-Court Ordered \$200.00
-Add- Licensed Child Care – New License Fee (1 Year) \$50.00
-Add -Licensed Child Care – Renewal Fee \$75.00
Rep. Payee Fees-10% of recipients monthly benefits \$39.00/mo.
Not to exceed
Rule 25 Assessment \$200.00

PUBLIC HEALTH DIVISION

Blood Lead Test \$ 17.00/test
Child & Teen Checkup \$264.00/screening

Clinic Medication Management (PH Clinics) \$ 10.30/15 minutes

Dental Varnishing \$ 14.00/visit
Early Childhood Screening \$388.00/day
Foot Care (PH Clinics) \$ 25.00/visit
Health Promotion/ Counseling (PH Clinics) \$ 60.00/visit
Home Health Aide \$ 35.00/hr. or \$70.00/visit
Immunizations (Administration only slide fee) \$ 5.00/Immunization
Influenza (Flu) Shots \$ 25.00/shot
Mantoux Screening \$ 20.00/screening
Relocation Services \$ 15.53/15 minutes
School Services \$ 44.00/hour
Skilled Nursing Visits \$165.00/visit
Therapy - Physical Therapy, Occupational Therapy, and Speech Therapy \$170.00/each per visit

PROBATION DEPARTEMENT

Unsupervised Probation fee per year \$ 60.00
Supervised Probation fee per year \$120.00
Probation transfer fee \$ 60.00
Domestic violence inventory fee \$125.00
Chemical test fee per test \$ 20.00
ETG Urinalysis/Saliva fee per test \$ 30.00
Confirmation test \$ 25.00
Synthetic drug test \$ 40.00

RECORDER'S OFFICE

Non-certified copies
- from photocopy machine \$ 1.00 per page
- from digital image or microfilm \$ 1.00 per page
Faxed copies/Emailed copies \$ 4.00 for 1st page
\$ 3.00 per page thereafter

The foregoing schedule is not inclusive of all county fees, fines or taxes. Fees not included in this publication are for services not utilized broadly by the general public, such as fines and fees charged by the county or state to persons involved in the criminal justice system, or fees for services or permits obtained infrequently. For more information you are invited to contact individual departments through our website www.co.cass.mn.us or by telephone 1-218-547-7260.

- 4A. Highway Engineer David Enblom requested Board action for use of CSAH 11 and CSAH 5 as a detour during the MnDOT bridge replacement project in Longville on Trunk Highway 84 (tentatively scheduled for fall 2013 with 39 calendar days for completion). Per State policy MnDOT has agreed to pay Cass County \$4,500.58 for use of the detour route.

Commissioner Gaalswyk offered Resolution No. 14-13 and moved its adoption; Commissioner Peterson seconded:

IT IS RESOLVED, that Cass County enter into Mn/DOT Agreement No. 03047 with the State of Minnesota Department of Transportation for the following purposes:

To allow designation of County State Aid Highway 11 and County State Aid Highway 5 as a Trunk Highway detour to facilitate the replacement of Bridge No. 894 in Longville on Trunk Highway 84.

IT IS FURTHER RESOLVED, that the Board Chairman or Robert Yochum, Cass County Administrator, and David Enblom County Highway Engineer are authorized to execute the agreement and any amendments to the agreement

Resolution No.14-13 was adopted by majority vote: Ayes: Downham, Dowson, Gaalswyk, Peterson. Absent: Kangas. Nays: None.

- 4B. Mr. Enblom reported bids (opened on February 26, 2013) for Phase IV of the Shingobee Connection Trail project (TH#371 bridge widening). Mr. Enblom added that the engineers estimate is \$437,244.15 and the apparent low bid is \$580,126.66. Administrator Yochum presented the Fund 73 project budget control noting that the Board has authorized up to \$540,000.00 for the Shingobee Connection Trail project with a 12/31/12 project budget balance of \$185,700.74 remaining for the completion of Phases IV and V. Mr. Enblom requested Board action to utilize a portion of Phase V for Phase IV, and presented Resolution No.15 -13 for approval of the low bid for Phase IV of Shingobee Connection Trail project

Project #CP011-2013-(371

<u>Bidder</u>	<u>Total Bid Amount</u>	<u>Percent Over/Under Estimate</u>
Robert R. Schroeder Const., Inc.	\$580,126.66	32.68% Over Estimate
Duininck, Inc.	\$588,242.94	34.53% Over Estimate
Redstone Const. Co. Inc.	\$660,315.07	51.02% Over Estimate

Commissioner Dowson offered Resolution No. 15-13 and moved its adoption; Commissioner Gaalswyk seconded:

WHEREAS, an Agency Agreement exists between Cass County, Shingobee Township and MnDOT for the construction of the Shingobee Connection Trail Phase IV project CP 011-2013(371), and

WHEREAS, as part of these agreements Cass County has advertised and received bids for this project, and

WHEREAS, the apparent low bid of \$580,122.66 was submitted by Robert R. Schroeder Construction, Inc.

