

**TRANSCRIPT AND REPORT OF PROCEEDINGS
CASS COUNTY BOARD OF COMMISSIONERS
COUNTY OF CASS
September 16, 2014**

1A. Chairman Kangas convened the regular meeting of the Cass County Board of Commissioners at 6:00 p.m. on Tuesday, September 16, 2014, with the flag pledge at the Otter Tail Peninsula Township Hall, 12325 W. Shores Rd. NW, Cass Lake, 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
John Ringle	ESD Director	Josh Stevenson	Land Commissioner
Kerry Swenson	Emergency Mgmt. Coord.	Levi Brown	LLBO
Bill Walter	Resident	Jerry Schiebe	Resident
Earl Tiggemann	Otter Tail Peninsula	Verlyn Tiggemann	Otter Tail Peninsula
Ervin P. Bradow	Otter Tail Peninsula	Gail DeBoer	Pilot Independent
Monica Lundquist	Brainerd Dispatch		

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 Gaalswyk, Dowson – To waive reading and approve the consent agenda. Unanimous.

Approve - Regular Board Minutes of September 2, 2014.

Approve - Auditor Manual Warrants dated August 2014 in the amount of \$1,103,152.22.

Approve - Auditor Warrants dated August 28, 2014 in the amount of \$262,379.35.

Approve - Auditor Warrants dated August 29, 2014 in the amount of \$1,353.23.

Approve - Auditor Warrants dated September 4, 2014 in the amount of \$378,083.40.

Receive & file - Monthly budget reports.

Approve - HHVS Auditor Warrants dated September 5, 2014 in the amount of \$84,336.08.

Approve - HHVS Commissioners Warrants dated September 5, 2014 in the amount of \$60,761.08.

Approve personnel items - A. Budgeted positions scheduled for replacement: 1. Receive & file - Notice of appointment of Heather Rogosheske, County Agency Social Worker, Grade 30, Step 1 to fill position vacated by Tim Crawford effective August 18, 2014. 2. Receive & file - Notice of appointment of Jolene Frick on a temporary basis to the position of Support Services Supervisor, Grade 31, Step 1, Exempt Status while Kim Minton, Support Services Supervisor, is on an extended medical leave of absence effective September 15, 2014. 3. Receive & File – Notice of separation of County Agency Social Worker, Heather Rogosheske effective September 9, 2014. Receive & file notice of intent to fill vacated County Agency Social Worker position Grade 30. B. Positions scheduled for no replacement at this time: None. C. Other. None.

Receive & file Auditor-Treasurer's interest income report for August 2014.

Approve - Letters of support for NJPA Innovation Funding for SPROUT (Farmers market) Marketplace in Little Falls, MN, and grant funding request from the Cass County EDC to NJPA Innovation Funding.

Approve - HHVS purchase of service contract: from August 12, 2014 – August 13, 2014, Cass Lake-Bena School District #115 with HHVS to provide Early Childhood Learning Screening.

M/S/P Gaalswyk, Dowson – To award the quote for the snow plowing season located at the Land Department Buildings to Kurt Sawyer not to exceed \$81.98/per hour. Unanimous.

<u>Bidder</u>	<u>Bid Amount</u>
Kurt Sawyer	\$81.98 per hour
Crosslake Property Solutions	\$90.00 per hour
Northfork Boulders & Excavating	\$100.00 per hour

Approve - Request from Eagle Country Snowmobile/ATV Club for matching funds to build a trail shelter in Lima Twp. Sec. 27 NTE \$1,300.00 (represents approximate 50% capital match by the County; maintenance is a club responsibility).

Receive & file - Expiration of License No.L-273 - MNDOC office space located at Backus Land Department effective February 28, 2015.

Approve - Renewal of lease agreement with American Tower Company (North Trelipe Township, Sec. 2) consistent with current lease agreement extending term beyond 2035.

Receive & file - Cass County Family Center's progress reports.

Receive & file - Correspondence to Cass County plat book vendors regarding no additional plat books available.

Approve - Land Department easement #14-20-135-32-41 to Potlatch in section 20 of Byron Township.

Approve - Resolution No. 45-14 David Monroe's repurchase of Parcel ID #29-009-1210 Sec. 9, 145 Twp.(Pike Bay) Rge. 31.

Commissioner Gaalswyk offered Resolution No. 45-14 and moved its adoption, Commissioner Dowson seconded:

Be it resolved that the Cass County Board of Commissioners hereby approves the repurchase of Parcel #29-009-1210, S358 Ft. of N958 Ft of W 464Ft of NW ¼ of NE ¼ EXC W 249 Ft. Sec. 9 Twp. 145, Range 31.The repurchase to David Monroe, is authorized for payment of \$899.26 for past and current taxes and fees in accordance with the application and subject to deed approval.

Resolution No. 45-14 was adopted by majority vote: Downham, Dowson, Gaalswyk, Kangas, Peterson. Nays: None.

Receive & file - Notification from Great River Energy of a proposed 115 kilovolt electric transmission project in the Motley area.

Approve - Settlement agreement (\$7,500.00) Davis vs. Cass County et al.

