

**Carlton County
Board of Commissioners
ANNUAL SESSION - Rough Draft
Tuesday, January 8, 2019
8:30 a.m.**

The Carlton County Board of Commissioners met this Tuesday, the 8th day of January, 2019, in Annual Session at the Carlton County Transportation Building.

Prior to the start of the Annual Meeting, the Oath of Office was administered to the following elected Carlton County Officials by 6th District Court Judge Robert Macaulay.

Marv Bodie	County Commissioner District Two
Mark Thell	County Commissioner District Four
Lauri Ketola	County Attorney
Kelly Lake	County Sheriff
Paul Gassert	County Auditor/Treasurer

Auditor/Treasurer Paul Gassert called the meeting to order at 8:40 a.m. Members present: Bodie, Brenner, Peterson, Proulx, and Thell. Absent: None.

The meeting opened with the Pledge of Allegiance to the Flag.

Nominations were called for Chairperson of the Board of County Commissioners for the year 2019. Commissioner Brenner was nominated by Commissioner Proulx. There being no further nominations, a motion was made by Proulx, seconded by Bodie and carried by all yea votes that Commissioner Brenner serve as Chairperson of the Board of County Commissioners for the year 2019.

Commissioner Brenner took over as Chairperson of the Board.

Motion by Bodie, seconded by Peterson, and carried by all yea votes to approve the Agenda as amended.

Nominations were called for Vice-Chairperson of the Board of County Commissioners for the year 2019. Commissioner Bodie was nominated by Commissioner Peterson. There being no further nominations, a motion was made by Peterson, seconded by Thell, and carried by all yea votes that Commissioner Bodie serve as Vice-Chairperson of the Board of County Commissioners for the year 2019.

Motion by Proulx, seconded by Bodie, and carried by all yea votes to approve the Minutes of the December 26, 2018, Adjourned Board Meeting.

Motion by Proulx, seconded by Bodie, and carried by all yea votes to adopt the following resolution: (19-001)

BE IT RESOLVED that the Carlton County Board of Commissioners does hereby approve entering into a Children's Mental Health Screening Grant Contract by and between Carlton and the State of Minnesota, acting through its Department of Human Services, whereby Carlton County will utilize said grant funds to screen children who are working with Family Assessment, Child Protection, Probation, the Human Development Center, and the LSS Crisis Shelter. The terms and conditions of this Grant Contract are on file in the Carlton County Public Health and Human Services Offices.

Motion by Peterson, seconded by Proulx, and carried by all yea votes to Foster and Child Care actions as follows:

Family Child Care Renewals:

Becky Masessa	#33470742
Sarah Palmer	#33474315
Tammy Pettersen	#22195364
Lisa Beauciot	#18859058
JoEllen Swenson	#33474623
Colleen Lawrence	#33365288
Laurel Morken	#33513418
Julie Peterson	#33515037

Family Child Care New:

Hannah Johnson	#45101929
Trish Berger	#46427409
Jessi Cook	#45104428

Family Child Care Closures:

Judy Christopherson	#42463883
Robert & Thevee Holter	#44078125

Foster Care New:

Stephanie Nynas	#45535637
James Street	#46718243

Motion by Thell, seconded by Peterson, and carried by all yea votes to adopt the following resolution: (19-002)

BE IT RESOLVED that the Carlton County Board of Commissioners does hereby authorize and approve entering into a Nemadji Watershed Memorandum of Agreement by and between Carlton and Pine Counties and the Carlton and Pine County Soil and Water Conservation Districts. The purpose of the MOA is to recognize the importance of the partnership to plan and implement protection and restoration efforts for the Nemadji River Watershed.

Motion by Thell, seconded by Peterson, and carried by all yea votes to approve the appointment of Commission Thell to serve on the One Watershed One Plan (Nemadji River Watershed) Steering Committee.

Motion by Proulx, seconded by Thell, and carried by all yea votes to authorize and instruct the County Land Commissioner to proceed with negotiating Right of Way Easements with Frontier Communications whereby Frontier will utilize the rights of way along the Carlton County Soo Line Trail for their fiber optic communications system.

Motion by Bodie, seconded by Peterson, and carried by all yea votes to adopt the following resolution: (19-003)

WHEREAS, the Carlton County Board of Commissioners did previously take action to sell certain tax forfeited parcels (County Board Resolution 18-101, dated September 24, 2018); and

WHEREAS, not all parcels sold at said landsale; and

WHEREAS, the County Board of Commissioners of the County of Carlton, State of Minnesota, continues to desire to offer for sale these certain parcels of land that have forfeited to the State of Minnesota for nonpayment of taxes.

