

Carlton County  
Board of Commissioners  
**\*\*\*ADJOURNED SESSION\*\*\***  
Tuesday, July 10, 2018  
8:30 a.m.  
Carlton County Transportation Building

**A. Administrative**

1. Roll Call
2. Pledge of Allegiance to the Flag
3. Approve Agenda
4. Approve Minutes of the June 25, 2018, Regular Session
5. Visitors:
  - a. Sarah Lawrence (Attorney), Renee Gaffney – Step 3 Hiring Grievance
  - b.
  - c.

**B. Human Services**

1. Financial
2. Personnel
3. Administrative
  - a. Authorize submission of System Of Care Grant Application to the Mn DHS
4. Social Services
5. Health Services
6. Income Maintenance
7. Child Support & Collections
8. Commissioner's Comments

**B. Human Services (continued)**

- 9. Human Services Advisory Committee Comments
- 10. Case Action & Licensing of Foster and Day Care Homes

**C. Zoning and Environmental Services**

**D. Land and Building**

**E. Transportation**

**F. Public Safety**

**G. Tax Matters**

- 1. Informational – Notice of Confession of Judgement – Shanna Ketchum – Silver Twsp

## **H. Administrative - Other**

1. Consider appropriation for the Blue Zones Project
2. Authorize refilling of clerical position in the Assessor's Office – (and overlap of training)
3. Authorize filling the Local Collaborative Time Study Coordinator position
4. Accept/approve the May, 2018, Expenditure Listing
5. Consider actions (if any) regarding Shaw Memorial Library Building RFPs

## **I. Unorganized Township Matters**

## **J. Commissioners Comments and Meetings Attended**

## **K. Correspondence**

1. Letter from Enbridge Energy – Routine Inspections of Rights of Way
2. MnBoWSR – Approval of Carlton County Local Water Management Plat

Carlton County Board of Commissioners  
Item for Consideration / Agenda Item Cover Sheet

Ax5a  
Agenda Item #

To: Chairperson, Carlton County Board of Commissioners Meeting Date: July 10, 2018  
Via: Paul Gassert, County Auditor/Treasurer  
From: Dennis Genereau, Jr.  
Title of Item for Consideration: Step 3 Grievance  
Presenter: Dennis Genereau, Jr.

**Type of Action Requested** (check all that apply)

- Info only, no action requested at this time  
 Award contract or bid  
 Approve by resolution

**Fiscal Impact** (check all that apply)

- Item included under current budget  Yes  No  NA  
Budget adjustment required  Yes  No  NA  
Reviewed by Finance Committee  Yes  No  NA

**Staffing Impact**

- Duties of a County employee(s) may be materially affected  Yes  No  NA  
Applicable job description(s) may require revision  Yes  No  NA  
Item may change the department's authorized staffing level  Yes  No  NA  
Reviewed by Human Resources  Yes  No  NA

**Other**

- Reviewed by other Committee, Board or Commission  Yes  No  NA  
If yes, what was their recommendation \_\_\_\_\_

**Summary**

Union grievance on issue of hiring. Union claims that employee should have been offered a position based on seniority. County denied the grievance based on the fact that the County hired the candidate who scored the highest at the interviews, consistent with past practice (Grievant scored third). County has denied the grievance at both steps 1 and 2. Step 3 includes an audience with the Board. This audience will be in open session during a regular board meeting. The Board is not required to make a decision at that meeting, but will need to provide an answer, either directly or through the county coordinator, within 10 days of the meeting.

**Supporting Attachments**

- \_\_\_\_\_  
 \_\_\_\_\_

Motion By \_\_\_\_\_ Seconded By \_\_\_\_\_

TO: \_\_\_\_\_

Action on Motion: \_\_\_\_\_ AYE \_\_\_\_\_ NO \_\_\_\_\_ ABSTAIN

Motion: Carried  Defeated

A-3a

**Paul Gassert**

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**From:** Donna Lekander  
**Sent:** Monday, July 2, 2018 3:43 PM  
**To:** Paul Gassert  
**Cc:** Dave Lee  
**Subject:** Systems of Care Grant

PHHS will be submitting a "Systems of Care" Grant to DHS on or before July 15. We are still in the VERY beginning phase of writing the grant. Can it get put on the agenda for the next Board Meeting.