NOW THEREFORE, be it resolved that Cass County, acting as Shingobee Townships' agent as specified under the above referenced agreement, hereby recommends award to the lowest responsible bidder.

Resolution No.15-13 was adopted by majority vote: Ayes: Downham, Dowson, Gaalswyk, Peterson. Absent: Kangas. Nays: None.

M/S/P Dowson, Gaalswyk – To approve the use of Conservation Fund #73 for Phases IV and Phase V of the Shingobee Connection Trail project not to exceed the budgeted project balance of \$185,700.74. Unanimous.

- 4C. Construction/Design Engineer Laura Hadrava reviewed the 2017 Federal projects considered by the Region Five Transportation Advisory Committee for funding. CSAH #75 (Bingo Palace Road) is recommended for funding in the amount of \$456,000.00 with a minimum local financial match of \$144,000.00. Ms. Hadrava presented Resolution No.16 -13.

Commissioner Dowson offered Resolution No. 16-13 and moved its adoption; Commissioner Peterson seconded:

WHEREAS, Region Five Development Commission recommended the Central Minnesota Area Transportation Partnership program federal funds in the amount of \$456,000.00 in year 2017 of its 2014-2017 ATIP for SP 011-675-002 submitted by Cass County for the pavement preservation of County State Aid Highway 75 from Trunk Highway 2 to the northern Cass/Beltrami County Line, which will include bituminous milling and bituminous surfacing, and

WHEREAS, Cass County acknowledges the \$456,000.00 in federal funds that is being recommended by the ATP for SP 011-675-002 and understands that a minimum local financial match of \$144,000.00 will be necessary based on the present cost estimate to fully implement the project; and

THEREFORE BE IT RESOLVED, Cass County agrees to commit the necessary local revenues to match the funds approved by the ATP and included in the STIP and to cover any other costs that may be necessary to complete the project as submitted.

Resolution No.16-13 was adopted by majority vote: Ayes: Downham, Dowson, Gaalswyk, Peterson. Absent: Kangas. Nays: None.

- 4D. Mr. Enblom presented a draft Memorandum of Understanding between the Leech Lake Band of Ojibwe and Cass County regarding the 2013 improvement projects including: grading and bituminous surfacing on County Road 143 (between Trunk Highway 371 and County Road 145 in Wilkinson Township), a multi-use trail (along CSAH 75 and CSAH 60 in Pike Bay Township), and a bridge over the Boy River (on CSAH 8 to provide for pedestrian and trail use). Estimated value of the road improvements is \$600,000 for CR143, \$300,000 for the multi-use trail along CSAH 75 and CSAH 60, and \$940,000 for the bridge over the Boy River on CSAH 8 (LLBO and Cass County has received a Federal Discretionary Transportation Grant of \$770,000 for the bridge). Project contributions include up to \$650,000 from the Leech Lake Band and up to \$670,000 from Cass County.

M/S/P Downham, Dowson – To approve the draft Memorandum of Understanding between the Leech Lake Band of Ojibwe and Cass County regarding 2013 improvement projects as presented including Cass County project contributions up to \$300,000 for CR 143, up to \$120,000 for a multi-use trail, and up to \$250,000 for the CSAH 8 bridge over the Boy River. Unanimous.

- 5A. Land Commissioner Josh Stevenson presented quotes for abatement and demolition projects that were jointly bid with the Crow Wing County Land Department. The 2 Cass County properties are Project # 1 located at 205 Norway Ave NE, Cass Lake, MN 56633, PIN# 85-341-0750, Lots 19 through 24, Block 7, Townsite of Cass Lake (remove all trees including boulevard trees) and Project # 2 located at 6765 62nd St NE Remer, MN 56672-3016, PIN# 35-014-4101, E 150 Ft of W 750 Ft of N 300 Ft of NE SE, Sec 14-141-26 (demolition project and abatement). Per past practice Project # 2 will be paid for from the Solid Waste Assessment Fund.

