

**TRANSCRIPT AND REPORT OF PROCEEDINGS
CASS COUNTY BOARD OF COMMISSIONERS
COUNTY OF CASS
June 16, 2015**

- 1A. Chairman Gaalswyk convened the regular meeting of the Cass County Board of Commissioners at 6:00 p.m. on Tuesday, June 16, 2015, with the flag pledge at the Ansel Township Hall, located at 8144 County #20, Sebeka, MN. Commissioners present: Bruns, Downham, 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
Tom Burch	Sheriff	Dave Enblom	Highway Engineer
Tim Richardson	Central Services Director	Lori Koch	Highway Department
Jeff Woodford	VSO Officer	Reno Wells	HHVS Director
Jim Schneider	Probation Director	Susan Wake	MN Extension Committee
Shirley Wiese	2015 Farm Family	Richard Wiese	2015 Farm Family
Linda Kuschel	Ansel Township	Barbara Volk	Ansel Township
Tony Marthaler	Ansel Township	Miles Kuschel	Ansel Township
Gail DeBoer	Pilot Independent		

- 1B. M/S/P Kangas, Bruns – To approve the agenda items for discussion as presented after the addition of Item 2A.10 (On & Off Sale Intoxicating including Sunday - Arthur's Restaurant, Arthur's Ten Mile Lake LLC , Birch Lake Twsp), Item 5C. (Present plaque to HHVS Director Reno Wells for his thirty five years of part time deputy service to the Cass County Sheriff's Office), and Item 8E. (Cooperative agreement addendum to Gull Lake walking and biking trail). Unanimous.

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

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

Approve - Regular Board Minutes of June 2, 2015.

Approve - Auditor Manual Warrants dated May, 2015 in the amount of \$6,508,022.13.

Approve - Auditor Warrants dated May 28, 2015 in the amount of \$207,448.43.

Approve - Auditor Warrants dated June 4, 2015 in the amount of \$149,241.86.

Receive & file - monthly budget reports.

Approve - HHVS Auditor Warrants dated June 5, 2015 in the amount of \$101,540.22.

Approve - HHVS Commissioners Warrants dated June 5, 2015 in the amount of \$66,359.56.

Approve - HHVS Commissioners Warrants dated June 8, 2015 in the amount of \$486.00.

Approve Personnel Items – A. Budgeted positions scheduled for replacement: 1. Approve - Appointment of Jennifer Schroeder to the position of Deputy Auditor-Treasurer II – Payroll and Benefits Coordinator, grade 24 step 4, effective date July 20, 2015. 2. Receive & file - Notice of resignation of Laura Anderson, Accounting Technician, effective May 13, 2015, and receive and file the notice of intent to fill budgeted Accounting Technician, Grade 19. 3. Receive & file - Notice of appointment of Derek Atwater, Collection Officer to Eligibility Worker, Grade 22, Step 1, effective June 9, 2015, and receive and file the notice of intent to fill budgeted Collection Officer, Grade 20. 4. Approve - Appointment of Lynette Hilber, Public Health Nurse, Grade 32, Step 3 to fill position vacated by Jennifer Jackson effective June 30, 2015. B. Positions scheduled for no replacement at this time. None. C. Other: Receive & file - Notice of probation completion for Philip Martin, Pillager Motor Equipment Operator, grade 21, step 2, effective June 15, 2015. 2. Receive & file - Notice of probation completion for Jessica Curley, County Agency Social Worker, Grade 30, Step 02, on June 16, 2015.

Approve licenses – On Sale Intoxicating including Sunday: Charlie's Up North, Inc -Charlie's Up North, Inc, Shingobee; Charlie's Up North Boat Bar & Grill - Charlie's Up North, Inc, Shingobee; Bites Grill & Bar - Roger Hoplin, Wilson; Anderson's Horseshoe Bay - Anderson's Horseshoe Bay, LLC, Turtle Lake; The Boulders - JHN, Inc, Shingobee; Pickled Loon Saloon (new location) - Larsons Restaurants, Crooked Lake; The Ranch House - Window Table Hospitality, LLC, Shingobee; Deer Haven Supper Club - Kovall's Deer Haven, Inc, Thunder Lake; Pestello's of 371 - Michael Pestello, Powers; Moondance Jam Saloon - Moondance Jam, Inc, Turtle Lake. Off Sale Intoxicating: Lone Wolf Outpost - Lone Wolf