Thanks,

Donna Lekander, Director  
Community and Family Initiatives Department and  
Children's Mental Health and Family Services Collaborative  
( c ) 218-565-8137

"May you be privileged to create kindness, happiness, and hope for our planet's children."- Amit Sood, HD, MD

# Office Of The Carlton County Auditor/Treasurer

G →

## AUDITOR

P.O. Box 130

Carlton, Minnesota 55718-0130

Telephone (218) 384-9127

Facsimile (218) 384-9116

## PAUL G. GASSERT

*Auditor/Treasurer*

## Kathryn Kortuem

*Chief Deputy Auditor/Treasurer*

## TREASURER

P.O. Box 160

Carlton, Minnesota 55718-0160

Telephone (218) 384-9125

Facsimile (218) 384-9116

June 29, 2018

Carlton County Board of Commissioners  
Courthouse  
Carlton MN 55718

Commissioners:

Shanna Ketchum has taken out Confessions of Judgment for delinquent taxes on the following properties:

Parcel 66-016-5830

Township of Silver, ISD 97

Part of SW1/4 of NW1/4, Section 17, Township 46, Range 20

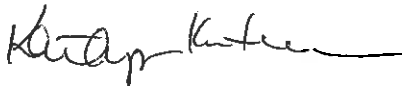
Parcel 66-016-5840

Township of Silver, ISD 97

SE1/4 of NW1/4, Section 17, Township 46, Range 20

This information is being given to you to fulfill our obligations under the law.

Sincerely,



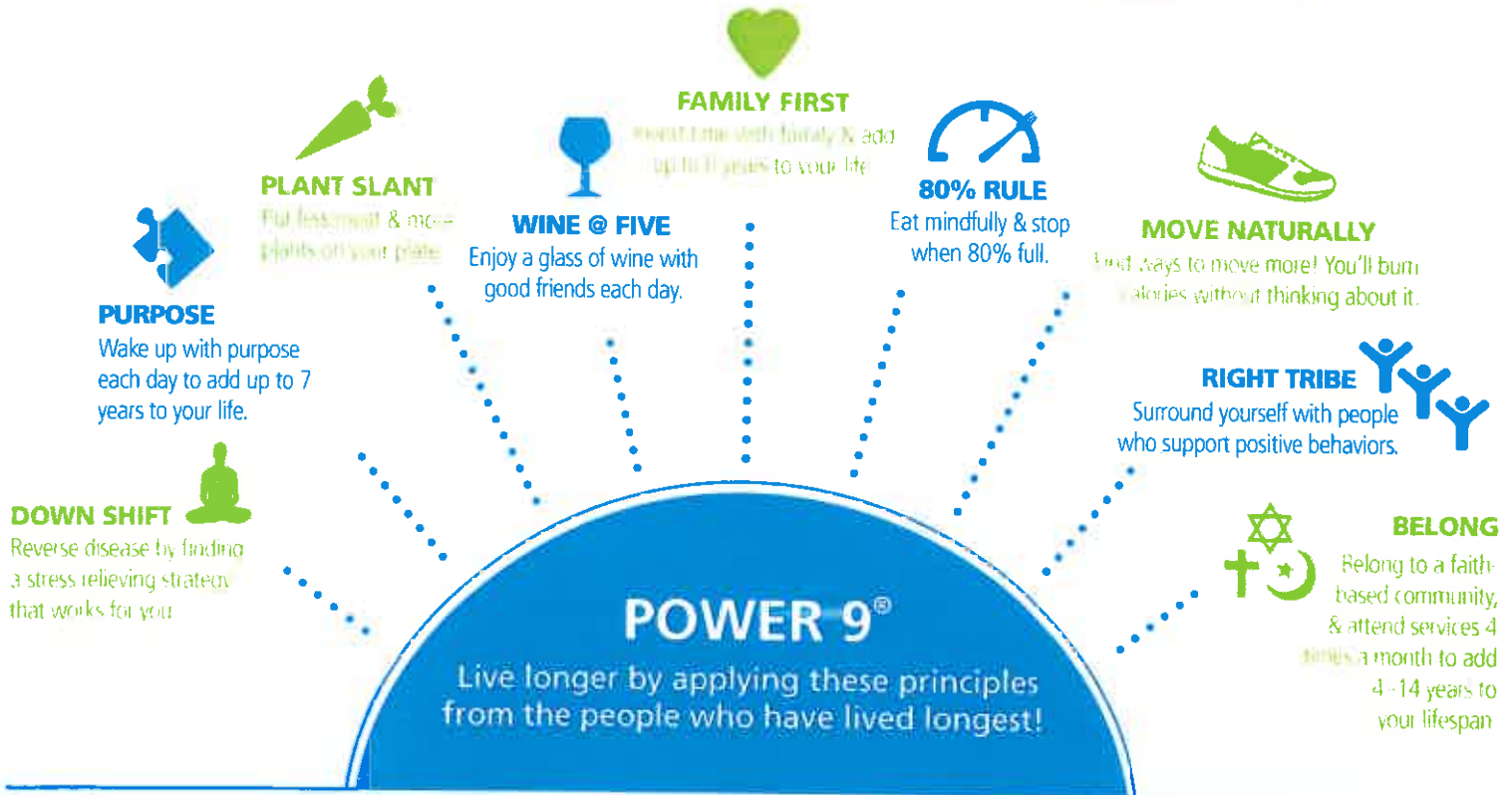
Kathryn Kortuem  
Chief Deputy Auditor/Treasurer

