



Carlton County, Minnesota Committee of the Whole Agenda

CARLTON COUNTY COMMITTEE OF THE WHOLE AGENDA

Carlton County Transportation Building, Board Room
April 2, 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 Bodie. Approved.**
3. Approve March 5, 2019 meeting minutes. **Motion by Thell, second by Peterson. Approved.**
4. Carlton County Next Generation – A presentation by Oldenburg House & Oldenburg Arts and Cultural Community. Emily and Glenn Swanson present to the Committee regarding their Carlton County Next Generation proposal. They propose that the County Board consider partnering with them to support a \$50K economic and community development strategy, which they have titled the Carlton County Next Generation. Their proposal includes partnering with artists and art advocates, sustainable farmers, the Fond du Lac Band, and outdoor enthusiasts/conservationists to identify creative placemaking opportunities that build on Carlton County's vibrancy and economic conditions and showcases the area's distinctive character and qualities. The University of Minnesota has expressed a willingness to partner financially with this initiative in the amount of roughly \$10K. The Swanson's are willing to contribute \$20K in in-kind services. The request of the County is for \$20K. Discussion was had regarding loan and grant programs. The Swanson's were put in touch with the Carlton County Initiatives Department. No decision was made regarding the request at this time.
5. Adult Restorative Justice Pilot Update. Donna Lekander provides the board with a brief update regarding the upcoming Adult Restorative Justice Pilot program aimed at 18 – 27 year olds in Carlton County. County Attorney Ketola was also present and indicated her support of and desire to test this adult diversion program during this upcoming summer. Referrals will come from the County Attorney's Office. The maximum number of cases appears to be ten at this time due to capacity constraints within the Initiatives Department. This program will be provided at no additional cost following the shifting of some priorities within the Initiatives Department. Outcome goals have been set and the results of the program will be measured and evaluated. No action necessary at this time.
6. New Business
 - A. ASSESSOR
 1. Appraiser series restructure proposal. County Assessor Kyle Holmes presents his plan for progressive promotion of county appraisers that is tied to training and certification. The appraiser positions within the office will be Appraiser Trainee, Appraiser, and Senior Appraiser. The trainee position will be for two years, and the Appraiser position will require at least five years of additional experience and training before they can attempt a move to Senior Appraiser. In addition to years of service, the promotional candidate will also need to successfully be certified at a level designated by the County Assessor. This plan is supported by Human Resources, the Finance Committee, and has been vetted with the Union. It ties nicely into succession planning and is currently being used in a number of counties both locally and throughout Minnesota. **Motion by Holmes, second by Brenner. Approved.**

B. AUDITOR/TREASURER

1. Discuss Local Option Sales Tax – Buildings and Infrastructure. Auditor/Treasurer Paul Gassert provides the Committee with information regarding the local option sales tax as a funding mechanism for a jail building. Representative Mike Sundin has indicated a willingness to carry the necessary legislation. Gassert points out that time is of the essence with this process. The amount of sales tax can be up to 1/2 cent, and the Board would need to accept the legislation. A decision would need to be made by the end of May for an August vote, and in August for a November vote. No action at this time.

C. COORDINATOR / HUMAN RESOURCES / PROPERTY MANAGEMENT

1. Policy Committee policy list. County Coordinator Dennis Genereau notes that two policies are before the Committee for approval to the Board today, listed as C3 and C4. No additional changes made to the policy priority list.
2. Strategic Plan update. Genereau provides a brief update, indicating that the Management Team did review the plan this morning and will be focusing on one section of the plan at a time.
3. Approve the Limited English Proficiency Policy. **Motion by Brenner, second by Bodie. Approved.**
4. Approve the Discrimination and Harassment Prevention Policy. **Motion by Peterson, second by Brenner. Approved.**
5. Property Management Budget Update. Genereau explains that the Building Committee did identify which priorities to work on completing in fiscal year 2019, and that those priorities have been organized from most to least critical and will be addressed roughly in that order.
6. Website analytics (visit the county website intranet for future website analytics). Information only.
7. Committee updates. No additional updates at this time, as the most recent efforts of the committees' have been summarized, above.

D. LAND

1. May 9, 2019 Oral Timber Auction. Land Commissioner Greg Bernu requests support to move a number of tracks forward to the next regular Board meeting for support for auction. **Motion by Bernu, second by Basilici. Approved.**

E. TRANSPORTATION

1. Monthly construction update (info only). Assistant Engineer Milt Hagen provides update.
2. Monthly maintenance update (info only). Engineer JinYeene Neumann provides update.
3. Monthly budget update (info only). Engineer JinYeene Neumann provides update.
4. Security Systems at Moose Lake and Cloquet Airports. Neumann reports that a security camera system needs to be installed in both airports. The FFA has additional funding that will cover 70% of the cost. The County's share (30%) will be roughly \$8331.60, and will be drawn from the County IT and/or Airport funds. This is part of the airports' five year plans. **Motion by Brenner, second by Peterson. Approved.**
5. Memorandum of Agreement with Fond du Lac Band of Lake Superior Chippewa (FDL). Neumann reports that FDL can use Bureau of Indian Affairs funding for highway improvement if they identify roadways that are owned by the County but that are important to FDL. FDL has identified a number of roads that are important to them. **Motion by Neumann, second by Brenner. Approved.**
6. Resolution in Support of Dedicated Transportation Funding to the Minnesota Highway user trust fund. Neumann, on behalf of the Minnesota County Engineers Association (MCEA), requests that the Board pass a



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resolution supporting the increase in funding for Minnesota's Highway User Tax Distribution Fund, which would provide additional, stable funding for MN DoT, all 87 counties, all cities with a population of 5000 or more, and townships across the state. **Motion by Neumann, second by Thell. Approved.**

7. Local Option Sales Tax Update. Neumann provides an update regarding the amount of local option sales tax that has been generated since that tax was approved. \$5.9 million has been spent on completed projects, with approximately \$7 million total being raised. 2017 was the high water mark for dollars raised with approximately \$2 million.

7. Other Business

- A. Department Updates

- B. The next regular meeting date is scheduled for May 7, 2019 at 4:00 p.m. located at the Carlton County Transportation Building in the Board Room.

8. Adjournment. **Motion by Brenner, second by Peterson. Approved.**