<u>Name</u>	<u>Project 1</u>	<u>Project 2</u>	<u>Project 3</u>	<u>Project 4</u>	<u>Abatement Project 4</u>
Hengel Ready Mix & Construction, Inc.	NA	NA	\$4,800.00	\$8,500.00	\$2,500.00
American Disposal	NA	\$4,850.00	NA	NA	NA
TPEC	\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00	7,500.00
Storlie Construction	\$4,100.00	\$5,700.00	NA	NA	NA
ACCT	NA	NA	NA	NA	\$1,280.00
Holmwig Excavating, LLC	\$7,900.00	\$5,700.00	\$4,988.00	\$5,980.00	\$900.00

M/S/P Gaalswyk, Dowson – To accept the Project # 1 bid from Storlie Construction not to exceed \$4,100.00, and to accept the Project # 2 bid from American Disposal not to exceed \$4,850.00. Unanimous.

- 5B. Mr. Stevenson presented the USFS request for permission to burn lands administered by the County. The land will be burned with other USFS lands this spring, and is an annual burn completed by the USFS for habitat.

M/S/P/ Downham, Peterson – To approve the request from the USFS for permission to burn lands administered by Cass County in the spring of 2013 (parcel number: 08-006-4400). Unanimous.

- 5C. Mr. Stevenson presented quotes for the certificates of survey and monumentation in Section 3 of Thunder Lake Township; Section 9 of Crooked Lake Township; Sections 7 and 18 of Barclay Township; Sections 11, 14, 23 and 26 of Homebrook Township. A certificate of survey is needed in the identified areas to determine property lines necessary for timber management and property line discrepancy.

<u>Bidder</u>	<u>Project #20 Thunder Lake</u>	<u>Project #21 Crooked Lake</u>	<u>Project #22 Barclay</u>	<u>Project #23 Homebrook</u>
Bolton & Menk, Inc.	\$7,350.00	\$5,280.00	\$8,625.00	\$9,825.00
Karvako Engineering	\$18,956.00	\$17,008.00	\$25,315.00	\$24,142.00
KLJ	\$13,342.00	\$13,070.00	\$10,953.00	\$13,427.00
Kohout Surveying	\$6,500.00	\$5,395.00	\$8,100.00	\$12,480.00
Northern Engineering & Consulting, Inc.	\$10,080.00	\$9,300.00	\$12,530.00	\$17,560.00
Northern Lights Land Surveying	\$8,570.00	No Bid	No Bid	No Bid
Stonemark Land Surveying, Inc.	\$6,750.00	\$5,825.00	\$7,675.00	\$8,650.00
Widseth Smith Nolting & Assoc., Inc.	\$12,450.00	\$10,050.00	\$14,000.00	\$10,500.00

M/S/P Gaalswyk, Peterson – To award Project #20 (Thunder Lake) to Kohout Surveying not to exceed \$6,500.00; Project #21 (Crooked Lake) to Bolton & Menk, Inc. not to exceed \$5,280.00; Project #22 (Barclay) to Stonemark Land Surveying, Inc. not to exceed \$7,675.00; and Project #23 (Homebrook) to Stonemark Land Surveying, Inc. not to exceed \$8,650.00. Unanimous.

- 6A. Probation Director Jim Schneider informed the Board that Michele Nistler, and Shirley Smith of the Probation Office recently accepted an award from Mothers Against Drunk Driving (MADD). Cass County Probation was selected as the "Public Safety Representative Nominee". The nomination from Judge John Smith cited the numerous initiatives that are focused on their dedication to stop drunk driving, support the victims of this crime and prevent underage drinking. The Board congratulated the Probation Office staff. No action necessary.
7. County Administrator Yochum confirmed the upcoming meeting schedule:
 - a. Elected Official's Summit – Region Five Development Commission Tuesday, April 2, 2013, beginning at 5:30 p.m., the Arboretum, 14250 Conservation Drive, Brainerd, MN.
 - b. Leech Lake Band of Ojibwe notice of schedule conflict and cancellation of joint meeting date – March 06, 2013, beginning 12:00 p.m., Northern Lights Event Center, Walker MN.
8. Chairman Downham adjourned the meeting at 10:30 a.m.

SIGNED: _____
 Dick Downham, Chairman
 Cass County Board of Commissioners

ATTEST: _____
 Robert H. Yochum
 Cass County Administrator