NOW, THEREFORE, BE IT RESOLVED that the Carlton County Board of Commissioners does hereby establish a minimum bid of said parcels as follows:

City of Barnum Parcel (s) (13-230-0440, 0460) Lots Six and Seven, Block Four, St. Paul and Duluth Addition to the City of Barnum Minimum, Bid Amount \$35,000

Wrenshall Township Parcel (84-020-1300) Northwest Quarter of Southwest Quarter, Section Eight, Township Forty-Seven, Range Sixteen Minimum Bid Amount \$95,000

BE IT FURTHER RESOLVED that this Landsale will be conducted by sealed bid, with bids to be submitted to the Carlton County Auditor/Treasurer by 3:00 p.m., on February 28, 2019.

Motion by Bodie, seconded by Thell, and carried by all yea votes to authorize and instruct the County Land Commissioner to proceed with plans whereby the State of Minnesota, acting through its Department of Natural Resources (Division of Wildlife), will conduct wildlife management burns and mowing projects on certain tax forfeited lands in Automba and Red Clover Townships.

Motion by Proulx, seconded by Peterson, and carried by all yea votes to adopt the following resolution: (19-004)

WHEREAS, the Carlton County Board of Commissioners did previously take action to offer for sale certain tracts for the purpose of harvesting of timber on tax forfeited parcels; and

WHEREAS, two such tracts were bid upon and sold, but the successful bidder has declined to harvest the timber on said tracts; and

WHEREAS, the County Board of Commissioners of the County of Carlton, State of Minnesota, continues to desire to offer for sale these certain tracts for the harvesting of timber.

NOW, THEREFORE, BE IT RESOLVED that the Carlton County Board of Commissioners does hereby establish a minimum bid of said parcels as follows:

Tract One (Permit Area No. 5005) – Wrenshall Township - Minimum Bid Amount \$3,477.00

Tract Two (Permit Area No. 5006) – Beseman Township - Minimum Bid Amount \$6,414.00

BE IT FURTHER RESOLVED that this Sale of Timber will be conducted by sealed bid, with bids to be submitted to the Carlton County Auditor/Treasurer by 2:00 p.m., on January 25, 2019.

Motion by Peterson, seconded by Bodie, and carried by all yea votes to adopt the following resolution: (19-005)

WHEREAS, the contract with Northland Constructors for the construction of Third Street and South Kenwood Avenue in the City of Moose Lake, SAP 009-080-001, Grading, Aggregate Base, and Plant Mixed Bituminous Pavement work, has in all things been completed, the City of Moose Lake has approved final payment, and the County Board has been fully advised in the premises;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That the Carlton County Board of Commissioners does hereby accept said completed project for and on behalf of the County of Carlton; and
2. That the Carlton County Board of Commissioners does hereby authorize the County Engineer to make final payment in the amount of Thirty-eight Thousand, Five Hundred Seventy-Three Dollars and Fifty-Six Cents (\$38,573.56) to Northland Constructors.

Motion by Proulx, seconded by Bodie, and carried by all yea votes to adopt the following resolution: (19-006)

BE IT RESOLVED THAT, Carlton County has entered into a Reconstruction Agreement with the Cities of Cloquet and Scanlon, whereby the County will perform bituminous paving, paved shared use path, storm sewer rehabilitation, ADA improvements, and other associated construction upon and along Washington Avenue (CSAH 16) from Truck Highway 33 to CSAH 45, according to County-prepared plans, specifications, and special provisions designated by the County as SAP 009-616-004.

WHEREAS, the City Scanlon has requested that Carlton County include in its project municipal facilities between 22nd Street and 26th Street, along Washington Avenue (CSAH 16).

BE IT FURTHER RESOLVED THAT the County Auditor, and County Engineer are hereby authorized to execute the Washington Avenue (CSAH 16) Reconstruction Agreements and any amendments to this Agreement.

Motion by Peterson, seconded by Bodie, and carried by all yea votes to adopt the following resolution: (19-007)

WHEREAS, the Cromwell-Wright School District (ISD 0095) wishes to apply for funding through the Safe Routes to School Program for a project to be known as the Cromwell Safe Routes to School Highway 73 Project; and

WHEREAS, Cromwell Safe Routes to School Highway 73 Project would consist of construction of 2,000 feet of trail along the west side of Highway 73, from the intersection of Highway 73 and Highway 210 (adjacent to the Cromwell-Wright Public School) to the entrance to Villa Court Senior Living; and

WHEREAS, the Cromwell-Wright School District (ISD 0095) is responsible for all local funding of the Cromwell Safe Routes to School Highway 73 Project; and

WHEREAS, the Cromwell-Wright School District (ISD 0095) will be responsible for all future maintenance of the Safe Routes to School path; and

WHEREAS, the Cromwell-Wright School District (ISD 0095) is requesting Carlton County to act as the fiscal agent.