Outpost, Inc, Remer Twp; Corner Store Liquors, LLC - WRD Holdings, LLC, Sylvan; Hoss All-American Liquor – Trevor Berg, Shingobee. On & Off Sale Intoxicating including Sunday: Jakes City Grille - Gull Lake Jakes, Inc, Fairview; High Banks Resort - K & R Development, Inc, Unorganized; Lazy Moon Back Stage Bar - Moondance Jam, Inc, Turtle Lake; Arthur's Restaurant – Arthur's Ten Mile Lake LLC , Birch Lake. Wine/ Beer including Sunday: Ski Gull - Ski Gull, Inc, Fairview. Gambling: Northland Booster Club, Inc @ Deer Haven - Jennifer Kovall, Thunder Lake. The liquor applicants listed below are contingent upon receiving proper documentation, fees & taxes, if owing. On Sale Intoxicating including Sunday: - Big Fish Supper Club & Resort - Hemme Big Fish, LLC, Bena; Ridgewood Golf Course - JAT Enterprise of Longville, Inc, Wabedo; Beach Fire Bar & Grille - Mulligan's of Leech Lake, LLC, Pine Lake; Sandtrap Supper Club - Rip's, Inc, Pike Bay; The Narrow's on Roosevelt - Pestello's on the Narrow's, LLC, Crooked Lake; Sportsman's Pub - Martin Alger, Remer Twp. Off Sale Intoxicating: - The Shadberry - The Shadberry, Inc, Crooked Lake. On & Off Sale Intoxicating including Sunday: Harriet Club - Pamela Siltman, Barclay; Mule Lake Corral - Mule Lake Corral Food & Liquors, Inc, Woodrow.

Receive & file - Auditor -Treasurer's Interest Income Report for May 2015.

Approve - Law Enforcement Contract with Moondance Jam, Inc. for Country Jam on June 19-20, 2015, and Moondance Jam on July 16-18, 2015.

Authorize - Sheriff Burch to execute the Master Subscriber Agreement for MN Court Data Services for Governmental Agencies dated June 4, 2015.

Bidder	Cut Lake/Hiram	Snowflea/MayoCreek	Vermillion/Thunder Hollow/Washburn/Old Grade	Homebrook Walking Trail
Northfork Boulders & Excavating	\$1,400	\$700	\$2,900	\$700
Mutch's Forestry Service	\$1,500	\$675	\$2,850	\$695
Schrupp Excavating LLC	\$1,500	\$800	\$3,500	\$1,000

M/S/P Downham, Bruns - To award mowing contracts: Northfork Boulders and Excavating for Cut Lake/Hiram in the amount of \$1,400.00, Mutch's Forestry Service for Snowflea/Mayo Creek in the amount of \$675.00, Mutch's Forestry Service Vermillion/Thunder Hollow/Washburn/Old Grade in the amount of \$2,850.00, and Mutch's Forestry Service for Homebrook Walking Trail in the amount of \$695.00 to Mutch's Forestry Service. Unanimous.

Approve - Release of unclaimed assets in the amount of \$1,571.70 (Lavide Pearl Woock) from general revenue restricted fund balance to general revenue unassigned fund balance effective June 30, 2015.

Authorize - Advertisement for Cass County life insurance bid solicitation.

Receive & file - SFY 2015 annual tobacco compliance checks & education in the amount of \$800.00 from May 30, 2015 through June 30, 2015.

Approve - MDH Family Planning Special Project Grant #66266 funding extension until June 30, 2017 in the amount of \$593,306.00.

Approve Assessor's Office Abatements – Tax Year 2015 - Adrian Brady, 45-005-1205 Turtle Lake, re-instate DAV (Current \$944.00 proposed \$0.00); Tax Year 2015 - James Kelley, 38-937-0183 Shingobee, approve homestead (current \$200.00 proposed \$132.00).

Authorize - Payment to Mark Beard (Invoice#0033) in the total amount of \$1,525.00, Highway Shops (source of funds from Capital Fund – Garages & Capital Outlay Bldgs.).

Receive & file - Office of State Auditor entrance meeting minutes for audit year ending December 31, 2014.

M/S/P Downham, Bruns - To approve a quote (only bid submitted) for LED replacement lighting to the Pine River Transfer Station sorting area to TC Lighting Supplies & Recycling, Inc. in the amount of 6,502.00 - \$516.46 rebate = \$5,985.54. Unanimous.

Approve - Annual maintenance agreement June 1, 2015 – May 31, 2016 with Motorola for the 800MHz radio system in the amount of \$53,406.70.