EXPERIENCE

# BLUE ZONES PROJECT®

START CREATING A HEALTHIER, HAPPIER LIFE, TODAY.

Be a part of transforming well-being so the healthy choices become easy choices for you and your community.



FEEL THE DIFFERENCE WHERE YOU LIVE, WORK, AND PLAY.

-  **CITIZENS**  
Take the personal pledge and make small changes that can have a big impact on your well-being for years to come.
-  **WORKSITES**  
Improve the physical, emotional, and social well-being where you spend most of your time—work.
-  **SCHOOLS**  
Teach kids healthier habits they can carry with them for a lifetime.
-  **RESTAURANTS**  
Experience a better dining environment with healthier menu choices.
-  **GROCERY STORES**  
Shop where healthy foods are easy to find.
-  **COMMUNITY POLICY**  
Use city design, policies, and social networks to create an environment to support healthy choices.

JOIN THE MOVEMENT!

# LIVE LONGER BETTER®

[bluezonesproject.com](http://bluezonesproject.com)




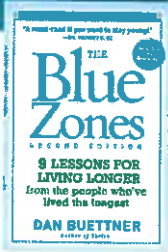
Blue Zones Project supports well-being improvement in each of these 6 areas.

# The Blue Zone Project

## FOR A HEALTHIER COMMUNITY

CLARENCE UNIVERSITY COMMITTEE FOR THE WHOLE CLARENCE

### WHAT ARE BLUE ZONES?

### Blue Zones® Longevity Hot Spots




### Introduction

## WHAT'S THE SECRET TO LONGEVITY?

<https://www.youtube.com/watch?v=FEYVqM-80HE>

### BLUE ZONES POWER 9



1. Make daily physical activity an unmovable part of your environment
2. Know your purpose
3. Downshift: work less, slow down, take vacations
4. Eat until 80% full
5. More veggies, less meat & processed food
6. Drink a glass of red wine each day
7. Create a healthy social network
8. Connect/reconnect with religion
9. Prioritize family