NOW, THEREFORE, BE IT RESOLVED that the Carlton County Board of Commissioners declares the above described project is supported, the submittal of the Safe Routes to School funding application is supported. Carlton County agrees to act as the sponsoring agency for the project identified as the Cromwell Safe Routes to School Highway 73 Project seeking Safe Routes to School Funding and has reviewed and approved the project as proposed.

Motion by Thell, seconded by Proulx, and carried by all yea votes to adopt the following resolution: (19-008)

WHEREAS, bids have been received by the County Auditor/Treasurer for C.P. 009-103- 008, Remove Concrete Weir and 48" Concrete Pipe, Stream and Bank Restoration and Protection; and

WHEREAS, said bids or proposals were duly opened in the Carlton County Engineer's Office at 10:00 a.m. on Monday, January 7, 2019, and this Board has, with the County Engineer, determined the lowest bidder of said project for which proposals were invited and submitted; and

WHEREAS, the construction costs of the project will be funded by the Skunk Creek Watershed Sediment Reduction Grant from the Board of Water and Soil Resources Clean Water Fund, and the Fish Passage Program Grant from the U.S. Fish and Wildlife Service, with Administrative Costs paid for by Carlton County; and

WHEREAS, in the judgement of this Board, it is for the best interest of Carlton County that the award of said contract be made to the lowest bidder.

NOW, THEREFORE, BE IT RESOLVED by the Carlton County Board of Commissioners, in regular session duly convened, that they hereby approve the award of the contract on the above project to the lowest bidder:

Veit & Company, Inc. \$263,930 .00

BE IT FURTHER RESOLVED that the County Board Chairperson, the County Auditor/Treasurer, and the County Attorney, on behalf of Carlton County, are hereby authorized to approve the Contractor's Performance Bonds and to execute the bonds and contracts with the Contractor for the above listed project.

Motion by Proulx, seconded by Bodie, and carried by all yea votes to approve an unpaid leave of absence for a Transportation Department employment and to further approve the hiring of a temporary seasonal employee.

Motion by Bodie, seconded by Proulx, and carried by all yea votes to authorize the refilling of a Dispatcher position in the Sheriff Department.

Motion by Proulx, seconded by Bodie, and carried by all yea votes to adopt the following resolution: (19-009)

WHEREAS, the County of Carlton is participating in a hazard mitigation planning process as established under the Disaster Mitigation Act of 2000: and

WHEREAS, the Act establishes a framework for the development of a multi-jurisdictional hazard mitigation plan; and

WHEREAS, the Act as part of the planning process requires public involvement and local coordination among neighboring local units of government and business; and

WHEREAS, the county will lead planning effort with the assistance of consultants and State of Minnesota mitigation staff; and

WHEREAS, the county will provide staff and resources from departments related to mitigation, will facilitate participation of jurisdiction within the county, and provide quarterly reporting on plan progress; and

WHEREAS, the plan must include a risk assessment including past hazards, hazards that threaten the county, maps of hazards, an estimate of structures at risk, estimate of potential dollar loses for each hazard, a general description of land uses and future development trends; and

WHEREAS, the plan must include a mitigation strategy including goals and objectives and an action plan identifying specific mitigation projects and costs; and

WHEREAS, the plan must include a maintenance or implementation process including plan updates, integration of plan into other planning documents and how the county will maintain public participation and coordination; and

WHEREAS, the draft plan will be shared with the State of Minnesota and the Federal Emergency management Agency (FEMA) for coordination of state and federal review and comment on the draft: and

WHEREAS, approval of the hazard mitigation plan will make the county eligible to receive Hazard Mitigation Assistance grants as they become available.

NOW, THEREFORE, BE IT RESOLVED that Carlton County will enter into an agreement with the Division of Homeland Security and Emergency management in the Minnesota Department of Public Safety for the program entitled Hazard Mitigation Assistance (HMA) for the update of the Carlton County Hazard Mitigation Plan. The County Emergency Management Director, County Sheriff, and County Board Chairperson are hereby authorized to execute and sign such agreement and any amendments hereto as are necessary to implement the plan on behalf of Carlton County.

