



## Carlton County, Minnesota Committee of the Whole Agenda

### CARLTON COUNTY COMMITTEE OF THE WHOLE AGENDA

Carlton County Transportation Building, Board Room  
March 5, 2019 at 4:00 p.m.

1. Call to Order. Chairman Bodie called the meeting to order at 4:00 p.m.
2. Approval of Agenda **Motion by Brenner, second by Peterson. Approved.**
3. Approve February 5, 2019 meeting minutes. **Motion by Proulx, second by Bodie. Approved.**
4. SUD Housing Update. Genereau provides a brief update regarding recent interest from a local developer in developing property within the city limits of Cloquet for medium intensity chemical dependency housing. Discussions were had with the County's SUD team regarding this possibility and further work will be done to determine if a project is possible. The project would involve new construction, as no appropriate existing buildings have been identified as available for this project.
5. New Business
  - A. ASSESSOR
    1. Annual car report. County Assessor Kyle Holmes presents the annual report, including a discussion of the possibility of working with the Transportation Department to develop a fleet manager position. Discussions have been had regarding this possibility and efforts will be made to further develop it for presentation to the Board.
  - B. ATTORNEY
    1. Data Management. County Attorney Lauri Ketola presents information regarding the Karpel Solutions Information Management system she would like to purchase to replace the outdated Damion system that office is currently using. Ms. Ketola reports that St. Louis County will no longer be hosting the Damion System, which will require that Carlton County contract directly with that vendor for their product. Ms. Ketola does not recommend this route due to the cost of doing so as well as the dated nature of the Damion technology. She requests COW support moving forward with the purchase of this product, which IT supports. **Motion by Proulx, second by Brenner to support the purchase of this product. Approved.**
  - C. COORDINATOR / HUMAN RESOURCES / PROPERTY MANAGEMENT
    1. Policy Committee policy list. County Coordinator Dennis Genereau reviews the Policy Committee policy list for any recommended changes. No recommended changes.
    2. Approve 2018 Building Committee Annual Report. Genereau submits the Building Committee annual report for review and approval, and indicates that the Building Committee approved the report earlier. **Motion by Genereau, second by Brenner to approve the report. Approved.**
    3. Strategic Plan update. Mr. Genereau reports that the Management Team Chair Kris Basilici and Vice-Chair Donna Lekander, together with himself will be meeting regularly to move the strategic plan forward. The first meeting has already taken place and good progress was made in identifying next steps.

4. Property Management Budget Update. Mr. Genereau provided an update as to the recommendations of the Building Committee and the efforts being made in Property Management to facilitate a the move to the City Hall building, identify jail related needs, and finalize the Barnum garage project for RFP.
5. Website analytics. Mr. Genereau provides website analytics information as generated by the Carlton County website administrator Shanny Hurst.
6. Committee updates. Mr. Genereau references the above-mentioned information regarding committee updates, adding information regarding the joint meeting of the Building and Finance Committees earlier that day.
7. Discussion of what should be shared from committee meetings. Mr. Genereau seeks guidance from the commissioners regarding what information they would like shared from their assigned committees and how they would like to see that happen.

D. TRANSPORTATION

1. Monthly construction update (info only). Milt Hagen provides update.
2. Monthly maintenance update (info only). JinYeene Neumann provides update.
3. Monthly budget update (info only). JinYeene Neumann provides update.

6. Other Business

A. Department Updates

- B. The next regular meeting date is scheduled for April 2, 2019 at 4:00 p.m. located at the Carlton County Transportation Building in the Board Room.

7. Adjournment. **Motion by Brenner, second by Thell. Meeting adjourned.**