Approve - Cass County SWCD Invoice #11 to provide professional services for Aquatic Invasive Species (AIS) prevention - \$65,075.05.

3. Cass County Extension Committee member Susan Wake explained that each year the local County Extension Committee selects a farm family and submits their recommendation to the University of MN. The criteria for nomination is that the farmer is a Minnesota food producer that is actively involved in agricultural production with one or more agricultural enterprises and have some involvement in their communities. Ms. Wake informed the Board that Richard and Shirley Weise have been selected as the Cass County Farm Family for 2015. The Weises discussed the family history of the Weise Farm noting that Richard is a 3rd generation rancher and Angus seed stock producer. W.R. Bar Ranch is home to 170 registered Angus cows, with each year the yearling bulls and heifers are sold at their annual production sale. Shirley prepares the sale lunch and helps on the farm as well as TJ and Juanita Dice (Richards's son-in-law and daughter) help with all aspects of the ranch. The Weises have been very active with 4-H over the years and also active in the Cattlemen's Assoc., Angus Assoc. and the Farm Bureau. The Board congratulated Mr. & Mrs. Weise as the 2015 Cass County Farm Family.

4A. Ansel Township Chairperson Miles Kuschel explained the impact to Township residents of the heavy use of the Spider Lake recreation area within the Foothills State Forest which has included trespass and property damage. Mr. Kuschel commented that MN DNR has cooperated with facility improvements and both DNR and the Cass County Sheriff's Office have provided law enforcement services. No action necessary at this time.

5A. Sheriff Tom Burch and Central Services Director Tim Richardson discussed the E911 dispatch center equipment ARMER upgrade that includes Four (4) MCC 7500 dispatch console positions including one (1) patch position offering IP-based connectivity between Cass County's radio dispatch operators and field personnel. Sheriff Burch noted that the equipment was included in the 2016 - 2020 Capital Plan with an estimated price of \$320,000.00 and that it came in at \$280,324.60 for payment in 2016. Chief Financial Officer Larry Wolfe estimated the E911 restricted fund balance to be \$160,000 to \$170,000 year end 2015 and an additional \$40,000 year end 2016.

M/S/P Kangas, Downham - To authorize the Board Chair and Sheriff to execute the Motorola dispatch console project agreement in the amount of \$280,324.60 to be funded first with all available E911 restricted fund balance through 12/31/16 and any remainder from the Capital Improvement Program. Unanimous.

5B. Sheriff Burch discussed the average Cass County jail population trends. Average placements from May 29 – June 8, 2015 included 24 inmates placed at the Cass County, 45 inmates placed at Crow Wing County, 6 inmates placed at Hubbard County, and 10 inmates placed at the Mille Lacs County. Sheriff Burch commented his first preference would be to increase the Crow Wing County contract capacity, and secondly to reopen portions of the Cass facility with new construction being a more distant option. No action necessary.

5C. Sheriff Burch presented HHVS Director Reno Wells a plaque for his thirty five years of part time deputy service to the Cass County Sheriff's Office.

6A. Veterans Service Officer Jeff Woodford presented a report of 2014 benefits awarded and the 1st quarter Veteran Services activity. Veterans Administration expenditures in Cass County in 2014 totaled \$28,074.00; veteran population 3,355; 1,523 used VA medical; 45 riders travelled 12,744 miles in the County transport program; 588 client personal contacts occurred at five scheduled sites (appointments, & walk-ins) & 21 home visits for the 1st quarter.

M/S/P Kangas, Peterson – To receive and file the Veterans Service Office 2014 report and 1st quarter VSO Activity Report. Unanimous.

7A. Probation Director Jim Schneider explained the history of the Thistledeew juvenile programs which has served as a correctional facility for juveniles from the ages of thirteen to seventeen years of age for sixty years at Togo, MN. Mr. Schneider added that the juvenile programs are being discontinued but the site will operate as a MN Dept. of Corrections facility for minimum security adult male offenders in addition to a Challenge Incarceration Program (boot camp) for adult males.

M/S/P Peterson, Downham – To present a Certificate of Appreciation to the Thistledeew Juvenile Programs for decades of service to Cass County youth. Unanimous.

- 8A. Highway Engineer Dave Enblom introduced Fiscal Supervisor Lori Koch. Ms. Koch presented the 2014 Cass County Highway Annual Report which included a summary of highway maintenance costs as well as 2014 construction costs. The Board complimented the Highway Department on the detailed report that was presented.

M/S/P Peterson, Kangas – To receive & file the Cass County Highway Department 2014 Annual Report. Unanimous.