### ADHERENCE to Diets



**ADHERENCE TO DIETS**

Within seven months only 10% are sticking with it



### Results in Albert Lea

- 3,464 participants (More than 24% of population)
- 100% percent of children grades 3-8 reached through various programs – 1,400 kids
- Five walking school buses started with 80+ kids participating
- 51% of large employers participated; absenteeism down by 20%

### Albert Lea Visit

### Albert Lea Visit

Bump-outs slowed traffic

Reduction in accidents (from 13 to 4 annually)

### Results in Albert Lea

- Grocery stores report a 46% sales gain in 36 "Longevity Foods"
- 23 (68%) locally owned or operated restaurants signed a pledge
- 600 people joined 70 walking groups
- Average Life Expectancy Gain: 2.9 years
- Average weight loss: 2 pounds

### Albert Lea Visit

Downtown outdoor eating areas- Pedestrian traffic has increased 96% over 4 years

### Results in Albert Lea

- Reduced adult smoking rates from 23% to 16%
- Increased activities level by 40% and reduced obesity
- Property values increased in the Historic District by 25%
- Pedestrian traffic has increased 96% over 4 years
- Decreased accident rates from 13 to 4 (estimated savings \$500,000)

### Carlton County Projects



2018 Community Bike Ride



Bike lanes in Manno Lake

### Carlton County Projects

Community gardens




Community gardens tour

### Carlton County Projects

Community farm tours



Community clubs for youth such as 4H

### What will it take to get us there?

<b>CITIZENS</b>		1000 people sign up and complete one pledge action
<b>EMPLOYERS</b>		50% of top 20 employers designated Blue Zones Worksites®
<b>RESTAURANTS</b>		25% of locally owned restaurants designated Blue Zones Restaurants®
<b>GROCERY</b>		25% of grocery stores designated Blue Zones Grocery Stores®
<b>SCHOOLS</b>		25% of schools designated Blue Zones Schools®
<b>POLICY</b>		Adopt recommended policies and complete recommended projects

### Next Steps:

- ▶ Check out the website on Blue Zones:
- ▶ Attend local Presentation from Tony Buettner (August or September)
- ▶ Consider individual commitment supporting the project
- ▶ Volunteer and connect in your community
- ▶ Support staff time to continue to explore this model

### Challenge

**Let's continue to be a leader strengthening our community to become the first countywide Blue Zone Project in Minnesota "Making the Healthy Choice the Easy Choice".**

HZ

**Paul Gassert**

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**From:** Kyle Holmes  
**Sent:** Thursday, July 5, 2018 7:14 AM  
**To:** Paul Gassert  
**Subject:** Re: County Board item

Paul

I need to add a request to the board meeting for up to a two week overlap of clerical employees due to Carol Tribby's retirement. I am thinking the board will approve as I should have plenty of room in the budget, but with Carol vacationing out her last week, I could use the 1 week overlap to help with training for my new clerical staff before she is gone.

Thanks.

Kyle W. Holmes, S.A.M.A  
Carlton County, County Assessor  
P.O. BOX 440  
Carlton, MN 55718  
218-384-9148  
[kyle.holmes@co.carlton.mn.us](mailto:kyle.holmes@co.carlton.mn.us)

Carlton County Board of Commissioners  
Item for Consideration / Agenda Item Cover Sheet

H-3  
Agenda Item #

To: Chairperson, Carlton County Board of Commissioners Meeting Date: July 10, 2018  
Via: Paul Gassert, County Auditor/Treasurer  
From: Donna Lekander  
Title of Item for Consideration: FILL POSITION  
Presenter: Donna Lekander

**Type of Action Requested** (check all that apply)

- Info only, no action requested at this time  
 Award contract or bid  
 Approve by resolution (attached)  
 FILL POSITION

**Fiscal Impact** (check all that apply)

- Item included under current budget  Yes  No  NA  
Budget adjustment required  Yes  No  NA  
Reviewed by Finance Committee  Yes  No  NA

**Staffing Impact**

- Duties of a County employee(s) may be materially affected  Yes  No  NA  
Applicable job description(s) may require revision  Yes  No  NA  
Item may change the department's authorized staffing level  Yes  No  NA  
Reviewed by Human Resources  Yes  No  NA

**Other**

- Reviewed by other Committee, Board or Commission  Yes  No  NA  
If yes, what was their recommendation \_\_\_\_\_

**Summary**

The Community and Family Initiatives Department would like to backfill an opening for the  
Local Collaborative Time Study (LCTS) Coordinator Position.