Motion by Bodie, seconded by Proulx, and carried by all yea votes to adopt the following resolution: (19-010)

WHEREAS, public officials and employees of Carlton County could be in a position to refer or contract with private vendors of service; and

WHEREAS, Minnesota Statutes, section 382.18, prevents Carlton County officials and employees from being interested, directly or indirectly, in contracts; and

WHEREAS, it is vital to the integrity of Carlton County that contracts and referrals for services be made in the best interests of Carlton County and free from any possible conflict.

NOW, THEREFORE, BE IT RESOLVED that no public official or employee of Carlton County in direct contact with providers or potential providers, or who may directly or indirectly influence the purchasing of services or contracting for services, or otherwise has official involvement in the purchasing or contracting process may:

1. Have any financial interest or have any personal beneficial interest, directly or indirectly, in contracts or purchase orders for goods or services used by or purchased by Carlton County.
2. Accept directly or indirectly from a person, firm, or corporation to which a contract or purchase order has been or may be awarded, a rebate, gift, money, or anything of value other than items of nominal value. No such employees may further accept any promise, obligation, or contract for future reward.
3. Serve on any board or commission as a representative of Carlton County that contracts with or provides services to Carlton County or its Board, without the express written consent of the Carlton County Board, except that public officials need only to notify the Carlton County Board of such service. This provision does not apply to union activities, as defined by the various collective bargaining agreements.

Motion by Peterson, seconded by Thell, and carried by all yeas votes to adopt the following resolution: (19-011)

BE IT RESOLVED to award the bid for the following legal publications to the low bidder, in 2019, at the Stated Rate Per Advertising Unit (S.A.U.), contingent upon their meeting all bid specifications and statutory requirements in regard to legal publications:

1. Summary of Commissioner Proceedings \$6.03 Per S.A.U.
(The Star Gazette will publish the Commissioner's Proceedings for 2019.)
2. Other Legal Publications \$7.50 Per S.A.U.
(The Star Gazette will publish Other Legal Publications for 2019.)
3. Notices and Lists of Real Estate Taxes Remaining
Delinquent on the First Workday of January 2019 \$6.03 Per S.A.U.
(The Star Gazette will publish the Delinquent Real Estate List for 2019)

Motion by Bodie, seconded by Proulx, and carried by all yea votes to adopt the following resolution: (19-012)

WHEREAS, Minnesota Statutes 311A.12 allows a county to use its website or recognized industry trade journals as an alternative to disseminate solicitations of bids, requests for information and requests for proposals.

NOW, THEREFORE, BE IT RESOLVED that the Carlton County Board of Commissioners hereby declares that from this day forward, the County of Carlton may use the Carlton County website, www.co.carlton.mn.us, as an alternative means to disseminate solicitations of bids, requests for information, and requests for proposals for transportation related construction and maintenance projects.

BE IT FURTHER RESOLVED that any dissemination by alternative means must be in substantially the same format and for the same period of time as a publication would otherwise be required under Minnesota Statutes 311A.12

Motion by Bodie, seconded by Peterson, and carried by all yea votes to adopt the following resolution: (19-013)

BE IT RESOLVED that the schedule of Carlton County Board Meetings for 2019 shall be as follows: (with meetings to be held at the Carlton County Transportation Building – unless otherwise indicated and/or posted):

Regular Meeting – 8:30 a.m. on the second Tuesday of each month

Adjourned Meeting – 4:00 p.m. on the fourth Monday of each month

BE IT FURTHER RESOLVED that the January, 2019, Adjourned Board Meeting will be held at 4:00 p.m. on January 28, 2018, at the Carlton County Transportation Building unless indicated otherwise.

BE IT FURTHER RESOLVED that the May, 2018, Adjourned Board Meeting will be held at 4:00 p.m., on May 28, 2019, at the Carlton County Transportation Building.

BE IT FURTHER RESOLVED that the December, 2019, Regular Board Meeting will be held at 4:00 p.m., on December 10, 2018, at the Carlton County Transportation Building, unless indicated otherwise.

BE IT FURTHER RESOLVED that the Carlton County Board of Commissioners will meet as the Carlton County Board of Equalization and the Board of Review and Equalization for the unorganized townships of Carlton County at 3:00 p.m. on June 11, 2019, and at 3:00 p.m. on June 20, 2019 (if necessary), at the Carlton County Transportation Building; these meetings are subject to change in accordance with Department of Revenue Guidelines.

Motion by Peterson, seconded by Thell, and carried by all yea votes to adopt the following resolution: (19-014)

BE IT RESOLVED that the Carlton County Board of Commissioners shall meet as a Committee of the Whole in the Carlton County Transportation Building Meeting Room on the first Tuesday of each month in 2019, at 4:00 p.m., starting in February to discuss Road and Bridge, Land and Buildings, General Government, Public Safety and other matters.