- 8B. Mr. Enblom discussed the agency agreements with the State of Minnesota Department of Transportation that enables receipt of State and Federal funds on behalf of the Leech Lake Band of Ojibwe for the Bena Bike Trail project along Trunk Highway #2. Mr. Enblom requested board approval on Resolutions No. 26-15 and Resolution 27-15 that authorizes the Highway Engineer, Board Chairman, and County Administrator to execute said agreements with MnDOT.

Commissioner Downham offered Resolution No.26-15 and moved its adoption, Commissioner Bruns seconded:

IT IS RESOLVED, that Cass County enter into Mn/DOT Agreement No. 06712 with the State of Minnesota Department of Transportation for the following purposes:

To provide for payment by the State to the County of the State's share of the costs of the grading, drainage, bituminous surface of multi-use pedestrian/bike trail construction and other associated construction to be performed upon, along and adjacent to Trunk Highway No. 2 within the corporate limits of the City of Bena under State Project No. 1102-65

IT IS FURTHER RESOLVED, that David Enblom, County Highway Engineer and Robert Yochum, County Administrator, are authorized to execute the Agreement and any amendments to the Agreement

Resolution No. 26-15 was adopted by majority vote: Ayes: Bruns, Downham, Gaalswyk, Kangas, Peterson. Nays: None.

Commissioner Downham offered Resolution No.27-15 and moved its adoption, Commissioner Bruns seconded:

BE IT RESOLVED, that pursuant to Minnesota Stat. Sec. 161.36, the Commissioner of Transportation be appointed as Agent of the Cass County to accept as its agent, federal aid funds which may be made available for eligible transportation related projects.

BE IT FURTHER RESOLVED, Neal Gaalswyk, Chairman, and Robert Yochum, County Administrator, are hereby authorized and directed for and on behalf of the County to execute and enter into an agreement with the Commissioner of Transportation prescribing the terms and conditions of said federal aid participation as set forth and contained in "Minnesota Department of Transportation Agency Agreement No. 1000708", a copy of which said agreement was before the County Board and which is made a part of hereof by reference.

Resolution No. 27-15 was adopted by majority vote: Ayes: Bruns, Downham, Gaalswyk, Kangas, Peterson. Nays: None.

- 8C. Mr. Enblom reported back on the Transportation Alliance Fly-In Conference in Washington D.C. held on June 2-4, 2015. Local representatives included Engineer Enblom, Assistant Engineer Laura Hadrava, County Commissioner Scott Bruns, Leech Lake Tribal Council Member Steve White, and Leech Lake Band Road Manager Art Chase. The delegation presented a Cass County funding request for a grant application to replace the CSAH#8 bridge over the Leech River in cooperation with the Leech Lake Band of Ojibwe, the Chippewa National Forest, the Army Corps of Engineers, and the City of Federal Dam. Mr. Enblom also added that they met with the Cass County congressional delegation regarding the federal lands access program and the tribal transportation bridge program. The Board thanked Mr. Enblom for the update.

- 8D. County Engineer Enblom reported that the City of Longville has secured local and USDA funding for their sanitary sewer portion of a joint bid project in conjunction with County Highway projects. Mr. Enblom added that the May 5, 2015 Tri-City Paving project award in the amount of \$6,899,552.36 is now moving forward. No action necessary.

- 8E. Mr. Enblom updated the Board on the Cooperative Agreement Addendum to Gull Lake Walking and Biking Trail and requested Board approval to extend the original agreement for an additional three (3) year term as Lake Shore would like to apply for Legacy dollars to help pay for a portion of the cost of the trail after designation as a Regional Trail.

M/S/P Peterson, Gaalswyk - To approve extension of the Cooperative Agreement Addendum to the Gull Lake Walking and Biking Trail for an additional three (3) year term with Crow Wing County, City of East Gull Lake, City of Lake Shore, City of Nisswa, and Fairview Township. Unanimous.

9. County Administrator Yochum confirmed upcoming meeting schedule: a. Annual Planning Work Session on Friday, June 26, 2015, beginning at 8:30 a.m., Cass County Land Department Meeting Room, Backus, MN. b. Cass County Land Sale on Saturday, June 27, 2015, beginning at 9:00 a.m., Commissioners Board Room, Courthouse, Walker, MN.

10. Chairman Gaalswyk adjourned the meeting at 7:35 p.m.

SIGNED: _____
Neal Gaalswyk, Chairman
Cass County Board of Commissioners

ATTEST: _____
Robert H. Yochum
Cass County Administrator