**Supporting Attachments**

- \_\_\_\_\_  
 \_\_\_\_\_

Motion By \_\_\_\_\_ Seconded By \_\_\_\_\_  
TO: \_\_\_\_\_

Action on Motion: \_\_\_\_\_ AYE \_\_\_\_\_ NO \_\_\_\_\_ ABSTAIN

Motion: Carried  Defeated

H.M

**CARLTON COUNTY**  
**Expenditures for the Month of May 2018**

Board Bills	\$8,114,433.91
Payroll	1,792,827.73
Other	0.00
Total	<u>\$9,907,261.64</u>

Motion made by:

\_\_\_\_\_  
Motion seconded by:

**Expenditures by Fund**

1 Revenue	\$1,849,396.48
10 Road and Bridge	818,040.94
11 Public Health & Human Services	1,288,578.27
32 2016 Refi 2010A/B CSC CIP	0.00
40 2012 Refi '03 Hwy Bldg & '06 Road	0.00
70 Current Taxes	0.00
71 Motor Vehicle	639,781.19
72 Delinquent Taxes	0.00
73 State Fund	1,626,602.18
74 Forfeited Tax	30,570.44
75 Economic Development (IRRRB)	17,135.66
76 Refunding Fund	7,572.84
77 HS Agency Fund LCTS	37,496.23
78 Schools	3,592,037.41
79 Towns and Cities	50.00
80 ISTS Loan Program	0.00
Total	<u>\$9,907,261.64</u>

## Shaw Memorial Library RFP

The Carlton County Board authorized the issuance of a Request for Proposals for the sale of the Shaw Memorial Library in Cloquet. The Notice of Sale was published in the Pine Journal, Moose Lake Gazette, Duluth News Tribune and the Minneapolis Star and Tribune, each for three consecutive weeks.

Two formal proposals were received by the County on Friday, June 29<sup>th</sup> in response to the RFP issued on June 2<sup>nd</sup>. The proposals were reviewed and ranked by members of the Building Committee on Monday, July 2<sup>nd</sup> based on the following criteria:

1. Purchase Offer (20 points)
2. Intended Use of the Building (20 points)
3. Level of Rehabilitation to be Undertaken (20 points)
4. Organization Structure (20 points)
5. Financing Secured (20 points)

## Bailey/Kadelbach/Langley

Point allocations by:

	Dennis Genereau	JinYeene Neumann	Tom Proulx	Connie Christenson
1.	10	5	10	5
2.	18	20	20	20
3.	18	20	20	15
4.	15	20	15	20
5.	15	20	20	20
<b>TOTALS:</b>	<b>76</b>	<b>85</b>	<b>85</b>	<b>80</b>

## Nick and Sarah Siltanen

Point allocations by:

	Dennis Genereau	JinYeene Neumann	Tom Proulx	Connie Christenson
1.	15	20	15	15
2.	10	10	10	10
3.	10	5	10	5
4.	15	10	5	10
5.	5	0	10	0
<b>TOTALS:</b>	<b>55</b>	<b>45</b>	<b>50</b>	<b>40</b>

It is the recommendation of the review committee to accept the offer by Baily/Kadelbach/Langley based on their ability to undertake the rehabilitation needed with financing secured, job creation will be immediate, and tax base to be increased for taxes payable in 2020. The timeline requested for occupancy may require modification until the Carlton County Historical Society may be moved.