- 3A. Chief Financial Officer Larry Wolfe reviewed the non-spendable, restricted, committed and assigned general fund balances as of December 31, 2013.

M/S/P Dowson, Downham – To received and file the report as presented. Unanimous.

- 3B. Mr. Wolfe presented the Saturday, September 6, 2014 Cass County auction results of \$16,679.00 (before expenses), and acknowledged the volunteerism of Sheriff Tom Burch, Melanie Wolfe and Linda Husby.

M/S/P Peterson, Downham – To receive & file the 2014 Cass County auction results of \$16,679.00 (before expenses) and thank the volunteers for their assistance. Unanimous.

- 4A. Administrator Yochum informed the Board that Sheriff Tom Burch developed a scheduling conflict after the agenda was prepared. Mr. Yochum reported that based upon discussions with the Sheriff that he is in the conceptual phase of the formation of a multi-jurisdictional Violent Crime Task Force. Potential participants include the counties of Cass, Koochiching, Aitkin, and Itasca and possibly the Leech Lake Band. At this point the idea does not require any money exchange or the necessity of a joint powers organization. No action necessary.

- 4B. Emergency Services Coordinator Kerry Swenson explained that the County Emergency Operations Plan (EOP) is updated every four years and presented a draft of the same. The EOP provides an outline for response to emergencies in order to protect the health and safety of the public, preserve property and the environment, ensure essential services and provide continuity of community function.

M/S/P Dowson, Downham – To approve the Emergency Management 2014 Emergency Operations Plan as presented. Unanimous.

Mr. Swenson requested Board approval to offer Cass County cities and townships the option of including their Emergency Operations Plan in the Cass County Plan.

M/S/P Dowson, Downham – To approve on a no fee basis offering Cass County cities and townships the option of including their Emergency Operations Plan in the Cass County Plan. Unanimous.

Mr. Swenson explained the upcoming Emergency Operation Center training exercise scheduled for Friday, September 19, 2014. No action necessary.

- 5A. ESD Director John Ringle summarized activity of the abandoned building demolition and refuse removal program authorized by the Board on May 20, 2014. Mr. Ringle reported six cleanup projects located in four different Townships (Meadowbrook, Pine River, Bungo, and Crooked Lake) are underway or complete. In addition ESD assisted two June cleanup programs one at the City of Remer (Unorganized Twp.) and a second at Wilderness Park. MNDNR reports completion of a property cleanup in Rogers Township, and ESD staff is currently working on an ongoing junk situation in May Township. Mr. Ringle commented that a total of \$3,545.09 has been expended on the projects. No action necessary.

LLBO Environmental Protection Director Levi Brown discussed four recent clean-up projects by the Leech Lake Band of Ojibwe in cooperation with the Cass County's solid waste program. Leech Lake provided the equipment and labor for demolition/cleanup and Cass County paid for hauling and demolition material disposal fees in the amount of \$6,164.50. Mr. Brown also thanked the Board for their ongoing support other joint projects with the Leech Lake Band of Ojibwe.

- 5B. Mr. Ringle presented a report from the Forest to Agriculture Conversion Ad Hoc Subcommittee meeting of August 19, 2014. The committee discussed the issues surrounding the conversion of forest land (such as recent large acreage Potlatch sales) to other ownerships and other uses including large scale irrigation of agricultural land. Cass County has experienced three conversions from Potlatch forest to irrigated cropland in Byron Township, McKinley, and Deerfield Townships. Mr. Ringle also presented a draft resolution that supports ongoing research to develop best management practices, a statewide water permitting process with reasonable enforcement efforts, countywide land use regulations that balance both the public and private rights, the public acquisition of strategic private parcels when approved by the local unit of government, and expedited effort to complete the Cass County Geologic Atlas. Mr. Ringle requested referring the draft resolution to the Cass County Soil & Water Conservation Board for comment and a report back to the County Board.

M/S/P Peterson, Gaalswyk – To approve forwarding the draft resolution to the Cass County Soil & Water Conservation Board for comment and report back to the County Board. Unanimous.

- 6A. Land Commissioner Josh Stevenson informed Otter Tail Peninsula that Cass County has requested funds from the Lessard-Sams Outdoor Heritage Council to purchase strategic forest habitat lands within Cass County. Mr. Stevenson added that if funded, some of the parcels being pursued in late 2015 are currently owned by Potlatch and located in Otter Tail Peninsula Township. Township representatives in attendance had an initial positive reaction understanding that formal Township action would occur at a later date. No action necessary.

- 6B. Mr. Stevenson informed the Board that the Land Department has received recent complaints from private land owners regarding ATV damage to their driveways within the public right of way. Mr. Stevenson requested Board action to refer the damage within the public right-of-way to a Committee of the Board.

M/S/P Dowson, Gaalswyk – To refer recent complaints from private land owners regarding ATV damage to their driveways within the public right of way to a Committee of the Board (Commissioners Kangas, and Peterson). Unanimous.

7. County Administrator Yochum confirmed the upcoming meeting schedule.

8. Chairman Kangas adjourned the meeting at 6:53 p.m.

SIGNED: _____
Bob Kangas, Chairman
Cass County Board of Commissioners

ATTEST: _____
Robert H. Yochum
Cass County Administrator