Motion by Peterson, seconded by Bodie, and carried by all yea votes that Commissioner Bodie serve as the Chairperson of the Committee of the Whole for the year 2019.

Motion by Bodie, seconded by Peterson, and carried by all yea votes that Commissioner Proulx, serve as the Vice Chairperson on the Committee of the Whole for the year 2019.

Motion by Proulx, seconded by Bodie, and carried by all yea votes to adopt the following resolution: (19-015)

BE IT RESOLVED to approve committee, commission, and other appointments of Commissioners, in 2019, as follows:

Committee / Commission

Commissioner(s)

Airport Commission	Brenner/Peterson
Area Transportation Partnership	Peterson/Neumann
Arrowhead Counties Association	Bodie/Brenner
Arrowhead Economic Opportunity Agency	Peterson
Arrowhead Health Alliance	Brenner/Bodie (alt)
Arrowhead Regional Corrections	Brenner/Bodie (alt)
Arrowhead Regional Development Commission	Brenner
Arrowhead Regional Library Board	Patricia Brandstaetter
AMC Region 1	All Commissioners
AMC Env & Nat Res Policy Committee	Peterson
AMC General Government Policy Committee	Brenner
AMC Health & Human Policy Committee	Proulx
AMC Public Safety Policy Committee	Bodie
AMC Trans & Infrastructure Policy Committee	Thell
AMC Tribal Relations Committee	Proulx
Big Sandy Watershed District	Peterson
Carlton County Collaborative	Brenner/Proulx
Carlton County Finance Committee	Board Chair/Board Vice Chair
Carlton Co. Economic Dev. Authority	Bodie/Thell
Carlton County Extension Committee	Thell/Peterson
Carlton County Fair Board Representative(s)	Thell/Peterson (alt)
Carlton County Building/Facilities Committee	Bodie/Brenner

Carlton County Insurance Committee	Peterson
Carlton County Justice Partners	Bodie/Brenner
Carlton County Law Enforcement Community	Thell/Brenner
Carlton County Law Library	Peterson
Carlton County Septic Financing Committee	Thell/Peterson
Carlton County Wellness Committee	Proulx
Carlton Fire District	Thell(Clear Creek) / Brenner (Sawyer)
Cloquet Economic Development Partnership	Brenner/Proulx/Christenson
Coastal Water Commission	Brenner
Community Health Services Board (Regional)	Bodie
Cromwell/Wright Fire District	Peterson
Emergency Medical Services Council	Thell/Peterson(alt)
Enbridge Pipeline Project Representatives	Thell/Peterson
Friends of Animals (Animal Control)	Brenner/Genereau
Human Services Advisory Committee	Bodie
Human Services Appeal Committee	Brenner/Bodie/Lee/Genereau
Lakes and Pines Community Action Council	Peterson
Local Emergency Food and Shelter Board	Thell
National Association of Counties (NACo)	All Commissioners
Northeast Minnesota Office of Job Training	Proulx
Northeast Waste Advisory Board (NEWAC)	Proulx/Brenner (alt)
Northspan	Brenner
Northland Connection	Brenner/Christenson
Laurention Resource Conservation & Development Planning Commission	Thell Thell/Peterson (alt)
Recycling and Solid Waste Advisory Committee	Proulx
Regional Radio Board	Bodie/Belich (alt)
Soil & Water Conservation District Liaison	Thell/Peterson (alt)
St. Louis River Trail Committee	Brenner/ Proulx/Neumann
Water Management Plan Advisory Board	Peterson
One Watershed One Steering Committee	Thell

BE IT FURTHER RESOLVED that all necessary expenses associated with these meetings be paid for by the County.

Motion by Thell, seconded by Bodie, and carried by all yea votes to adopt the following resolution: (19-016)

BE IT RESOLVED that Non-Commissioner appointments to the Committee of the Whole, in 2019, shall be as follows:

- All Carlton County Department Heads (elected and appointed)
- Mr. James Newman (representing townships) / Dan Reed (alt)
- Mr. Milt Hagen (representing transportation matters)

BE IT FURTHER RESOLVED that in the event that the Department Head cannot attend said Committee of the Whole Meeting(s), their designee may represent the department at the meeting(s).

Motion by Proulx, seconded by Bodie, and carried by all yea votes that this meeting be adjourned.

Attest: _____
Paul G. Gassert
County Auditor/Treasurer

Richard Brenner
County Board Chairperson