Enbridge Energy Limited Partnership  
119 N. 25<sup>th</sup> Street East  
Superior, WI 54880  
Tel 715 395 3813  
www.enbridgepartners.com

K-1

June 20, 2018

State Of Mn C278 L35  
PO Box 130  
Carlton, MN 55718

RE: Atmospheric Visual Inspection

Dear Landowner,

Enbridge's records indicated that you own or rent a property traversed by its pipelines. This letter is to inform you that Enbridge will be conducting a routine visual inspection of the right-of-way in your area.

Beginning in mid- July, crews will conduct visual monitoring along the right-of-way. The vendor to Enbridge, Lake Superior Consulting, will start in northern Minnesota and head towards Wisconsin. For your site, it is expected to take 1-3 hours to complete the inspection.

There may be some vehicles parked along the right-of-way. There will be no ground disturbance.

We appreciate your cooperation and understanding as we perform this work. This work is required by federal regulations and enables us to safely operate and maintain our pipeline. Should you have any questions or concerns, please contact me at 715-395-3813.

Respectfully,

Todd Ochsner

Sr. Lands and Right of Way Specialist

**Has your contact info changed?**

**Please notify Enbridge by email at: [landcontactUS@enbridge.com](mailto:landcontactUS@enbridge.com)**

June 25, 2018

Carlton County Commissioners  
c/o Melanie Bomier, Water Plan Coordinator  
P.O. Box 130  
Carlton, MN 55718

**RE: Approval of the Carlton County Comprehensive Local Water Management Plan Extension**

Dear Carlton County Commissioners,

The Minnesota Board of Water and Soil Resources (BWSR) is pleased to inform you the Carlton County Comprehensive Local Water Management Plan extension was approved on June 25, 2018. Attached is the signed Board Order that documents approval of the extension and indicates the Plan meets all relevant requirements of law and rule.

Please contact your Board Conservationist, Erin Loeffler at 218-723-4607 or [Erin.Loeffler@state.mn.us](mailto:Erin.Loeffler@state.mn.us) for further assistance on this matter.

Sincerely,



John Jaschke, Executive Director  
Minnesota Board of Water and Soil Resources

Enclosure: BWSR Board Order

CC: Jeff Berg, MDA (via email)  
Chris Parthun, MDH (via email)  
Barbara Weisman, DNR (via email)  
Mike Peloquin, DNR (via email)  
Cliff Bentley, DNR (via email)  
Juline Holleran, MPCA (via email)  
Pat Carey, MPCA (via email)  
Ryan Hughes, BWSR (via email)  
Erin Loeffler, BWSR (via email)  
Annie Felix-Gerth, BWSR (via email)



Minnesota Board of Water and Soil Resources  
520 Lafayette Road North  
St. Paul, Minnesota 55155

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In the Matter of Extending the Comprehensive  
Local Water Management Plan for Carlton  
County, pursuant to Minnesota Statutes, Section  
103B.3367.

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**ORDER  
EXTENDING  
COMPREHENSIVE  
LOCAL WATER  
MANAGEMENT PLAN**

**Whereas**, on March 24, 2010, the Minnesota Board of Water and Soil Resources (Board), by Board Order, approved the Carlton County (County) Comprehensive Local Water Management Plan (Plan) that is effective until March 24, 2020; and

**Whereas**, the Board adopted Resolution #16-54 *Local Water Plan Extension and Amendments Policy* on June 22, 2016;

**Now Therefore**, the Board hereby makes the following Findings of Fact, Conclusions, and Order:

**FINDINGS OF FACT**

On May 16, 2018, the Board received a petition from the County requesting an extension to their Plan from the current expiration date of March 24, 2020, until a new date of December 31, 2023.

This extension will allow the County to participate and utilize information from the Minnesota Pollution Control Agency's Watershed Restoration and Protection Strategies (WRAPS) reports developed for the Kettle River watershed (2020 scheduled completion), the Upper Mississippi-Grand Rapids watershed (2019 scheduled completion) and the St. Louis River watershed (completed) for future planning efforts.

This extension will also allow the County to begin the process to transition to Comprehensive Watershed Management Plans developed through the One Watershed, One Plan program.